

ELO for SAP® ERP

The interface to SAP NetWeaver® and
SAP S/4HANA® systems



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ELO Suite for SAP ArchiveLink®



ELO Smart Link for SAP® ERP

- > Document filing
- > Data archiving
- > SAP ArchiveLink®



ELO Connectivity Pack for SAP® ERP

- > Provides index data
- > Connects to RFC modules (e.g. BAPI)
- > Integrates search help
- > Barcode upload



ELO Toolbox for SAP® ERP

- > Simplified filing
- > Interaction between SAP® GUI and ELO



ELO WebDAV for SAP® ILM

- > Data destruction
- > Data locks
- > Test areas
- > ILM rules
- > ILM-capable data archiving

Connecting systems – for intelligent processes

Efficient content management requires seamless data integration with a company’s software applications. Without this capability, businesses are typically faced with error-prone manual data entry, often into multiple systems. This is where our smart interfaces come in.

The **ELO for SAP® ERP** product range not only connects your ECM system easily to the SAP® system, but also conveniently transfers your documents to your ELO repository. The interface fully integrates ELO with the world of SAP solutions and supports all capture scenarios offered by SAP — regardless of the industry or company size.

With ELO and SAP, you can map your business processes transparently, instantly retrieve important information across all systems, and archive data according to retention requirements. The result is less time devoted

to integration tasks and lower operating costs, especially if you have large quantities of documents. The combination of ELO and SAP gives you the maximum benefits of an integrated ECM system.

ELO for SAP® ERP: ECM functions and GDPR compliance

ELO for SAP® ERP comprises: the **ELO Suite for SAP ArchiveLink®**, which enables you to archive documents and use ECM functions in the SAP ArchiveLink® environment; and the **ELO WebDAV for SAP® ILM** interface, which supports GDPR-compliant archiving.

The ELO for SAP® ERP interface

ELO Suite for SAP ArchiveLink®: Essential ECM functions at your fingertips

The **ELO Suite for SAP ArchiveLink®** comprises three products: **ELO Smart Link for SAP® ERP**; **ELO Connectivity Pack for SAP® ERP**; and **ELO Toolbox for SAP® ERP**. These three products offer a whole lot more than standard SAP ArchiveLink® functionality. Combined, they give you access to the full range of ECM functions, such as workflows, collaboration tools, or full text search as central ELO services on the SAP platform.



**ELO Smart Link
for SAP® ERP**

Archive and integrate SAP documents in ELO

ELO Smart Link for SAP® ERP is a certified interface that enables users to implement ELO as the filing system using content repositories in SAP. Users can either access ELO directly from SAP or jump to single documents, master data, print lists, outbound invoices, or other business objects in ELO that are linked to the SAP system. This solution is currently certified for **SAP NetWeaver®** and **SAP S/4HANA®** systems. **ELO Smart Link for SAP® ERP** provides you with fast and comprehensive access to information for all your essential business processes, and is the foundation for all other products within the **ELO Suite for SAP ArchiveLink®**.



**ELO Connectivity Pack
for SAP® ERP**

Retrieve, enter, and transfer metadata

ELO Connectivity Pack for SAP® ERP comprises two components that synchronize data: **Indexdownload** and **Datatransfer**.

The **Indexdownload** component retrieves metadata such as order numbers or buyer data from SAP business objects, and automatically transfers them to the keywording form in ELO. This capability, which does not require any customization except when you have specific needs, ensures that you have all the information needed for each SAP object. As soon as the metadata are transferred to the document, they are automatically stored within an appropriate ELO folder structure. Thanks to the **Indexdownload** component of **ELO Connectivity Pack for SAP® ERP**, searching for documents manually is a thing of the past — all related information is stored at a central location and can be retrieved instantly.

The second component – **Datatransfer** – enables you to collect and transfer data from workflows and other processes to all RFC-enabled function modules or BAPIs in SAP, and trigger specific functions in SAP, such as posting an invoice or approving a purchase order. Rarely, does this require any programming in SAP as the data fields are mapped directly in ELO. With the **ELO Connectivity Pack for SAP® ERP** Datatransfer component, there is no need to develop custom communication channels as you can map all related information from ELO to the corresponding SAP parameters.



ELO Toolbox for SAP® ERP

Conveniently file and manage documents

With **ELO Toolbox for SAP® ERP**, you can conveniently file attachments to documents based on the SAP GUI. Files, e-mails, and other attachments are automatically stored along with the original SAP document in ELO. The Toolbox component also enables you to go straight from ELO to the SAP environment. Therefore, you can quickly switch from the invoice in ELO to the FI document in SAP, which saves you time and gives you immediate access to the information you need.





ELO Suite for SAP ArchiveLink®

Supplier terms

The **ELO Suite for SAP ArchiveLink®** guarantees efficient interaction based on **ELO Smart Link for SAP® ERP**. For example, if new supplier terms come in by e-mail, you can easily link them to the corresponding SAP object via **ELO Toolbox for SAP® ERP**. The supplier terms are automatically forwarded to ELO. The Indexdownload component of **ELO Connectivity Pack for SAP® ERP** retrieves the document metadata from the SAP system and stores it in ELO. You can then use **ELO Toolbox for SAP® ERP** to go straight to the corresponding SAP transaction and easily complete tasks such as maintaining the supplier master data.

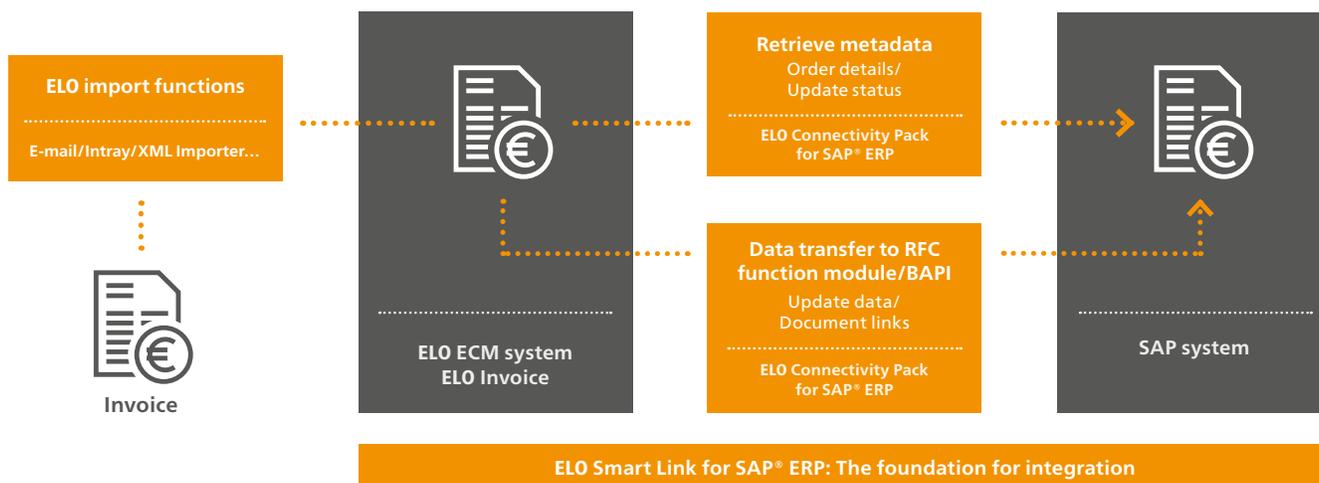


ELO Suite for SAP ArchiveLink®

Incoming invoices

Incoming invoice processes are another example of how the products in the **ELO Suite for SAP ArchiveLink®** interact. Processing paper invoices manually is inherently error-prone and, depending on the volume, can increase operating costs and even put early-pay discounts at risk. To resolve this issue, more companies are adopting an automated invoice payments solution.

Consider this: when a new supplier invoice comes in, you can store it in the ECM system using standard ELO functions or with **ELO DocXtractor**, and then process it with Business Solution **ELO Invoice**. In addition to the metadata retrieval function provided in the **Indexdownload** component of **ELO Connectivity Pack for SAP® ERP**, the **Datatransfer** component enables you to transfer update data to a corresponding BAPI in the SAP system, which is then used to generate an incoming invoice. You can also use the **Datatransfer** component of **ELO Connectivity Pack for SAP® ERP** to read an update status. **ELO Smart Link for SAP® ERP** creates the foundation for this rich functionality.



Interaction of ELO and SAP on an incoming invoice

Automation for guaranteed success

ELO Suite for SAP ArchiveLink: Maximum efficiency through automation

Manual tasks slow down productivity and efficiency. Replacing them with digital, automated processes saves time and improves quality.



Manage processes with ELO workflows

End-to-end digital processes are essential for integrating data across systems. With ELO, you have a powerful workflow tool that maps business processes independently of the system used while incorporating people in the process who do not have an SAP workstation. The system automatically generates the appropriate workflow and assigns the respective tasks to relevant stakeholders and departments. This ensures a seamless approval workflow enabling buyers, accountants, and auditors to access documents.

At the same time, all business-relevant documents are dynamically linked to their respective internal transactions in the SAP system via the **ELO Smart Link for SAP® ERP** interface. In addition, **ELO workflows** are easy to implement and can be used to map even complex processes. You can also use a hybrid approach and combine ELO and **SAP workflows**.



Satisfy tax requirements automatically

ELO archives all tax-relevant documents in compliance with statutory requirements. This reduces the load on the productive SAP database over the long term, which leads to improved system performance as documents are stored in ELO instead of in SAP. When migrating to a new release, only data required in online scenarios are archived in SAP. All other documents are stored in ELO.

These data can be accessed at any time for reports or other purposes. The ELO ECM system uses fail-safe RAID or optical jukebox systems for long-term document archiving.

Stay GDPR compliant

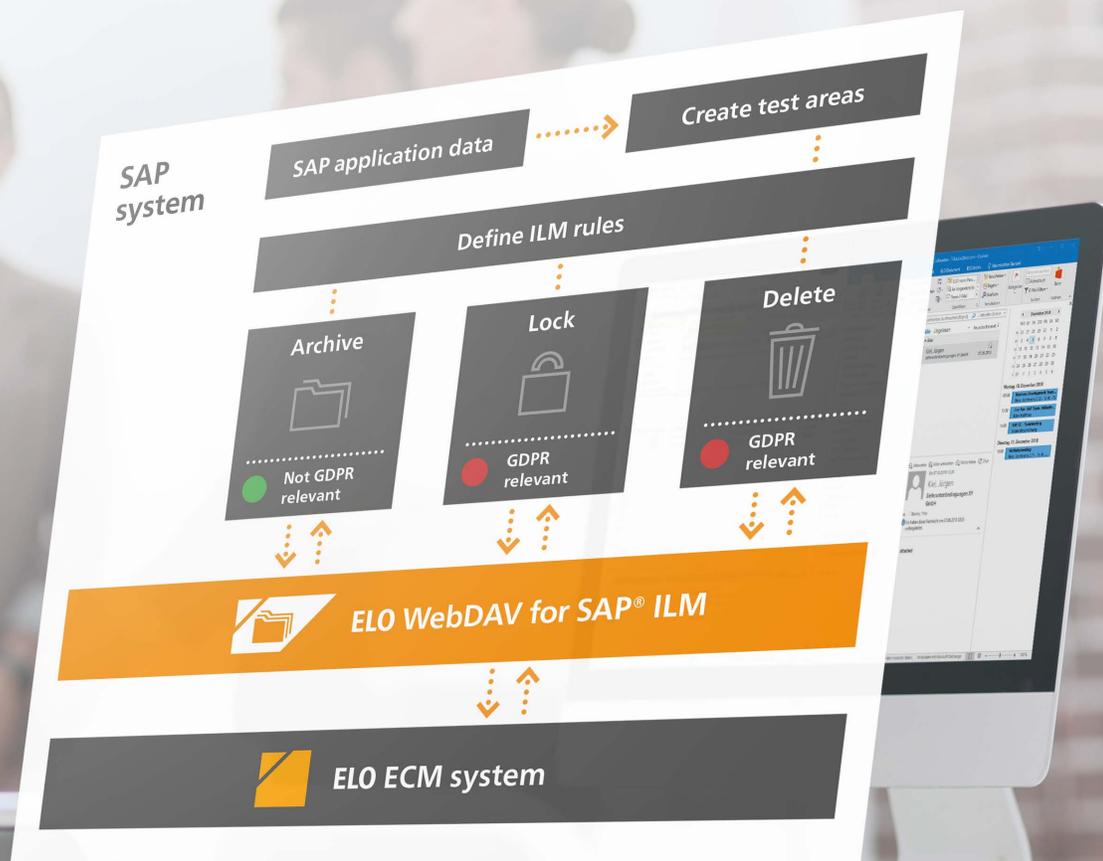
ELO WebDAV for SAP® ILM: Regulatory-compliant archiving and document management



ELO WebDAV for SAP® ILM

The European General Data Protection Regulation (GDPR), which came into force in May 2018, governs how personal data is collected, processed, and stored. Since then, data and documents must be archived in accordance with **GDPR**, and this is exactly where SAP Information Lifecycle Management (SAP ILM) comes in. SAP ILM comprises rulesets, processes, events, and tools for managing data from its original collection to its obsolescence or deletion.

To use SAP ILM, your repository needs to be ILM-capable. This means that your storage system must be connected to the application via a WebDAV interface so that it can accept and apply the retention properties. The **ELO WebDAV for SAP® ILM** interface allows ILM-capable storage of ELO content in your SAP system and is, of course, certified by SAP. Knowing that your data are processed and managed in accordance with GDPR gives you peace of mind.



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ELO® is available from:

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