

SAP Fiori

Requesting SAP Fiori Access for General User Group

The General User Group consists of the following applications:

- Cost Center Operating Report (CCOR)
- My Inbox
- Manage Invoice
- User Access Review

Log in to the [Information Security Access Request form](#) and click on Request Access

- Select Employee Type
- Enter Employee ID (HR Benefits ID for Canada users) and click Retrieve
- Expand Finance Section
- Click on “SAP and SAP Fiori Applications” option (not SAP role change)

Two access request forms are required to gain access to General User Group as shown in the screenshots below. Be sure to choose the correct Instance-Client for both requests.

- PE6 400
- PGW 400

Request #1 of 2 PE6 400 (Common/General UI, Application Tile)

SAP Application Information

Request Type	<input checked="" type="radio"/> New Access <input type="radio"/> Delete Access	Instance-Client	PE6 400
User Group	GENERAL	Role Owner	Corinne Szabo
Composite Role	ZCBD:GENERAL_APPS	Single Role Assigned	ZSBD:GENERAL_APPS
Update Department/User Group?	<input type="radio"/> Yes <input checked="" type="radio"/> No		
End Date	12/31/9999	Environment	Production
Notes	Request 1 of 2 for General Access Group - PE6 400		
Submit Multiple Requests	<input checked="" type="checkbox"/> Yes		

Request #2 of 2 PGW 400 (SAP Cost Center Data)

SAP Application Information

Request Type	<input checked="" type="radio"/> New Access <input type="radio"/> Delete Access	Instance-Client	PGW 400-
User Group	GENERAL	Role Owner	Corinne Szabo
Composite Role	ZCGW:GENERAL_APPS	Single Role Assigned	ZSGW:GENERAL_APPS
Update Department/User Group?	<input checked="" type="radio"/> Yes <input type="radio"/> No		
End Date	12/31/9999	Environment	Production
Notes	Request 2 of 2 for General Access Group - PGW 400		
Submit Multiple Requests	<input type="checkbox"/> Yes		

If you have questions email the contact listed for the Fiori Application:

Fiori Role	Fiori Applications In Each Role	Contact
General	CCOR, Manage Invoice, My Inbox, User Access Review	Corinne.szabo@sodexo.com
Food O2C	Billing Statistics, Catering Invoice, Invoice Consolidation, Credit Memo, Journal Entry	Corinne.szabo@sodexo.com
FM O2C	FM Billing, FM Invoice Report, Display Template, Credit Memo, Journal Entry	Anthony.quach@sodexo.com , Timothy.corneau@sodexo.com
FM P2P	Vendor Invoice, Vendor Invoice Report, Purchase Order Status Report, Invoice Count, PO Summary	Anthony.quach@sodexo.com , Timothy.corneau@sodexo.com
FM PM	Change WBS Element Status, Confirm Network Activity, Confirm Project Milestone, Project Billing	Kevin.kirkman@sodexo.com
E&R Finance	Invoice Consolidation, Approve PO, Track Purchase Order	Clayton.bellowJr@sodexo.com
E&R Field	Rebill Order, Manday Order, Physical Inventory	Clayton.bellowJr@sodexo.com
FM Master Data	Commodity Code & GL Mapping, Maximo Fiori Access Table	Anthony.quach@sodexo.com , Timothy.corneau@sodexo.com