

SUCCESS STORY

TEAMWORK
Way of PERFORMANCE



Bern University of Applied Sciences (BFH)

> 2,424
employees

> 6,970
students

> 27
locations

Bern University of Applied Sciences

BFH has been working with SAP (ERP 6.0) since January 2014 in the areas of Human Resources including Time Management, Finances, Controlling and Project Management. Using the web-based SAP portal, our employees and superiors handle the following tasks:

- Recording time/performance including reporting
- Expense claims
- HR services (displaying personal data, HR job applications)
- Processing accounts payable workflows
- Reporting for cost centres/projects



CHALLENGES

“SAP Interactive Forms by Adobe”, the technology previously used for process workflows, was not or no longer (fully) supported by most common browsers in the current versions.

BFH operates an open IT system landscape where basically all known operating systems (Linux, Apple, Windows) and also personal devices (BYOD – bring your own device) can be used.

In order to solve browser-dependent compatibility problems and improve the usability of the SAP processes, BFH decided to replace it with an HTML5 enabled solution.

BFH at a glance

BFH is a leading, internationally recognised university of applied sciences in Switzerland. Students can choose from 30 Bachelor and 23 Masters degrees. In the areas of research and services, BFH is an important partner for the economy, society, culture and public sector.

> 2,512

Recognized further education

49%

women

> 517

Ongoing projects

1017

Project partnerships

Source: BFH 2018 Annual Report

SOLUTION

The new solution should be based on future-proof SAP standard components and also be compatible with SAP S/4HANA. BFH chose SAP FIORI as the base technology and asked TeamWork to implement the functionality.

First, the basic prerequisites for using FIORI technology had to be fulfilled. This required the implementation of SAP Gateway and FIORI Frontendserver. Then the first FIORI interfaces were set up.

In a first step, the application for the approval of training and further education as well as a role-based overview of the ongoing processes was developed and rolled out.

After that, the following processes were replaced by FIORI applications:

- Expense claims
- Job applications
- Change of employment level
- Employment extensions
- Settlement of accounts for lecturers and auxiliary staff



Sandra Schneider
BFH Project
Management

“During the course of the project, there were several delays and we had to overcome many unexpected challenges until we were finally able to start using the new processes. Thanks to the new, modern FIORI interfaces, our employees find the applications much more intuitive to use than before. Our HR workflows are now fully responsive and can be used without restrictions on all common browsers. This makes processing applications much easier and more efficient for all involved.”

RESULT

BFH now has a modern and future-proof solution. Highly user-friendly SAP standard technology is used. The solution uses SAP workflows and offers SAP role-based editing and approval processes. PDF forms are automatically generated directly from the user screens using the teamwork solutions DocBuilder add-on. FIORI components provide the option of temporary storage at any time. This means data entered will not be lost even when interrupted (e.g. from phone calls).

Another FIORI application was developed for the simple overview of all process states. There you can see on a single screen what is happening and in which step of the process.

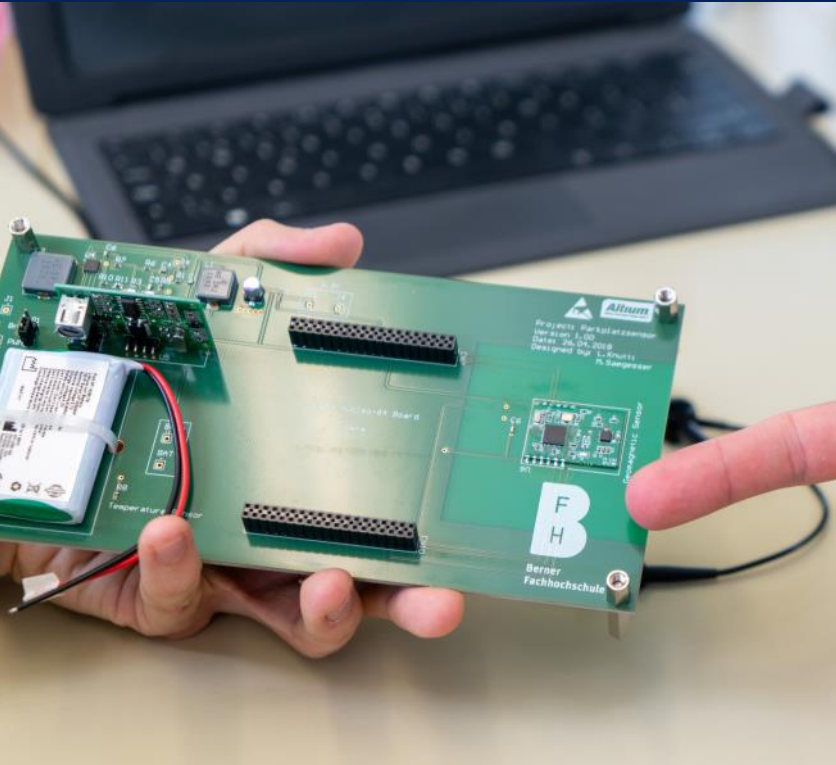
The screenshot displays the SAP Fiori application interface for 'Abrechnung Lehrbeauftragte und Hilfskräfte'. The user is logged in as 'Muster, Hans'. The interface shows a navigation bar with icons for 'Formular', 'Anlagen', 'Anmerkungen', and 'Information'. Below this, the 'Allgemeine Information' section includes a dropdown for 'Abrechnungsperiode' set to 'Januar' and radio buttons for 'Abrechnung Bezugszeitpunkt' set to 'Stunden'. The 'Entschädigungen' section features a table with columns for 'Kostenstelle/ P...', 'Datum', 'Abrechnungsgr...', 'Anzahl Stunden', 'Ansatz pro St...', 'Summe', and 'Lösc...'. The table contains two entries: one for 'Mittagessen' on 01.01.2019 with 2 hours and a sum of 50, and another for 'Vorbereitung' on 02.01.2019 with 3 hours and a sum of 90. A yellow warning banner below the table states: 'Spesen sind grundsätzlich mit der Entschädigung abgeholt und können nur im Ausnahmefall nach Genehmigung durch die/den Departementsleiter/in geltend gemacht werden.' The 'Spesen' section at the bottom has a table with columns for 'Kostenstelle/ PSP-Elem...', 'Datum', 'Spesen', 'Abrechnungsgrund', 'Betrag in CHF', and 'Lösc...'. It contains one entry for 'Autokilometer...' on 03.01.2019 with a sum of 50. The bottom navigation bar includes buttons for 'Eingaben prüfen', 'Speichern', and 'Senden'.

*Kostenstelle/ P...	*Datum	*Abrechnungsgr...	*Anzahl Stunden	*Ansatz pro Stu...	Summe	Lösc...
12-1234	01.01.2019	Mittagessen	2	25	50	[X]
34-5678	02.01.2019	Vorbereitung	3	30	90	[X]

Kostenstelle/ PSP-Elem...	Datum	Spesen	Abrechnungsgrund	Betrag in CHF	Lösc...
AB-123-CD	03.01.2019	Autokilometer...	Anfahrt	50	[X]

ADVANTAGES FOR BFH

- Simple, user-friendly and modern interface
- Browser- and device-independent solutions
- Multilingual: German, French, English
- Can easily be expanded with additional processes and features
- Future-proof/investment protection: ready for SAP S/4HANA



“This project was a real challenge! But, together, we managed to implement a modern and attractive solution. Our contacts at the Bern University of Applied Sciences have great ideas and made a significant contribution to developing a sustainable solution that really makes everyday business easier.”



Adaleta Merkez
Project Management
TeamWork

ABOUT TEAMWORK

TeamWork is an independent SAP full-service provider that operates internationally with more than 1'000 employees. From its headquarters in Geneva, and with locations in Bern and Zurich as well as 20 other global locations, TeamWork implements local and international SAP projects.

As a founder-managed company owned by the Rey-Gorrez family and run by each local management team, TeamWork operates independently of investors and is characterised by high flexibility and a lot of enthusiasm for its customers.



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