

SAP Workflow

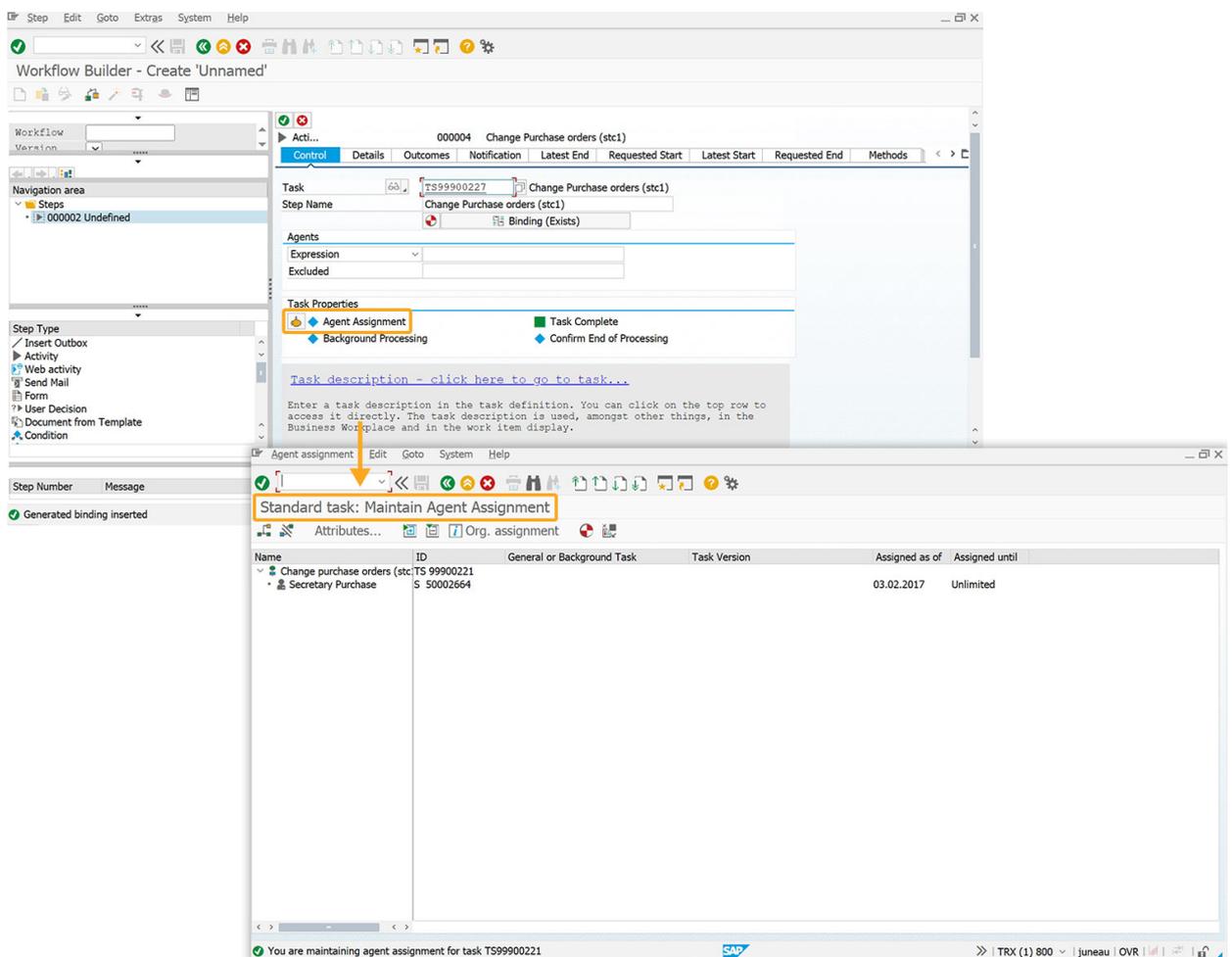
5.1.3 Defining Workflows

Defining a workflow refers to the process of creating a sequence of tasks and activities that are executed automatically based on specific business rules and conditions. It involves designing the workflow, assigning agents or roles to tasks, and defining the flow of information between different steps.

In this article, we'll define a workflow by assigning an agent to the task created in the previous article. Refer to the [Standard workflow creation](#) process before defining the workflow.

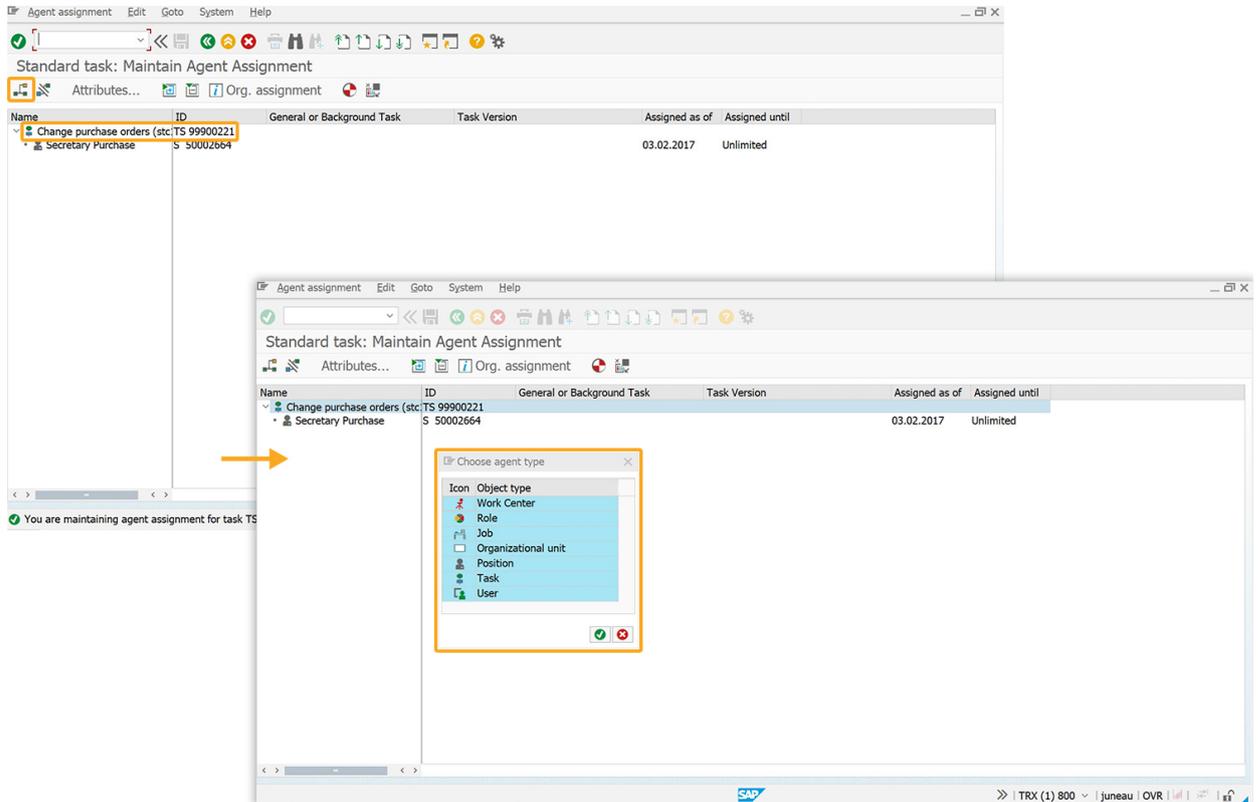
Defining a workflow

1. On the Workflow Builder screen, click **Agent Assignment** in the Task Properties group box. This action directs to the **Standard task: Maintain Agent Assignment** screen, as shown below.

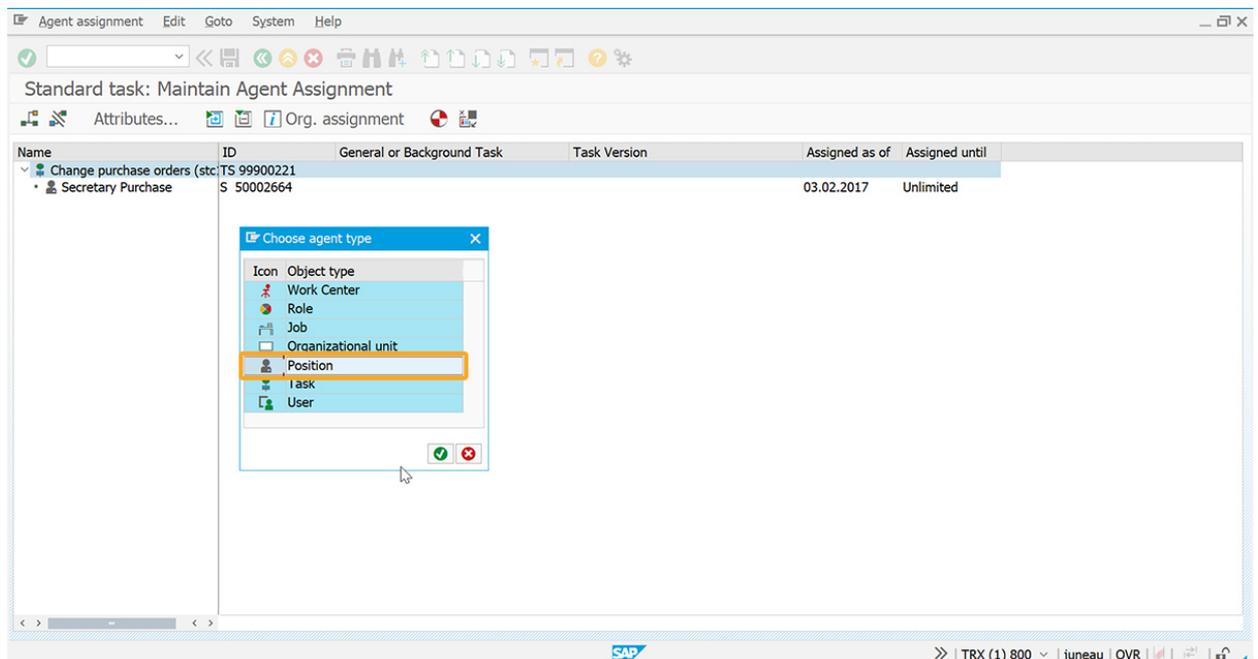


2. Select **Change Purchase orders** and click the **Create agent assignment** icon, prompting a popup to choose the agent type.

SAP Workflow

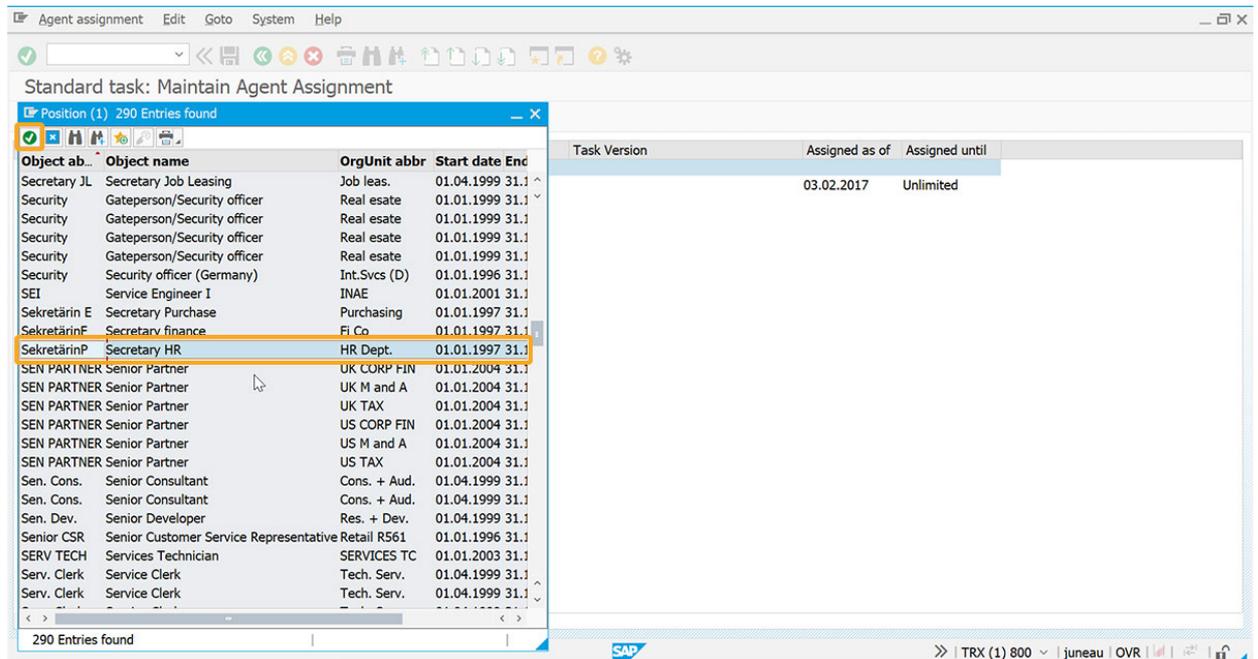


3. Choose the object type as **Position** and proceed.

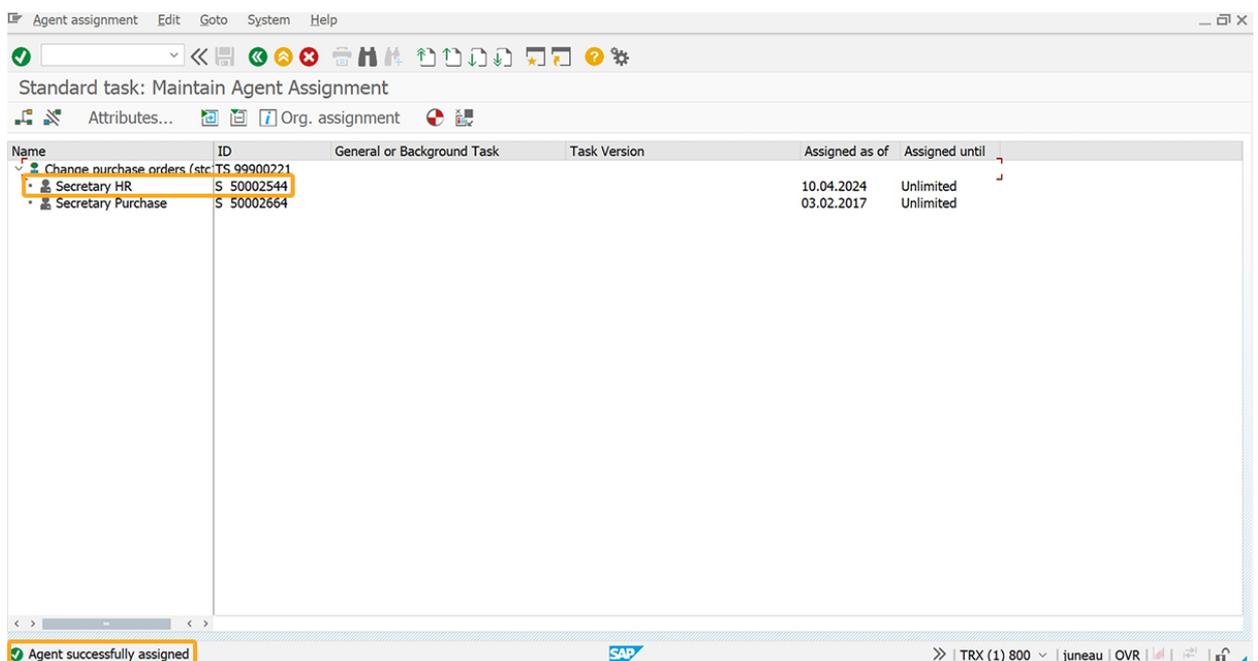


4. Select the desired position and click **continue**.

SAP Workflow

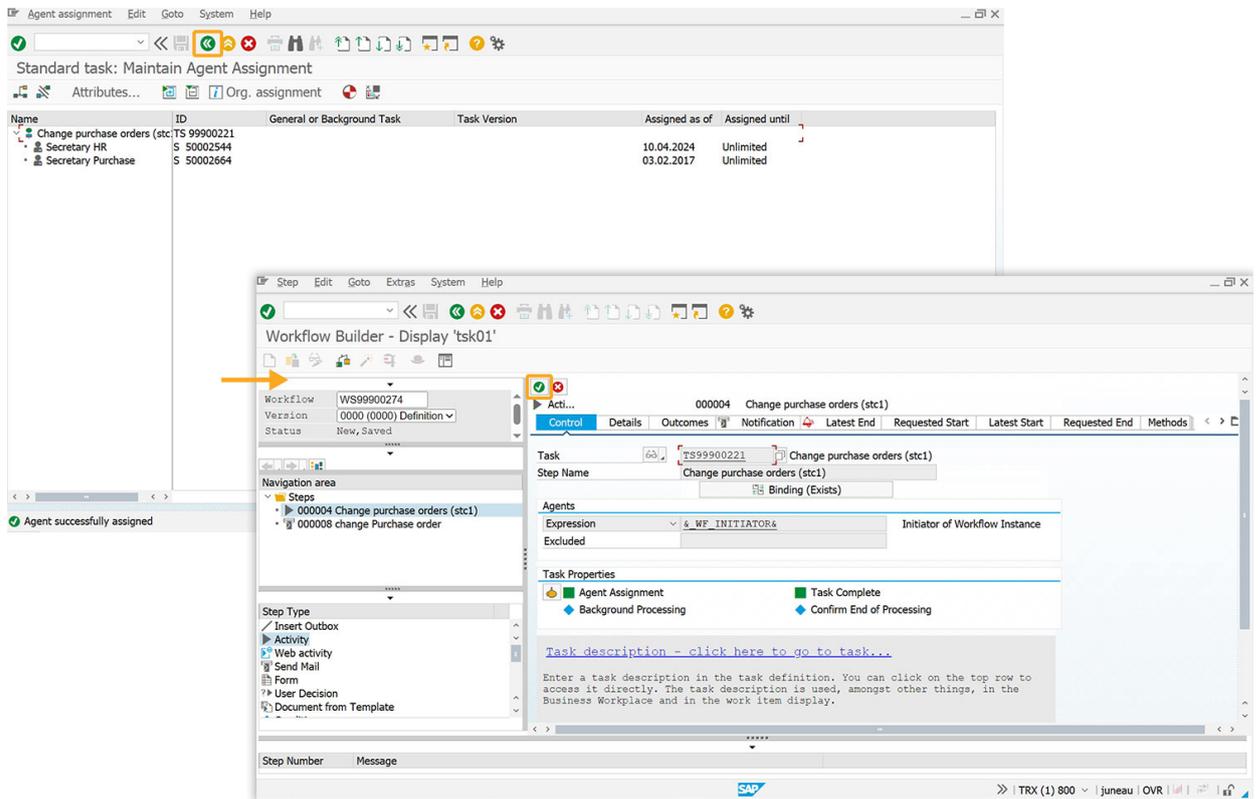


5. This adds a new agent to the task, along with a success message that confirms the agent assignment.

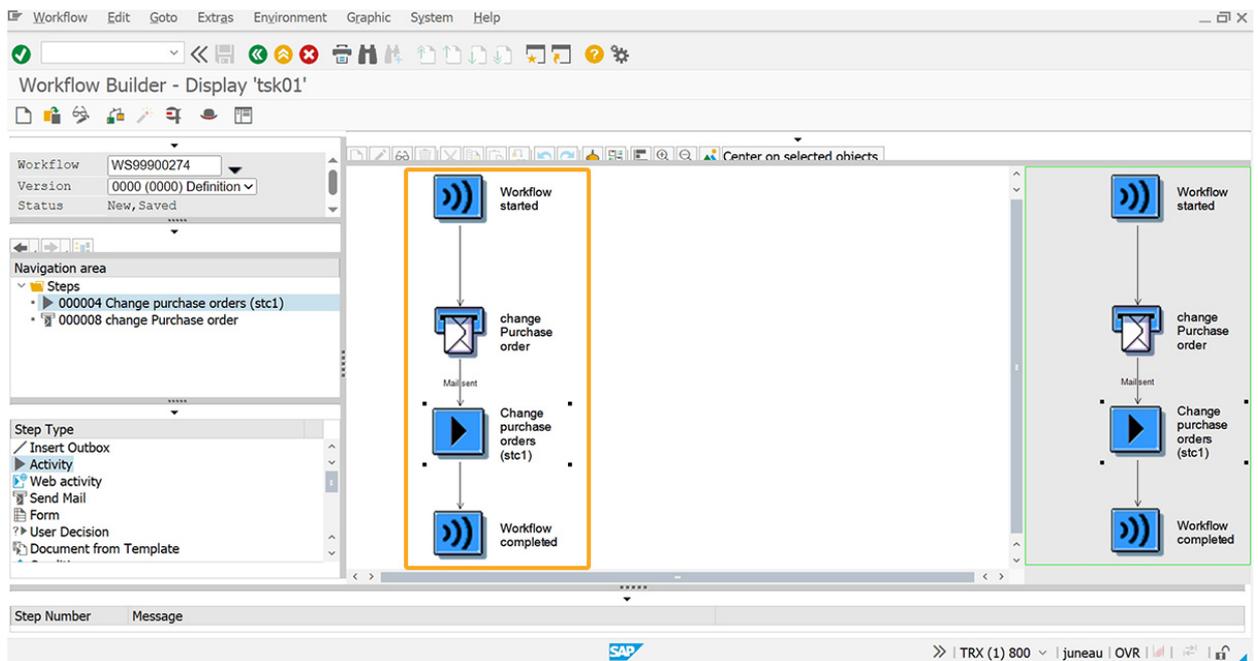


6. Now, click the back button and then **Continue** on the Workflow Builder screen.

SAP Workflow



7. You can now observe the graphical model of the created workflow on the **Workflow Builder - Display 'tsk01'**.



SAP Workflow

Hence, the workflow for the task **Change Purchase Order** is created.

Unique solution ID: #1978

Author: Poojitha Reddy

Last update: 2024-05-20 09:38