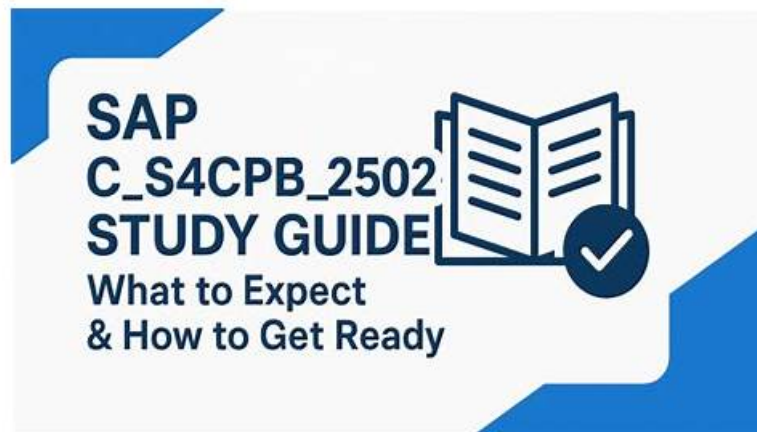


C_S4CPB Examengine & C_S4CPB Fragen&Antworten



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C_S4CPB PrüfungGuide, SAP C_S4CPB Zertifikat - SAP Certified - Implementation Consultant - SAP S/4HANA Cloud Public Edition (C_S4CPB_2602)

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SAP Certified - Implementation Consultant - SAP S/4HANA Cloud Public Edition (C_S4CPB_2602) C_S4CPB Prüfungsfragen mit Lösungen (Q16-Q21):

16. Frage

SIMULATION

Create a Custom Launchpad Space and Page

Business Scenario

You are building a custom business role that will be assigned to all employees in the organization. The business role and its corresponding Launchpad Space and Page need to include the apps that have been granted through the business catalogs assigned to the business role to ensure employees have an easy time finding the relevant applications.

Note: In the task below, always replace ##### with the last 6 digits of your group number.

Note:

Make sure to use the EXACT names/values/spaces as they are listed in the task.

Even forgetting a space or a number will cause the validation of the task to fail and be marked as incorrect.

Task:

Assign the business catalogs listed below to the business role and save:

HCM - Employee Self-Service (SAP_HCM_BC_EMP_PC)

Concur - Employee Self-Service (SAP_CON_BC_CTE_ESS_PC)

Antwort:

Begründung:

See Explanation below for all solution

Explanation:

Objective

The purpose of this task is to assign the required business catalogs to the custom all-employee business role created in the previous task. These catalogs provide the applications that will later be shown in the launchpad space and page for all employees.

The catalogs that must be assigned are:

HCM - Employee Self-Service

SAP_HCM_BC_EMP_PC

Concur - Employee Self-Service

SAP_CON_BC_CTE_ESS_PC

Business Scenario Explanation

In the previous task, you created a new custom all-employee business role, for example:

Z_EMPLOYEES_ALL_#####

That role exists, but on its own it does not yet provide app access.

In SAP S/4HANA Cloud, app access is granted through business catalogs.

This means the role must now be connected to the catalogs that contain the apps employees need.

Later, these catalogs will feed the launchpad page content so end users can easily find the relevant applications.

Important Notes

Always replace ##### with the last 6 digits of your group number.

Use the exact catalog names and IDs.

Assign both required catalogs.

Save the role after assignment.

Do not assign the wrong catalog variant.

Required Catalogs

Assign exactly these two business catalogs:

Business Catalog

Business Catalog ID

HCM - Employee Self-Service

SAP_HCM_BC_EMP_PC

Concur - Employee Self-Service

SAP_CON_BC_CTE_ESS_PC

Detailed Step-by-Step Procedure

Step 1: Open the app "Maintain Business Roles"

From the SAP S/4HANA Cloud launchpad:

Log in to SAP S/4HANA Cloud.

Use the app search.

Search for:

Maintain Business Roles

Open the app.

Explanation:

This app is used to maintain business roles, assign catalogs, assign launchpad spaces, and maintain restrictions.

Step 2: Search for your custom all-employee business role

Inside Maintain Business Roles:

Search for your business role ID:

Z_EMPLOYEES_ALL_#####

Example

If your suffix is 000013, search for:

Z_EMPLOYEES_ALL_000013

Open the role.

Explanation:

You must open the custom all-employee role created in the previous task, not a template role and not a standard SAP role.

Step 3: Verify the correct role is open

Confirm that the role details show:

Business Role ID = Z_EMPLOYEES_ALL_#####

Business Role Description = All Employee Role #####

Explanation:

This ensures you are assigning catalogs to the correct business role.

Step 4: Go to the "Business Catalogs" tab

Inside the role:

Click the tab:

Business Catalogs

Explanation:

This tab is used to assign the business catalogs that define which apps and app authorizations the role provides.

Step 5: Click Add

In the Assigned Business Catalogs section:

Click Add

This opens the dialog:

Add Business Catalogs

Explanation:

The Add popup is used to search for and assign SAP-delivered business catalogs to the custom role.

Step 6: Search for the first catalog

In the Add Business Catalogs popup:

Search for:

SAP_HCM_BC_EMP_PC

or

HCM - Employee Self Service

Select:

HCM - Employee Self Service

Business Catalog ID: SAP_HCM_BC_EMP_PC

Explanation:

This catalog provides employee self-service apps and is required by the task.

Step 7: Search for the second catalog

Still in the Add Business Catalogs popup:

Search for:

SAP_CON_BC_CTE_ESS_PC

or

Concur - Employee Self-Service

Select:

Concur - Employee Self-Service

Business Catalog ID: SAP_CON_BC_CTE_ESS_PC

Explanation:

This catalog provides the Concur employee self-service content and is also explicitly required by the task.

Step 8: Add the selected catalogs

After selecting both catalogs:

Click OK or Apply

Explanation:

This adds the selected catalogs to the custom role in draft mode.

Step 9: Verify both catalogs are listed

Back in the Business Role screen, verify that both assigned catalogs are visible:

SAP_HCM_BC_EMP_PC

SAP_CON_BC_CTE_ESS_PC

Explanation:

This confirms that the required app authorizations have now been attached to the role.

Step 10: Save the role

Click:

Save

Explanation:

This finalizes the catalog assignment.

Without saving, the catalogs remain only in draft and the role will not provide the required app content.

Step 11: Verify the result after save

After saving, check again that the role still shows both business catalogs in the assigned list.

Explanation:

This confirms the task was completed successfully and the role is ready for the next step, which is launchpad space/page content.

Expected Result

After this task is completed successfully:

the custom all-employee role has both required business catalogs assigned, the role is saved successfully, the role now provides the app authorizations required for employee self-service content, the launchpad page can later use these catalogs to add the required tiles.

17. Frage

SIMULATION

Migrate Bank Data

Business Scenario

You are responsible for migrating bank data into the SAP S/4HANA Cloud Public Edition system. You have determined the best method is Migrate Data Using Staging Tables, as you only have a couple banks to migrate.

Prerequisites:

Note:

In the task below, always replace ##### with the last 6 digits of your group number.

Note:

Make sure to use the EXACT names/values/spaces as they are listed in the task. Even forgetting a space or a number will cause the validation of the task to fail and be marked as incorrect.

Task:

Migrate the bank data listed below.

Table 1: Bank 1

□

Antwort:

Begründung:

See Explanation below for all solution

Explanation:

Objective

The purpose of this task is to migrate two bank master records into SAP S/4HANA Cloud Public Edition using the Migrate Data Using Staging Tables approach.

This task is performed inside the migration project created earlier:

Migration Project Name: Bank Data #####

Migration Object: Bank

The bank master data must be entered exactly as provided in the task tables.

Business Scenario Explanation

In this scenario, you are responsible for loading a small number of bank records into the system. Because there are only two banks to migrate, the selected migration method is:

Migrate Data Using Staging Tables

This method requires you to:

open the existing migration project,

download the Bank templates,

populate the required CSV file with the bank data,

upload the files,

validate the data,

transfer the data to staging tables,

complete any required mapping tasks,

migrate the bank instances,

verify the migrated banks in the target app.

Important Notes

Always replace ##### with the last 6 digits of your group number.

Use the values exactly as shown in the task.

Keep names, spaces, and numbers exactly correct.

During your execution, mappings may be required for:

Country/Region Key

Language Key (ISO)

Regional Code

Bank Key

If regional text values like Pennsylvania or Georgia are rejected, mapping may be needed to:

PA

GA

Example

If the suffix is 000013, the values become:

Bank 1

Bank Country/Region = US

Bank Key = A000013

Bank Name = Bank of A000013
Street = West Chester Pike
House Number = 3999
City = Newtown Square
Postal Code = 19073
Country/Region = US
Language = EN
Location = Pennsylvania

Bank 2

Bank Country/Region = US
Bank Key = Z000013
Bank Name = Bank of Z000013
Street = Lenox Road
House Number = 3580
City = Atlanta
Postal Code = 30326
Country/Region = US
Language = EN
Location = Georgia

Detailed Step-by-Step Procedure

Step 1: Open the app "Migrate Your Data"

From the SAP S/4HANA Cloud launchpad:

Log in to SAP S/4HANA Cloud.

Search for:

Migrate Your Data

or

Migration Projects

Open the app.

Explanation:

This app is the migration cockpit where the project and Bank migration object are maintained.

Step 2: Open the migration project

In the migration projects list:

Search for your project:

Bank Data #####

Open the project.

Example

If your suffix is 000013, open:

Bank Data 000013

Explanation:

This is the migration project created in the previous task and it contains the migration object Bank.

Step 3: Open the Bank migration object

Inside the migration project:

Locate the migration object:

Bank

Open it.

Explanation:

The Bank migration object is where the templates, uploads, mapping tasks, and migration instances are handled.

□

Step 4: Download the template files

On the Bank migration object screen:

Click:

Download Template

This provides the CSV template files needed for migration.

Explanation:

For the Bank migration object, the main files typically include:

S_BNKA#FreeText_Mandatory.csv

S_SCRIPT_ADRC#FreeText.csv

The mandatory file contains the bank master structure; the second file is optional for international address versions.

Step 5: Populate the mandatory Bank CSV file

Open the mandatory CSV file:

S_BNKA#FreeText_Mandatory.csv

Enter the two bank records exactly as required from the task tables.

Explanation:

This file must contain the bank master data that will be loaded into the staging tables.

The data must match the required values exactly.

Step 6: Use the correct values in the Bank CSV

Populate the mandatory file with the two records.

Bank 1

Bank Country/Region = US

Bank Key = A#####

Bank Name = Bank of A#####

Street = West Chester Pike

House Number = 3999

City = Newtown Square

Postal Code = 19073

Country/Region = US

Language = EN

Location = Pennsylvania

Bank 2

Bank Country/Region = US

Bank Key = Z#####

Bank Name = Bank of Z#####

Street = Lenox Road

House Number = 3580

City = Atlanta

Postal Code = 30326

Country/Region = US

Language = EN

Location = Georgia

Explanation:

These values create two bank master records, one beginning with key A##### and the other with key Z#####.

Step 7: Keep the optional international address file empty if not needed For the file:

S_SCRIPT_ADRC#FreeText.csv

leave it with header only if no separate international address version data is required.

Explanation:

During your execution, the optional file was not required and the Bank migration still proceeded because only the mandatory Bank

Master structure had to be populated.

Step 8: Open Upload Files

In the Bank migration object:

Go to:

Upload Files

Explanation:

This is where the CSV folder is created and the files are uploaded to the migration cockpit.

Step 9: Create a CSV Folder

Click:

Create CSV Folder

Explanation:

When using CSV with staging tables, SAP groups the upload into a CSV folder structure.

Step 10: Upload the CSV files

Upload:

S_BNKA#FreeText_Mandatory.csv

S_SCRIPT_ADRC#FreeText.csv (optional / empty if not used)

Explanation:

The mandatory file is required.

The optional file may remain empty or not provided depending on the migration object's structure.

Step 11: Validate the data

After upload:

Click:

Validate Data

Explanation:

This checks:

file readability,
required columns,
correct structure,
duplicate keys,
and data consistency.

Step 12: Correct any file or format errors if needed

During execution, common issues included:

wrong file mapping,
UTF-8 / CSV reading problems,
missing mandatory fields,
duplicate key values,
region value mismatches.

Explanation:

You must resolve validation errors before continuing to staging tables.

Examples from your run:

duplicate key values had to be corrected,
file structure mapping had to be adjusted,
CSV encoding had to be corrected.

Step 13: Transfer data to staging tables

After validation is successful, click:

Transfer Data to Staging Tables

Explanation:

This moves the validated CSV data into SAP's staging tables so the Bank migration object can create migration instances.

Step 14: Go to Mapping Tasks if required

If the system shows mapping tasks, open:

Mapping Tasks

Explanation:

For your run, the following mappings had to be confirmed:

Country/Region Key

Language Key (ISO)

Regional Code

Bank Key

Step 15: Maintain mapping values

If mappings appear, confirm or maintain them as follows:

Country/Region Key

source US → target US

Language Key (ISO)

source EN → target EN

Regional Code

If text values are shown:

source Pennsylvania → target PA

source Georgia → target GA

Bank Key

Confirm the system-generated source values to the correct target values for:

A#####

Z#####

Explanation:

These mappings are required when the migration object needs target-system value confirmation before posting the records.

Step 16: Confirm the mapping tasks

After maintaining the mappings:

Click:

Confirm

Explanation:

All mapping task statuses should change to Confirmed before running migration again.

Step 17: Open the Bank instances

Return to the Bank migration object and open:

Instances

Explanation:

This screen shows the individual bank records created from the staging-table data.

Step 18: Select the bank instances

Select both bank records.

Expected rows:

US / A#####

US / Z#####

Explanation:

Both bank records must be selected so they can be migrated into the target system.

Step 19: Click Migrate

Click:

Migrate

Explanation:

This starts the actual creation of bank master records in the target SAP S/4HANA Cloud system.

Step 20: Resolve authorization issue if it appears

During your execution, migration initially failed with:

You are not authorized to create bank data for country/region US

The fix was to assign the additional business role:

Master Data Specialist - Bank Data

SAP_BR_MD_SPECIALIST_BNK

Explanation:

The migration cockpit role alone is not always enough.

Bank creation also requires bank master data authorization.

Step 21: Refresh and check migration status

After migration:

Refresh the screen.

Check the status of both bank instances.

Expected final result:

Success

Success

Explanation:

Both bank rows must finish successfully for the task to be considered complete.

Step 22: Verify in "Manage Banks - Master Data"

Open:

Manage Banks - Master Data

Search for:

US / A#####

US / Z#####

Explanation:

This is the final business verification step that proves the bank master records were created successfully in the system.

Expected Result

After this task is completed successfully:

both bank records are loaded through staging tables,

all mapping tasks are confirmed,

both migration instances complete successfully,

the two banks are visible in Manage Banks - Master Data.

18. Frage

SIMULATION

Create a Custom Launchpad Space and Page

Business Scenario

You are building a custom business role that will be assigned to all employees in the organization. The business role and its corresponding Launchpad Space and Page need to include the apps that have been granted through the business catalogs assigned to the business role to ensure employees have an easy time finding the relevant applications.

Note: In the task below, always replace ##### with the last 6 digits of your group number.

Note:

Make sure to use the EXACT names/values/spaces as they are listed in the task.

Even forgetting a space or a number will cause the validation of the task to fail and be marked as incorrect.

Task

Create a new business role (not from a template) with the information below.

Antwort:

Begründung:

See Explanation below for all solution

Explanation:

Task 8: Create a New Business Role (Not from a Template)

Objective

The purpose of this task is to create a new custom business role for all employees in the organization. This role is intended to become the base role that will later be connected to the required business catalogs, launchpad space, and page so that employees can easily access the relevant apps.

This task explicitly says:

create a new business role

not from a template

use the exact values provided in the task

Business Scenario Explanation

You are building a role for all employees in the organization.

Unlike the earlier project-manager role, this one is not derived from a standard SAP template.

The purpose of this role is to provide a shared employee-level launchpad structure.

Later, the role will be used to:

assign business catalogs,

create a launchpad space,

create a launchpad page,

place apps on the page for employee self-service access.

In this step, the focus is only on creating the new business role with the correct identification and access category settings.

Important Notes

Always replace ##### with the last 6 digits of your group number.

Use the values exactly as shown.

Do not create this role from a template.

The access categories must be set exactly as required:

Unrestricted for all categories

Save the role at the end.

Required Values

Use the following values exactly as shown in the task screenshot

Step 1: Open the app "Maintain Business Roles"

From the SAP S/4HANA Cloud launchpad:

Log in to SAP S/4HANA Cloud.

Use the app search.

Search for:

Maintain Business Roles

Open the app.

Explanation:

This app is used to create, maintain, copy, derive, and restrict business roles.

Since this task requires creating a brand new custom role, this is the correct place to start.

Step 2: Start creating a new business role

Inside Maintain Business Roles:

Click New

Explanation:

This task explicitly says to create a role not from a template.

So you must use New, not:

Create From Template

Create Derived Business Role

Copy

Using New creates a completely customer-defined business role.

Step 3: Enter the business role ID

In the new business role creation screen:

In Business Role ID, enter:

Z_EMPLOYEES_ALL_#####

Example

For suffix 000013:

Z_EMPLOYEES_ALL_000013

Explanation:

This is the technical identifier of the new business role.

It must match the task exactly for validation to succeed.

Step 4: Enter the business role description

In Business Role Description, enter:

All Employee Role #####

Example

For suffix 000013:

All Employee Role 000013

Explanation:

This is the readable description shown in SAP and should exactly match the exercise requirement.

Step 5: Set access categories

In the Access Categories section, set all categories to:

Write, Read, Value Help = Unrestricted

Read, Value Help = Unrestricted

Value Help = Unrestricted

Explanation:

The task explicitly says:

Access Categories: Unrestricted for all categories

So all three category dropdowns must be left or set to Unrestricted.

This means:

the role is not restricted by country, company code, or other field-level limitation in this step, this role is intended to be broadly reusable for all employees.

Step 6: Review the role before saving

Before saving, verify:

Business Role ID is correct

Business Role Description is correct

all 3 access category values are Unrestricted

Explanation:

This avoids common mistakes such as:

wrong suffix,

extra spaces,

restricted instead of unrestricted values,

creating from template accidentally.

Step 7: Save the role

Click:

Save

Explanation:

This finalizes the new business role.

Without saving, the role remains only in draft and is not actually created.

Step 8: Verify the role after save

After saving, confirm that the role is displayed with:

Business Role ID = Z_EMPLOYEES_ALL_#####

Business Role Description = All Employee Role #####

Write Access / Read Access / Value Help Access = Unrestricted

Explanation:

This is the confirmation that the role was created successfully and matches the task requirement.

Expected Result

After the task is completed successfully:

a new custom business role exists,

it was created not from a template,

the role ID and description match the required values,

all access categories are Unrestricted,

the role is saved and available for the next steps.

19. Frage

SIMULATION

Create a Custom Business Role with Restrictions

Business Scenario:

You are building a custom business role with restrictions to ensure the end users assigned the role have only the minimum level of access necessary to complete their core job tasks. The end users are project managers based in the United States. They should only be able to create projects, edit projects, and access projects that are occurring in the United States. They should not be able to staff

any resources outside of the United States. Write, Read, and Value Help access should be restricted to only the United States for all relevant fields.

Prerequisites:

Note: In the task below, always replace ##### with the last 6 digits of your group number.

Note: Make sure to use the EXACT names/values/spaces as they are listed in the task. Even forgetting a space or a number will cause the validation of the task to fail and be marked as incorrect.

Task:

Restrict the fields listed below for the US / 1710. All other fields should be marked as Not Maintained. Save the role when finished.

Antwort:

Begründung:

See Explanation below for all solution

Explanation:

Task 7: Restrict the Custom Business Role for US / 1710 and Mark All Other Fields as Not Maintained Objective The purpose of this task is to maintain the restriction values of the custom business role created in the previous task so that project managers only have the minimum access required for their work in the United States.

This task is performed on the custom business role created from the template:

Template Role: SAP_BR_PROJECT_MANAGER_PROF

Custom Role Example Pattern: BR_PROJECT_MANAGER_PROF_US_#####

The task requires you to:

maintain only the listed restriction fields,
enter the exact required values for US and 1710,
set all other restriction fields to Not Maintained,
and save the role.

Business Scenario Explanation

This restriction setup is what makes the new custom role safe and fit for purpose.

The business requirement says that end users:

are project managers based in the United States,
should only access relevant US project data,
should not be able to staff or work outside the intended scope,
should only see and maintain data for the allowed organizational scope.

This is achieved by limiting the role to:

US for country-related fields

1710 for company / organizational fields

Everything else must be Not Maintained so that unnecessary access is not left open.

Important Notes

Replace ##### with the last 6 digits of your group number.

Use the values exactly as shown.

Maintain only the fields listed in the table.

Set all other restriction fields to Not Maintained.

Do not leave unrelated fields blank while still restricted.

Restricted + blank is usually wrong.

Not Maintained is the correct setting for all unrelated fields.

Required Restriction Values

Use the following values exactly as shown in your task screenshot.

That means:

Country restriction = US

Org/company restrictions = 1710

Detailed Step-by-Step Procedure

Step 1: Open the app "Maintain Business Roles"

From the SAP S/4HANA Cloud launchpad:

Log in to the system.

Search for:

Maintain Business Roles

Open the app.

Explanation:

This app is where the custom role was created in the previous task and where its restrictions are maintained.

Step 2: Open your custom Project Manager US role

In Maintain Business Roles:

Search for your custom role.

Open the role with ID pattern:

BR_PROJECT_MANAGER_PROF_US_#####

Example

If the suffix is 000457, then the role is:

BR_PROJECT_MANAGER_PROF_US_000457

Explanation:

You must open the custom role, not the standard SAP template role.

The restrictions belong to the derived custom role only.

Step 3: Confirm the correct custom role is open

Check the role details and confirm:

the business role ID matches your custom role,

the description matches the US-specific project manager role,

the role is based on template SAP_BR_PROJECT_MANAGER_PROF.

Explanation:

This avoids accidentally changing the wrong role.

Step 4: Click "Maintain Restrictions"

On the custom role page:

Click:

Maintain Restrictions

Explanation:

This opens the detailed restriction maintenance area where access categories and field-level values are controlled.

Step 5: Set the access categories for restriction maintenance

On the restriction page, ensure the access categories are maintained as required for the role.

During your run, these categories were maintained as restricted so values could be entered for the listed fields.

Explanation:

Restriction values can only be maintained correctly when the role is in the right restriction mode.

This step prepares the role so the listed fields can be populated with US / 1710 values.

Step 6: Understand the rule before entering values

This task uses a strict rule:

Keep maintained

Only the fields explicitly listed in the table should be maintained with values.

Set to Not Maintained

Every other restriction field not listed in the table must be marked:

Not Maintained

Explanation:

This is the most important logic in the whole task.

If a field is unrelated and still left as restricted or blank, it can cause validation problems or give more access than intended.

Part A: Maintain the required restriction fields

Step 7: Maintain Bank Country/Region Key

Search for:

Bank Country/Region Key

Then maintain:

Read, Value Help = US

Value Help = US

Explanation:

This ensures the user can only read and search bank-related values for the United States.

Step 8: Maintain Company Code

Search for:

Company Code

Then maintain:

Write, Read, Value Help = 1710

Read, Value Help = 1710

Do not maintain an extra standalone Value Help entry for Company Code unless the task explicitly requires it.

Explanation:

The task table does not include a standalone Company Code Value Help line.

So only the listed two Company Code restriction types should contain 1710.

Step 9: Maintain Purchasing Organization

Search for:

Purchasing Organization

Then maintain:

Write, Read, Value Help = 1710

Read, Value Help = 1710

Value Help = 1710

Explanation:

This ensures all purchasing-organization-related access for the role is limited to organizational value 1710.

Step 10: Maintain Valuation Area

Search for:

Valuation Area

Then maintain:

Read, Value Help = 1710

Value Help = 1710

Explanation:

This limits valuation-related access to the intended organizational scope.

Part B: Set all other fields to Not Maintained

Step 11: Search through the other restriction fields

After entering the required fields, review the remaining restriction objects.

Examples from your run included fields such as:

Accounting Principle

Authorization Group for Business Partners

Billing Type

and many other unrelated restriction fields

Explanation:

These fields were not listed in the task table, so they must not stay restricted.

Step 12: Mark unrelated fields as Not Maintained

For each field not listed in the required table:

Open the field setting / restriction dialog.

Choose:

Not Maintained

Important examples

From your run:

Accounting Principle → Not Maintained

Authorization Group for Business Partners → Not Maintained

Billing Type → Not Maintained

Explanation:

These fields are outside the required US / 1710 restriction list.

If you leave them restricted without a required value, the setup is incorrect.

Step 13: Do not mark the listed fields as Not Maintained

The following must stay maintained with values because they are in the required table:

Bank Country/Region Key

Company Code

Purchasing Organization

Valuation Area

Explanation:

Only the unrelated fields become Not Maintained.

The listed fields must remain restricted with the required values.

Step 14: Save the role

After all required fields are maintained and all other fields are marked Not Maintained:

Click Save

Explanation:

This finalizes the role restrictions.

Without saving, the restriction changes remain incomplete.

Step 15: Verify the restriction result

After saving, verify that:

required fields contain US and 1710 exactly as defined,

unrelated fields are no longer restricted,

the role saves without error.

Explanation:

This is your final proof that the restricted custom role has been completed correctly.

Expected Result

After the task is completed successfully:

the custom role remains based on SAP_BR_PROJECT_MANAGER_PROF,

required US / 1710 restriction fields are maintained,
all unrelated restriction fields are marked Not Maintained,
the role is saved successfully,
the role now reflects minimum necessary access for US-based project managers.

20. Frage

SIMULATION

Create a Business User and Assign a Business Role

Business Scenario

You are working on an implementation project and need to create a test user in the system for demonstrating the professional services business processes to project managers during your upcoming Fit-to-Standard workshop. Follow the instructions below to create a new test user with a basic import of worker and work agreement data.

Note: In the task below, always replace ##### with the last 6 digits of your group number.

Note:

Make sure to use the EXACT names/values/spaces as they are listed in the task.

Even forgetting a space or a number will cause the validation of the task to fail and be marked as incorrect.

Task:

Assign the HR Administrator (BR_ADMINISTRATOR_HRINFO) business role to your user.

Antwort:

Begründung:

See Explanation below for all solution

Explanation:

Task 3: Assign the HR Administrator Business Role to Your User

Objective

The purpose of this task is to assign the HR Administrator business role to your own business user so you can continue the worker, work agreement, and business user setup activities required for the professional services scenario.

The required business role is:

Business Role ID: BR_ADMINISTRATOR_HRINFO

Business Role Description: Administrator - HR Info

Task 3: Assign the HR Administrator Business Role to Your User

Objective

The purpose of this task is to assign the HR Administrator business role to your own business user so you can continue the worker, work agreement, and business user setup activities required for the professional services scenario.

The required business role is:

Business Role ID: BR_ADMINISTRATOR_HRINFO

Business Role Description: Administrator - HR Info

Step 1: Open the app "Maintain Business Users"

From the SAP S/4HANA Cloud launchpad:

Log in to SAP S/4HANA Cloud.

Use the app search or launchpad search.

Search for:

Maintain Business Users

Open the app.

Explanation:

This app is used to maintain user master data and assign business roles.

All business role assignments for your own user are done here.

Step 2: Search for your own user

In Maintain Business Users:

In the filter/search area, enter your own user name or user ID.

Click Go.

Explanation:

You need to open your own user because the HR Administrator role must be assigned to your own account before continuing the simulation.

Step 3: Open your user record

After the search results appear:

Click your own user in the result list.

Open the detail page.

Explanation:

This opens the business user detail screen where all assigned roles can be reviewed and maintained.

Step 4: Switch to Edit mode

On the user detail page:

Click Edit.

Explanation:

Edit mode is required before you can add or remove business roles.

Without edit mode, the Assigned Business Roles tab is display-only.

Step 5: Open the "Assigned Business Roles" tab

Inside your user record:

Click the tab:

Assigned Business Roles

Explanation:

This tab lists all current roles assigned to your user and is the correct place to add BR_ADMINISTRATOR_HRINFO.

Step 6: Click "Add"

In the Assigned Business Roles section:

Click Add

This opens the dialog:

Add Business Roles

Explanation:

This popup allows you to search for standard SAP business roles by ID or description.

Step 7: Search for the HR Administrator role

In the Add Business Roles popup:

In Business Role ID, enter:

BR_ADMINISTRATOR_HRINFO

Click Go

Select the role:

Administrator - HR Info

Business Role ID: BR_ADMINISTRATOR_HRINFO

Explanation:

This is the exact role required by the task.

It gives you the workforce / HR information administration permissions needed for the later simulation steps.

Step 8: Add the role to the user

After selecting the role:

Click OK or Apply

The role should now appear in your assigned roles list.

Explanation:

At this stage, the role is added to the user in draft mode, but it is not yet permanently stored until you save.

Step 9: Save the business user

Back on the business user detail page:

Click Save

Explanation:

Saving is mandatory.

If you do not save, the role assignment remains incomplete and later tasks may fail because your user will not actually have the HR

Administrator authorization.

Step 10: Verify the role assignment

After saving, verify that the role appears in the assigned roles list:

BR_ADMINISTRATOR_HRINFO

Administrator - HR Info

Explanation:

This is your proof that the task is complete.

You should see the HR role together with your other assigned roles.

Expected Result

After completing this task successfully:

your user has the HR Administrator role assigned,

the role appears in Assigned Business Roles,

the user is saved successfully,

later worker/business-user creation steps can be performed.

Why this role matters

The role BR_ADMINISTRATOR_HRINFO is required because the scenario involves:

worker information,

work agreement information,
user creation for workshop demonstration,
HR-related administration steps.

In SAP S/4HANA Cloud, access is always role-based, so assigning this role is an authorization prerequisite for later tasks.

21. Frage

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