SAP S/4HANA Data Migration Project Plan

[Brownfield Part]

PROJECT TITLE:

Legacy System to SAP S/4HANA Migration Project ACon Pvt. Ltd.

PHASE 1: PROJECT PREPARATION

Objectives:

- Define the scope of migration.
- Identify legacy systems.
- Form migration team and assign roles.
- Select migration tools (LTMC, LTMOM, BODS, BAPI, BDC).

Tools Used:

- LTMC (Legacy Transfer Migration Cockpit)
- LTMOM (Legacy Transfer Migration Object Modeler)

Tasks:

Task	Details
Define Legacy System	Old ERP system (e.g., Tally, Excel, or custom DB)
Define Target System	SAP S/4HANA 2020 On-Premise
Define Modules to Migrate	FI, CO, MM, SD, PP
Assign Roles	Project Manager, Functional Consultants, Technical Consultants, Data Team

PHASE 2: MIGRATION PLANNING AND STRATEGY

Key Activities:

- Identify data objects (customers, vendors, GLs, materials, BOMs, etc.)
- Define migration strategy (manual/automated, full/incremental)
- Define cutover approach
- Prepare data mapping templates

Example Data Mapping (Customers - SD):

Legacy Field	SAP Field
Cust_Code	KUNNR
Cust_Name	NAME1
Address	STRAS
City	ORT01
Country	LAND1
Email	SMTP_ADDR

PHASE 3: DATA EXTRACTION

Objective:

Extract legacy data for all modules.

Sample Legacy Data – MM (Material Master):

Material_ID	Name	UOM	Price	Plant	Valuation Class
1001	Laptop	EA	50000	1000	3000
1002	Keyboard	EA	500	1000	3000

Extraction Methods:

- Excel export
- SQL queries from DB
- Manual data entry (for small sets)

PHASE 4: DATA TRANSFORMATION & VALIDATION

Activities:

- Map legacy data to SAP fields.
- Validate master & transactional data.
- Cleanse duplicates and incorrect entries.

Example: Data Cleansing – Vendors (FI):

- Remove duplicate vendor names
- Standardize phone numbers
- Convert country codes to SAP format (e.g., "IND" → "IN")

PHASE 5: DATA LOADING (LTMC)

Master Data Objects to Load:

- **FI** – G/L Master, Vendors, Customers
- **CO** – Cost Centers, Internal Orders
- **MM** – Material Master, Vendor Master, Purchase Info Records
- **SD** – Customer Master, Pricing Conditions
- **PP** – BOM, Work Centers, Routing

Transactional Data to Load:

- **FI** – Open Items (F-02)
- **MM** – Stock (MB1C or MIGO)
- **SD** – Open Sales Orders (VA01)
- **PP** – Planned Orders, Production Orders

Tools:

- LTMC (for master data)
- BDC (for custom loads)
- LSMW (if using older method)

PHASE 6: TESTING & VALIDATION

Tasks:

- Unit Testing
- Integration Testing
- Data Reconciliation

Example: G/L Reconciliation

After migration:

- Check balances in FS10N
- Match with legacy Trial Balance

PHASE 7: CUTOVER PLANNING

Final Cutover Activities:

- Freeze legacy data
- Perform final extraction
- Load final data to SAP
- Lock legacy system for entries
- Go-Live announcement

PHASE 8: POST GO-LIVE SUPPORT

Activities:

- Monitor system for errors
- Handle user queries
- Perform reconciliation
- Conduct training sessions