

WHITEPAPER

Save Costs When Moving to S/4HANA

Archive data and optimise costs with EASY WebDAV and EASY Archive when moving to S/4HANA



What You Will Learn in this White Paper



Why data archiving is a decisive cost factor when moving to the new SAP S/4HANA.



What you should consider before moving to S/4HANA and what steps you should take before migrating to ensure a cost-effective move.



How EASY WebDAV for SAP ILM® supports you in reducing costs and simultaneously enables you to move to S/4HANA quickly and legally.

3 Messages for Quick Readers



The move to S/4HANA requires considerable resources. Data can be archived and stored on an **external memory**. This helps companies to **optimise costs**. [>> Page 4](#)



By having your data optimally **structured and archived** before data migration, the move to S/4HANA will be **faster, easier and cheaper**. [>> Page 9](#)



Data cleansing in action! Thanks to EASY WebDAV for SAP ILM®, **only the necessary data and documents are migrated into the new HANA database**. All other data can be stored on the external memory EASY Archive in accordance with GDPR. [>> Page 17](#)

Data Archiving in Preparation for S/4HANA

Data archiving is an essential aspect of the cost-effective migration of data to S/4HANA. To ensure an efficient, **economical data archiving process**, you need a good strategy - and an external archiving system.

Thanks to data archiving, mass data that is no longer required in the online system but needs to be accessed later is **securely moved from the database** and stored externally. **The archived data is clearly structured**, enabling you to carry out all processes relating to your data, such as destruction, in a simple and **GDPR-compliant** way. The external memory means that data and documents can be removed from the main memory and **no longer take up any storage space**.

Data archiving to the external archive works using an interface. This provides an integrated service for **linking archived documents** with the application documents

entered in the system. The interface creates **a secure connection between the software and the external archiving system**. This way, data and retention rules can be transferred directly from the application. This ensures that the assigned attributes of blocking and deleting are also passed on to the archive. Easy access to the archived accounting receipts and documents is permanently guaranteed through the linking of content. SAP solves the question about the interface with the ArchiveLink and the SAP ILM product.

Application System



Applications



Business Data



Legal Areas

ILM Rules

ILM Advanced
Data Archiving

Blocking of Data

Data Destruction



WebDAV / Archive Link



Archive - System



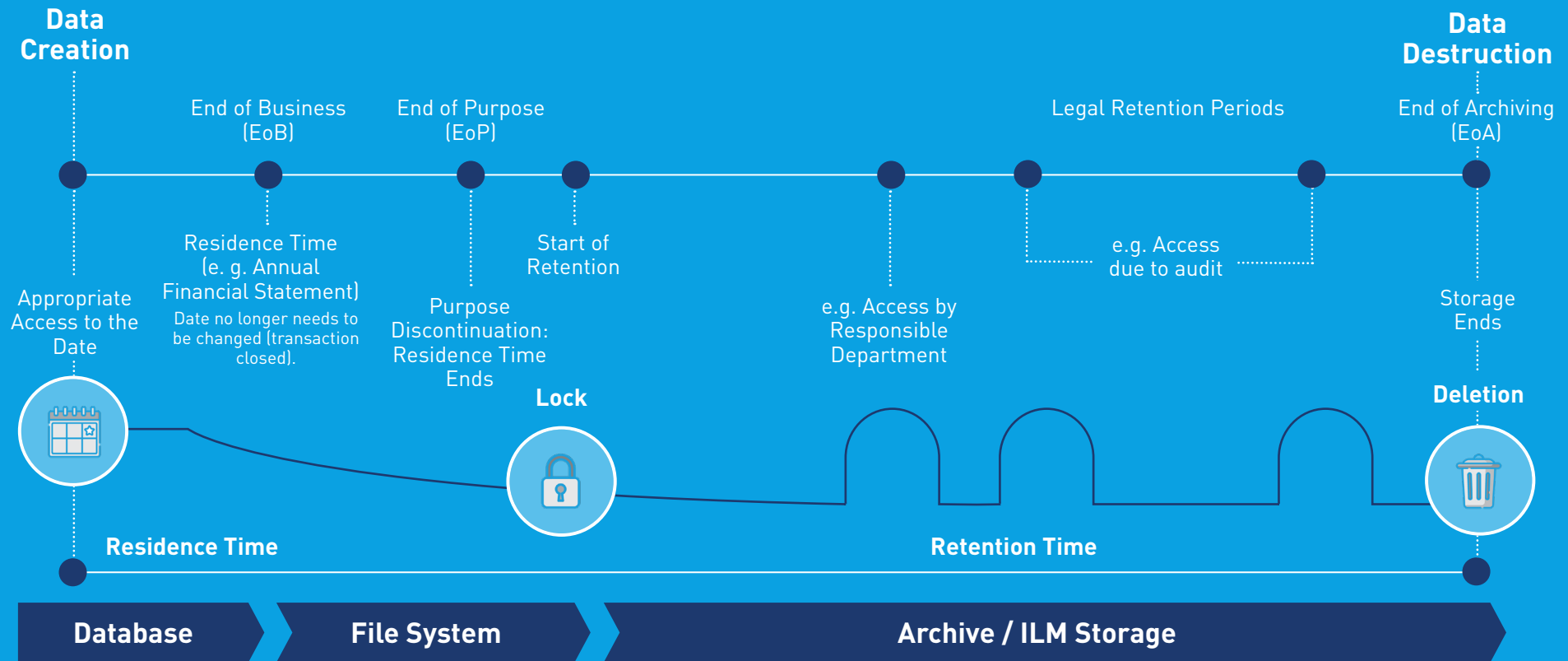
Optimise the data life cycle with data archiving

With the introduction of the technology SAP NetWeaver in combination with the HANA database, SAP Fiori and S/4HANA, SAP has developed a promising comprehensive offering for data management. However, **transferring relevant data to the new system** requires a lot of time and money.

Therefore, we recommend you take appropriate steps even before the migration to ensure the **move runs as seamlessly and cost-effectively as possible**. In this graphic, we show you the life cycles of a file as well as the phase from which it can be stored.

Lifecycle of Data

Lifecycle with Legal Retention Periods



Expensive storage space in S/4 HANA

While it used to be possible to operate other databases as well, the new S/4HANA works exclusively in conjunction with the in-memory platform SAP HANA. In return, SAP promises real-time evaluations and **significantly faster data processing**. High-quality Big Data analyses should be made possible and will help companies to use their data in an optimal way.

However, SAP is keeping a **major cost factor** hidden. Even in the many companies where the move to S/4HANA has been on the table for some time, business leaders and their teams often forget a crucial aspect. If no other solution is found, all **data and documents have to be migrated to the new system**.

Such a migration project not only requires a lot of organisation, it is also very resource-intensive. Why is this the case? With S/4HANA, **every gigabyte of**

storage space on the HANA database will be billed by SAP. Licensing for S/4HANA is now gigabyte-based, whereas previously the cost of licensing was calculated irrespective of volume. Consequently, the **costs for the S/4HANA database are much higher** compared to a conventional database.

In order to reduce the costs of migration and future maintenance, it is essential to **minimise the amount of data** required for migration. Nevertheless, not a single file should be lost. In the next point, we will explain step by step how **effective data archiving can save you both time and money when moving**.



Your Path to a Cost-Effective Move to S/4HANA

Moving to SAP S/4HANA is **not a simple database migration** or release upgrade; it is a change of data structure in the ERP system. In other words, S/4HANA requires a company to move to a whole new world. Successful projects can take up to 5 years and become rather costly. In order to save costs, SAP customers

should be thoroughly aware of the **consequences of introducing SAP S/4HANA**.



Step one: Selection of methods and data before migration

The initial problem for many companies usually lies with the existing ERP systems, which have been used to store all company data since the time the SAP system went live. In the past, this saved companies the additional costs of an archive system. With the new account form, this is no longer an option, since **each document takes up additional storage space** and impairs the performance of the HANA database.

A profound transition, such as the one required by data migration to HANA, also offers the opportunity to **streamline the data structure** and create a **faster, more user-friendly environment**. With this in mind, it makes sense to specify exactly which documents and data should be transferred to the new software before moving to S/4HANA.

Which data should I migrate to SAP S/4HANA?

In general, there is no one-size-fits-all approach when it comes to determining which data should be moved to S/4HANA. Experts recommend that you analyse the company's specific situation in detail before making a decision. In particular, you should determine **which data actually needs to be moved**. After all, each file costs extra time and money. For this reason, the amount of data being migrated is particularly important in terms of **time frame and cost planning**.

You should answer the following questions before making the move:

- How should the stored data and documents be **accessed**?
- Which data and rules have to be **accessible in HANA**?
- What data and documents can be **stored more easily and quickly elsewhere**?

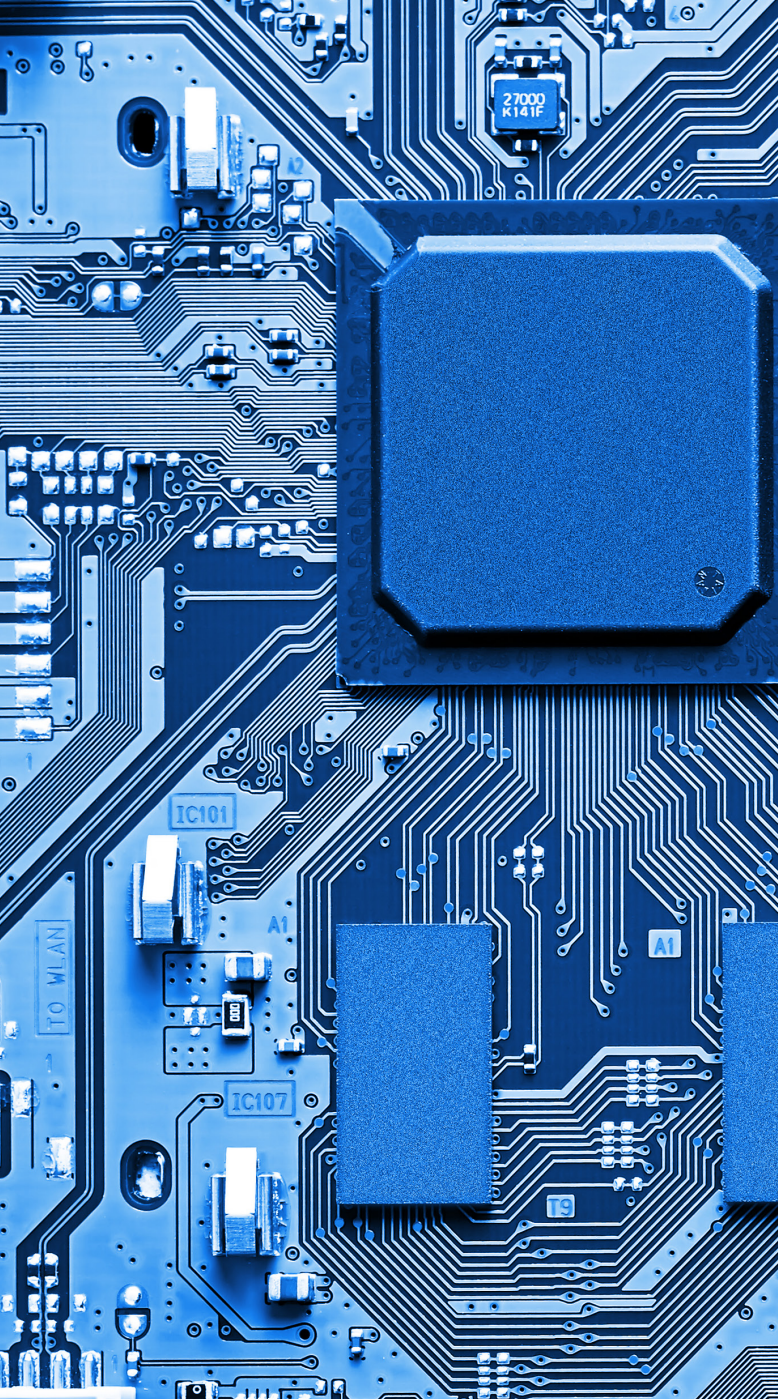
Not all previously stored data and documents are constantly needed, so the **move also offers the chance to have a clear out**. Determining the data records that can be archived from the production system is central to saving costs during the move. **The more data you transfer from the production system to the archive, the cheaper it will be for you.**

The sorted data can be stored quickly and securely on an external memory and remain accessible without occupying space on the SAP HANA in-memory database. Archive data can be securely stored in the archive in accordance with corporate **compliance guidelines**. **The HANA database can then be upgraded in a faster and more cost-effective way** thanks to appropriately structured databases.

The benefits of data archiving before migration at a glance:

- The size of the database will **decrease significantly**.
- You no longer have to pay the license costs or maintenance fees for old databases, some of which are really expensive. In the end, **only what is essential is migrated** to the new database.
- Currently, the HANA modules are generally included in the SAP basic licenses, but there are also considerable license costs. **Optimised data management can save a lot when it comes to HANA licenses.**

From a cost perspective, it is therefore crucial that companies check **which data they are taking into the new system**, which they are not and whether they need to archive anything. The system may be new, but the old data will still be needed. And even if you don't need it anymore, you still must have access rights. **Data and documents are securely stored** and easily accessible on an external memory **without occupying storage space in HANA**.



Step two: Cleaning up the database

It is not only the time required, but also the **cost of S/4HANA that varies depending on the size of the database content to be migrated**. A **well planned move with cleansed data** brings with it many positive developments. These include:

- Enhanced **performance**
- **Less storage space** required after the cleanup
- Easy administration of the HANA database

Depending on the volume of data and the need for S/4HANA licensing, certain costs are only incurred in individual cases during the migration. This results in individual savings potential. The two aspects of **optimised and correctly archived data and documents** therefore play a crucial role in ensuring a cost-efficient move to S/4HANA.



Step three: Optimisation of data

To ensure that the move runs seamlessly, it is important to **analyse and optimise the data you want to migrate to SAP HANA in advance**. As already mentioned, a move can take years. Structured data, with appropriate rules and attributes, shortens this process. **Migration to HANA** is faster and more cost-effective. With the help of an interface, attributes previously assigned for blocking and deleting are also passed on directly to the archive.

An overview of the benefits of data optimisation before migration:

- Easy **management** of data
- Fast **access** to data, regardless of where it is stored
- Reduced ongoing costs for SAP HANA in-memory database
- **Fewer resources** for the move and **reduced total cost of ownership**



To **ensure cost-effective storage**, data that is no longer required or not required for daily operation can be archived. Employees still have **access to the archived data for reporting and auditing purposes**. In addition to reduced storage costs, external archiving guarantees **high performance levels for S/4HANA**.



Step four: Correct archiving of data

Big Data is the foundation for a variety of data analysis that provides valuable information on how to improve business processes and make important decisions. However, an increasingly large volume of disorganised data is becoming a growing problem for organisations. A sophisticated **data archiving strategy controls data growth sustainably and reduces costs**. A well-planned, clean data archiving system overcomes **two major challenges of change during the transition to S/4HANA**: the time and cost involved.

An overview of the **benefits of correct data archiving**:

- **Identification** of data that is no longer required by online systems
- **Deleting** and **migrating identified data** from main memory
- Controlled **data growth** through effective management
- Improved **IT performance** and user-friendly handling
- Lower **overall operating costs** for the SAP system
- Ideal preparation for a **successful go-live** of S/4HANA

EASY WebDAV for SAP ILM® and EASY Archive Perfectly Prepare You for S/4HANA

When it comes to the thorough preparation of company data, **data archiving and data optimisation are important steps** that a company should take if it wants to save time and money when moving to S/4HANA. With the external storage provided by EASY Archive, data management is now much simpler and cheaper. Data archiving on EASY Archive offers you decisive **advantages**:

- Long-term **control and reduction of system costs** for S/4HANA
- Fast **response times** and maximum **performance level** of the SAP HANA in-memory database

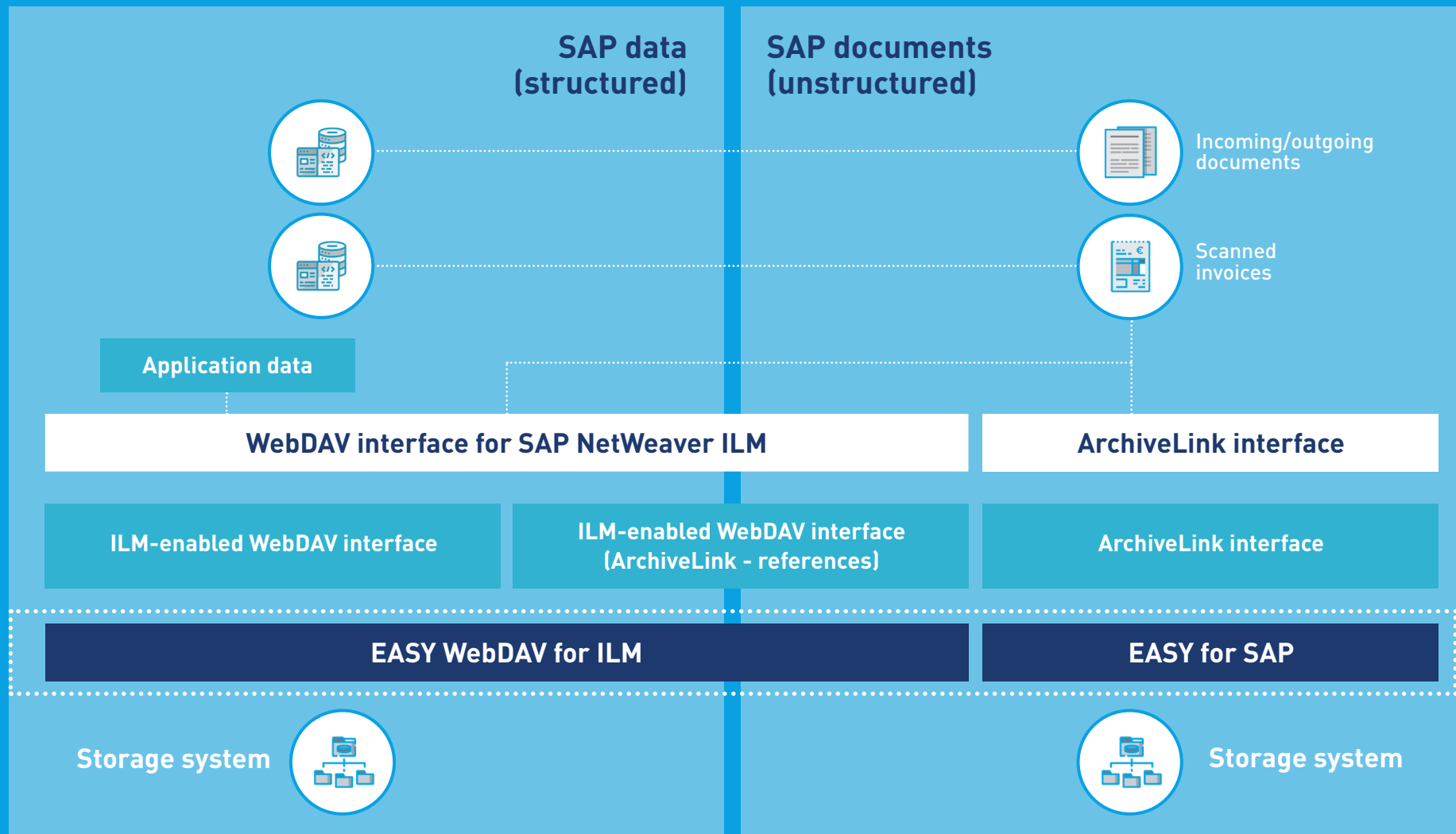
At the same time, with the product combination of EASY WebDAV and EASY Archive, EASY also deals with the matter of ensuring that data is **available to specialist departments in a cost-effective way**. After all,

employees must still be able to access the data, even if it has been archived.

EASY offers the **solution** in the form of a compromise:

- The **database volume** in SAP HANA is kept as low as possible
- As many **data objects as possible are clearly identified and archived**

EASY Archive is already being used successfully to archive document types and data from SAP. The external **archive is also certified for SAP ILM** and stores data according to the rules and in a GDPR-compliant way. Thanks to the SAP-certified add-on module EASY WebDAV for SAP ILM®, storing data in EASY Archive is incredibly simple and secure. The archived data frees up **cost-intensive space in S/4HANA, which is then available to employees**.



EASY WebDAV for SAP ILM® in operation: Functions and benefits

For many companies, the big challenge lies in the fact that traditional archives often do not have a **certified interface to the main memory**. As a result, data and documents, some of which are decades old, are collected in the archives instead of being migrated in good time. In order to save costs when moving to S/4HANA, however, this is of paramount importance.

This **interface to S/4HANA** is created via the EASY WebDAV for SAP ILM® server, enabling data to be migrated to the external memory EASY Archive quickly and directly. During the migration, it also makes it **easy to store and destroy legacy content**, which thereby creates **valuable space on the main memory**.

The combination of EASY Archive for SAP Solutions and EASY WebDAV for SAP ILM® is your one-stop solution for **cost-effective, digital archiving** as well as blocking and deleting data and documents before moving to S/4HANA. The **management of archived data** over its entire life cycle is optimised **without losing access or any important information**.



EASY WebDAV for SAP ILM[®] and S/4HANA: A use case from the business world

Challenge:

At the moment, many customers in the current SAP R/3 landscape use a database to store documents, which results in a rather **large database**. The high number

of document attachments in the main memory is a problematic cost factor in S/4HANA. Companies need **small, lean databases** as a starting point for a cost-efficient move.

Until now, there was no easy way to transfer unstructured content and legacy documents to external storage. As a result, organisations have worked with a combination of old and new systems. Especially when migrating to HANA, this results in double tasks, problems for end users and the incurrance of **unnecessary costs**.

Solution:

With EASY WebDAV for SAP ILM®, documents can be quickly and easily **stored and archived on the EASY Archive**. Thanks to EASY WebDAV for SAP ILM®, **migration is intuitive and less error-prone**. A lower amount of storage space is used for in-memory processing, making both the move to and operation of HANA less cost-intensive.

EASY WebDAV for SAP ILM® also **structures, identifies and regulates the data**, with details on the number of documents, size, MIME type, migration status and other key pieces of information, all directly from the

existing SAP application. This not only makes the launch and maintenance of the new S/4HANA faster, it also decreases costs significantly.

EASY WebDAV for SAP ILM® can do so much more than S/4HANA. Get in touch and discover the possibilities the interface offers your company!

About EASY



EASY SOFTWARE AG, with its headquarter in Mülheim an der Ruhr, Germany, is developing intuitive and customised software products and services for customers for the digitization of business processes for since 1990. These products can be seamlessly integrated into existing systems and automate, mobilise, and optimise their customers' workflows worldwide. EASY provides these solutions on-premises, in the cloud and mobile.

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Reduce costs and bid farewell to nerves when moving to S/4HANA – with EASY. Get in touch!

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