

VOQUZ LABS SAP LICENSING ADVISORY SERVICE CATALOG

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SAP CONTRACT DIMENSIONS

Products, Costs, Usage

samQ
LICENSING OPTIMIZER
FOR SAP SOFTWARE



www.voquzlabs.com

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[ˈfəʊkəs læbz]

FOCUS: NOUN

1. the center of interest or activity

"This generation has made the environment a focus of attention."

synonyms:

center · focal point · central point · center of attention · hub · pivot

2. the state or quality of having or producing a clear visual definition

"His face is rather out of focus."

synonyms:

focal point · point of convergence · sharp · crisp · distinct · clear-cut ·



BOOST THE RETURN ON YOUR INVESTMENT

VOQUZ Labs Advisory Services are designed to help you transform the findings provided by our tools into tangible financial benefits.

We combine tailored software with consulting expertise, license management know-how and market-data. Our goal is to support, prepare and empower our customers to achieve the best results in their negotiations with SAP

BE ONE STEP AHEAD

Are you concerned about the next audit or uncertain about Digital Access?

We will show you which way to go, plan your Digital Access costs and provide you with an effective SAP Audit Defense. With the right insights into your licenses and contracts, you will succeed in your next audit!

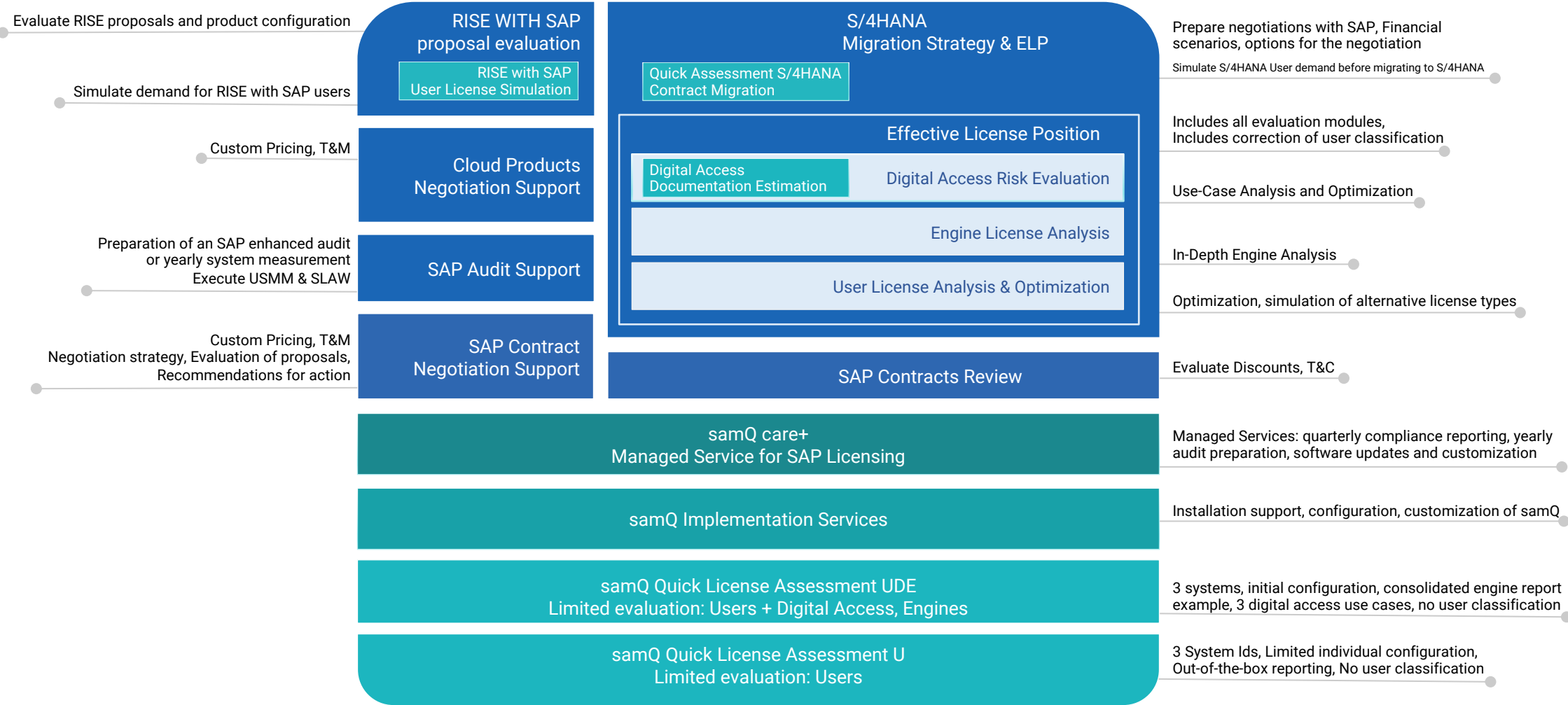


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VOQUZ LABS ADVISORY SERVICE PORTFOLIO

VOQUZ Labs Advisory Services are designed to help you realize your SAP cost and optimization potential discovered by our suite of SAP software add-ons. By combining tailored software with consulting expertise, we help you transform the output of our tools into tangible financial benefits.



THE ROAD TO OPTIMAL CONTROL OF SAP LICENSING

VOQUZ Labs Advisory Services support you in the process of maturing your SAP license management. From initial diagnosis to contract clean-up, migration to S/4 and, finally, a continuous process to keep your license growth under control.

1

DIAGNOSTICS

Quick License Assessment, Advisory
ANALYZE OPTIMAL USER LICENSE CONFIG
DETECT ENGINES OUT OF USE
EVALUATE DIGITAL ACCESS RISK
DETERMINE DATABASE STRATEGY

2

IN-DEPTH ANALYSIS

Effective License Position, DAC
EVALUATE YOUR PRICING
EXCHANGE USER LICENSES
DECOMMISSION ENGINES OUT OF USE

3

CHANGES

S/4HANA, RISE, licensing strategy
EVALUATE PRODUCT CONVERSION
EVALUATE CONTRACT CONVERSION
EVALUATE CLOUD CONVERSION
PREPARE OVERALL NEGOTIATIONS



MANAGED SERVICES

samQ care+
MANAGE YOUR LICENSING ON A
QUARTERLY BASIS
MANAGE YOUR YEARLY AUDITS
LEAD STRATEGIC PROCUREMENT



PROJECT DESCRIPTIONS

LICENSING PROJECTS & SERVICES



SAP USER LICENSING ANALYSIS & OPTIMIZATION

With over 50 different named user license types, complex use rights and huge price variances, licensing users compliantly whilst optimizing costs can be challenging. Our optimization service ensures you license only active users and each active user is licensed with the cheapest compliant license type.

- Right-size your active user population
- Expire inactive accounts, over-consuming licenses
- Eliminate generic user accounts and multiple log-ons
- Assign each user the cheapest available compliant license type
- Users defaulting to Full Professional classified correctly
- Simulate new cheaper license types from SAP's price list

At the end of this project, the client shall obtain an understanding of their SAP user license configuration and obtain an overview about

- User license surplus or deficit
- Users with a too low license assigned
- Users with a too high license assigned
- Inactive users
- Potential to optimize the costs of their license inventory



SAP ENGINE LICENSING ANALYSIS

With over 3,000 different SAP engine license types, 50 different engine metrics and huge price variances, following up with your engine usage is a challenging task. Our evaluation service is designed to understand your level of compliance for this product group.



SELF-DECLARATION PRODUCT MEASUREMENT

- Analyze SAP bill of materials and extract engine products
- Obtain and discuss business metrics like revenues, spendings etc.
- Analyze overall usage, engines out of use, engines with license surplus, engines with license deficits



ENGINE MEASUREMENT

- Perform engine measurement in all SAP systems
- Analyze and consolidate measurements for each engine
- Discuss plausibility with client

At the end of this project, the client shall obtain an understanding of their SAP engine license position and obtain values for:

- engines out of use
- engine license surplus
- engine license deficits



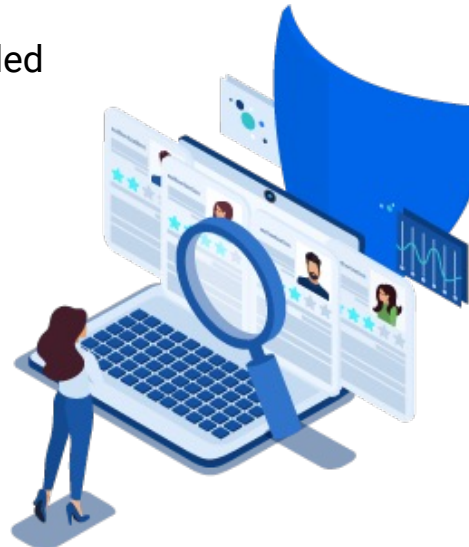
SAP DIGITAL ACCESS DOCUMENT ESTIMATION

SAP's Digital Access licensing model is a new way of licensing indirect use of SAP based on digital documents as opposed to the standard user and engine based approach. We use samQ to detect Indirect Access to establish your current risk position and measure digital documents to assess the level of digital access risk of your SAP installation.



- Measurement of Passport using samQ
- Measurement of digital documents using samQ
- Quantum of Indirect Access risk exposure
- Digital document price analysis & cost modelling
- No use-case analysis included
- No analysis of alternative technical scenarios included

Convert to Digital Access licensing or stick with your current model? **Our service helps you identify the optimal business outcome, understand your financial risk exposure and your options. In addition, you'll obtain advice on alternative interface configurations to avoid digital access.**



SAP DIGITAL ACCESS RISK EVALUATION

SAP's Digital Access licensing model is a new way of licensing indirect use of SAP based on digital documents as opposed to the standard user and engine based approach. We use samQ to detect Indirect Access to establish your current risk position and measure digital documents to **assess the most cost-effective way of mitigating risk and licensing indirect use.**



- Includes all deliverables of project “SAP Digital Access Document Estimation”
- Review of SAP contracts, use rights and BoM
- Enterprise architecture workshop
- Measurement of indirect usage using samQ
- Measurement of digital documents using samQ
- Quantum of Indirect Access risk exposure
- Digital document price analysis & cost modelling
- Risk mitigation and risk reduction analysis
- Total cost of ownership comparative analysis
- Evaluation and documentation of use-cases
- Evaluation of alternative technical scenarios
- Financial risk, cost determination & reporting



Convert to Digital Access licensing or stick with your current model? **Our service helps you identify the optimal business outcome, understand your financial risk exposure and your options. In addition, you'll obtain advice on alternative interface configurations to avoid digital access.**



SAP EFFECTIVE LICENSE POSITION

SAP agreements and licensing models are highly complex. Understanding and optimizing your Effective License Position (ELP) can be challenging. Using samQ, our ELP Review reveals your effective licensing position, licensing risks, optimization opportunities and cost saving potential.



SAP contracts review, use right analysis and BoM validation



Inactive user accounts expired, full professional defaults fixed



Named users optimized with the cheapest compliant license



Automated engine measurement



Simulation of possible new user license types from SAP's price list



Discussion of self-declaration products



Assigned use rights analysis - user licensing risks



Indirect & Digital Access analysis, risk assessment & cost modelling

SAP ELP Optimization includes all deliverables included in the following standard projects:

SAP User License Evaluation

SAP Engine License Evaluation

SAP Digital Access Risk Assessment

At the end of the project, you will have a detailed diagnostic about your licensing situation with SAP.



SAP CONTRACTS REVIEW

SAP license agreements are among the most complex of all software vendors. Years of complex purchase history can make it difficult to keep track of changing terms and conditions, software use rights and licensing entitlements. Our SAP contract review gives you the clarity you need to regain control.

- SAP landscape review workshop
- Review SAP contract documents
- Price and discount benchmarking
- Document purchase history
- Establish software use rights
- Document/Validate Bill-of-Materials
- Validate annual maintenance charges

Understand your SAP contract. Obtain independent advice on your contract pricing, terms and conditions, license inventory, strengths and weaknesses of your contract.



Contract Analysis



Bill-of-Materials



Benchmarking



Expert Insights



samQ Analysis



SAP AUDIT SUPPORT

SAP annual audits involve self-declaring usage based on how customers have configured their systems. However, without a SAM tool, licenses aren't actively optimized and annual audit submissions can lead to over-licensing and unplanned licensing costs.



Avoid unjustified and excessive license fees

Pay only for the licenses you actually need

Best-case commercial outcomes every time

Obtain independent advice. When you have reasonable doubts about SAP's audit results and need independent advice and someone defending your interests, we will help you understand SAP's licensing rules and use them to your advantage to prevent you from unnecessary overspending.



SLAW AND USMM

Execute USMM in all relevant systems

Execute System Measurement with SLAW

Review results before sending them to SAP



AUDIT RESULT EVALUATION

Review SAP's audit findings

Evaluate SAP's mitigation proposals

Provide recommendations for the negotiation



SAP CONTRACT NEGOTIATION SUPPORT

Contract renewals are often based on an SAP licensing measurement. However, without targeted clean-up and optimization actions, customers often end up paying for licenses and maintenance contracts in excess of what they need. Using samQ to prepare for a contract renewal ensures licenses are optimized and true-ups are minimized helping you reduce costs and maximize value.

- Review SAP Contracts
- Evaluate SAP's proposals
- Identify flex opportunities
- Identify license exchanges
- Perform cost modelling
- Document target outcomes
- Define negotiations strategy



Avoid over-licensing
Optimized maintenance contract
Save money

Obtain the best outcome in your negotiation. Having access to SAP's market pricing, best-practices in contract terms and more than 100 negotiations per year will bring you in the best position to negotiate. We will lead you through the whole negotiation process, laying priorities right and assessing each proposal in comparison to the best negotiations of the past.



Optimized
licensing



Optimized
pricing



Determine license
exchanges



Licensed levels flexed to
correspond with actual use

RISE WITH SAP PROPOSAL EVALUATION

Migrating to RISE with SAP can be a good opportunity to renegotiate your contract with SAP. The decision between SAP's perpetual or subscription models is strongly influenced by your user licenses and potentially existing shelfware. This project will provide you with a cost comparison between the RISE user licenses you need and the classic ECC user licenses.



- Comparison of SAP's proposal with actual list prices and discount-tiers
- Evaluation of the FUE calculation
- Recommendations about the included infrastructure sizing
- Recommendations for the RISE with SAP Contract

Understand your options and optimize your user licensing costs. Obtain a clear picture of your user license demand: optimized FUE configuration for RISE. Which is the least expensive option for your company? Get all the data you need to make informed decisions.



Optimization of SAP FUE Configuration
Evaluate prices & discounts
Make informed decisions
Maximize value from negotiations



RISE WITH SAP USER LICENSE SIMULATION

Migrating to S/4 is probably the best opportunity you will get to renegotiate your contract with SAP. The decision between SAP's contract conversion policy or product conversion policy is mainly driven by your user licenses and potentially existing shelfware. This project will provide you with a cost comparison between the S/4HANA user licenses you need and the classic ECC user licenses.

**RISE
WITH
SAP**

- Usage analysis using our samQ technology
- RISE with SAP User License Simulation
- User Cost modelling using samQ RISE with SAP licensing templates

Understand your options and optimize user licensing costs. Obtain a clear picture of your user license demand: optimized license configuration both for ECC and S/4HANA. Which is the least expensive option for your company? Get all the data you need to make informed decisions.



Optimization of SAP Usage
Compare cost models
Make informed decisions
Maximize value from negotiations



S/4HANA CONTRACT MIGRATION STRATEGY & ELP

S/4HANA

Migrating to S/4 is probably the best opportunity you will get to renegotiate your contract with SAP. In this process, we can help you convert shelfware, improve your discount levels and reach better contract terms to get maximum value from your S/4HANA Agreement.

- Determine the optimal strategy and financial scenarios to migrate to S/4HANA
- Contract conversion, product conversion, cloud extension
- License conversions, credits & exchange analysis
- Pricing, discount and use rights analysis
- Purchasing scenarios and cost modelling using samQ S/4HANA licensing templates
- S/4HANA contract migration planning
- Negotiations strategy and preparations



Optimization of SAP Agreements
Compare TCO models
Make informed decisions
Maximize value from negotiations



Understand your options and optimize user licensing costs. Evaluating contract vs. product conversion will optimize your costs. Understanding your actual usage vs. your future demand will lead you to lay down the optimal purchasing strategy. You will obtain an objective assessment of every proposal from SAP to target your negotiation correctly and reduce spending as far as possible.

QUICK ASSESSMENT S/4HANA CONTRACT MIGRATION

S/4HANA

Migrating to S/4 is probably the best opportunity you will get to renegotiate your contract with SAP. The decision between SAP's contract conversion policy or product conversion policy is mainly driven by your user licenses and potentially existing shelfware. This project will provide you with a cost comparison between the S/4HANA user licenses you need and the classic ECC user licenses.

- Analysis of use-rights
- Recommendations about prices and discounts
- Review of license inventory
- Contract review
- Comparison purchased user licenses vs. usage
- S/4HANA user license simulation with samQ
- Quick review of SAP offer
- Recommendations around S/4HANA migration

Understand your options and optimize your user licensing costs. Obtain a clear picture of your user license demand: optimized license configuration both for ECC and S/4HANA. Which is the least expensive option for your company? Get all the data you need to make informed decisions.



Optimization of SAP Usage
Compare cost models
Make informed decisions
Maximize value from negotiations



SAP CLOUD PRODUCTS NEGOTIATION SUPPORT

SAP cloud products are taking more and more of the client's total spend in SAP. RISE with SAP, Ariba, SAP Analytics Cloud, SuccessFactors, Concur, Qualtrics, Integrated Business Planning, SAP Datawarehouse cloud.

ANALYSIS OF REQUIREMENTS

- Evaluate planned purchasing quantities
- Evaluate metrics and determine future demand
- Evaluate product selection

ANALYSIS OF PRICES

- Analyze product set and calculate total list prices including discount-tiers
- Determine expectable discount levels
- Evaluate SAP's proposals

NEGOTIATION STRATEGY

- Determine price expectations
- Deliver advice on SAP's proposals and negotiation strategy

Complete your negotiations with SAP with benchmarks and market information. Our team will support your procurement process with all the insight, experience and facts needed to obtain the best results possible in your negotiations with SAP about cloud products.



SAMQ CARE+ MANAGED SERVICES FOR SAP LICENSING

No more stress with your annual SAP license measurement!
With our samQ care+ package you don't have to worry about anything anymore. samQ takes over your license optimization and we take care of the rest.

QUARTERLY MANAGEMENT AND REPORTING

- Assisted samQ Release updates
- Feature and configuration adjustments
- User license optimization
- Reporting on: Named Users, Engines, User Non-Compliance, Digital Access Document Usage

ANNUAL AUDIT PREPARATION AND SUPPORT

- Annual SLAW validation and preparation
- Recommendations for license optimization

STAKEHOLDER ORIENTATION

- Proactive alerting for license non-compliance
- Identification of discount and negotiation opportunities

Get rid of complexity and repetitive work and focus on the results. Our managed service will allow you to make purchase decisions based on solid data and avoid an uncontrolled growth of your license inventory. We take care of your license analysis, configuration and evaluation.



PROJECT DELIVERABLES	SAP User Licensing Analysis & Optimization	SAP Engine Licensing Analysis	SAP Digital Access Risk Evaluation	SAP Digital Access Document Estimation	SAP Effective License Position	S/4HANA Contract Migration Strategy & ELP	S/4HANA User License Simulation	RISE with SAP Proposal Evaluation	RISE with SAP User License Simulation	SAP Audit Support	SAP Contracts Review	SAP Contract Negotiation Support	samQ care+ Managed Service for SAP Licensing
User license optimization	•		•		•	•	•	•	•				quarterly
Inactive users	•		•		•	•	•	•	•				quarterly
Multiple Logons	•		•		•	•	•	•	•				quarterly
Simulation of alternative licenses	•		•		•	•	•	•	•				yearly
Automatic Engine Measurement		•			•	•							quarterly
Review Self Assessment Products		•			•	•							yearly
Digital Access Document Counting			•	•									quarterly
Digital Access Interviews			•		•	•							quarterly
Digital Access Use-Case Documentation			•										
Indirect Access			•		•	•							
Use Rights Analysis	•		•		•	•							yearly
User license classification										•			quarterly
USMM & SLAW										•			yearly
Contract Review						•		•			•		
BOM review								•		•			
Review Audit Report										•			
Evaluation of SAP proposals								•					
Price & discount analysis						•		•				•	
Financial scenarios						•						•	
Contract / audit negotiation						•				•		•	
Contract Creation / Design						•						•	
SAM tool required for project (options):													
SAMQ 90 DAYS	•	•	•	•			•		•				
SAMQ 1 YEAR	•	•	•	•	•	•	•		•				•
samQ PERPETUAL	•	•	•	•	•	•	•		•				•

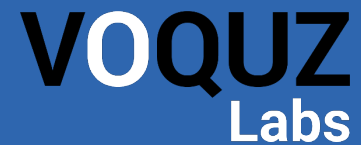


About VOQUZ

VOQUZ Labs is a sub-division of the larger VOQUZ Group and the leading provider of Software Asset Management (SAM) and Authorization Management (GRC) add-ons for SAP, with bases in Berlin, Amsterdam, Cluj-Napoca, Cape Town, London, Mexico City, New York, Kuala Lumpur and Singapore. VOQUZ Labs combine best-in-class SAP User Management solutions and a strong Consulting Expertise in License Advisory, Compliance, Security, Access Control, and Efficient User Management.

About our SAP Solutions

With its software products samQ and setQ, VOQUZ Labs has specialized in the optimization of license costs and authorization concepts for SAP applications. These self-developed SAP solutions reduce the manual administration effort and cut costs by optimizing usage of the existing software inventory. In addition to the SAP license management tool samQ, setQ enables the automation of SAP authorization assignment. This way, authorization processes become revision-safe and compliant.

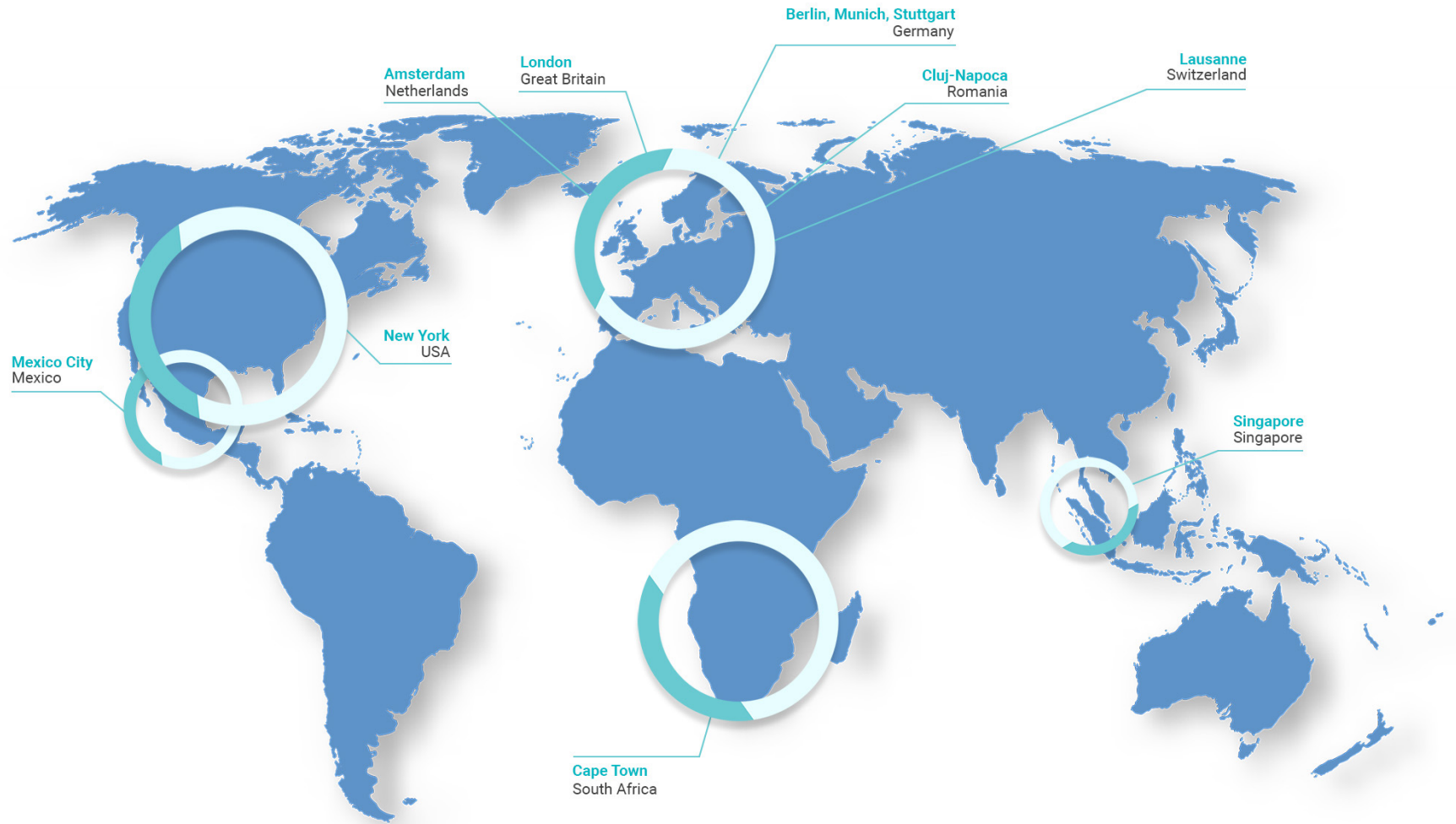


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