

## Frequently Asked Questions (FAQs): Transition from SAP to Adobe Workfront

As we transition from SAP to Adobe Workfront, it's important to address common questions regarding how this change will impact various functions such as Supply Chain/Make to Deploy, Demand Planning, Supply Planning, Order to Cash, Procurement, and Data Management. Additionally, this FAQ includes information on HR-related aspects of the implementation. This overview provides insights into the impact on people, processes, data, and technology.

### 1. What is the primary reason for moving from SAP to Adobe Workfront?

We are transitioning to Adobe Workfront to enhance project management capabilities, improve real-time collaboration, and streamline workflows. Adobe Workfront offers a more intuitive and flexible platform for managing projects and processes compared to SAP.

### 2. How will this transition impact Supply Chain/Make to Deploy processes?

In Adobe Workfront, Supply Chain/Make to Deploy processes will be managed through a project-centric approach, offering enhanced visibility into production schedules and better integration with project management tools for more agile responses.

### 3. What changes can we expect in Demand Planning with Adobe Workfront?

Demand Planning in Adobe Workfront will involve more dynamic and collaborative features. Real-time data updates and improved visibility will aid in more accurate and timely decision-making.

### 4. How will Supply Planning differ in Adobe Workfront compared to SAP?

Supply Planning will benefit from more integrated project management and real-time analytics in Adobe Workfront, leading to streamlined coordination with supply chain teams and improved tracking of inventory and supplier performance.

### 5. What are the key differences in Order to Cash processes between SAP and Adobe Workfront?

Order to Cash processes in Adobe Workfront will be more efficient with a focus on project management workflows and task automation, providing better visibility into order status and cash flow.

### 6. How will Procurement processes be affected by the switch to Adobe Workfront?

Procurement will see streamlined workflows through integrated project management tools, enhancing vendor interactions, purchase orders, and contract management.

### 7. What changes should we expect in Data Management with the new system?

Adobe Workfront will centralize data visibility and integration, leading to streamlined data entry processes, improved accuracy, and better integration with third-party tools.

### 8. How will the transition affect my day-to-day tasks in Supply Chain management?

Expect a shift towards using Adobe Workfront's project management features for tracking and managing supply chain activities, offering more integrated workflows and real-time updates.

### 9. Will there be any changes to the way we handle inventory management in Supply Planning?

Yes, Adobe Workfront will provide real-time visibility into inventory levels and supplier performance, facilitating more effective inventory management.

### 10. How does Adobe Workfront improve our Demand Planning capabilities?

Through real-time data analytics and collaborative tools, Adobe Workfront will enhance demand planning with more accurate forecasts and better alignment with market demand.

### **11. What impact will the new system have on Order processing and invoicing?**

Order processing and invoicing will be streamlined with automated workflows and integrated tracking features, improving efficiency and oversight.

### **12. How will Procurement workflows change with the new system?**

Expect enhanced supplier collaboration and more efficient processing of purchase orders and procurement activities due to improved project management tools.

### **13. What is the impact on our existing data during the transition?**

Existing data will be carefully migrated to Adobe Workfront with a focus on accuracy and integrity, supported by validation processes to address any issues.

### **14. How will Adobe Workfront integrate with third-party tools like QuickBooks?**

Adobe Workfront will integrate with QuickBooks to enable seamless data transfer and synchronization, enhancing efficiency and reducing manual data entry.

### **15. What training will be provided to help us adapt to Adobe Workfront?**

Training will cover system navigation, new workflows, and third-party tool integrations. Sessions will be scheduled, with additional resources available for ongoing support.

### **16. How will the new system impact collaboration within Supply Chain teams?**

Adobe Workfront's collaborative features will improve communication and coordination, offering real-time updates and shared project views for better teamwork.

### **17. What should I do if I encounter issues with the new system?**

Contact our support team at [\[Support Contact Information\]](#) or use the dedicated help desk during the transition period for assistance with system-related issues.

### **18. How will the transition affect my reporting and analytics responsibilities?**

Reporting and analytics will be streamlined with enhanced dashboards and tools in Adobe Workfront, providing real-time insights into key metrics.

### **19. Will there be any changes to the way we handle change orders and work orders?**

Yes, Adobe Workfront will offer more integrated and automated processes for managing change orders and work orders, improving tracking and efficiency.

### **20. Who can I contact for further questions about the transition?**

For additional information, reach out to [\[Transition Manager's Name\]](#) at [\[Contact Email/Phone\]](#). We are here to support you throughout the transition.

### **21. How will the transition affect my HR-related tasks?**

HR tasks may be impacted in terms of how employee data and project assignments are managed. Adobe Workfront will streamline task management and improve visibility into team workloads.

### **22. Will there be any changes to how employee time tracking and leave management are handled?**

Yes, Adobe Workfront will introduce new tools for time tracking and leave management. Training will be provided to help you adapt to these new processes.

### **23. How will performance reviews be managed with Adobe Workfront?**

Performance reviews will be integrated into Adobe Workfront's project management workflows, allowing for better tracking of performance metrics and feedback.

**24. What should I do if my role changes due to the new system?**

If your role changes, HR will provide guidance and support to help you adapt to new responsibilities and ensure a smooth transition.

**25. Will there be any changes to HR reporting and analytics?**

Yes, HR reporting and analytics will be enhanced with Adobe Workfront's data integration capabilities, offering more comprehensive insights into workforce metrics.

**26. How can I access HR support during the transition?**

HR support will be available through [HR Contact Information]. Additionally, HR representatives will be involved in the transition to address any issues related to employee management.

**27. How will Adobe Workfront impact employee onboarding and training processes?**

Employee onboarding and training will be streamlined with Adobe Workfront's project management features, improving the efficiency and tracking of new hire processes.

**28. What training will HR staff receive to support the transition?**

HR staff will receive specialized training on Adobe Workfront's HR functionalities and integration features to effectively support employees during and after the transition.

**29. How will the new system affect employee access to personal and payroll information?**

Employee access to personal and payroll information will be managed through Adobe Workfront's secure platform, with training provided to ensure you can navigate the new system.

**30. Who can I contact for questions related to HR during the transition?**

For HR-related questions, contact [HR Manager's Name] at [HR Contact Email/Phone]. They will assist with any HR-specific issues or concerns during the transition.