ABSTRACT
Company XYZ is a project driven company. Currently the company is handling 64 projects across Indonesia. Each of these projects is different from one to the other, both in terms of structure as well as scope of work (SoW). It applies that the bigger the SoW of the project, the more complex the structure of the project. Unfortunately, so far the SAP software the company is using has lacked functionality to ease the set up of each project in the system. Furthermore the SAP setup has up till now been handled by the Financial Department, but the Company is currently planning to hand-over the responsibility of project setups in the SAP to the Project Managers in the Project Office. Because the Project Managers lack expertise in SAP they need a solution that will ease the setup process of new projects in SAP while still accommodating the needs of both the Project Office as well as the Financial Department in terms of planning and controlling costs.

To ease the project setup in SAP, the idea is to create a new project structure concept based on various project scenarios. In this way the Project Manager can simply choose the project structure which best matches his/hers particular project. The new structures will be designed based on observation, involvement in current projects and studying previous projects through a four month internship in Company XYZ’s Project Office. The new project structure concept will be based on three scenarios which best represents the most common customer projects in Company XYZ.

By having these various project structures in the Project System module of the SAP, the setup of projects will be much easier and less time consuming which will lead to faster integrated planning across different functions and departments.

Keywords: Work Breakdown Structure, Project Structure, Project Management, SAP