Detailed Guide to Completing the App Readiness Check Submission Form

A Practical Resource for SAP Partners & SaaS Vendors

Overview

The App Readiness Check (ARC) is the final quality assurance step before listing your app on the SAP Store. This form validates that your solution meets SAP's technical, legal, and operational readiness criteria. This guide walks you through every section: what SAP expects, how to present information clearly, and what supporting artefacts or screenshots to include.

Treat the ARC submission like a customer-facing proposal. The more clarity and professionalism you show, the faster SAP reviewers can approve your app.

Website: *www.avotechs.com*
Email: *support@avotechs.com*

1. General Information

- **App Name:** Use the official product name as it appears in your marketing and legal documents.
- **Vendor/Company Name:** Provide the exact registered company name to ensure alignment with partner records.
- **Contact Person:** Use a knowledgeable individual who can answer follow-up questions promptly. Include full contact details.
- **SAP PartnerEdge ID:** This validates your official partnership status; ensure the number is current.
- **App Version:** Specify the release version of the app being submitted to track updates accurately. For example: `v3.2.0 (October 2025)`
- **Submission Date:** Use the date of form completion for version control.

2. App Description

Tell SAP what your app does and why it matters.

Include:

- Provide a concise but comprehensive overview (2–3 sentences) of the app's purpose and unique value proposition.
- Clearly define target industries or business use cases to demonstrate market relevance (e.g., manufacturing, finance, logistics).
- Business outcomes (e.g., faster order management, improved compliance).
- List all SAP products your app integrates with or extends (e.g., SAP S/4HANA Cloud, SuccessFactors, BTP).

Example Format:

"InvoiceFlow automates vendor invoice reconciliation within SAP S/4HANA Cloud, reducing manual effort by 60%. Designed for finance teams in manufacturing and logistics."

Screenshot Suggestion:
Include a **high-level architecture diagram** showing SAP <-> App connectivity (BTP, APIs, and extension layers).

3. Technical Architecture

Demonstrate technical soundness and SAP-aligned architecture.

- Clearly specify deployment options: cloud / on-premise / or hybrid.
- Describe core tech stack components such as programming languages, databases, middleware, and frameworks.
- Detail all integration points with SAP systems, including APIs, connectors, or extension frameworks used.
- Document security protocols like user authentication, role management, and data encryption.
- List relevant certifications (ISO 27001, GDPR, SOC2) that attest to compliance.

***Recommended Visuals (*3 to 5 images at least):**
Architecture flowchart (BTP, Integration Suite, S/4HANA connections).
Security diagram showing identity flow (IAS/XSUAA tokens).

Examples:

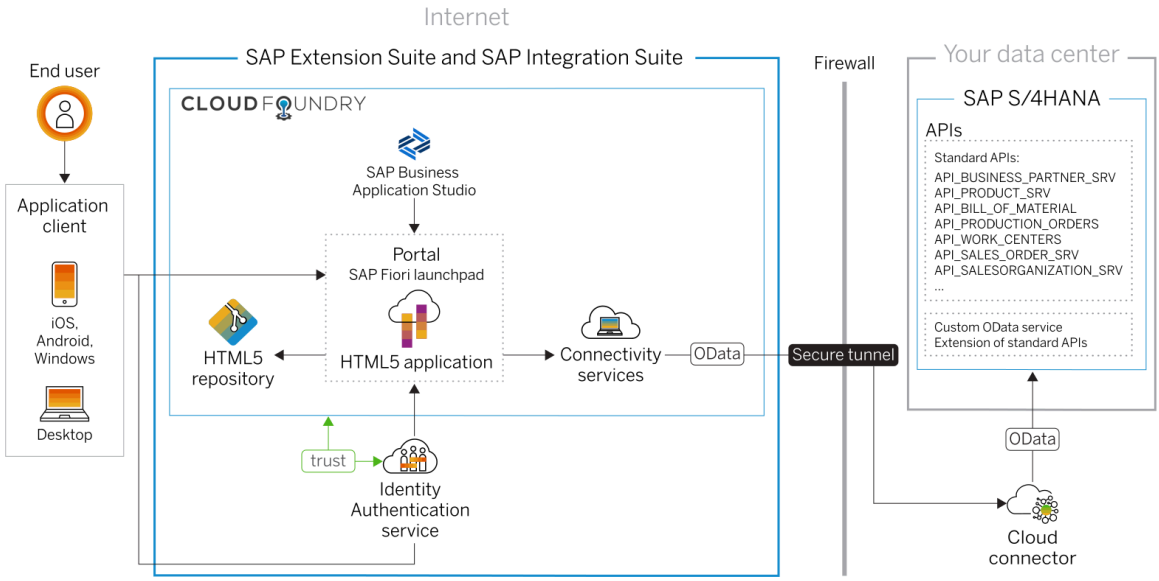

Figure A: Side-by-Side Extension on SAP BTP – Clean Core Architecture

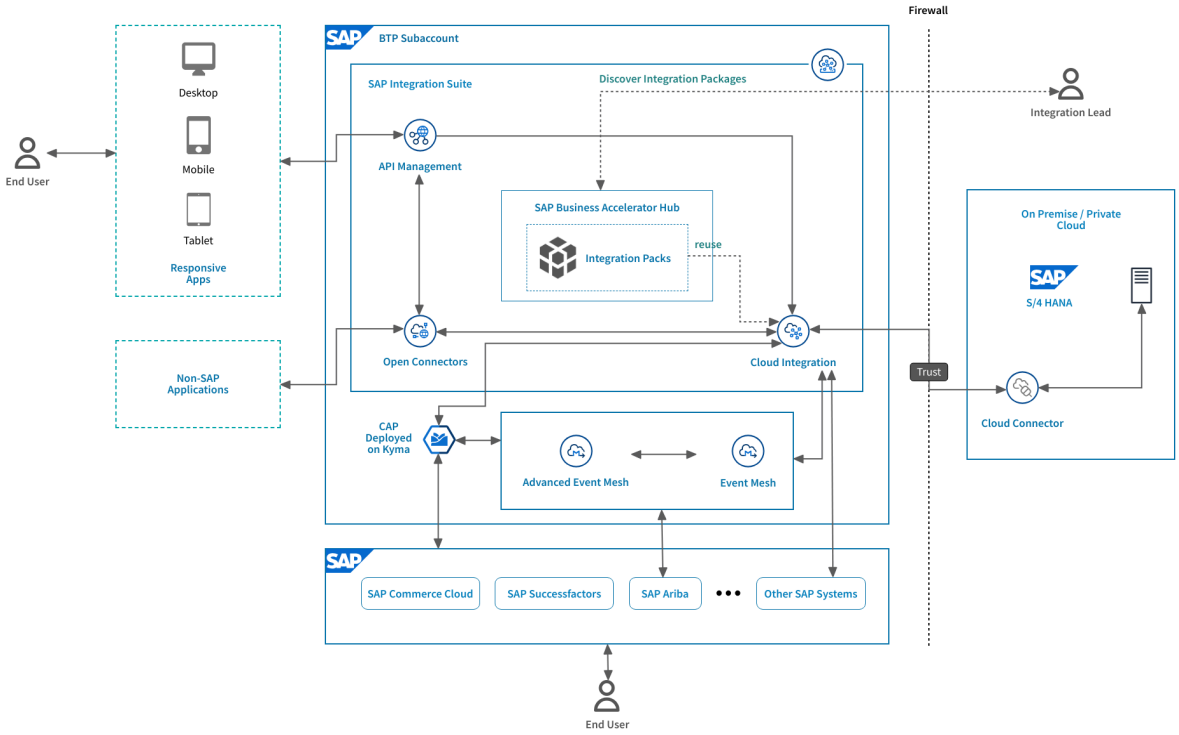

Figure B: SAP Integration Suite – Cloud Integration & API Management Overview

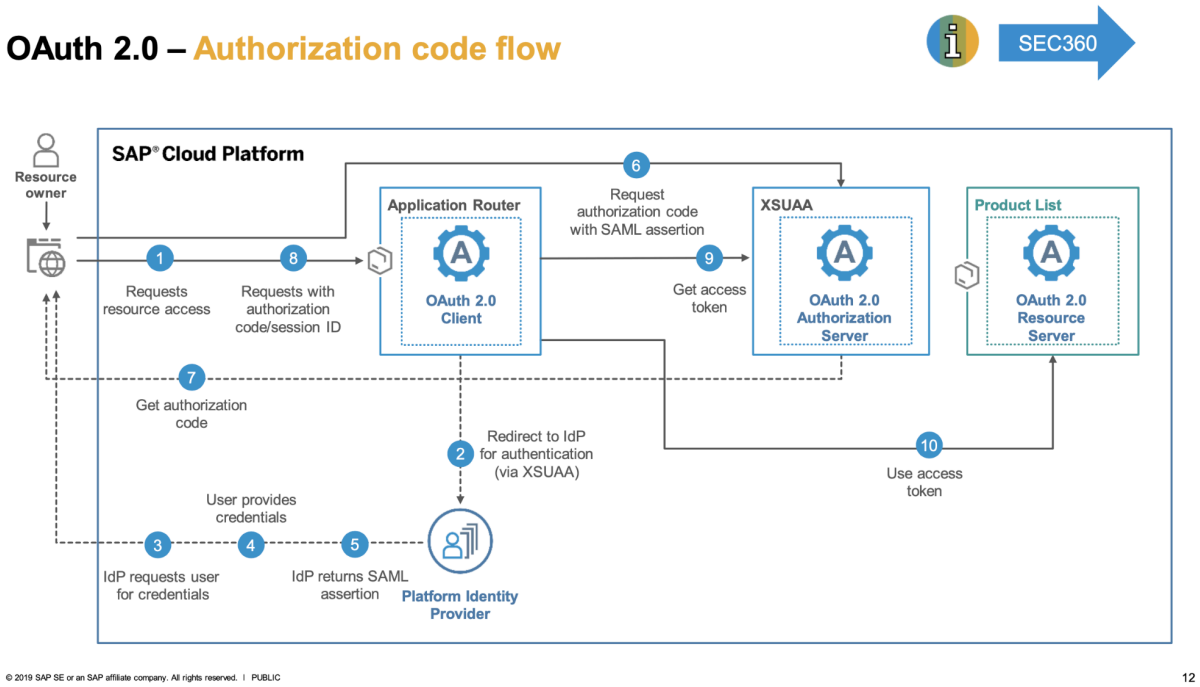

Figure C: SAP Cloud Identity Services (IAS/XSUAA) – Identity & Trust Reference Architecture

4. Functional Compliance

Prove your app works as intended within SAP's ecosystem.

- Detail supported SAP versions and product releases to clarify compatibility.
- Describe business processes your app facilitates or automates.
- Specify customisation tooling, such as low-code/no-code options or APIs available for further extensions.
- Highlight localisation support, including supported languages and regional regulations compliance.

Attach:

A **feature matrix** table comparing your app features vs. SAP module dependencies.

Example:

	MyCompany	Competitor A	Competitor B	Competitor C	Competitor D
Summary	Up and coming	Fairly simple, feature complete	Focus on X rather than Y	Summary C	Summary D
Feature 1	y	y	y	y	y
Feature 2	y	n	y	n	n
Feature 3	(y)	y	y	y	y
Feature 4	p	y	y	y	n
Feature 5	p	n	y	(y)	n
Feature 6	p	(y)	y	n	y
Feature 7	p	y	y	y	n
Feature 8	p	y	y	y	y
Feature 9	n	y	n	n	y
Feature 10	n	y	n	n	y
Feature 11	n	y	n	n	y
Feature 12	n	n	n	n	y
Feature 13	n	y	n	n	y

Include 1–2 **UI screenshots** showing your app embedded or integrated within SAP Fiori or Launchpad.

Examples:

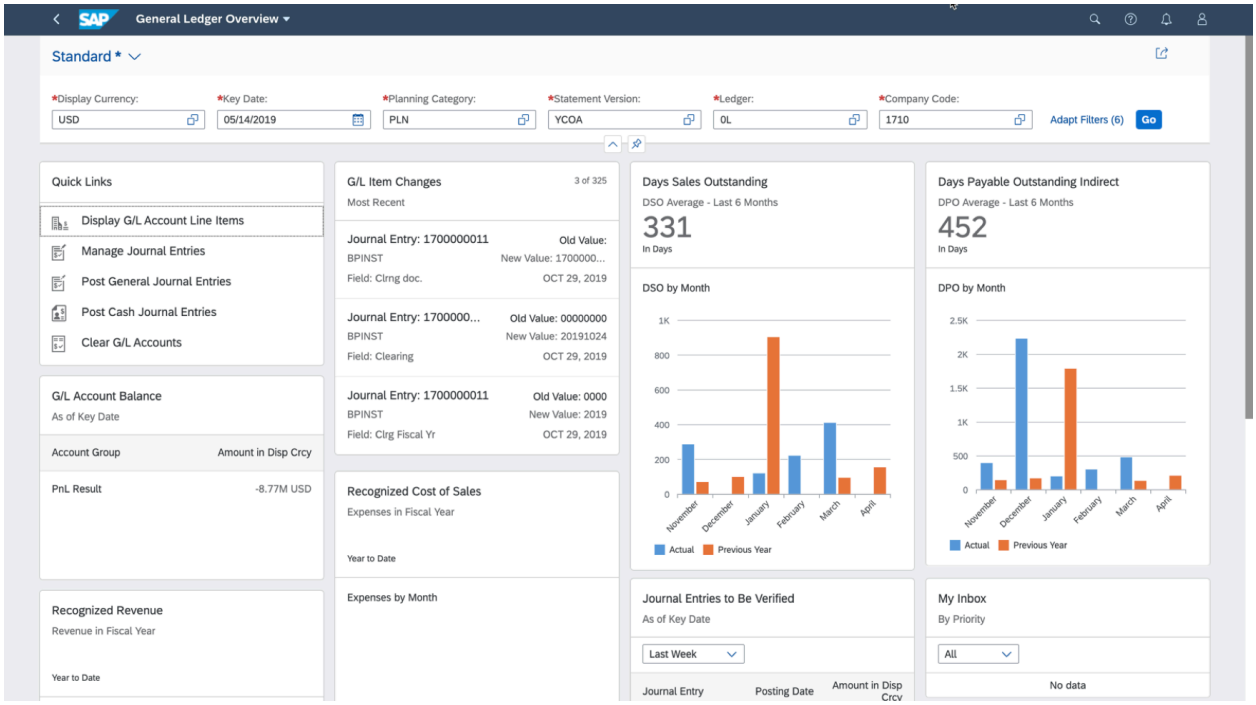

Figure 1: Embedded SAP Fiori Launchpad – App Integration View

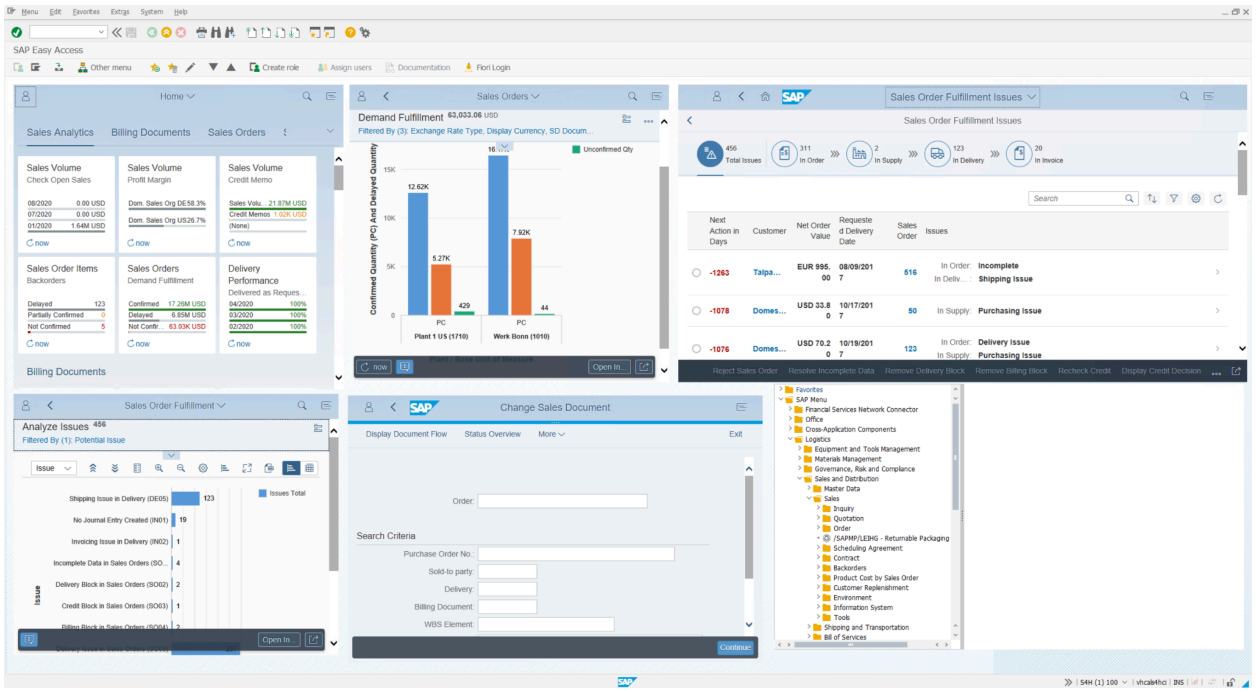

Figure 2: UI Screenshot – App Dashboard Within SAP Environment

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5. Testing and Validation

- Summarise internal testing, including unit and integration tests for key functionalities.
- Provide references or case studies from pilot or production customers validating real-world use.
- Performance metrics (load tests, response times, success rates).
- Explain your bug/issue resolution workflow with SLAs to ensure continuous quality improvement.

Visuals to Include:

- Test dashboard screenshot (e.g., from Jenkins, GitLab, or Postman).
- Graph of latency or uptime over time (simple line chart).

Examples:

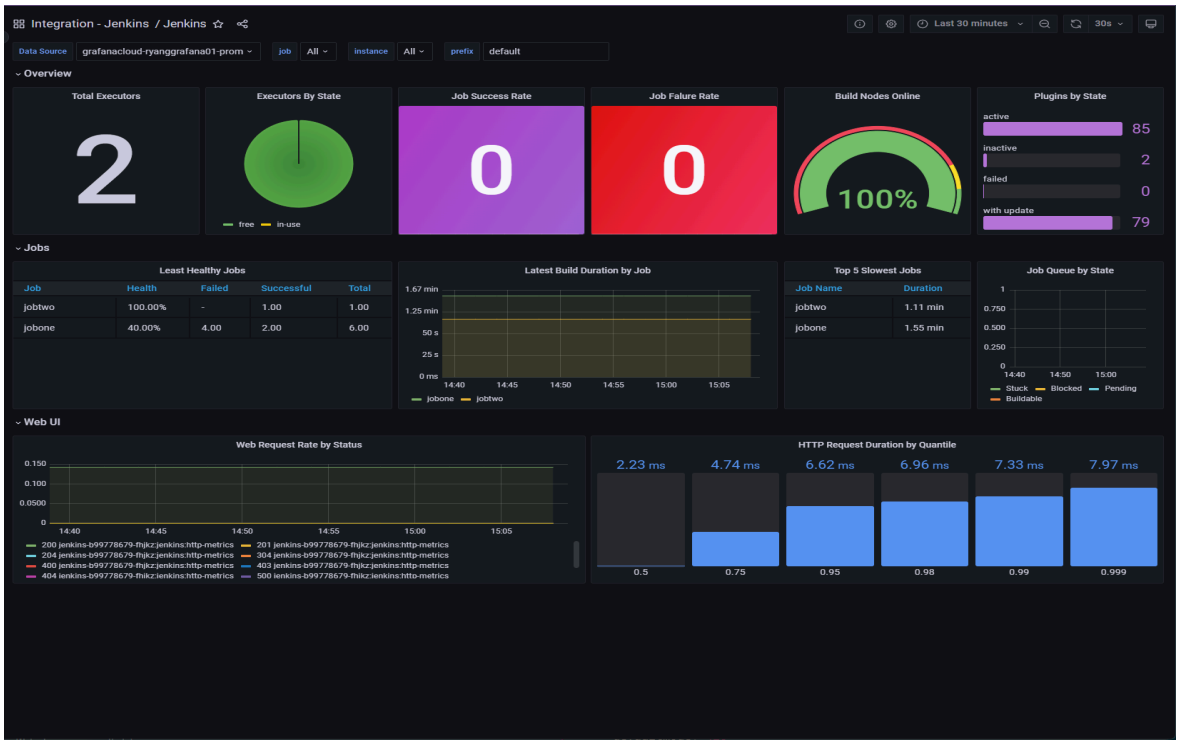

Figure X: A Jenkins dashboard showing build/test status and metrics.

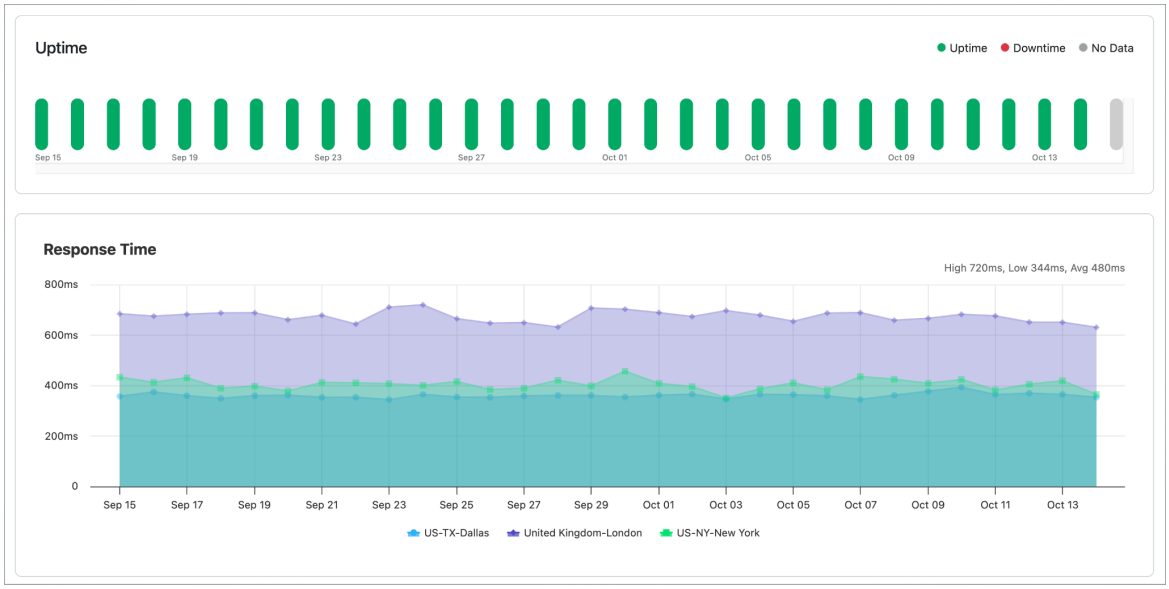

Figure Y: A response time/uptime graph from a service-monitoring tool.

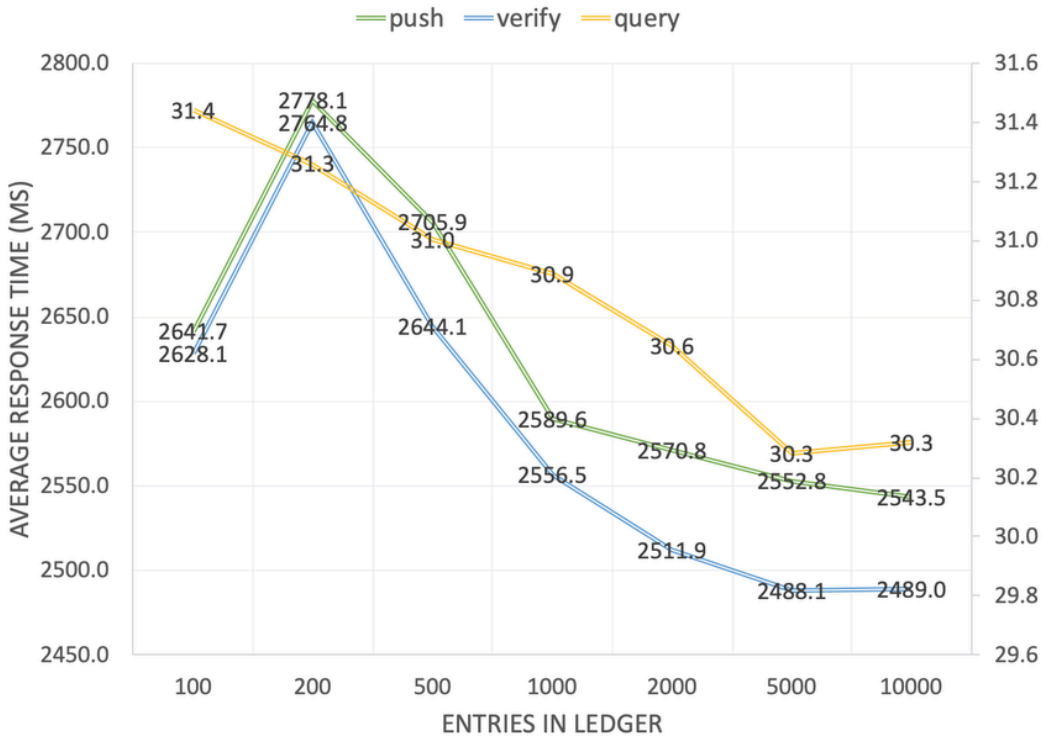

Figure Z: API Response time trend demonstrating sustained performance under load.

6. Documentation and Support

- Provide links or attachments to user manuals, deployment guides, and how-to documentation.
- Include architectural diagrams or API references (PDF or Confluence link) that SAP reviewers will consult for technical depth.
- Outline your support service model, including SLAs and escalation protocols.

Screenshot Suggestion:
Show a **knowledge base portal** or sample helpdesk workflow (ticket routing view).

Include a “Support Overview” one-pager. SAP reviewers love to see a clearly documented process.

7. Legal and Compliance

- Confirm intellectual property ownership and licensing details.
- Provide evidence of compliance with data protection norms, emphasising how user data is handled securely.
- Show adherence to SAP branding, trademark usage rules, and any specific partner compliance obligations.
- Describe your licensing and pricing model clearly.

Attach:

- Sample Data Processing Agreement (DPA).
- License terms (EULA or SaaS subscription agreement).

8. Sample Files

- Include anonymised sample datasets used in testing to illustrate expected data formats.
- Provide API request/response samples or SDK example snippets to showcase integration capabilities.
- Supply installation or setup scripts if your app requires specific configurations.
- Attach end-user guides or quick start documents to assist SAP reviewers in understanding your solution.

9. Additional Information

Strengthen your submission with a market readiness context.

- Briefly introduce your planned go-to-market approach (SAP Store, co-sell, direct), emphasising collaboration with SAP.
- Indicate whether marketing collateral is ready, such as brochures, videos, or case studies.
- Mention any planned joint initiatives with SAP sales or marketing teams.
- Disclose known limitations or future roadmap considerations for transparency.

Visual Cue:
Include a simple **roadmap timeline diagram** showing the next 3 release milestones.

Submission Tips

- Use the provided SAP submission portal or tools like Manage My Apps and Publishing Cockpit.
- Follow SAP file format and size requirements strictly (PNG/JPEG for screenshots, PDF for documents).
- Name files clearly to correspond with form sections for easy review by SAP teams.
- Keep explanations concise, factual, and evidence-backed; SAP reviewers prefer clarity over marketing fluff.
- Label every attachment clearly with context (“Figure 2: Integration with S/4HANA Cloud”).
- Ensure your app name, version, and company name match across all materials.
- Use PDF bookmarks for each section when exporting to make navigation easier.
- Respond promptly to feedback or requests for additional information to speed approval.

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