

— SAP ECC TO S/4HANA · FOR CFOS, CIOs & COOs

What is a delayed S/4HANA move costing you?

Fill this in with a pen.

This sheet gives you two answers. **Part 1** shows, in money, what each month of delay costs. **Part 2** is a six-question health check on your project. You need a pen and a calculator. Everything stays on this paper. Nothing is sent anywhere.

1 Part 1**The money**

Write down a few numbers you know. Do simple sums, one at a time. Get your cost of delay.

2 Part 2**The health check**

Answer six questions with Yes, Partly or No. Each answer has a number.

3 Part 3**The result**

Add up your numbers. Find your band. See what to do next.

BEFORE YOU START, HAVE THESE

- ☐ A pen and a calculator
- ☐ Your SAP support quote (optional step)
- ☐ Your project budget, or the person who holds it

Three dates to know

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SAP's standard support for ECC (SAP ERP 6.0, latest three enhancement packs, EHP 6–8) ends. Not sure which pack you run? Ask your SAP team.

2028 to 2030

You may pay SAP extra to keep support. It is optional. SAP announced the extra charge as two percentage points on the maintenance basis. Your SAP quote shows what that means in money: use that number.

Without extra support

If you do not buy it, or it has ended, SAP moves you to customer-specific maintenance. Ask SAP what that covers for you.

Source: SAP, maintenance strategy for SAP Business Suite 7 (support.sap.com), checked 9 October 2026. Eligibility and commercial terms apply.

Programme or entity

Completed by

Date completed

Part 1: What does the delay cost?

WRITE, THEN DO THE SUM

Navy square: WRITE a number you know. **Blue square: DO THE SUM** with a calculator.

Do not know a number? Ask your project manager or finance team. If nobody knows, write your best honest estimate and put **est.** beside it.

BOX	WHAT TO DO	EXAMPLE	YOUR NUMBER
A	Project team cost, for ONE month Salaries of the project team plus consultant fees for one month.	40,000	
B	Old and new systems running together, ONE month What you pay to keep the old system and the new one both running: servers, hosting, support staff.	15,000	
C	Workarounds and waiting costs, for ONE month Manual work, extra staff hours, and savings you expected but are not getting yet.	10,000	
D	Add A + B + C This is what ONE month of delay costs you.	65,000	
E	Extra months of delay you expect Count from your old go-live date to your new go-live date.	6	
F	Multiply D × E Your cost of delay before any SAP extra charge.	390,000	
SAP extra charge. Will go-live now land AFTER 31 December 2027? ☐ NO. Write 0 in box J, then go to box K. ☐ YES. Do boxes G, H, I and J.			
G	SAP's extra yearly charge for extended support Copy it from your SAP quote. Do not guess this one.	120,000	
H	Divide G ÷ 12 The extra SAP charge for ONE month.	10,000	
I	Months of delay after 31 December 2027 Count only the delay months that fall after 31 Dec 2027.	3	
J	Multiply H × I The extra SAP cost caused by the delay.	30,000	
K	YOUR TOTAL COST OF DELAY Add F + J. Example: 390,000 + 30,000 = 420,000		

Part 2: How healthy is the project?

SIX QUESTIONS · YES, PARTLY OR NO

1. Read the question. 2. Tick ONE answer. Yes means fully true today. 3. Write the number printed under your answer into the Points box. Not sure? Pick the worse answer. **These are warning points: 0 is best and 4 is worst, so a LOW total is good.**

QUESTION	YES	PARTLY	NO	POINTS
1 GOVERNANCE Does one named senior person own this project and stay involved every week? Partly: named, but rarely involved. No: nobody clearly owns it.	☐ 0	☐ 2	☐ 4	
2 CHANGE Do the people who will use the new system have a training plan with dates? Partly: the plan is still being written. No: there is no plan.	☐ 0	☐ 2	☐ 4	
3 TESTING Have your own staff tested the hard cases (month-end close, very large orders, manual overrides) and signed off? Partly: some tested, gaps remain. No: easy cases only, or no testing plan.	☐ 0	☐ 2	☐ 4	
4 DATA Does the data moved to the new system match the old system (balances, stock, open orders)? Partly: checked in part. No: not checked, or not planned.	☐ 0	☐ 2	☐ 4	
5 CONNECTIONS Have all links to other systems (bank, payroll, warehouse, CRM) been tested from end to end? Partly: most tested. No: only basic checks, or none yet.	☐ 0	☐ 2	☐ 4	
6 GO-LIVE Is there a written plan to go back to the old system if go-live fails, AND a set support period after go-live? Partly: only one of the two. No: neither, or only talked about.	☐ 0	☐ 2	☐ 4	

YOUR TOTAL POINTS

Add the six Points boxes. The most you can get is 24.

out of 24

Part 3: What does your total mean?

COPY YOUR RESULTS · TICK YOUR BAND

My cost of delay (Part 1, box K)

My total points (Part 2)

POINTS	BAND	WHAT IT MEANS	WHAT TO DO NEXT	TICK
0 to 6	On track	Most of the six basics are in place.	Check again before each big milestone.	☐
7 to 12	Some gaps	Some basics are only partly done. Every question you answered Partly is on your to-do list.	Fix your two worst questions first, then score again.	☐
13 to 18	Real worries	Several basics are weak or missing.	Go back to Part 1. Add a few months in box E and redo the sums to see a what-if cost. Then try the free calculator below.	☐
19 to 24	Act now	Most basics are missing or unproven.	Do the same what-if in Part 1. Then ask for an evidence-based review: info@orpingtontech.com	☐

Read this before you act on your band. The bands are our own simple guide. They are not a forecast, have not been tested against real project results, and should not be compared with other companies. Your result only reflects your own answers on the day you filled this in.

Disclaimer. This worksheet is a self-reported estimate built from your own numbers and answers. It is not an audit, not professional, legal or financial advice, and not a guarantee of any project outcome. No documents have been reviewed and no one has verified your inputs. SAP dates were checked against SAP's published maintenance strategy on 9 October 2026; confirm your own entitlements and costs with SAP.

Now get your ERP Confidence Score.

This worksheet runs on your own numbers. The free ERP Confidence Calculator scores your programme across six variables: 6 quick questions, under 90 seconds, no sign-up, and your answers never leave your browser.

**GET YOUR
SCORE**

orpingtontech.com/erp-confidence-calculator