

Batch Input

This document describes step by step the method for batch input of data without using ABAP/4 or other programming language.

The example presented below describes the steps for input of storage location, but you can use this method for input of any data.

Prerequisite:

Software:

- Microsoft Word (example is presented with Word 97);
- Microsoft Excel (example is presented with Excel 97).

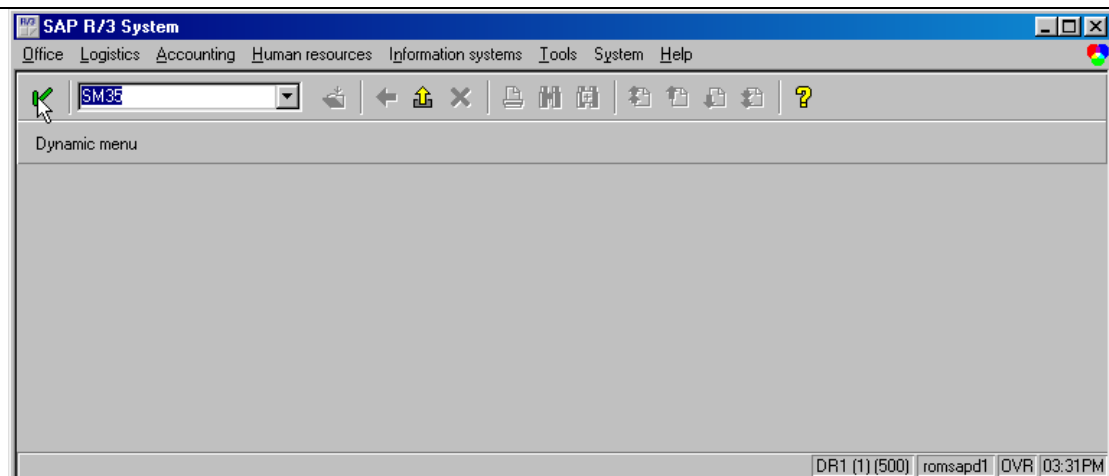
Other:

- Folder C:\BatchInput must exist on your hard disk;
- Plant L006 must exist in your SAP R/3 system.

Note: Even if you do not have Microsoft Word and Microsoft Excel, but you have another word processor software and another spreadsheet software, that support mail merge, you still can use this way of batch input.

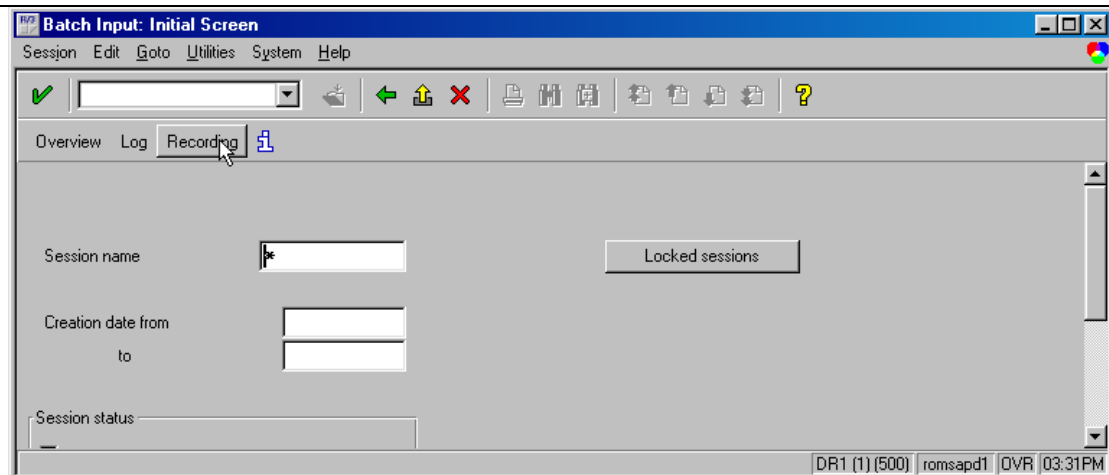
Step 1.

Go to Batch Input: Initial Screen



Step 2.

Go to Batch Input: Recording Screen



Step 3.

Input the **name of the transaction** to be recorded

The screenshot shows the 'Batch Input: Recording' window. The 'Recording' field is populated with 'OX09'. Below it, there are two empty text boxes for 'Creation date from' and 'to'. The status bar at the bottom right indicates 'DR1 (1) (500) | romsapd1 | OVR | 03:33PM'.

Step 4.

Input the **code of the transaction** to be recorded
OX09 – Create Storage Location

The screenshot shows the 'Batch Input: Recording' window with a '1 Transaction' dialog box open. The dialog box has a 'Transaction code' field containing 'OX09'. There are 'OK' (green checkmark) and 'Cancel' (red X) buttons at the bottom of the dialog. The status bar at the bottom right shows 'DR1 (1) (500) | romsapd1 | OVR | 03:34PM'.

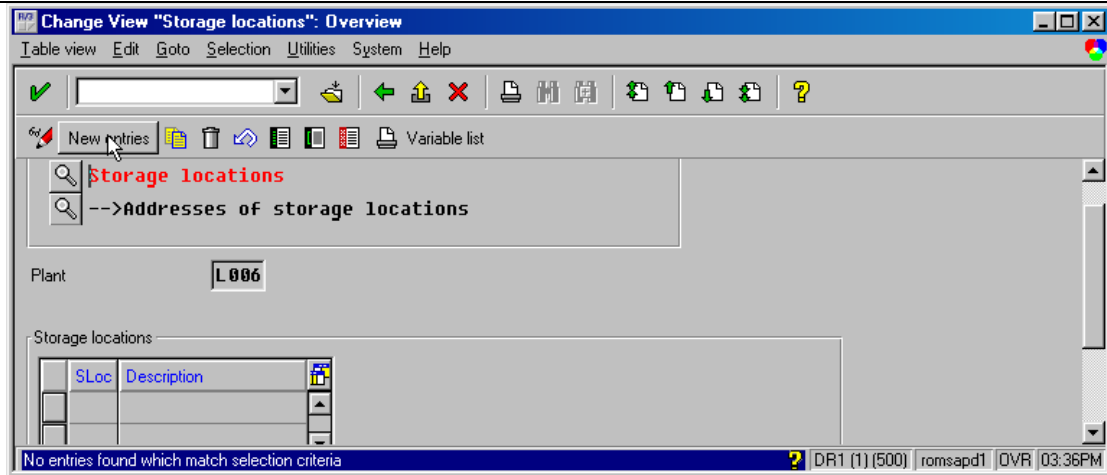
Step 5.

Input the **Plant** for which the Storage Locations must be created

The screenshot shows the 'Maintain View Cluster: Initial Screen' window with a 'Determine Work Area: Entry' dialog box open. The dialog box has a 'Plant' field with a dropdown menu showing '006'. There are 'Further select cond.' (green checkmark), 'Append' (yellow plus), and 'Cancel' (red X) buttons at the bottom of the dialog. The status bar at the bottom right shows 'DR1 (1) (500) | romsapd1 | OVR | 03:35PM'.

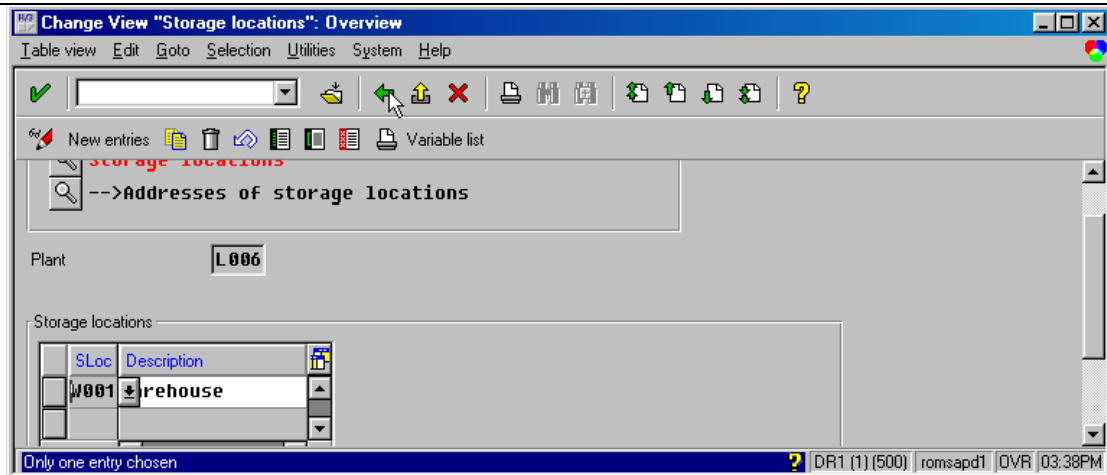
Step 6.

Define a Storage Location



Step 7.

Save and exit



Step 8.

Get transaction code

The screenshot shows the SAP Batch Input Recording interface. The window title is "Batch Input: Recording". The menu bar includes "Recording", "Edit", "System", and "Help". The toolbar contains various icons for navigation and recording. The main area displays a tree structure of data elements for a transaction. The status bar at the bottom indicates "Transaction was copied to recording" and shows system information: "DR11 (11) (500) | romsapd1 | OVR | 03:39PM".

Object	Field	Value
SAPLSVIX 0100	BDC_OKCODE	=OKAY
	BDC_CURSOR	D0100_FIELD_TAB-LOWER_LIMIT(01)
SAPL00RG 0060	BDC_OKCODE	=NEWL
	BDC_SUBSCR	SAPLSUCHM
	BDC_CURSOR	UIMDYNFLDS-DYN_LINE(01)
SAPL00RG 0060	BDC_OKCODE	/00
	BDC_CURSOR	U_T001L-LGOBE(01)
	U_T001L-LGORT(01)	W001
	U_T001L-LGOBE(01)	Warehouse
	BDC_SUBSCR	SAPLSUCHM
SAPL00RG 0060	BDC_OKCODE	=SAVE
	BDC_CURSOR	U_T001L-LGORT(02)
	BDC_SUBSCR	SAPLSUCHM
SAPL00RG 0060	BDC_OKCODE	=BACK
	BDC_CURSOR	U_T001L-LGORT(02)

Step 9.

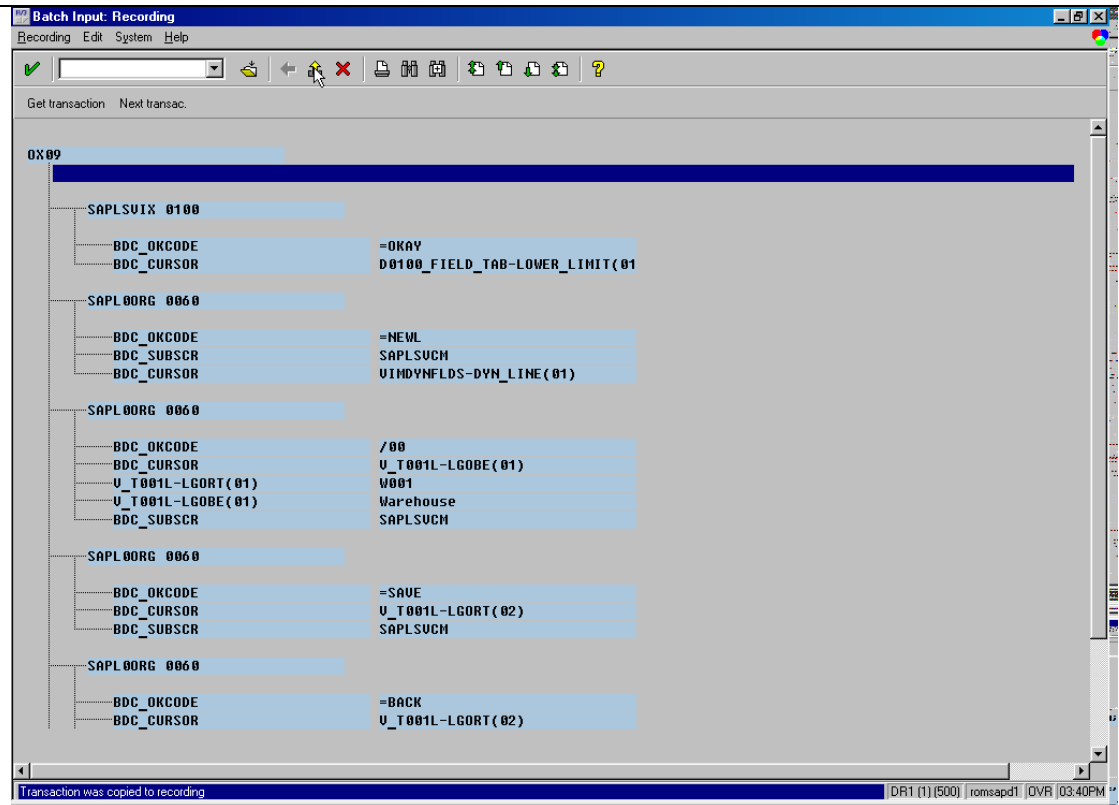
Save transaction code

The screenshot shows the SAP Batch Input Recording interface, similar to Step 8. The window title is "Batch Input: Recording". The menu bar includes "Recording", "Edit", "System", and "Help". The toolbar contains various icons for navigation and recording. The main area displays a tree structure of data elements for a transaction. The status bar at the bottom indicates "Transaction was copied to recording" and shows system information: "DR11 (11) (500) | romsapd1 | OVR | 03:40PM".

Object	Field	Value
SAPLSVIX 0100	BDC_OKCODE	=OKAY
	BDC_CURSOR	D0100_FIELD_TAB-LOWER_LIMIT(01)
SAPL00RG 0060	BDC_OKCODE	=NEWL
	BDC_SUBSCR	SAPLSUCHM
	BDC_CURSOR	UIMDYNFLDS-DYN_LINE(01)
SAPL00RG 0060	BDC_OKCODE	/00
	BDC_CURSOR	U_T001L-LGOBE(01)
	U_T001L-LGORT(01)	W001
	U_T001L-LGOBE(01)	Warehouse
	BDC_SUBSCR	SAPLSUCHM
SAPL00RG 0060	BDC_OKCODE	=SAVE
	BDC_CURSOR	U_T001L-LGORT(02)
	BDC_SUBSCR	SAPLSUCHM
SAPL00RG 0060	BDC_OKCODE	=BACK
	BDC_CURSOR	U_T001L-LGORT(02)

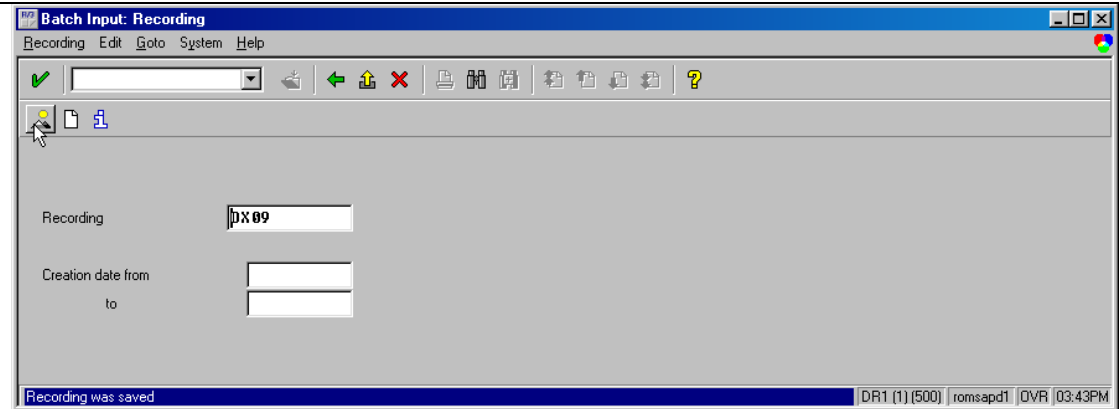
Step 10.

Exit Batch Input: Recording Screen



Step 11.

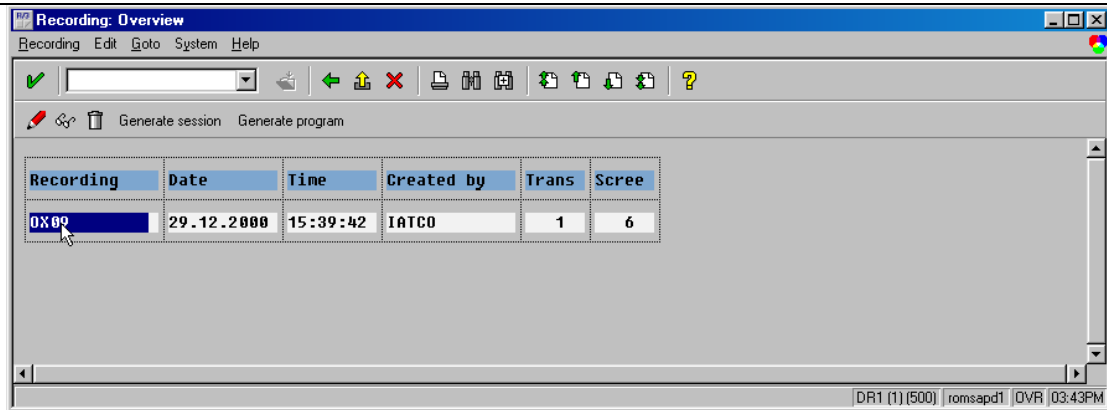
Overview recorded transactions



Step 12.

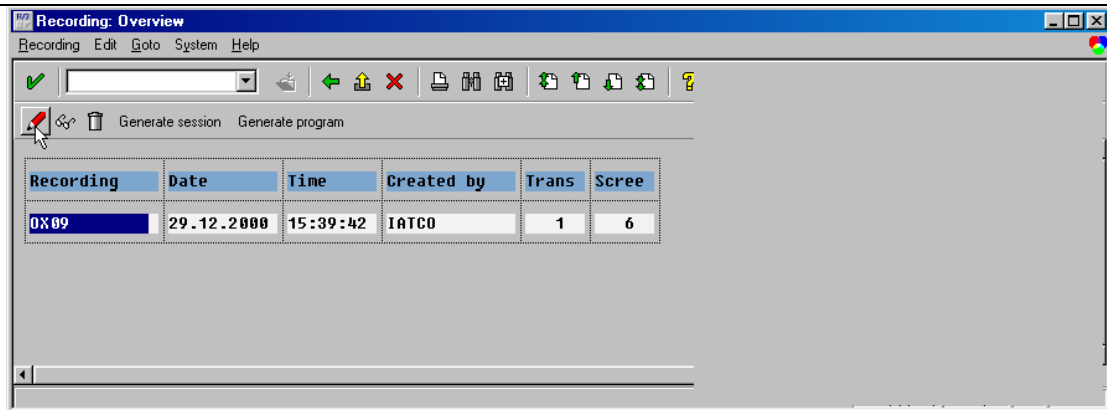
Select recorded transaction

Note: If you know ABAP4 and want to get the program code for batch input of this transaction, then press button "Generate program". In this case, you must have authorisation for program developing.



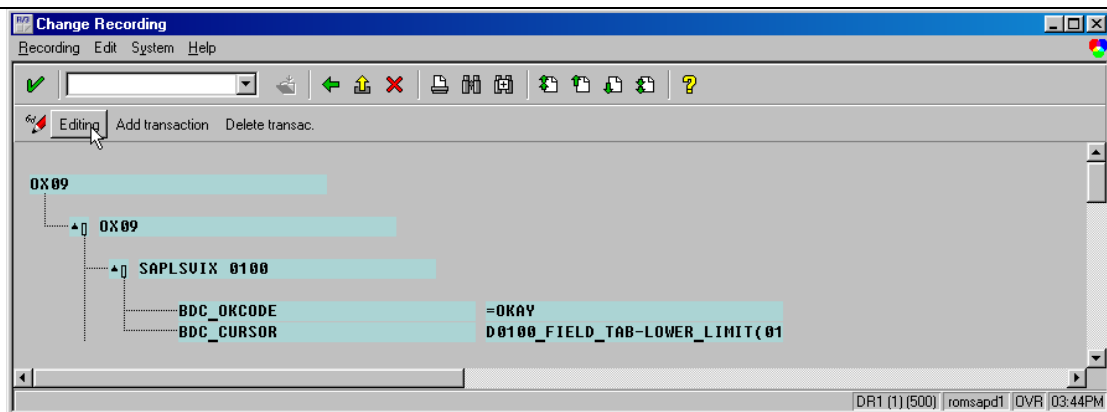
Step 13.

View recorded transaction



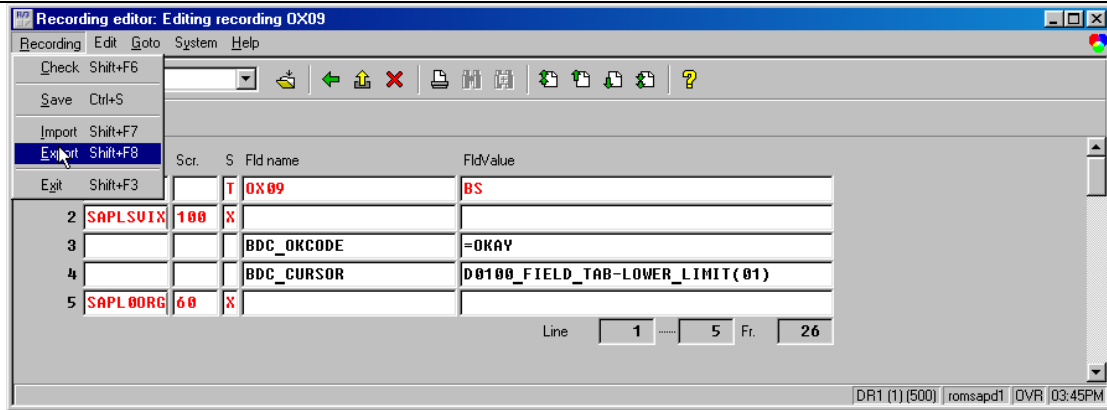
Step 14.

Edit recorded transaction



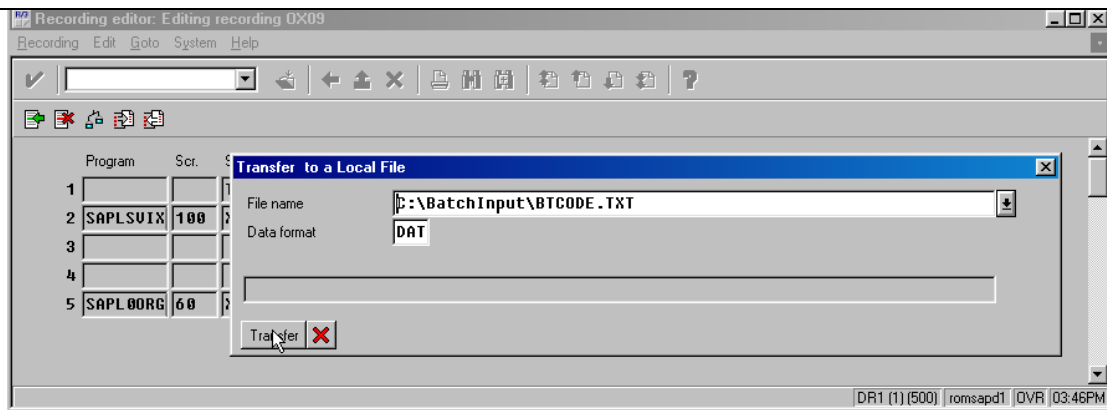
Step 15.

Export **code of recorded transaction**



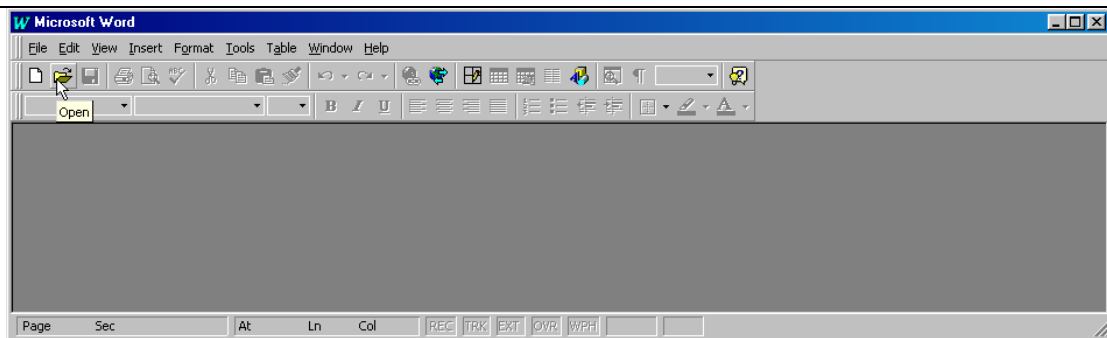
Step 16.

Save code of recorded transaction into file **C:\BatchInput\BTCODE.txt**



Step 17.

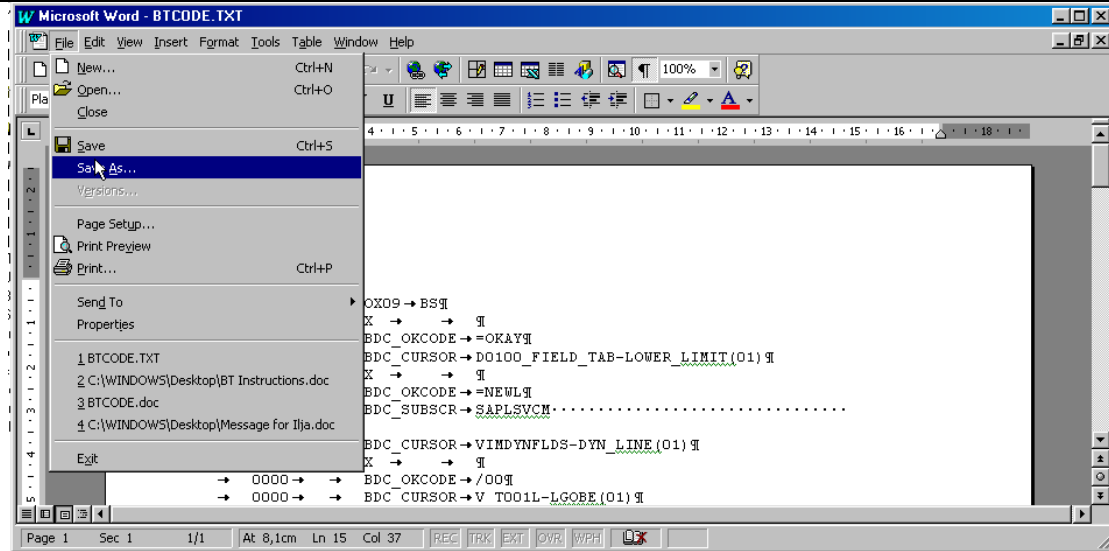
Open file **C:\BatchInput\BTCODE.txt** in Microsoft Word



Step 18.

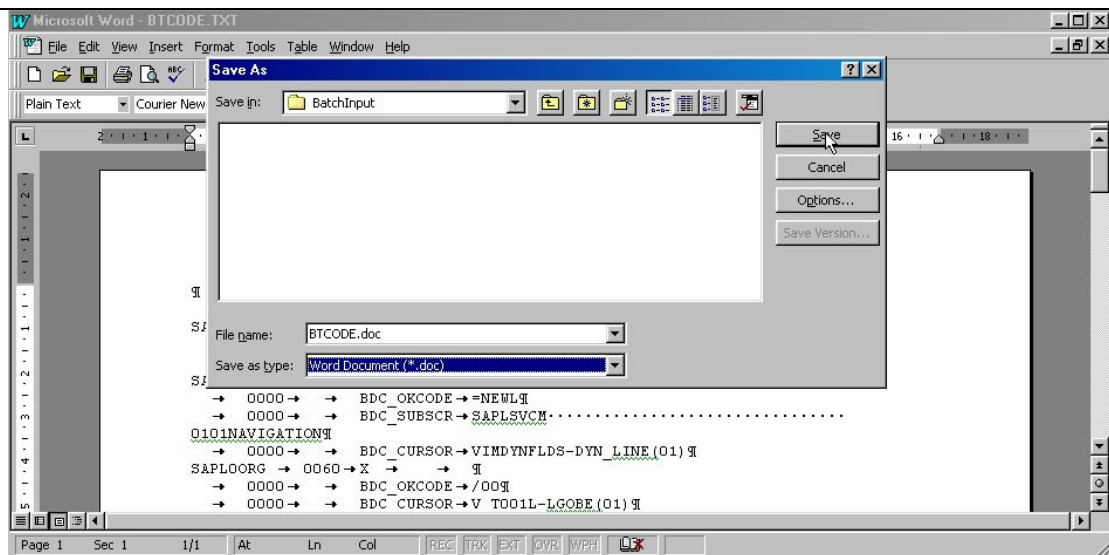
Save file **BTCODE.TXT** in Microsoft Word format

Note: First paragraph of document must be empty



Step 19.

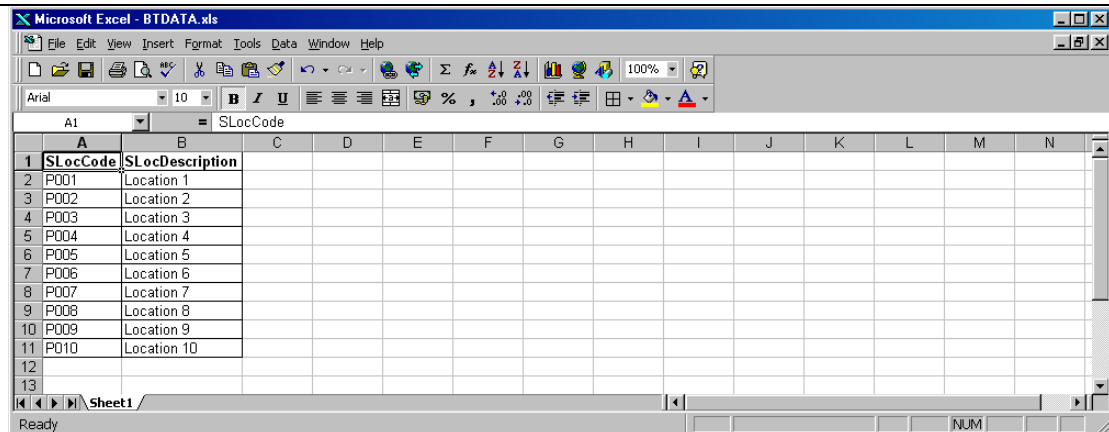
Save file **BTCODE.TXT** in Microsoft Word format



Step 20.

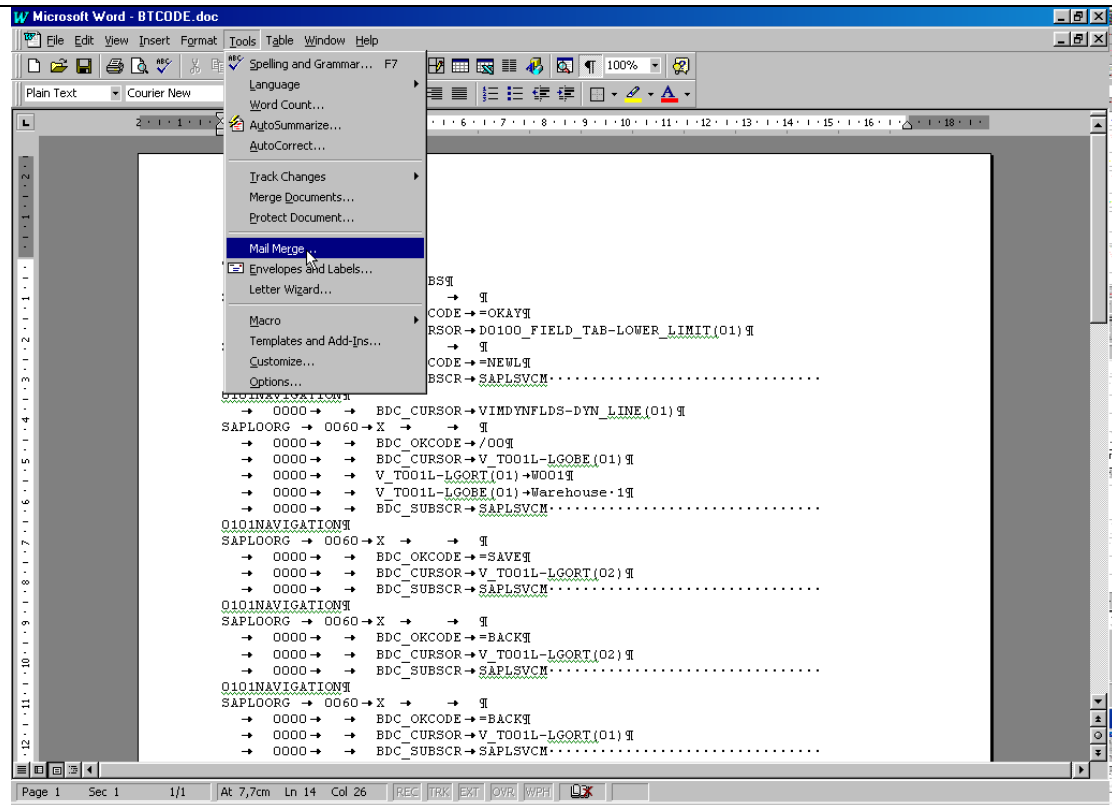
Create **Database for the Storage Locations** to be input

Note: File must contain only one worksheet



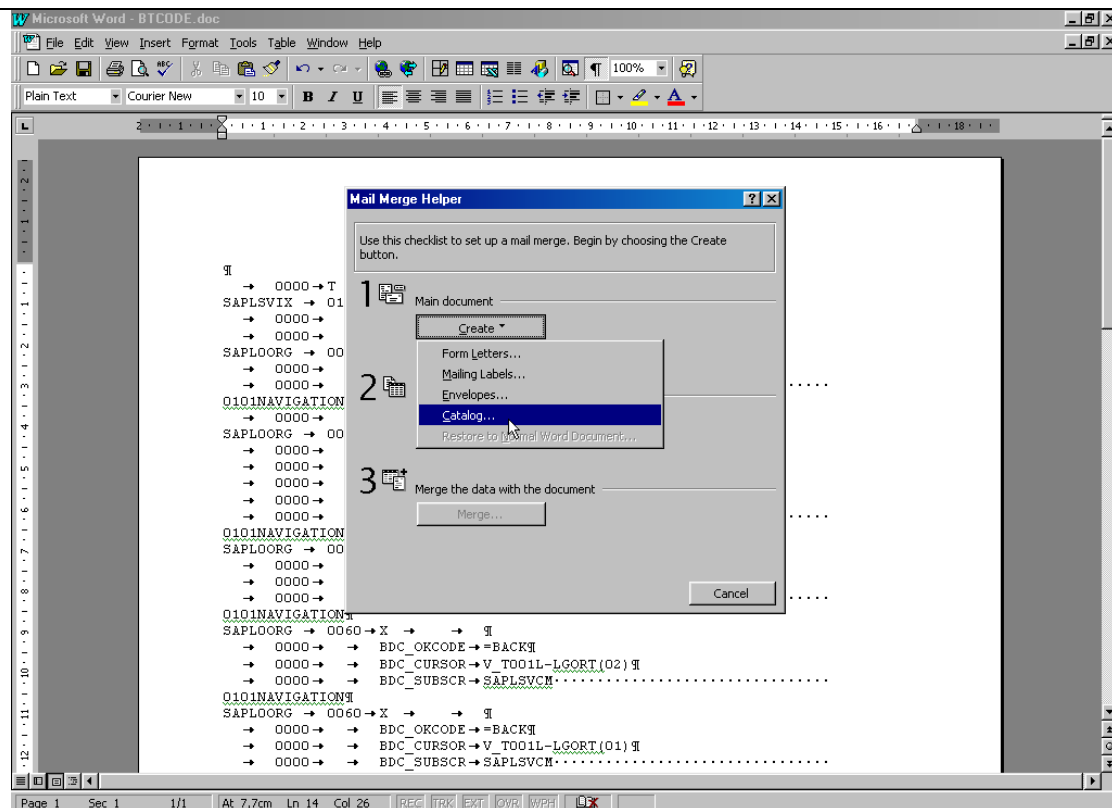
Step 21.

Create Main document for MailMerge



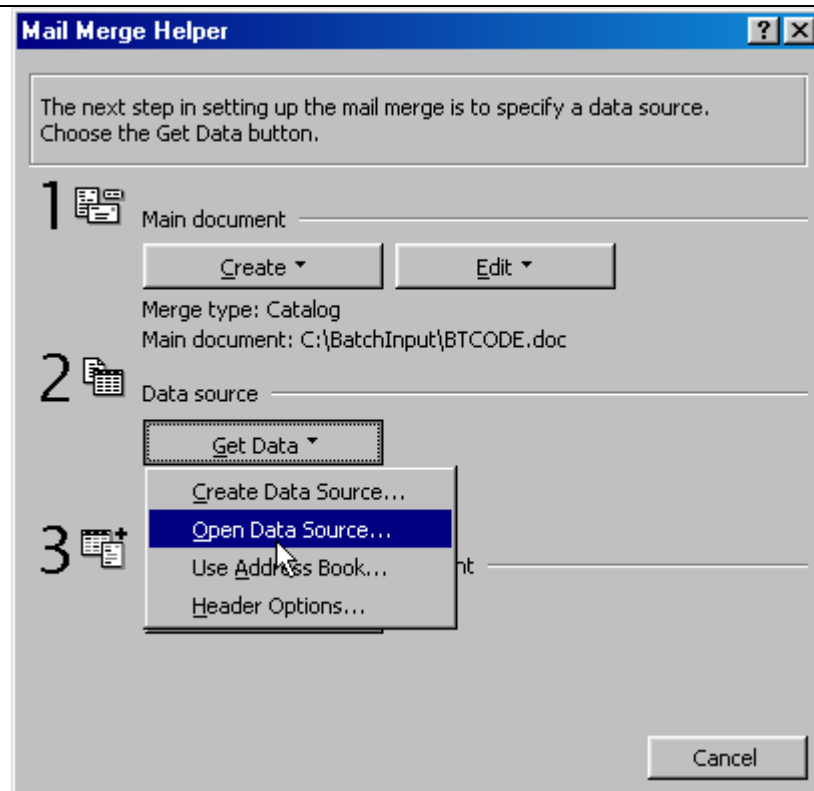
Step 22.

Define type of Main document



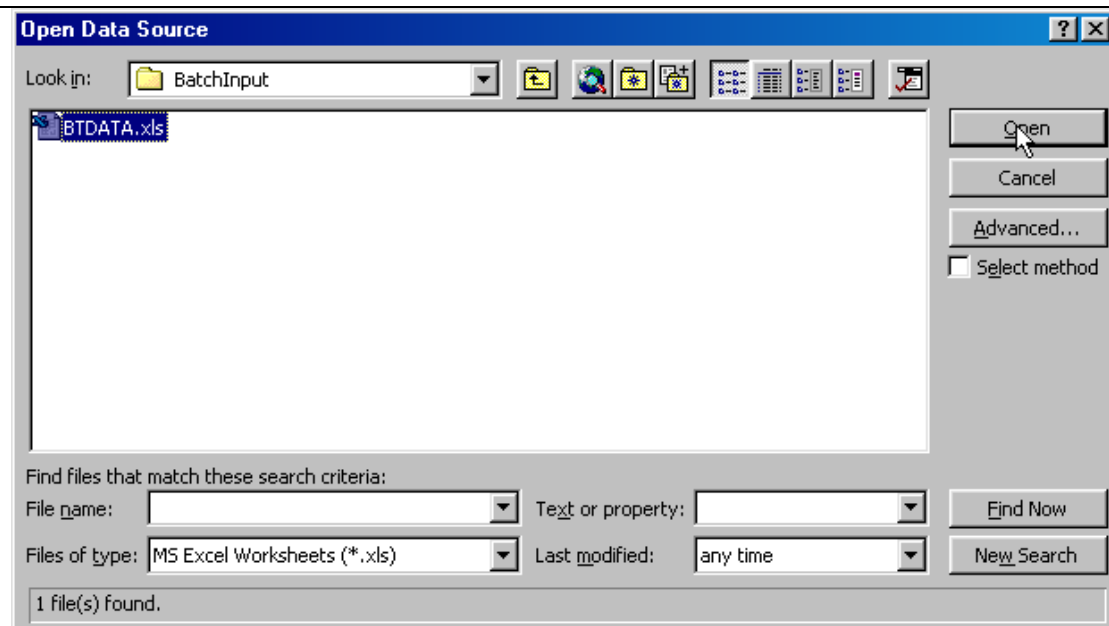
Step 23.

Define **Data Source of Main document** (BTDATA.XLS)



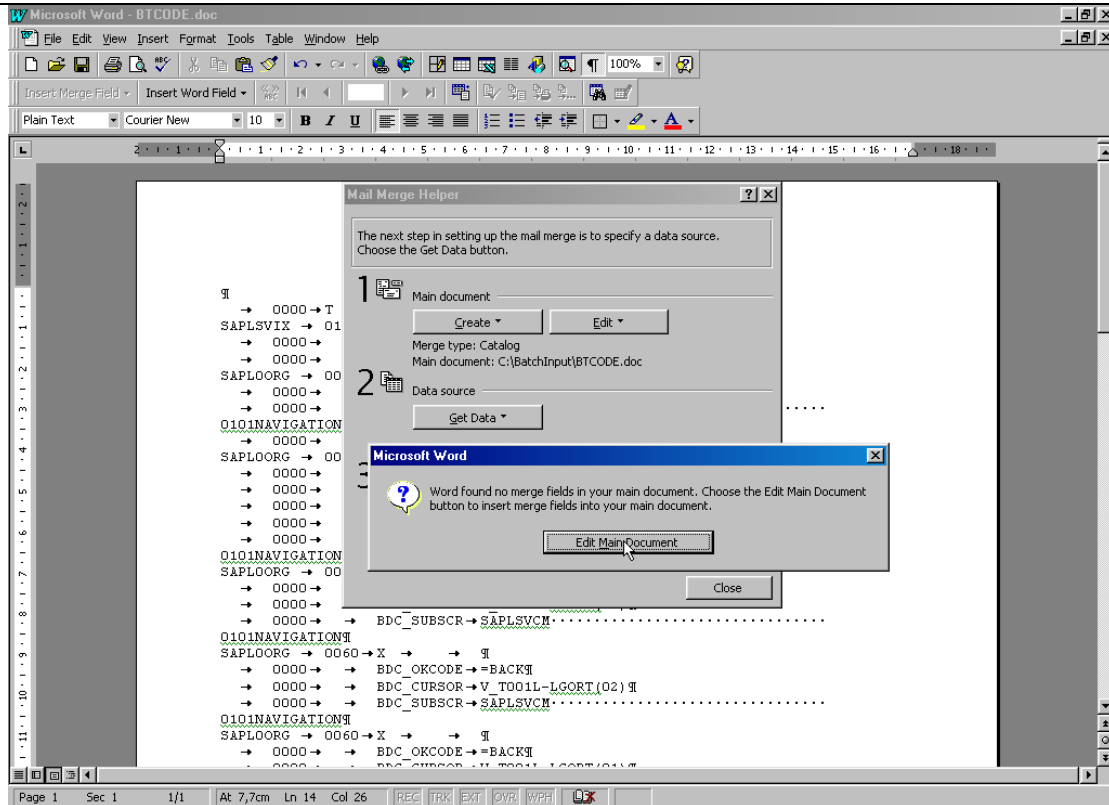
Step 24.

Define **Data Source of Main document** (BTDATA.XLS)



Step 25.

Define merge fields in main document

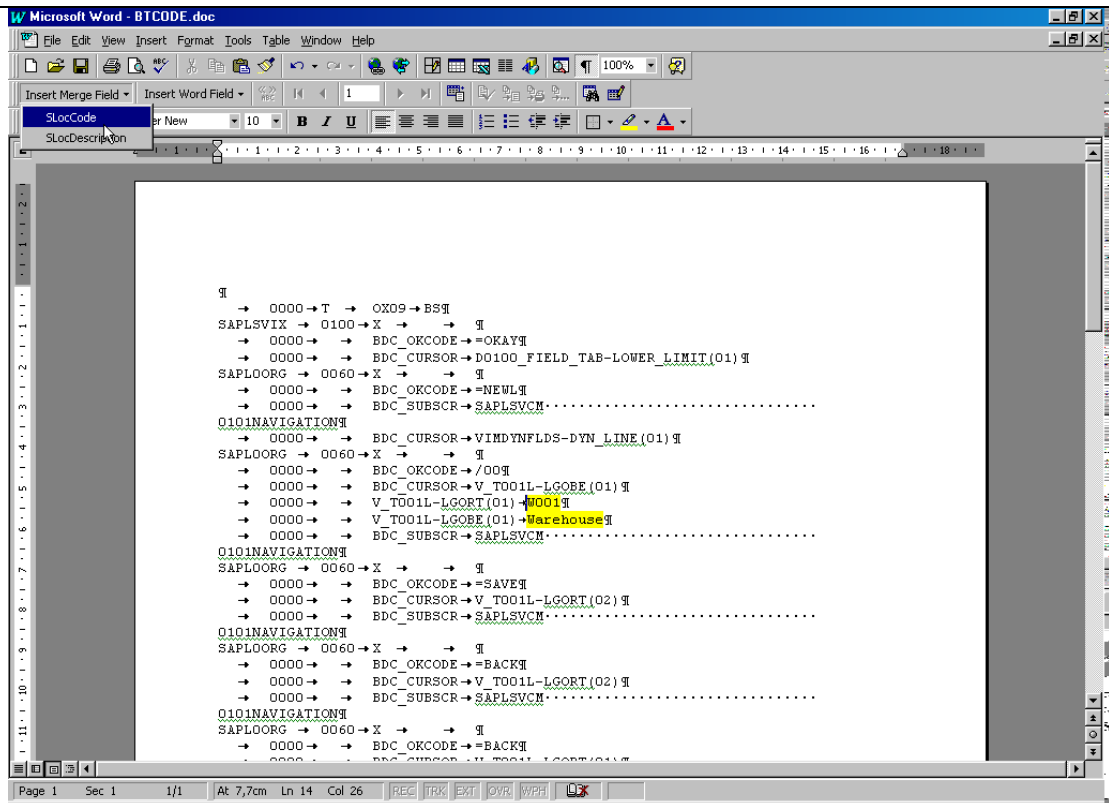


Step 26.

Locate the position of merge fields in Main document

The fields can be found using:

- entered values during transaction recording (see yellow background)
- technical name of the fields

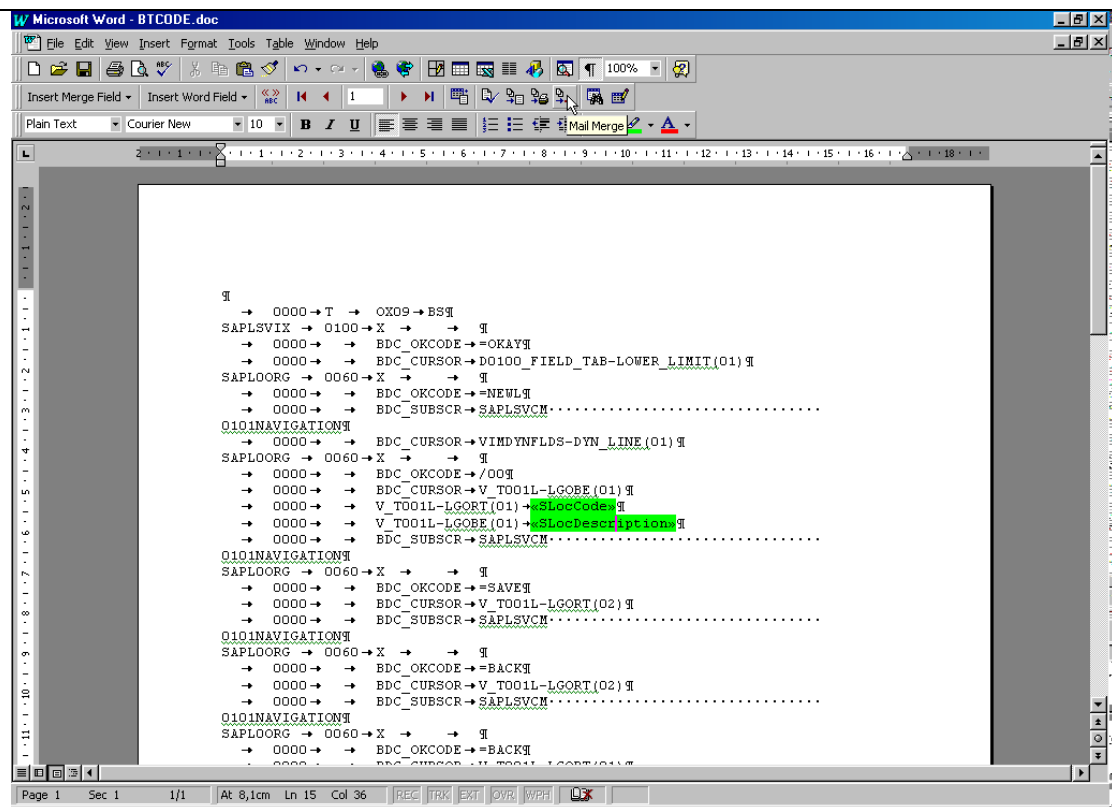


Step 27.

Define **merge fields** in **Main document**

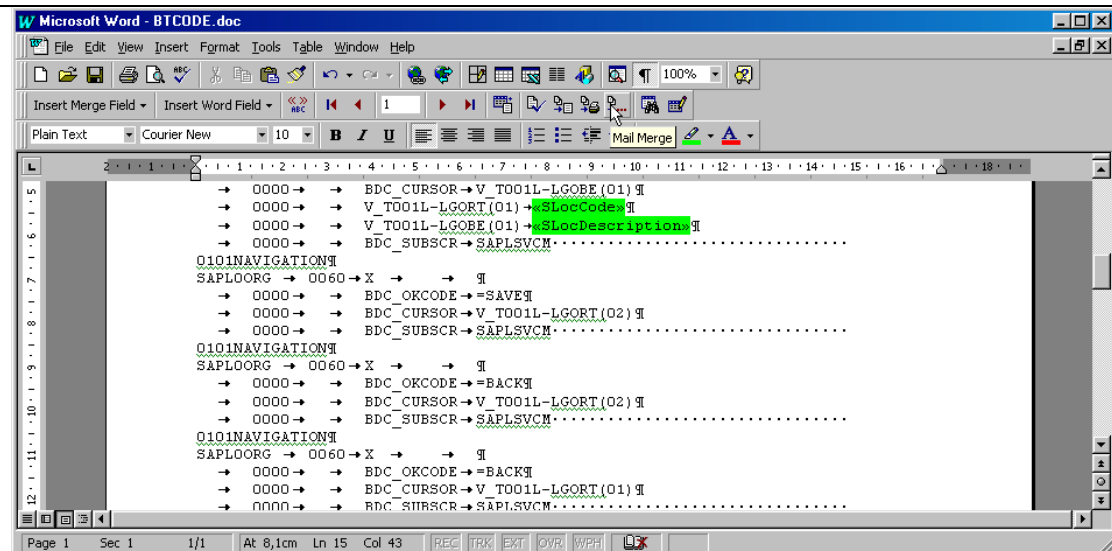
Replace:

- **W001** from previous step with field **SLocCode**
- **Warehouse** from previous step with field **SLocDescription**



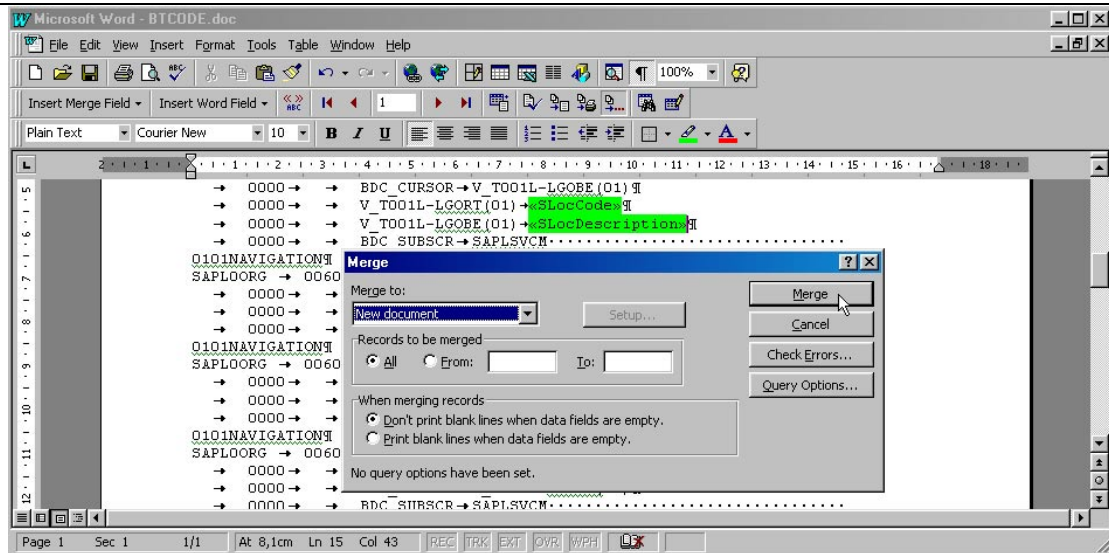
Step 28.

Create **code for Storage Locations** to be input



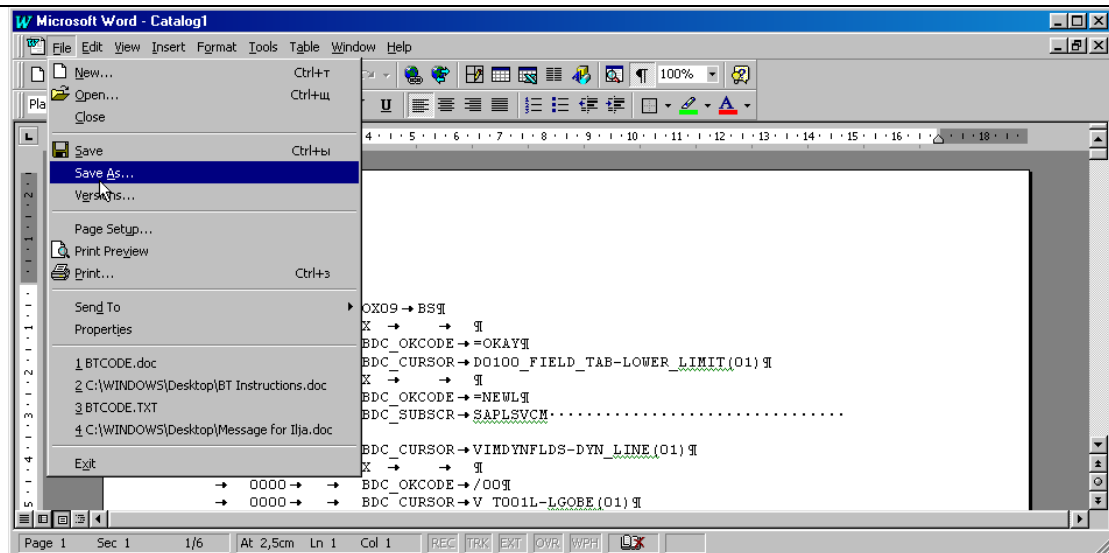
Step 29.

Create **code for Storage Locations** to be input



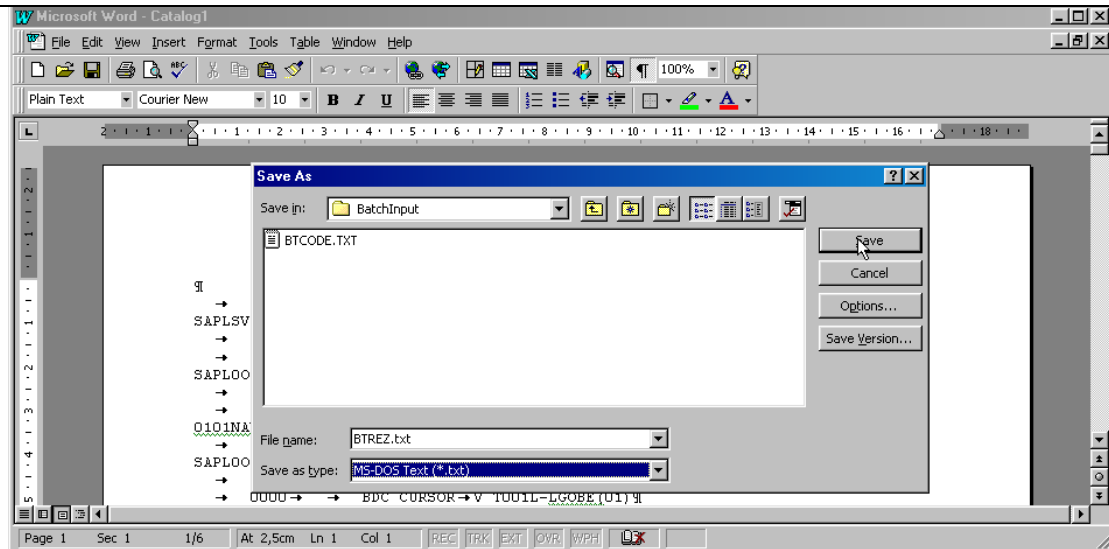
Step 30.

Save **code** into file **C:\BatchInput\BTREZ.txt** (MS-DOS Text format)



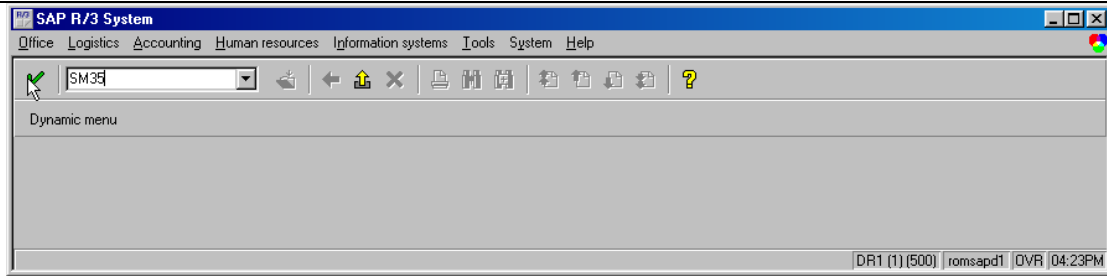
Step 31.

Save **code** into file **C:\BatchInput\BTREZ.txt** (MS-DOS Text format)



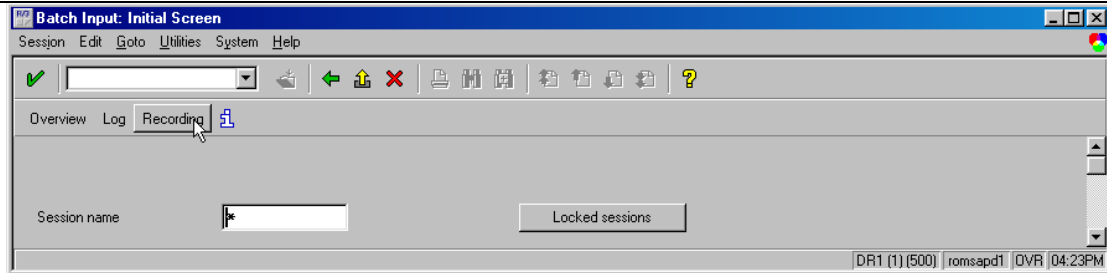
Step 32.

Go to Batch Input Screen



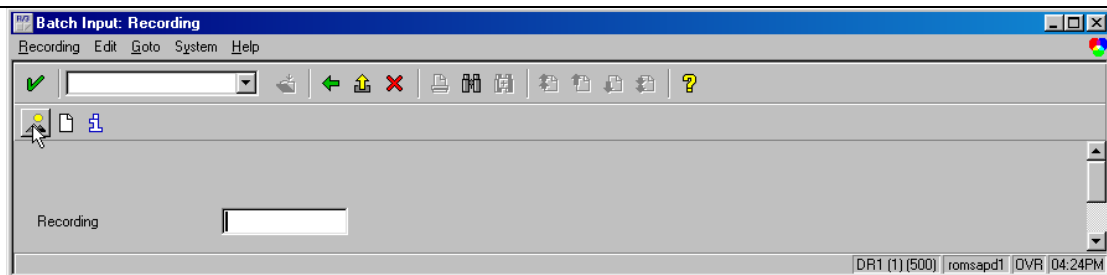
Step 33.

Go to Batch Input: Recording Screen



Step 34.

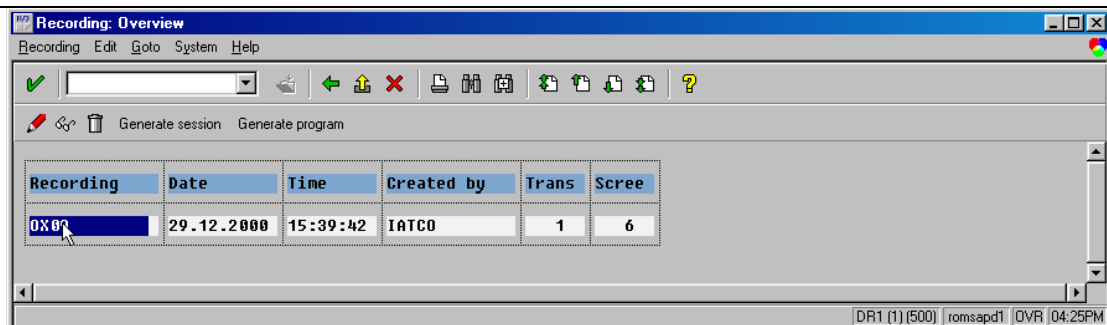
Overview recorded transactions



Step 35.

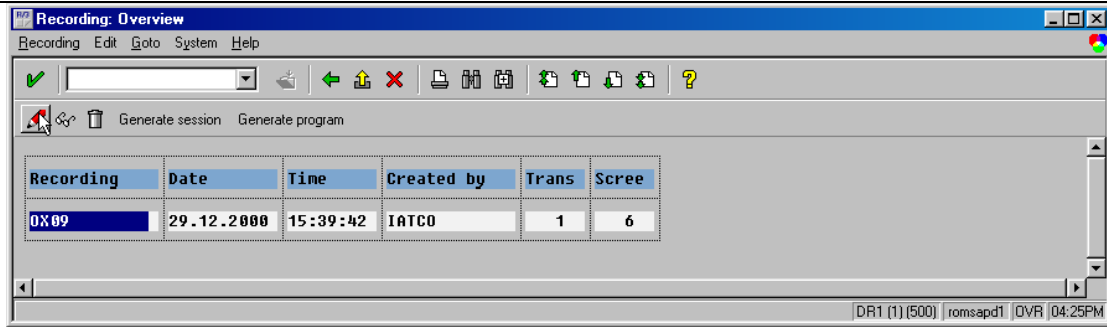
Select the recorded transaction that will be used for loading of **Storage Location batch input code** (file BTREZ.TXT)

Note: You can use any recorded transaction for loading of the code. You can record just part of a transaction as described in steps 1 - 10, because for loading of code is necessary only the structure of recorded transaction.



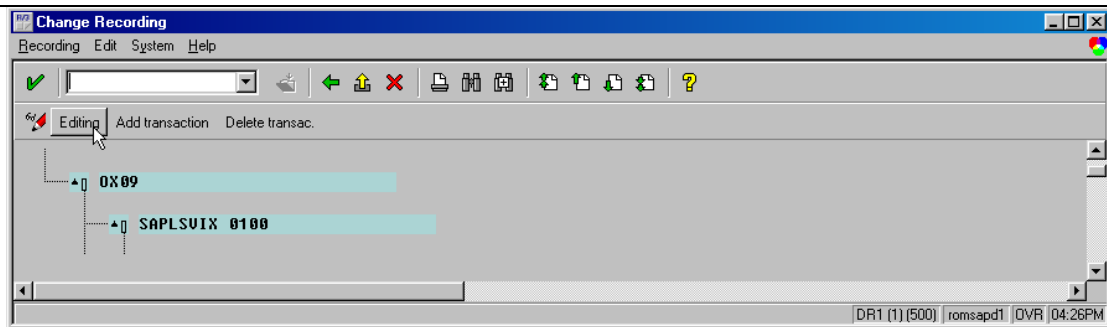
Step 36.

View the code of the transaction to be used for loading of **Storage Location Code**



Step 37.

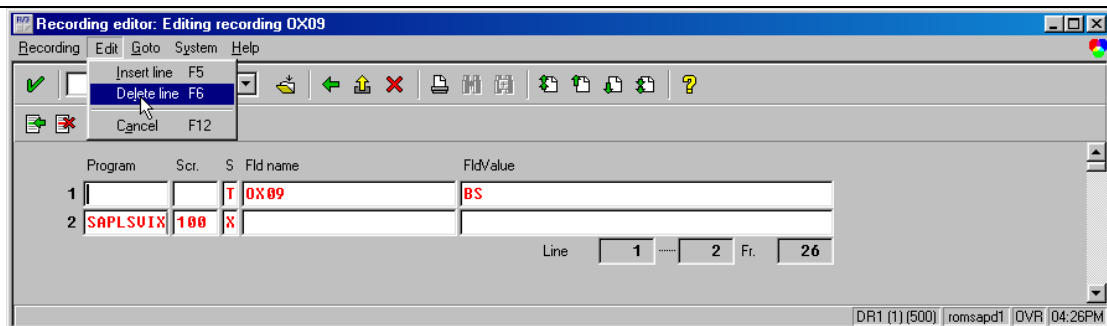
View the code of the transaction to be used for loading of **Storage Location Code**



Step 38.

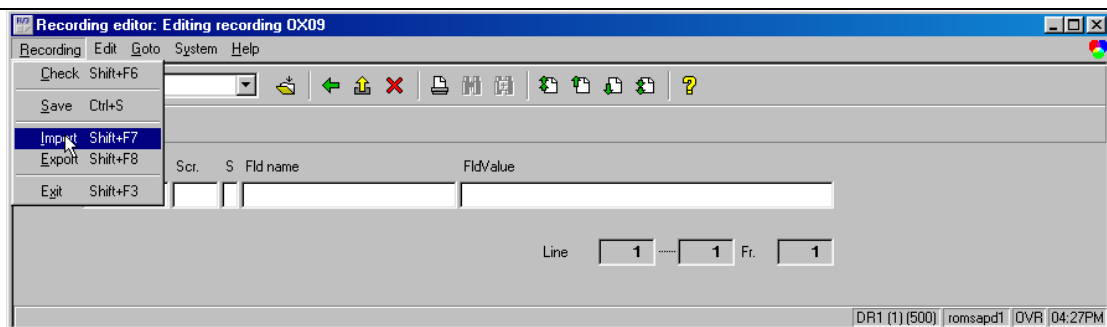
Delete all the lines from recorded transaction.

Note: Remember at Step35 it was said that only the structure is needed. That is why all lines must be deleted.



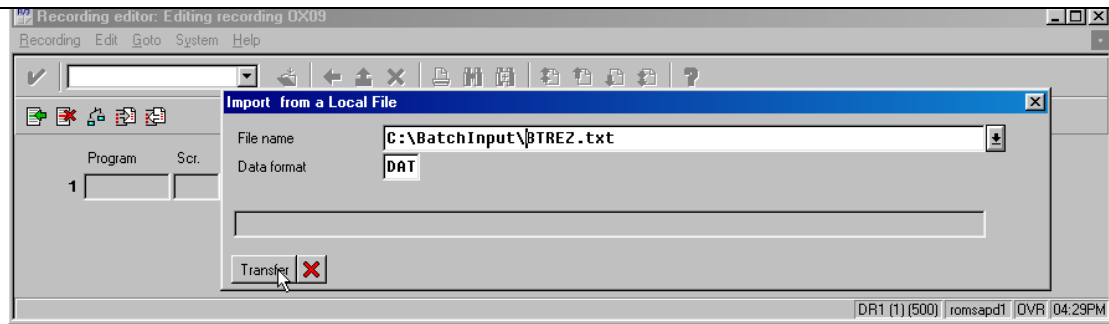
Step 39.

Load the Storage Locations Code (file BTREZ.TXT).



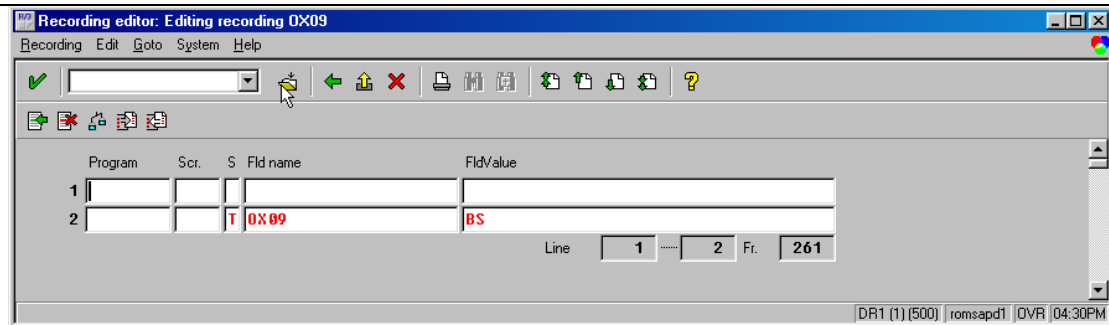
Step 40.

Load the **Storage Locations Code** (file BTREZ.TXT).



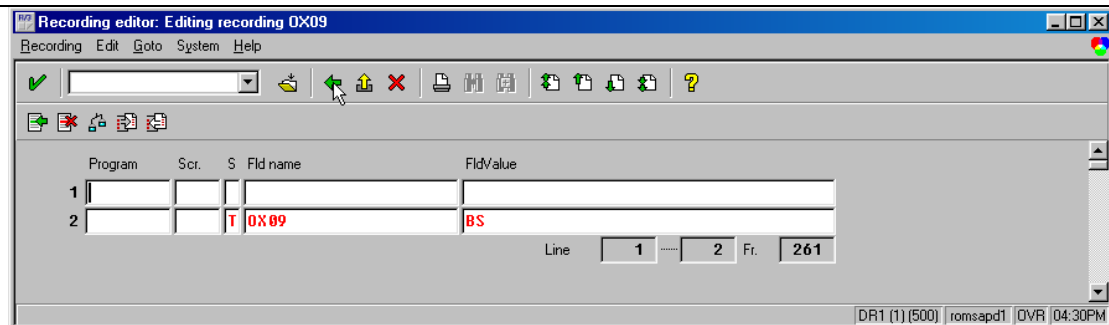
Step 41.

Save the **Storage Location Code**



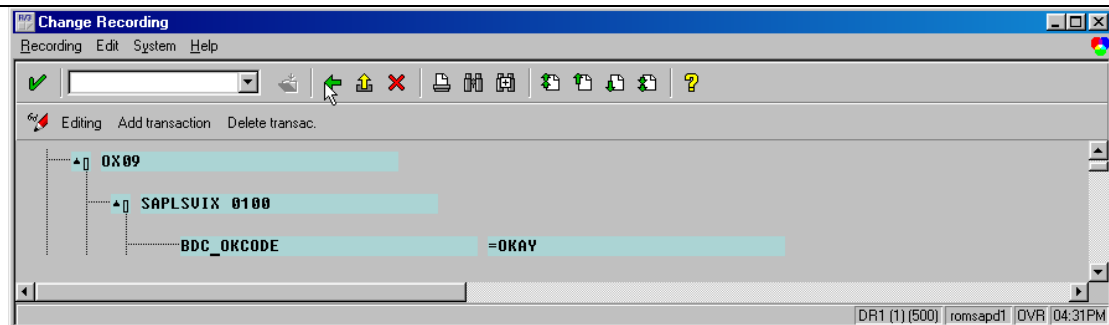
Step 42.

Go back to Batch Input: Recording Screen



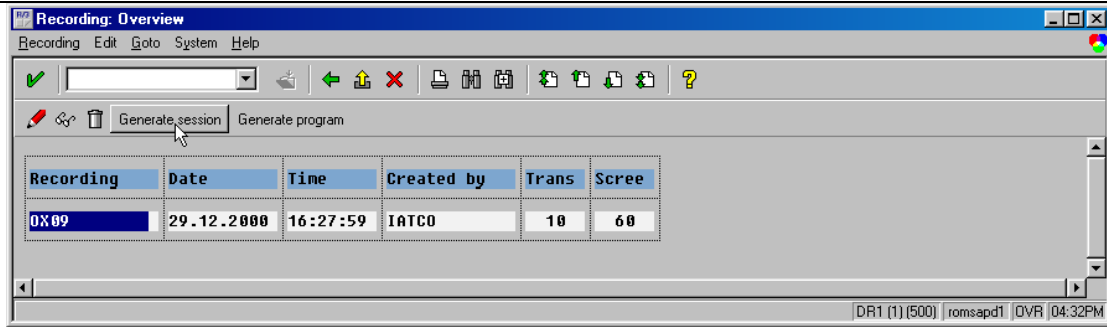
Step 43.

Go back to Batch Input: Recording Screen



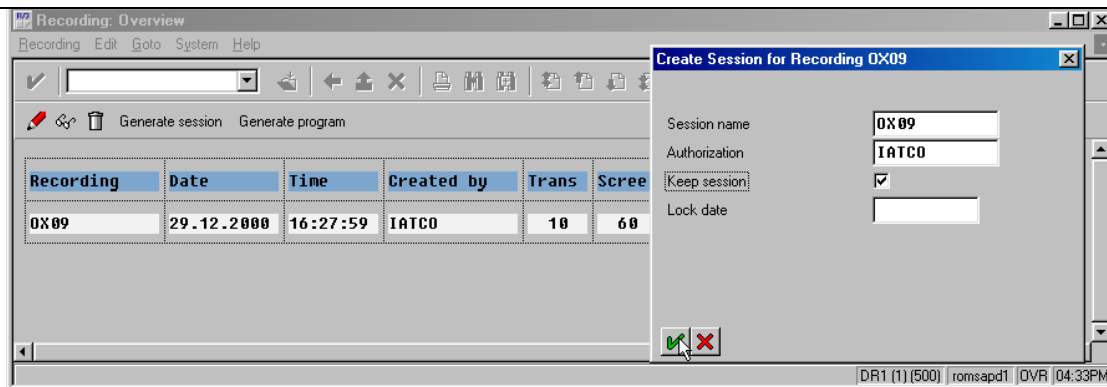
Step 44.

Generate Batch Input session using **Storage Location Code**



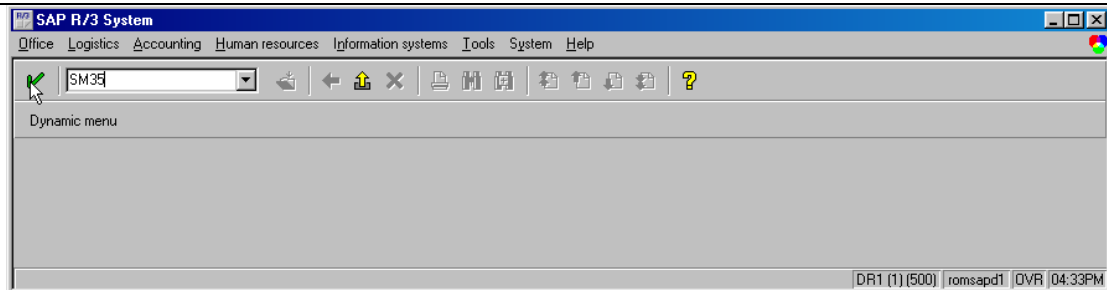
Step 45.

Generate Batch Input session using **Storage Location Code**



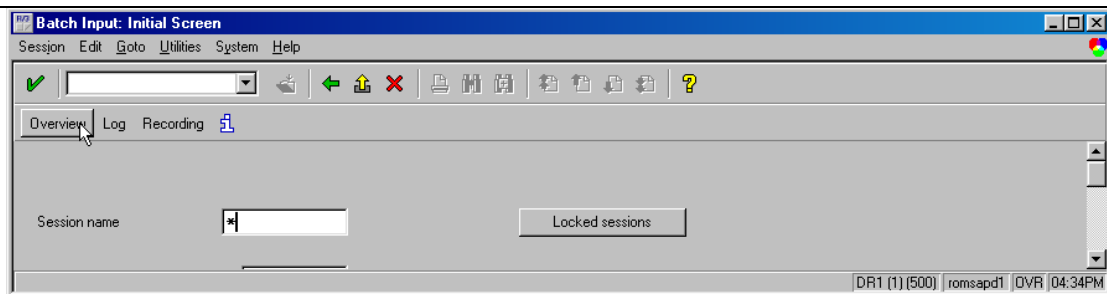
Step 46.

Go to **Batch Input Screen**



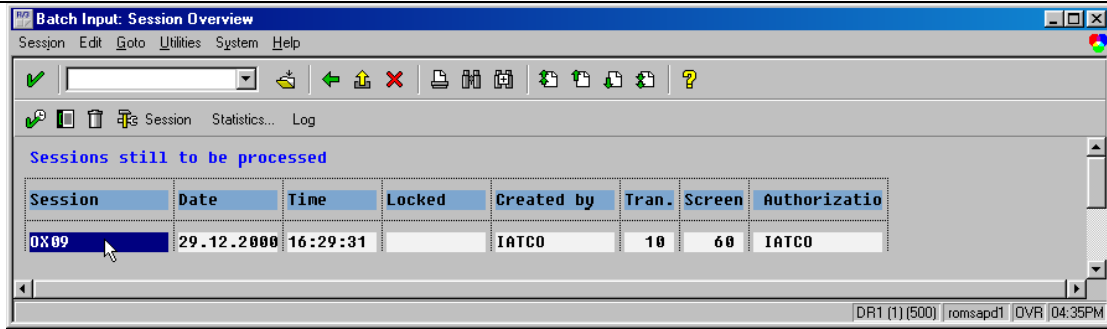
Step 47.

Overview of **Batch Input Session**



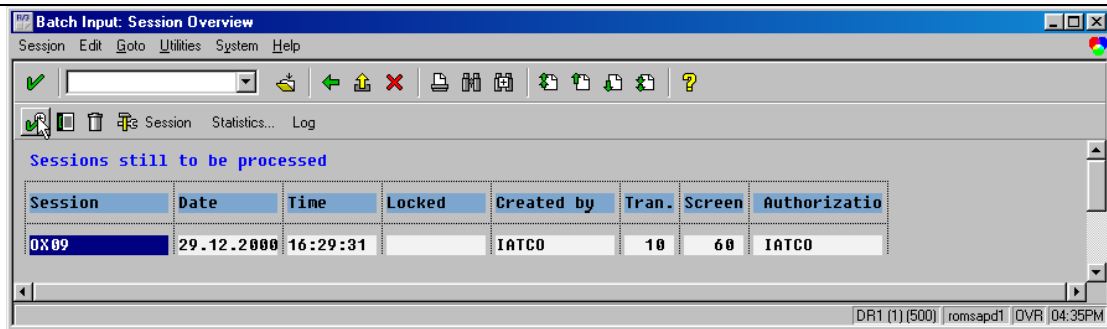
Step 48.

Select the **Batch Input Session**



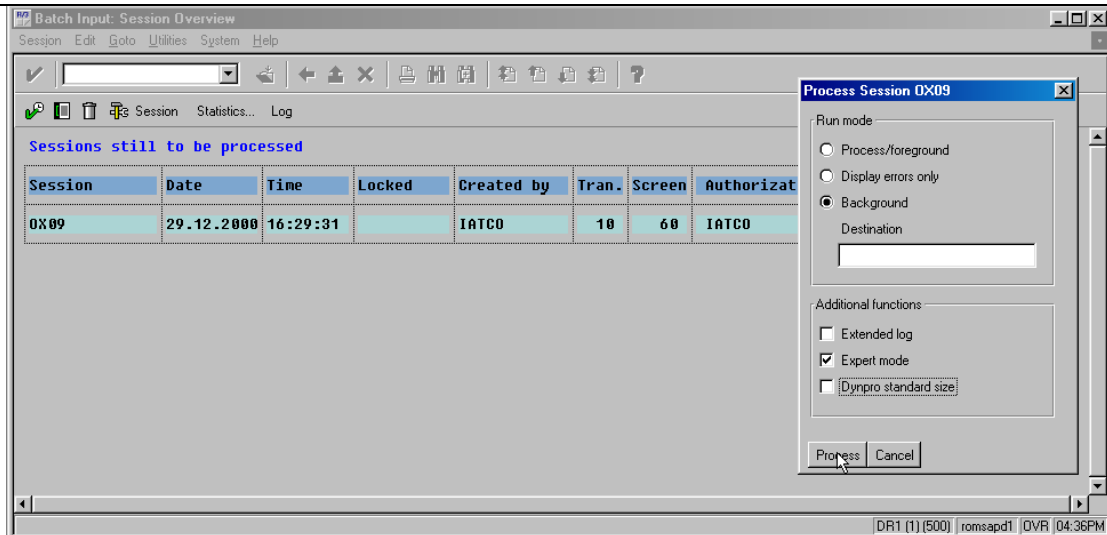
Step 49.

Run the **Session**



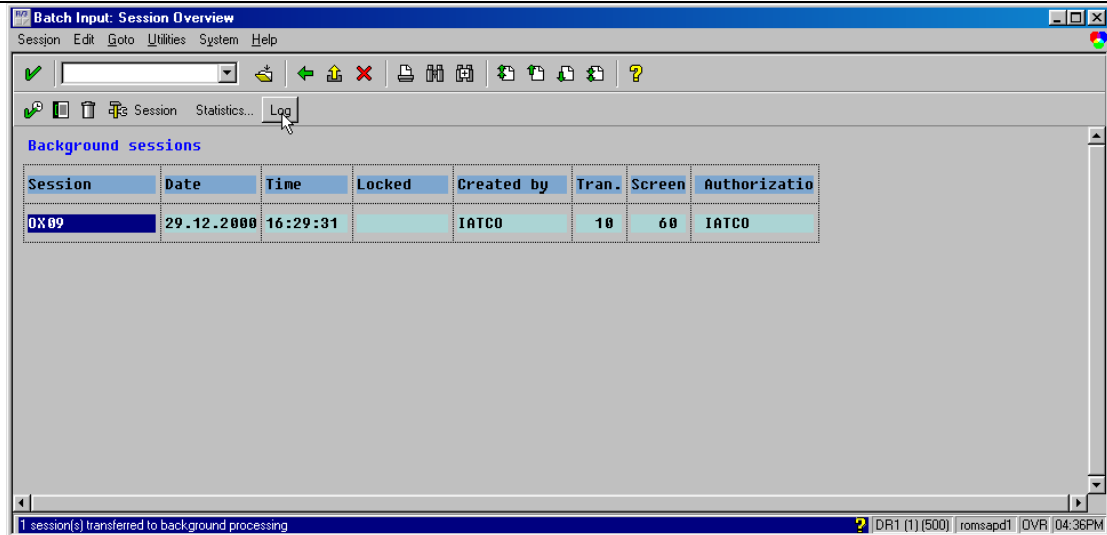
Step 50.

Define **Run mode of the Session**



Step 51.

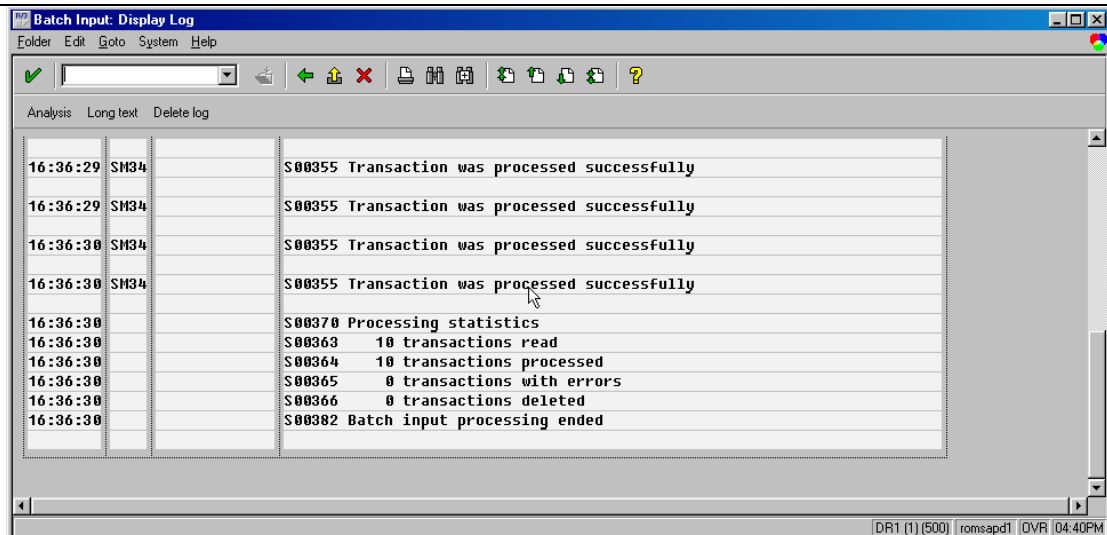
Go to Batch Input: Display Log Screen



Step 52.

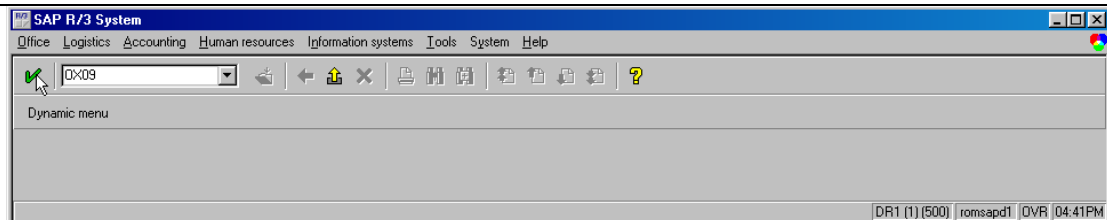
View the Log of **Processed Session**

Note: If session ends with error then run session again with Run mode – Process/Foreground, in order to find out bugs in the code



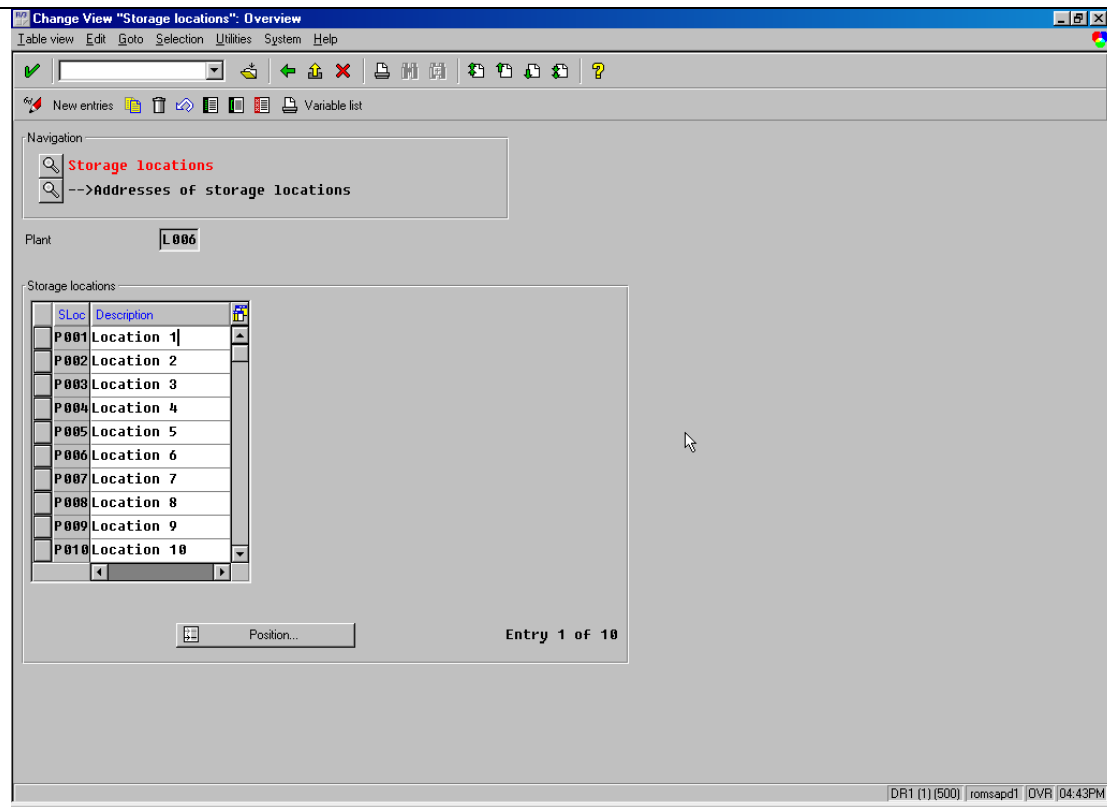
Step 53.

Verify if input data is correct



Step 54.

Verify if input data is correct



This is just an example, but you can use the same way for Batch Input of anything – material master, service master, material documents, accounting documents, etc.

I wish you to have an easy Batch Input!

Best regards,

Iatco Sergiu