

Work Instruction

Create Variant

Purpose

Use this procedure to create a variant. Variants save time by eliminating repetitive field entries. Data that remains constant can be input one time then saved and recalled as needed.

Procedure


1. Start the transaction using the menu path or transaction code. Enter data in the appropriate fields of any select screen. In this example of a Budget to Actual Report, data such as Fiscal Year, Fund, and Funds Center will not be changing soon.

Budget to Actual Report

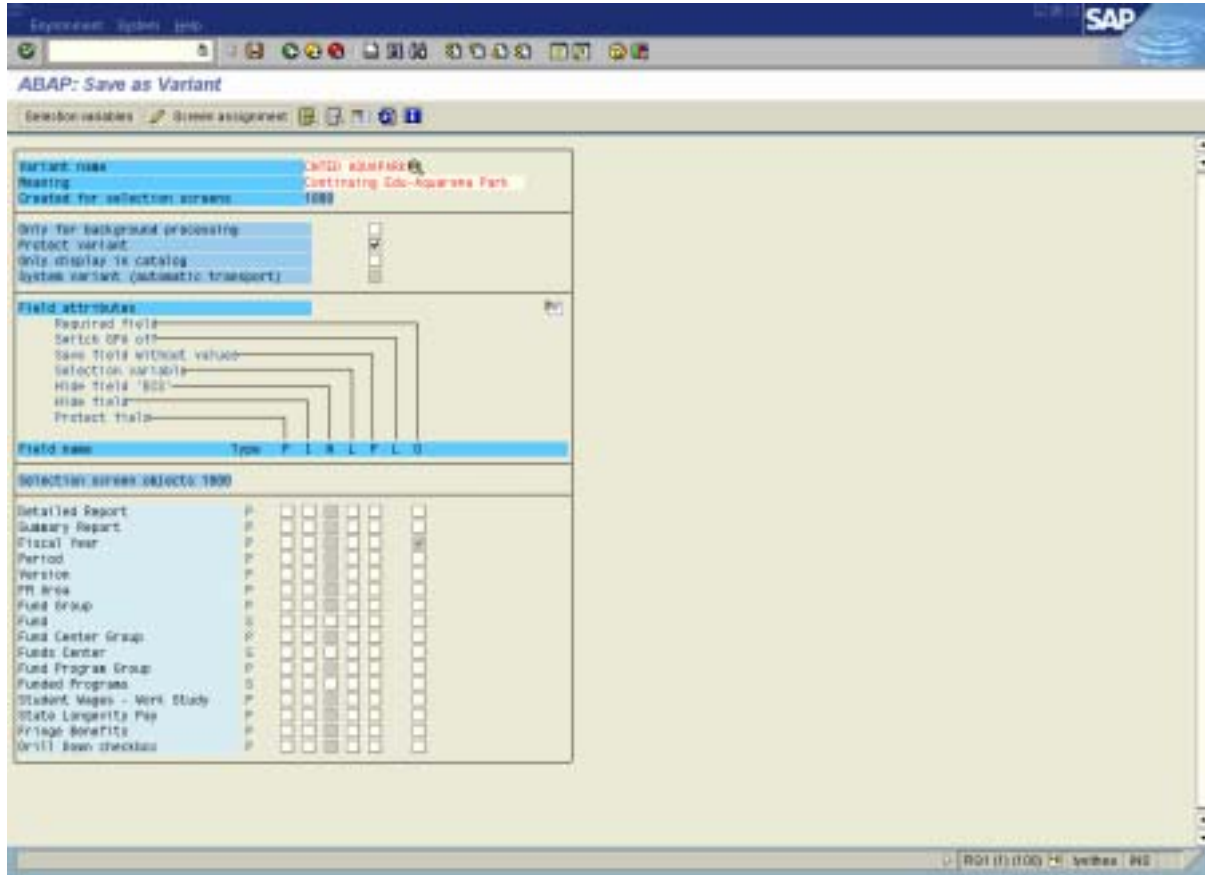
The screenshot shows the SAP 'Budget to Actual Report' selection screen. The interface includes a title bar with the SAP logo and a menu bar. The main content area is divided into several sections for data entry:


- Select Type of Output:** Radio buttons for 'Detailed Report' (selected) and 'Summary Report'.
- General Information:** Fields for 'Fiscal Year' (2005), 'Period', and 'Version'.
- Funds:** Fields for 'FM Area' (754), 'Fund Group', and 'Fund' (20271 31895).
- Funds Centers:** Fields for 'Fund Center Group' and 'Funds Center' (1 3131 00880).
- Funded Programs:** Fields for 'Fund Program Object' and 'Funded Programs'.
- Select Item to Expense:** Checkboxes for 'Student Wages - Work Study', 'State Longevity Pay', and 'Foreign Benefits', all of which are checked.
- Run Drill Down with current selection screen:** A checkbox for 'Drill Down (checked)'.

The status bar at the bottom indicates 'Save as variant' is terminated and shows the user 'RO1 (1) (100)' on 'system'.

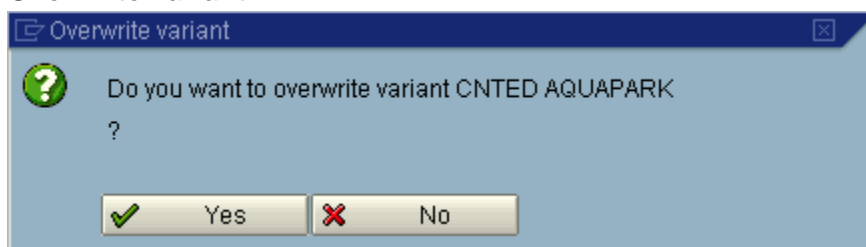
2. After entering the data in the appropriate fields, click  to save these entries as a variant.

ABAP: Save as Variant



3. Enter a short name for your variant (CNTED AQUAPARK in this example).
4. Enter a description of the variant for its Meaning (Continuing Edu-Aquarena Park in this example).
5. Click next to Protect variant to keep other users from editing/altering this information.
6. Click  to save these entries and options as a variant. If you already have a variant by the same name or you are updating an existing variant, the following message will be displayed:

Overwrite variant



7. Click Yes to continue overwriting the existing variant. If you select No, then you can either cancel the variant or save it under a different name and description.


8. To use/run a saved variant, start the transaction.

Budget to Actual Report

The screenshot shows the SAP 'Budget to Actual Report' selection screen. The interface includes a top navigation bar with 'SAP' and a menu bar with 'Program', 'Edit', 'Info', 'System', and 'Help'. Below the title bar, there are several sections for data entry:

- Select Type of Output:** Radio buttons for 'Detailed Report' (selected) and 'Summary Report'.
- General Information:** Fields for 'Fiscal Year', 'Period', and 'Version'.
- Funds:** Fields for 'FM Area' (value: 754), 'Fund Group', and 'Fund'.
- Fund Centers:** Fields for 'Fund Center Group' and 'Fund Center'.
- Funded Programs:** Fields for 'Fund Program Group' and 'Funded Programs'.
- Select Item to Suppress:** Checkboxes for 'Student Wages - Work Study', 'State Longevity Pay', and 'Fringe Benefits'.
- Run On Down with current selection screen:** Checkboxes for 'Drill Down (checkboxes)'.

At the bottom right, there is a status bar showing 'R01 (1) (100) | Synthes | WS'.


9. Click  to bring up a find variant dialog box. You should see your user ID in the "Created by" field.

Find Variant

The screenshot shows the 'Find Variant' dialog box. It has a title bar with 'Find Variant' and a close button. The main area contains several fields with corresponding search buttons (right-pointing arrows):

- Variant:** An empty text field.
- Environment:** An empty text field.
- Created by:** A text field containing the value 'KS19'.
- Changed by:** An empty text field.
- Original language:** An empty text field.

At the bottom left, there are two icons: a green checkmark and a red 'X'.

10. Click  to find all the variants you have for this transaction. Double-click on the name of a saved variant to select it. If you only have one variant, you will not see a list. It will simply take you back to the select screen of your transaction with the variant data in the fields.

Budget to Actual Report

The screenshot shows the SAP 'Budget to Actual Report' transaction interface. The window title is 'Budget to Actual Report' and the SAP logo is in the top right corner. The interface is divided into several sections for data entry:

- Select Type of Output:** Radio buttons for 'Detailed Report' (selected) and 'Summary Report'.
- General Information:** Fields for 'Fiscal Year' (0000), 'Period', and 'Variant'.
- Funds:** Fields for 'FM Area' (754), 'Fund Group', and 'Fund' (20271 31895).
- Fund Centers:** Fields for 'Fund Center Group' and 'Fund Center' (1 0131 00000).
- Funded Programs:** Fields for 'Fund Program Group' and 'Funded Programs'.
- Select Items to Suppress:** Checkboxes for 'Student Waiver - Work Study', 'State Longevity Pay', and 'Forge Benefits', all of which are checked.
- Run Call Drawn with current selection screens:** A checkbox for 'Do Down checkbox'.

The bottom right corner of the screen shows the user ID 'R01 (1) (00)' and the system name 'Sethex - R02'.

11. Click  to run the transaction with your variant data.

Result

You have now created, retrieved and used a variant.