

CREATE CONTRACT- VA41 Readme

Bot Overview

This bot performs the following:

- Login- Logs into your SAP instance.
- Business Process- Automates the process of creating contract and updating spreadsheet.
- Close and Disconnect connection- Logs out of SAP instance and closes SAP GUI desktop application.

Pre-Requisites

- Automation Anywhere Enterprise v11.1 or above
- SAP Logon 740 Desktop Application

Installation

- Download the bot from Bot Store.
- Double click on <Bot Name>.msi and follow the installation instructions.

For first time users, the "Bot Store" folder is created under <AA Directory>/My Tasks (on your local disk).

Installer creates the following folder structure with content under the <AA Directory>

- <AA Directory>
 - My Tasks
 - Bot Store
 - Create Contract-VA41-SPECTAR (Folder)
 - My Tasks
 - Create Contract-VA41-SPECTAR.atmx
 - Input Folder
 - VA41.xlsx
 - Error Folder
 - Logs (Folder)
 - Error Logs Month-Day-Year.txt
 - Snapshots (Folder)
 - Error Snap Month-Day-Year.png
 - My Metabot
 - Create Contract - VA41.mbot

How to Use the Bot:

Use the following information to configure your bot:

Parameter Name	Type	Direction	Additional Info
vAccessCode (Must be updated in the Variable Manager in Automation Anywhere)	String	Input	Provide Access Code given by Automation Anywhere
vErrorFolder	String	Value	The Error Folder is inside the bot folder which contains the Logs and Snapshots Folder
vLogFolder	String	Value	This Folder contains the Screenshot in case of error
vSnapshotFolder	String	Value	This Folder contains the logs in case of error
vInputFile	String	Value	Path of the Input File inside the Input Folder
Username	String	Input	Provide the username to log into SAP Logon
Password	String	Input	Provide the password to log into SAP Logon
Client	String	Input	Provide the client detail from SAP logon
System	String	Input	Provide the System name from the SAP logon window
Contract Type	String	Input	Provide the Contract Type
Sales Organization	String	Input	Provide the Sales Organization
Distribution Channel	String	Input	Provide the Distribution Channel
Division	String	Input	Provide the Division
Sold-To-Party	String	Input	Provide the Sold-To-Party
Valid From	String	Input	Provide the Valid From Date
Valid To	String	Input	Provide the Valid To Date
Material	String	Input	Provide the Material
Target Quantity	String	Input	Provide the Target Quantity
Cust Reference	String	Input	Provide the Cust Reference

Note: All input fields are mandatory here.

How to configure the Input File?

- Open the Input Excel VA41 Create Contract.xlsx
- The input file is pre-configured with the basic field-value structure:

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Username	Password	Client	System	Contract Type	Sales Organization	Distribution Channel	Division	Sold-To-Party	Valid From	Valid To	Material	Target Quantity	Cust.Reference	Status

- The header signifies the field name in the SAP GUI and the value denotes their respective value to be filled.
- If the input file is left as it is, it will fill only these values in the SAP
- If additional fields are needed to be filled, then additional column should be added in the excel after the Status column. The label of the column name should be the unique identifier and not the field name as appears on the screen. The next section describes how to find the unique identifier for the fields.
- Save the excel after making the changes.

How to Find the unique identifier for fields?

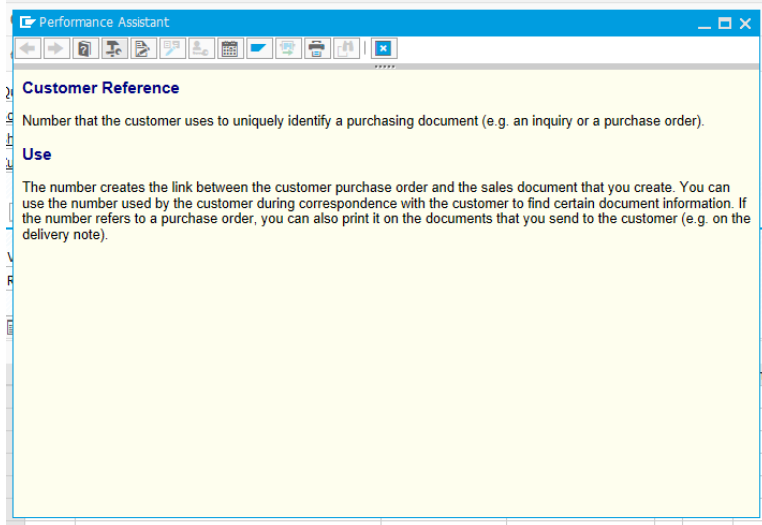
- Identify the field that needs to be filled in by the bot. For example, suppose Cust. Reference field needs to be filled.

Cust. Reference

- If 'Cust. Reference' is filled in the config excel sheet as the column name, the bot will not identify it. Its unique identifier needs to be evaluated.
- To find the unique identifier, click inside the field to activate it.

Cust. Reference

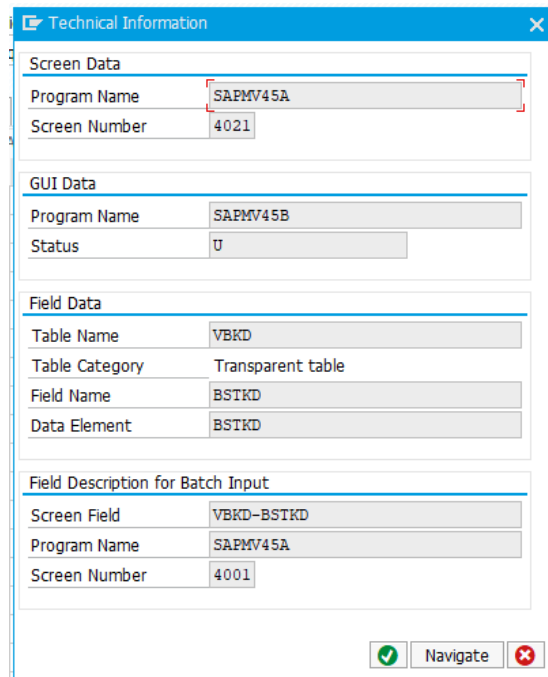
- Once activated a red envelope will appear around it.
- Press F1 function key. A window will pop-up.



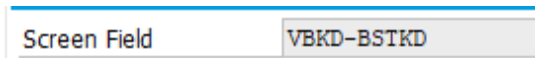
- Then press F4 function key. Alternatively, you can click on the Technical Information icon in the menu bar.



- Technical information Pop-up will appear:



- The screen field is the unique identifier of the field. In current case of Reference, it is VBKD-BSTKD.



- The field should be entered as a column name in the config file and below its value should be mentioned:

M	N	C
Status	VBKD-BSTKD	
	Ref100	

- If the field is a check box, its value should be mentioned as 'Check' or 'Yes'

K	
INVFO-XMWST	
Check	

- If data needs to be entered in the following dropdown list in SAP, use unique identifier as the field label and the below mentioned for the field value.

- o **Billing Block (Dropdown):**

- Check Credit Memo Y8
- Check Debit Memo Y9
- Check Payment Terms 04
- Compl Confirm Missng Y2
- Pricing Complete 03

- **Order Reason (Dropdown):**
 - Poor Quality 101
 - Damaged in Transit 102
 - Free of Charge Sample 105
 - Price Difference: Price was too low 200
 - Sales Call 001
 - Trade Fair Sales Activity 002
 - Television Commercial 003
 - Customer Recommendation 004
 - Newspaper Advertisement 005
 - Excellent Price 006
 - Fast Delivery 007
 - Good Service 008
- **Shp Cond (Dropdown):**
 - Immediately 03
 - Pick-up 02
 - Returns RE
 - Standard 01
 - Transport Service 04
- **Delivery Block (Dropdown):**
 - Check Payment Terms 52
 - Check Repayment 53
 - Check Shipping Data 50
 - Missing Credit Limit 01
 - No Export Documents 04
 - Political Reasons 02
 - Pricing Incomplete 51
- **Reason For Rejection (Dropdown):**
 - Order Cancelled due to error 60
 - Item Cancelled & Substituted by new one 61
 - Rejected by Selling Company 62
 - Rejected by Seller – Business Reasons 63
 - Rejected by Seller – No Availability 64
 - Rejected by Customer 70
 - Rejected by Customer – Incorrect Order 71
 - Rejected by Customer – Incorrect Item 72
 - Rejected by Customer – Delay in Delivery 73
 - Rejected by Customer – Delay in Service 74
 - Rejected by Customer – Pricing Reasons 75
 - Customer rejects open Quantity / Service 76
 - Technical Change 12

For Example:

In SAP, the option *Pick-up* needs to be selected from the *Shp Cond* dropdown list. Then, the field label would be its unique identifier, in this case its **VBAK-VSBED**. The Field value would be **02** (from the list above).

	P
us	VBAK-VSBED
	02

Error Handling

- Each Bot folder contains the below hierarchy.
 - Error Folder
 - Logs
 - Error Logs Month-Day-Year.txt: In case of any error, this file logs error message along with a time stamp
 - Snapshots
 - Error Snap Month-Day-Year.png: In case of any error, this file captures a screenshot of the error.
- Task Status of the bot is set to fail in case of error.

Support

If there are any issues faced during the configuration of this bot or further inquiries, please contact:

admin@spectargroup.com