

## **FB60 – ENTER VENDOR INVOICE README**

### **Bot Overview**

This bot performs the following:

Login- Logs into your SAP instance.

Business Process- Enter the vendor invoice against a company code.

Close and Disconnect connection- Logs out of SAP instance and closes SAP GUI desktop application.

### **Pre-Requisites**

- Automation Anywhere Enterprise v11
- SAP GUI desktop application. (We have used SAP Logon 740)
- Microsoft Excel (Office 365)

### **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).

### **Folder structure of the content in the AA Dir:**

<AA Directory>

- My Tasks
  - Bot Store
    - FB60-Enter Vendor Invoice-SPECTAR (Folder)
      - My Tasks
        - FB60-Enter Vendor Invoice-SPECTAR.atmx
      - Input Folder
        - FB60-Enter Vendor Invoice-SPECTAR.xlsx
      - Error Folder
        - Logs (Folder)
          - Error Logs Month-Day-Year.txt
        - Snapshots (Folder)
          - Error Snap Month-Day-Year.png
  - My Metabots
    - FB60-Enter Vendor Invoice.mbot

## How to Use the Bot:

Use the following information to configure your bot:

Parameter Name	Type	Direction	Additional Info
vCliento	String	Input	Provide client to login into SAP instance
vSystemo	String	Input	Provide system ID (SID) from SAP Logon window
vLanguageo	String	Input	Provide language for SAP Logon
vUsernameo	String	Input	Provide username to log into SAP instance
vPasswordo	String	Input	Provide password to log into SAP instance
vInputFile	String	Value	Path of the input file inside Input file folder
cCompany_Code	String	Input	Provide company code
cVendor	String	Input	Provide vendor number
clnvoice_Date	String	Input	Provide Invoice Date in default SAP system format
cAmount	String	Input	Provide amount
cGLAccount	String	Input	Provide the G/L Account Number

**Note: All fields are mandatory here.**

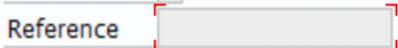
## How to configure the Input File?

- Open the Input Excel FB60-Enter Vendor Invoice-SPECTAR.xlsx
- The input file is pre-configured with the basic field-value structure:

A	B	C	D	E
Vendor	Company Code	Invoice Date	Amount	G/L Account
1000410	AU01	31.08.2019	100	170000

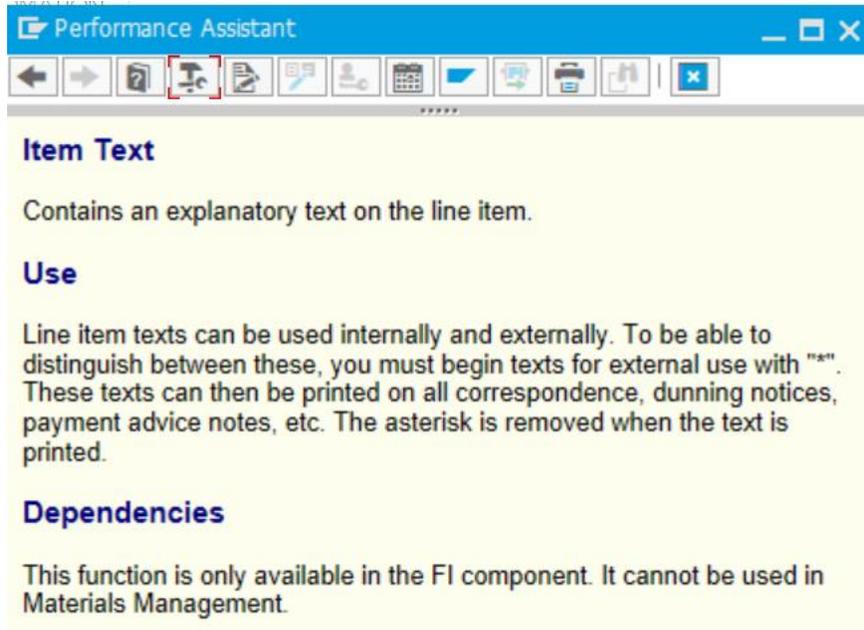
- The header signifies the field name in the SAP GUI and the value denotes their respective value to be filled.
- If the input file is left as it is, it will fill only these values in the SAP GUI.
- If additional fields are needed to be filled, then additional column should be added in the excel. The 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 Reference needs to be filled:  

- If '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.

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:

Technical Information

Screen Data

Program Name: SAPLFDCB  
Screen Number: 0010

GUI Data

Program Name: SAPMF05A  
Status: ENJINV

Field Data

Table Name: INVFO  
Table Category: Structure  
Field Name: XBLNR  
Data Element: XBLNR1  
DE Supplement: 4

Field Description for Batch Input

Screen Field: INVFO-XBLNR  
Program Name: SAPMF05A  
Screen Number: 1100

✓ Navigate ✗

- The Screen Field is the unique identifier of the field. In current case of Reference, it is INVFO-XBLNR.

Screen Field: INVFO-XBLNR

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

A	B	C	D	E	F
Vendor	Company Code	Invoice Date	Amount	G/L Account	INVFO-XBLNR
1000410	AU01	31.08.2019	100	170000	Reference 101

- If any Notes need to be entered in the Notes Tab, the field name 'Notes' should be used, in this case there is no need to find its unique identifier. Just mention the column name as 'Notes' and value as the desired value.
- If the field is a check box, its value should be mentioned as 'Check' or 'Yes'.

G  
INVFO-XMWST  
Check

## Error Handling

- The Bot folder contains the below hierarchy.
  - o Error Folder
  - o Logs

Error Logs Month-Day-Year.txt: In case of any error, this file logs error message along with time stamp.

## Snapshots

Error Snap Month-Day-Year.png: In case of any error, this file captures screenshot of error.

- Task Status of bot is set to failed 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](mailto:admin@spectargroup.com)