

F-41 ENTER VENDOR CREDIT MEMO Readme

Bot Overview

This bot performs the following:

Login- Logs into your SAP instance.

Business Process- Enters the Vendor Credit Memo.

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.
- Microsoft Excel

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 <AADirectory>

- <AA Directory>
 - o My Tasks
 - Bot Store
 - F-41-Enter Vendor Credit Memo-SPECTAR (Folder)
 - o My Tasks
 - F-41Enter Vendor Credit Memo.atmx
 - o Input Folder (Folder)
 - F-41-Enter Vendor Credit Memo-SPECTAR.xlsx
 - o Error Folder (Folder)
 - Logs (Folder)
 - Error Logs Month-Day-Year.txt
 - Snapshots (Folder)
 - Error Snap Month-Day-Year.png
 - o My Metabot
 - F-41Enter Vendor Credit Memo.mbot
 - LicenseHelper.mbot

How to Use the Bot:
Use the following information to configure your bot:

Parameter Name	Type	Direction	Additional Info
vAccessCode (Must be update in the Variable Manager in Automation Anywhere Task Bot)	String	Input	Provide Access Code given by Automation Anywhere.
vErrorFolder	String	Value	This is error folder inside bot folder which contains Logs and Snapshots folder
vLogFolder	String	Value	This folder contains Log file in case of error
vSnapshotFolder	String	Value	This folder contains Screenshot in case of error
vInputFile	String	Value	Path of the Input file inside the Input Fil Folder
Username	String	Input	Provide Username to log into SAP instance.
Password	String	Input	Provide Password to log into SAP instance.
Client	String	Input	Provide Client detail from SAP Logon window
System	String	Input	Provide System name from SAP Logon window
Document Date	String	Input	Provide Document Date
Company Code	String	Input	Provide Company Code
Currency	String	Input	Provide Currency
Account_Header	String	Input	Provide the Account Number for the Header page in SAP
Account_AddVendor	String	Input	Provide the Account Number for the Add Vendor page in SAP
Amount	String	Input	Provide Amount
Tax Amount	String	Input	Provide Tax Amount
Amount_G/L Account	String	Input	Provide the Amount for the G/L Account page in SAP
Posting Key_AddVendor	String	Input	Provide the Posting Key for the Add Vendor page in SAP

Note: All input fields are mandatory here.

How to configure the Input File?

- Open the Input Excel F-41-Enter Vendor Credit Memo-SPECTAR.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
Username	Password	Client	System	Document Date	Company Code	Currency	Account Header	Account Add Vendor	Amount	Tax Amount	Amount G L Account	Posting Key Add Vendor	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?

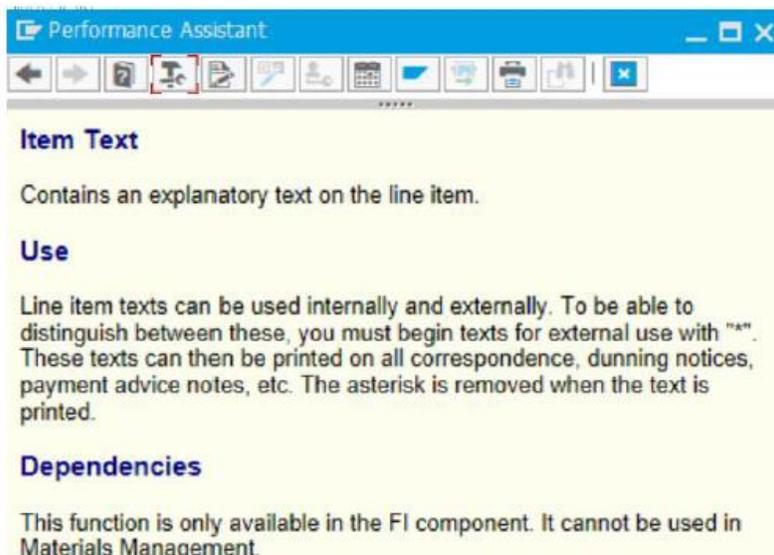
- Identify the field that needs to be filled in by the bot. For example, suppose Reference Field needs to be filled:



- 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.



- 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

Buttons: [Checkmark] Navigate [Close]

- 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:

L	M	N	O	P
Amount G/L Account	Posting Key Add Vendor	Status	INVFO-XBLNR	
110	50		Reference 1	

- Please note: if any of the below Fields from SAP need to be used, use the corresponding name for the Field Label in Excel Input Sheet:

- Posting Key (Header Page) PstKey_Header
- SGL Ind (Header Page) SGLInd_Header
- TType (Header Page) TType_Header
- Text (Add Vendor Page) Text_AddVendor
- Assignment (Add Vendor Page) Assignment_AddVendor
- SGL Ind (Add Vendor Page) SGLInd_AddVendor
- TType (Add Vendor Page) TType_AddVendor
- New Co.Code (Add Vendor Page) NewCoCode_AddVendor
- Assignment (G/L Account Page) Assignment_GLAccount
- Text (G/L Account Page) Text_GLAccount

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

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INVFO-XMWST

Check

Error Handling

- Each Bot folder contains the below hierarchy.
 - o Error Folder
 - 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

