



SAP Easy Access



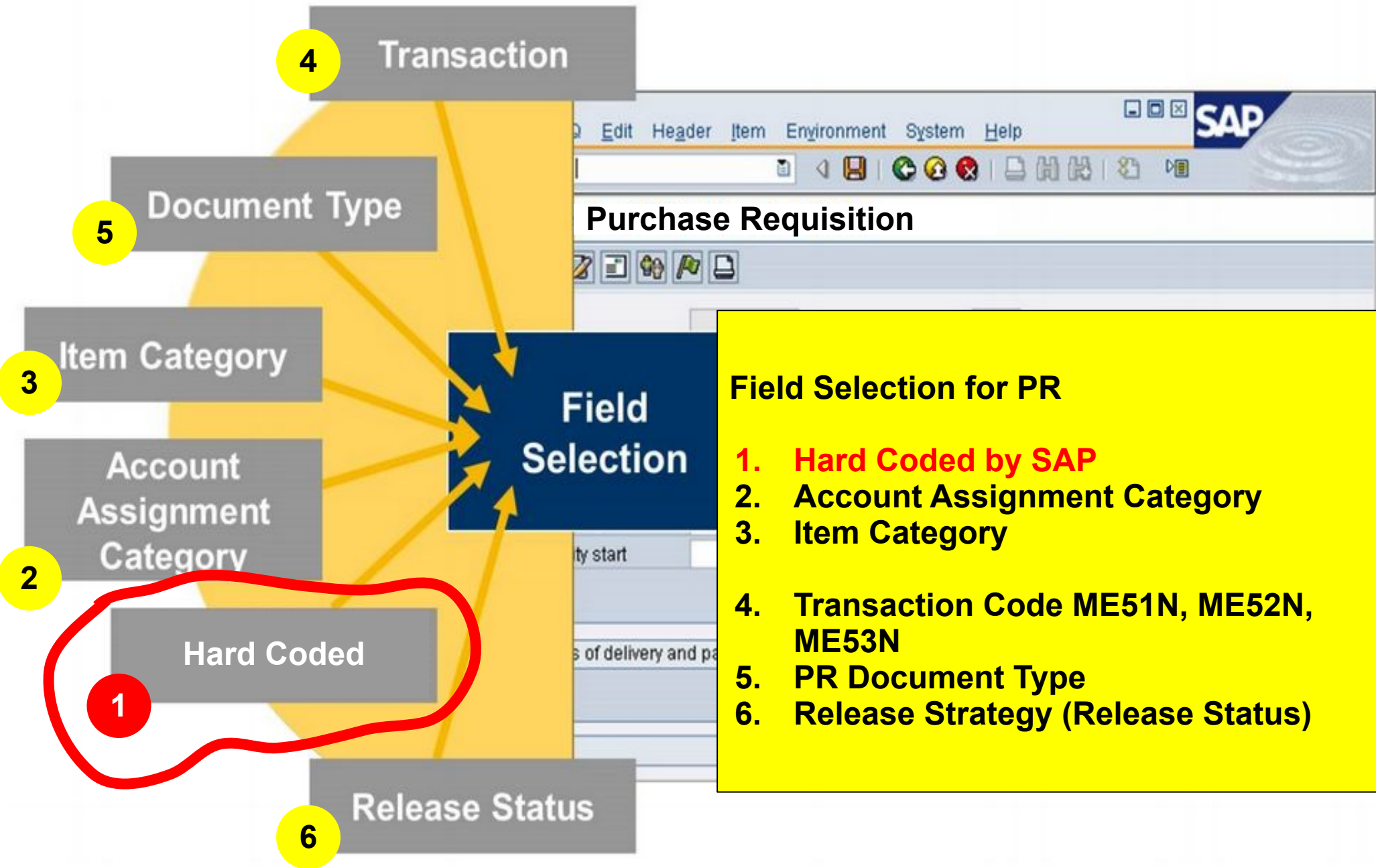
- Favorites
- ▼ SAP Menu
 - ▶ Office
 - ▶ Cross-Application Components
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 - ▶ Tools
 - ▶ WebClient UI Framework

SAP Material Management

**Purchase Requisition
Field Selection (1)**

**Influencing Factors
for Fields Selection**

Field Selection for Purchase Requisition



- ### Field Selection for PR
1. **Hard Coded by SAP**
 2. **Account Assignment Category**
 3. **Item Category**
 4. **Transaction Code ME51N, ME52N, ME53N**
 5. **PR Document Type**
 6. **Release Strategy (Release Status)**



Create Purchase Requisition

Document Overview On | Hold | Personal Setting | Save As Template | Load from Template

NB Purch.requis. Stan... | Source Determination

Header

St...	Item	A	I	Material	Short Text	Quantity	Unit	C	Delivery Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Track
	10			T-T120	Slug for spiral casing	10			4.04.2017	Metal proce...	[1000]			020	

Item 1 [10] T-T120 ,

Material Data | Quantities/Dates | Valuation | Source d

Valuation Price 5.11 EUR / 1 PC

Promotion

Goods Receipt

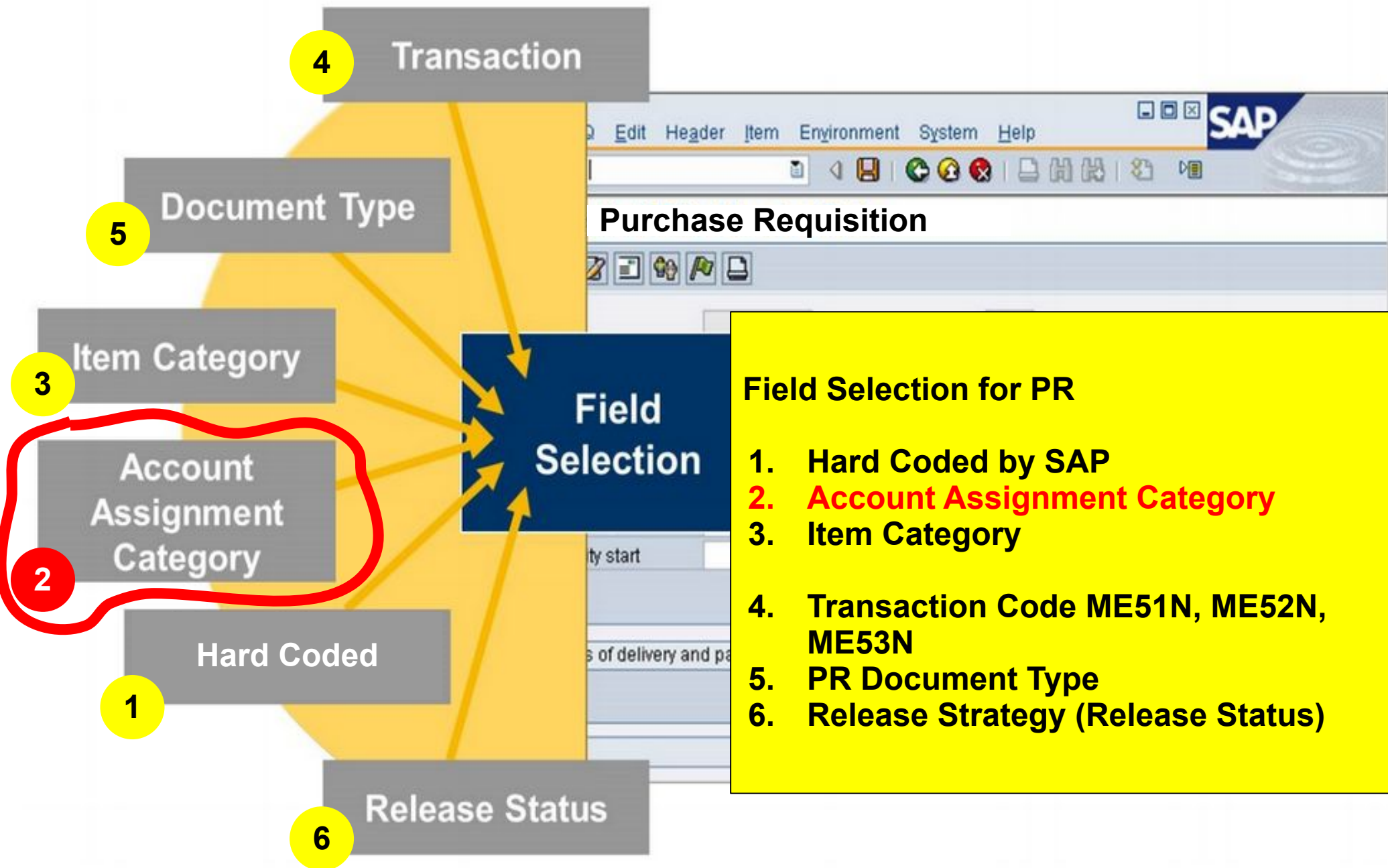
Inv. Receipt

GR Non-Val.

Depend on the scenario (some fields are **Mandatory by SAP**, you cannot change nor influence it)
eg: **Stock scenario** with Material (the following are Mandatory delivered by SAP)

- . Short text
- . Quantity
- . Delivery Date
- . Material Group
- . Plant
- . Currency

Field Selection for Purchase Requisition



Display IMG

Existing BC Sets BC Sets for Activity

Structure

- ▶ Sales and Distribution
- ▶ Materials Management
 - ▶ General Settings for Materials Management
 - ▶ Consumption-Based Planning
 - ▶ Purchasing
 - ▶ Environment Data
 - ▶ Material Master
 - ▶ Vendor Master
 - Restrictions for the Industry Solution for De
 - Create Purchasing Groups
 - ▶ Purchasing Info Record
 - ▶ Sustainability
 - ▶ Source List
 - ▶ Quota Arrangement
 - ▶ RFQ/Quotation
 - ▶ Serial Numbers
 - ▶ Shopping Cart
 - ▶ Purchase Requisition
 - ▶ Purchase Order
 - ▶ Order Optimizing
 - ▶ Contract
 - ▶ Scheduling Agreement
 - ▶ Confirmations
 - Maintain Search Helps for Purchasing Documents
 - ▶ Conditions
 - ▶ Foreign Trade/Customs
 - ▶ Account Assignment

- Maintain Account Assignment Categories
- Define Combination of Item Categories/Account Assignment Categories
- Set Subscreen for Account Assignment (Coding) Block
- Assign Default Values for Asset Class
- Define External Representation of Item Categories

Change View "Account Assignment Categories"

New Entries

Acct Assignment Cat.	Acc.Assgt Cat.Dscr.
1	Third-party
9	LSP Cost Collection
A	Asset
B	MTS prod./sales ord.
C	Sales order
D	Ind.cust/settlm.proj
E	Customer indiv. reqt
F	Order
G	MTS prod./project
K	Cost center
M	Ind. cust. w/o KD-CO
N	Network
O	Network 3rd-pty.ord.
P	Project
Q	Proj. make-to-order
T	All new aux.acc.ass.
U	Unknown

Account Assignment Categories play a role for field selection for selected fields

Change View "Account Assignment Categories": Details

New Entries [Icons]

Acct Assignment Cat. **K** Cost center

Detailed information

<input type="checkbox"/> Acct. assg. changeable	Consumption posting	V	Distribution	1
<input checked="" type="checkbox"/> AA Chgable at IR	Acct modification	VBR	Partial invoice	2
<input type="checkbox"/> Derive acct. assgt.	ID: AcctAssgt Scrn	1	Single account assig	
<input type="checkbox"/> Del.CstsSep.	Special Stock			
<input checked="" type="checkbox"/> Goods Receipt	<input type="checkbox"/> GR non-valuated	<input checked="" type="checkbox"/> Invoice Receipt		
<input type="checkbox"/> GR Ind. Firm	<input type="checkbox"/> GR NonVal. Firm	<input type="checkbox"/> IR Ind. Firm		

You can define NEW Account Assignment Categories and set the desired Field Selection (as long as there are logical from the business perspective)

Fields

Field Label	Mand.Ent.	Opt.Entry	Display	Hidden
Asset	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Asset Subnumber	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Business Area	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Business partner	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Business process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
CO/PP Order	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Commitment Item	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Cost Center	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cost Object	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Cost Type	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Deletion indicator	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Details account assgt. block	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Cost Center field is mandatory for AACat "K"

Create Purchase Requisition

Document Overview On | Hold | Personal Setting | Save As Template | Load from Template

NB Purch.requis. Stan... | Source Determination

Header

Toolbar with various icons for editing and navigation.

St...	Item A	I	Material	Short Text	Quantity	Unit	C	Delivery Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Tra
	10	K	T-T120	Slug for spiral casing	1	PC	D	18.04.2017	Metal proce...	Hamburg	Materiallag...	020		

Item 1 [10] T-T120 , Slug for spiral casing

Material Data | Quantities/Dates | Valuation | **Account Assignment** | Source of Supply | Status | Contact Person | Texts | Deli...

AccAssCat K Cost center Distribution

Unloading Point Recipient

G/L Account 400000

Business Area

CO Area

Cost Center

Profit Center

Earmarked Funds

Error

Enter Cost Center

OK Help

You can use the Account Assignment Category to set field selection for fields in this TAB



Change View "Account Assignment Categories": Details

69 New Entries

Acct Assignment Cat.

Detailed information

<input type="checkbox"/> Acct. assg. changeable	Consumption posting <input type="text" value="V"/>	Distribution <input type="text" value="1"/>
<input checked="" type="checkbox"/> AA Chgable at IR	Acct modification <input type="text" value="VBR"/>	Partial invoice <input type="text" value="2"/>
<input type="checkbox"/> Derive acct. assgt.	ID: AcctAssgt Scrn <input type="text" value="1"/>	Single account assig
<input type="checkbox"/> Del.CstsSep.	Special Stock <input type="checkbox"/>	

Note for IR
the indicator not firm
means user can
change it in the PR

<input checked="" type="checkbox"/> Goods Receipt	<input checked="" type="checkbox"/> GR non-valuated	<input checked="" type="checkbox"/> Invoice Receipt
<input checked="" type="checkbox"/> GR Ind. Firm	<input type="checkbox"/> GR NonVal. Firm	<input type="checkbox"/> IR Ind. Firm

Fields

Field Label	Mand.Ent.	Opt.Entry	Display	Hidden
Asset	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Asset Subnumber	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Business Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Business partner	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Business process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
CO/PP Order	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Commitment Item	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Cost Center	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cost Object	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Cost Type	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Deletion indicator	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Details account assgt. block	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

GR Indicator Firm
means no longer
changeable

Create Purchase Requisition

Document Overview On | Hold | Park | Personal Setting | Save As Template | Load from Template

NB Purch.requis. Stan... | Source Determination

Header

St...	Item	A	I	Material	Short Text
	10	K		T-T120	Slug for spir...

Change View "Account Assignment Categories": Detail

New Entries

Acct Assignment Cat.

Detailed information

- | | | | |
|--|--|---|-----------------------|
| <input type="checkbox"/> Acct. assg. changeable | Consumption posting | <input type="text" value="V"/> | Distribution |
| <input checked="" type="checkbox"/> AA Chgable at IR | Acct modification | <input type="text" value="VBR"/> | Partial invoice |
| <input type="checkbox"/> Derive acct. assgt. | ID: AcctAssgt Scrn | <input type="text" value="1"/> | Single account assign |
| <input type="checkbox"/> Del.CstsSep. | Special Stock | <input type="text" value=""/> | |
| <input checked="" type="checkbox"/> Goods Receipt | <input checked="" type="checkbox"/> GR non-valuation | <input checked="" type="checkbox"/> Invoice Receipt | |
| <input checked="" type="checkbox"/> GR Ind. Firm | <input type="checkbox"/> GR NonVal. Firm | <input type="checkbox"/> IR Ind. Firm | |

Item 1 [10] T-T120 , Slug for spir...

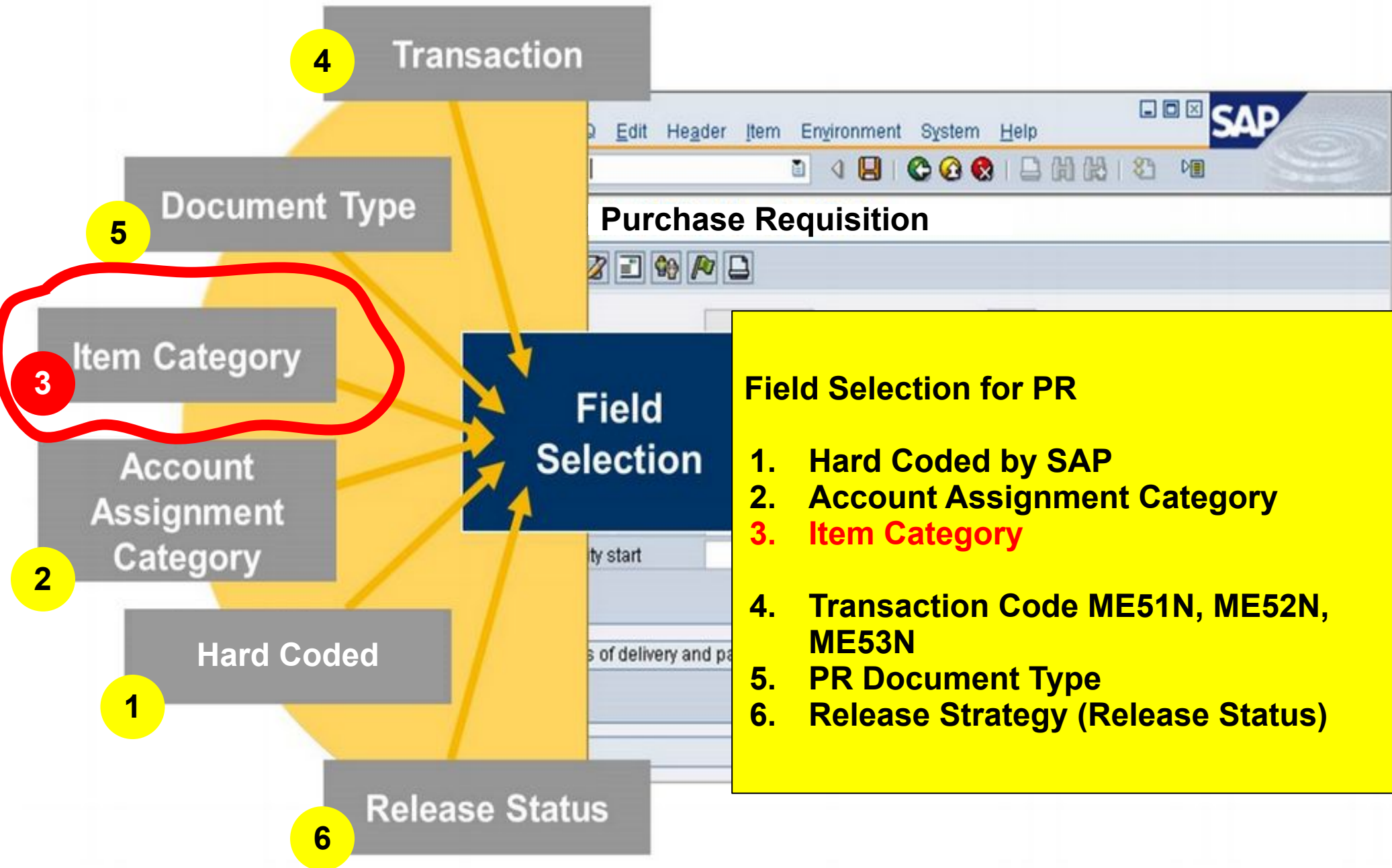
Material Data | Quantities/Dates | Valuation

Valuation Price EUR /

Promotion

- Goods Receipt
- Inv. Receipt
- GR Non-Val.

Field Selection for Purchase Requisition



Display IMG

Change View "Item Categories": Overview

Where Else Used

Structure

- ▶ Sales and Distribution
- ▼ Materials Management
 - ▶ General Settings for Materials Management
 - ▶ Consumption-Based Planning
 - ▼ Purchasing
 - ▶ Environment Data
 - ▶ Material Master
 - ▶ Vendor Master
 - ▶ Restrictions for the Industry Solution
 - ▶ Create Purchasing Groups
 - ▶ Purchasing Info Record
 - ▶ Sustainability
 - ▶ Source List
 - ▶ Quota Arrangement
 - ▶ RFQ/Quotation
 - ▶ Serial Numbers
 - ▶ Shopping Cart
 - ▶ Purchase Requisition
 - ▶ Purchase Order
 - ▶ Order Optimizing
 - ▶ Contract
 - ▶ Scheduling Agreement
 - ▶ Confirmations
 - ▶ Maintain Search Helps for Purchasing Documents
 - ▶ Conditions
 - ▶ Foreign Trade/Customs
 - ▶ Account Assignment
 - ▶ Define External Representation of Item Categories
 - ▶ Define Default Values for Document Type
 - ▶ Statistics
 - ▶ Version Management
 - ▶ Messages

ItmCat (Int.)	ItmCat (Ext.)	Text for Item Cat.
0		Standard
1	B	Limit
2	K	Consignment
3	L	Subcontracting
4	M	Material unknown
5	S	Third-party
6	T	Text
7	U	Stock transfer
8	W	Material group
9	D	Service

You cannot create new Item Category. check the detail for field selections

Display Attributes: Item Category Consignment

Item Category 2 **K** Consignment

Control: acct. assgt

Material Required	Addit.Acct Assignmnt	Inventory Management
<input checked="" type="radio"/> Mandatory	<input type="radio"/> Mandatory	<input checked="" type="radio"/> Mandatory
<input type="radio"/> Possible	<input type="radio"/> Possible	
<input type="radio"/> Not allowed	<input checked="" type="radio"/> Not allowed	

Control: goods receipt

Goods Receipt	GR Indicator Firm
<input checked="" type="checkbox"/> PO Item Linked	<input checked="" type="checkbox"/> Firm in PO
	<input type="checkbox"/> Chgble in PO

Control: invoice receipt

Invoice Receipt	IR Indicator Firm
<input type="checkbox"/> PO Item Linked	<input checked="" type="checkbox"/> Firm in PO
	<input type="checkbox"/> Chgble in PO

Account Assignment is not allowed (grayed out) is a form of field selection due to Item Category "K" (Consignment)

In this case the Material field becomes Mandatory

Create Purchase Requisition

Document Overview On Hold Perso

NB Purch.requis. Stan... Source Determin

Header

St...	Item A	I	Material	Short Text	Quantity	Unit	C	Delivery Date	Matl Group
<input checked="" type="radio"/>	10	K			1.000		D	05.04.2017	

Item 1 [10]

Material Data Quantities/Dates

Material

Material Group

Vendor Mat.

Error

Please enter material number or account assignment category

Display Attributes: Item Category Consignment

Item Category

Control: acct. assgt

Material Required	Addit.Acct Assignmnt	Inventory Management
<input checked="" type="radio"/> Mandatory <input type="radio"/> Possible <input type="radio"/> Not allowed	<input type="radio"/> Mandatory <input type="radio"/> Possible <input checked="" type="radio"/> Not allowed	<input checked="" type="radio"/> Mandatory <input type="radio"/> Possible <input type="radio"/> Not allowed

Control: goods receipt

Goods Receipt	GR Indicator Firm	GR valuation
<input checked="" type="checkbox"/> PO Item Linked	<input checked="" type="checkbox"/> Firm in PO <input type="checkbox"/> Chgble in PO	<input type="checkbox"/> GR non-valuated <input checked="" type="checkbox"/> GR NonVal. Firm

Control: invoice receipt

Invoice Receipt	IR Indicator Firm
<input type="checkbox"/> PO Item Linked	<input checked="" type="checkbox"/> Firm in PO <input type="checkbox"/> Chgble in PO

These other fields selection is influenced in the PO (not in the PR)

Field Selection for Purchase Requisition

Factors 4,5,6 will use **Field Selection Key** to Control Field Selection on Selected Fields by the User

4 Transaction Code

5 Document Type

Purchase Requisition

3 Item Category

Field Selection

Field Selection for PR

1. Hard Coded by SAP
2. Account Assignment Category
3. Item Category
4. Transaction Code ME51N, ME52N, ME53N
5. PR Document Type
6. Release Strategy (Release Status)

2 Account Assignment Category

1 Hard Coded

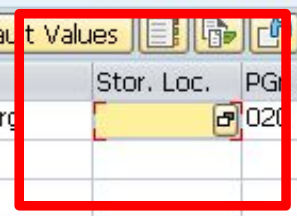
6 Release Status

In Standard SAP,
Factor 1,2,3
do not influence the
Storage Location Field
Selection

Create Purchase Requisition

Document Overview On | Hold | Park | Source | Header

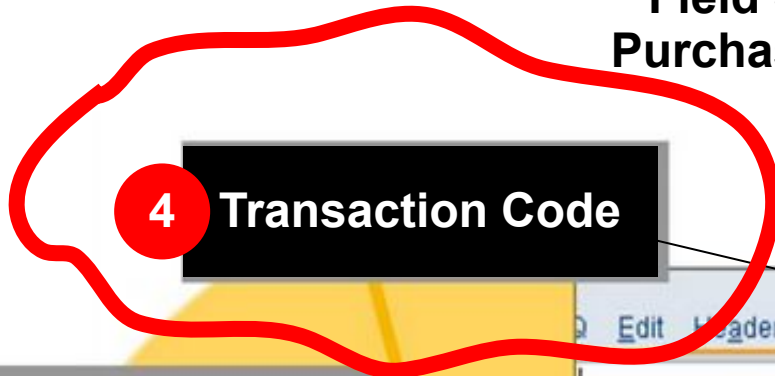
St...	Item	A	I	Material	Short Text	Quantity	Unit	C	Delivery Date	Matl Group	Plant	Stor. Loc.	PG	Requisnr.	Track
	10			Y100	y100	1	PC	D	05.04.2017	Metal proce...	Hamburg	020			



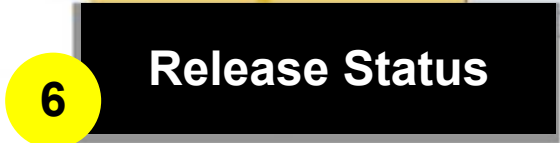
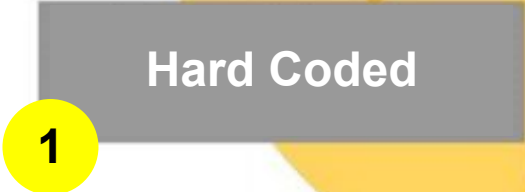
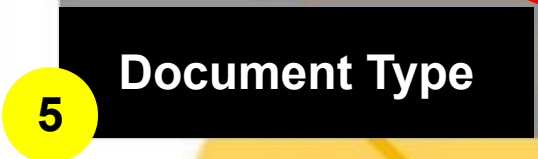
- ### Field Selection for PR
1. Hard Coded by SAP
 2. Account Assignment Category
 3. Item Category
 4. Transaction Code ME51N, ME52N, ME53N
 5. PR Document Type
 6. Release Strategy (Release Status)

Only Factor 4,5,6
using the **Field Selection Key** can influence the the
Storage Location field

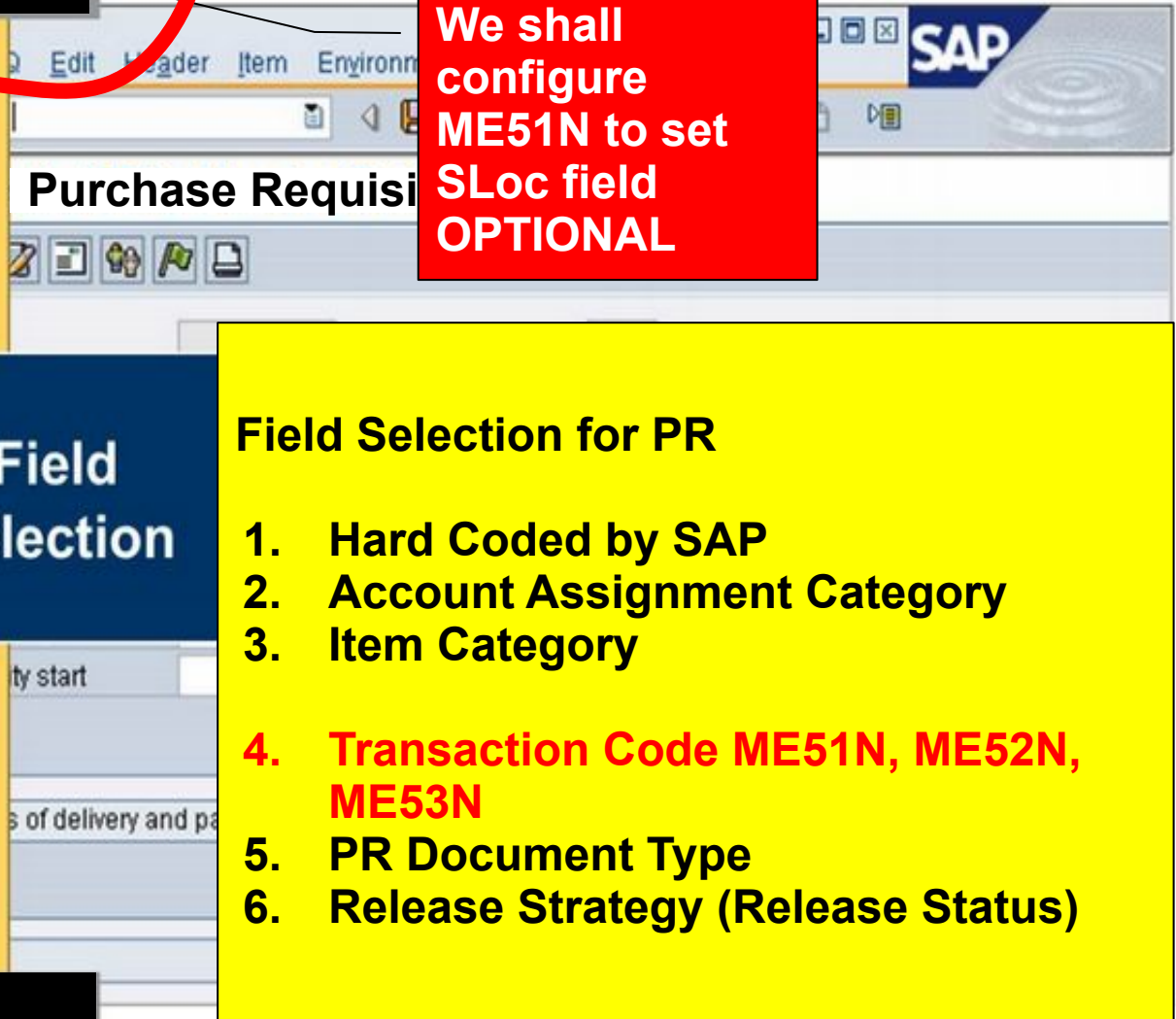
Field Selection for Purchase Requisition



We shall configure ME51N to set SLoc field OPTIONAL



- ### Field Selection for PR
1. Hard Coded by SAP
 2. Account Assignment Category
 3. Item Category
 4. Transaction Code ME51N, ME52N, ME53N
 5. PR Document Type
 6. Release Strategy (Release Status)



Display IMG

Existing BC Sets BC Sets for

- Structure
- ▶ Sales and Distribution
 - ▶ Materials Management
 - ▶ General Settings for Materials M
 - ▶ Consumption-Based Planning
 - ▶ Purchasing
 - ▶ Environment Data
 - ▶ Material Master
 - ▶ Vendor Master
 - Restrictions for the Industry
 - Create Purchasing Groups
 - ▶ Purchasing Info Record
 - ▶ Sustainability
 - ▶ Source List
 - ▶ Quota Arrangement
 - ▶ RFQ/Quotation
 - ▶ Serial Numbers
 - ▶ Shopping Cart
 - ▶ Purchase Requisition

Change View "Screen Layout: Purchase Requisition": Overview

New Entries

FSel.	Description
FZ02	Release status 2
FZ03	Release status 3
ME25	Create PO with source
ME 51	Create purchase requisition
ME 51N	Create Enjoy purch. requisitr
ME 52	Change purchase requisition
ME 53	Display purchase requisition
ME 54	Release purchase requisition
NBB	Purchase requisition
PT0B	Standard item requisition
PT1B	Blanket item requisition
PT2B	Consignment item requisition

- Define Number Ranges
- Define Document Types
- Processing Time
- ▶ Release Procedure
- Define Screen Layout at Document Level
- ▶ Texts for Purchase Requisitions
- Define Tolerance Limit for Archiving
- ▶ Set up Stock Transport Requisition
- Maintain Search Help
- Set Up Authorization Check for G/L Accounts
- ▶ Approve Requisitions App
- Integrate Purchase Requisitions into Embedded Search
- ▶ Raw Material Procurement Cockpit
- Manintain Suppliers for Spot Buy

You will find that there are FIELD Keys which are Transaction code itself !

Maintain Table T162: Field Selection Groups



Field Selection Key: ME51N Create Enjoy purch. requisitn

- Field Selection Gro
- Basic Data, Item
- Supplying Plant
- Quantity and Price
- Deadline Monitoring
- GR/IR Control
- Reference data, item
- Administrative data, item
- Administration Data
- Enjoy fields

Fields are grouped by SAP, SLoc field in in this Group. Double-click

Maintain Table T162: Fields for Field Selection Group

Field Selection Key **ME51** Create Enjoy purch. requisitn
Selection group Basic Data, Item

Caution: although Plant field is OPTIONAL but SAP Hardcoded it as MANDATORY

Field Label	Reqd.entry	Opt. entry	Display
Plant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Item category	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Storage location	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Account assignment category	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Indicator: "Texts exist"	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Purchasing group	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Short text	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Material group	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Material description	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
External service fields	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Value limit fields	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Manufacturer part number	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Advice Code	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Status Code	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Requirement Urgency	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ME51N (T-code + Field Selection Key)
SLoc field is OPTIONAL

Change Purchase Req. 10013553

Document Overview On Save As Template Load from Template

NB Purch.requis. Stan... 10013553 Source Determination

Header

Toolbar icons: search, print, etc.

St...	Item	A	I	Material	Short Text	Quantity	Unit	C	Delivery Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Track
	10			Y100	y100	1	PC	D	05.04.2017	Metal proce...	Hamburg		020		

Item 1 [10] Y100 , y100

Material Data Quantities/Dates Valuation

Material: Y100
 Batch:
 Material Group: 001 Metal processing
 Vendor Mat.:

Since ME51N set SLoc field OPTIONAL and NO other influencing factor set, the PR can be SAVED with SLoc field BLANK

Field Selection for Purchase Requisition

4 Transaction Code

We shall configure ME51N to set SLoc field OPTIONAL

5 Document Type

Field Selection

- 1. Hard Coded
- 2. Account Assignment Category
- 3. Item Category
- 4. Transaction Code ME51N, ME52N, ME53N
- 5. PR Document Type
- 6. Release Strategy (Release Status)

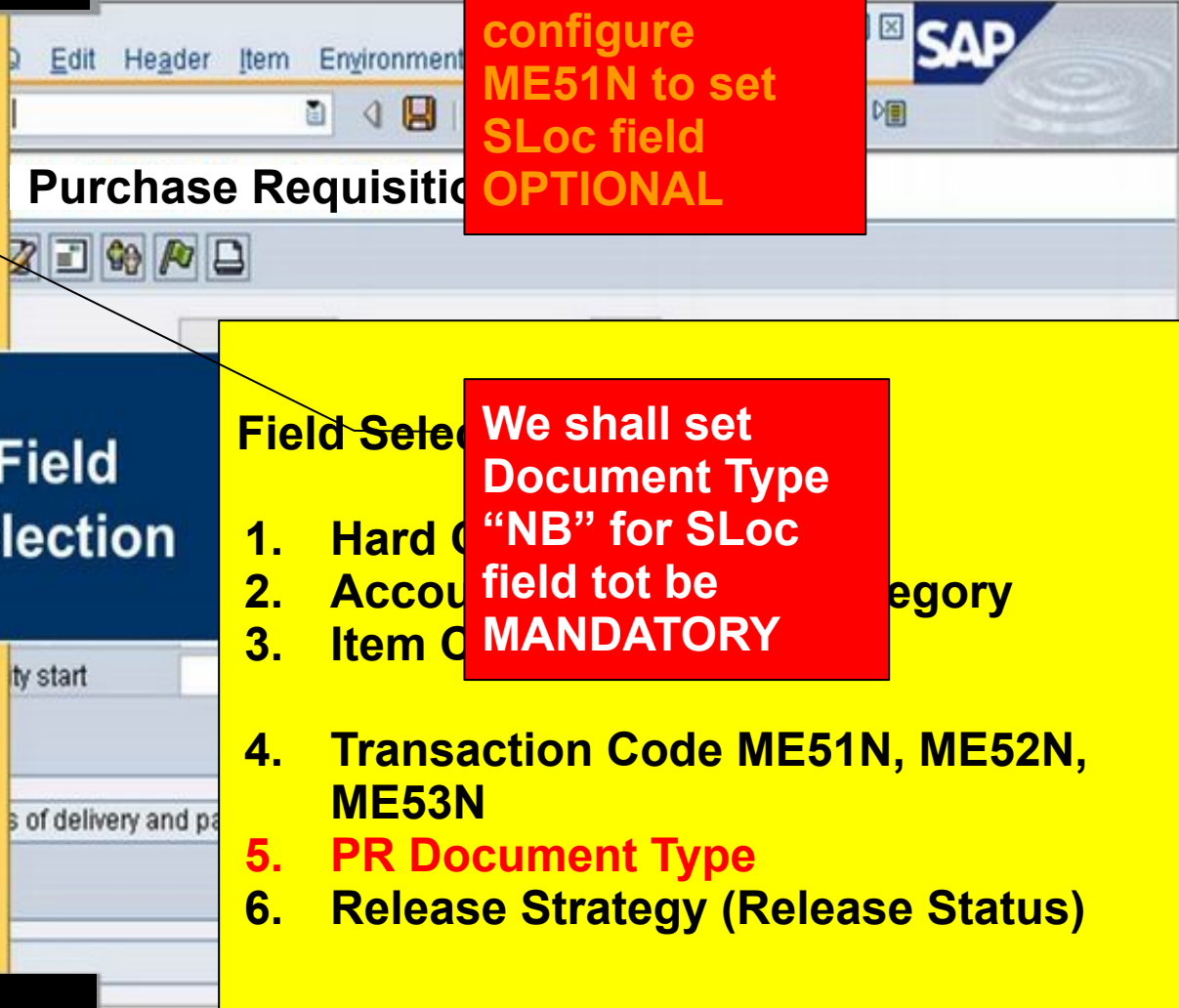
We shall set Document Type "NB" for SLoc field to be MANDATORY

3 Item Category

2 Account Assignment Category

1 Hard Coded

6 Release Status



Display IMG

Existing BC Sets BC Sets for Activities Activated BC Sets for Activities Release Notes Changes Log Where Else Used

- Structure
- Sales and Distribution
 - Materials Management
 - General Settings for Material
 - Consumption-Based Planning
 - Purchasing
 - Environment Data
 - Material Master
 - Vendor Master
 - Restrictions for the Ind
 - Create Purchasing Group
 - Purchasing Info Record
 - Sustainability
 - Source List
 - Quota Arrangement
 - RFQ/Quotation
 - Serial Numbers
 - Shopping Cart
 - Purchase Requisition

Document Types Purchase requisition Change

New Entries

Dialog Structure

- Document types
 - Allowed item category
 - Link purchase rec
 - Serial number pro

Type	Doc. Type Descript.	ItmInt.	NoRgeInt	NoRge Ext	FieldSel.	Con...
DIT1	TM-DIT: Standard PR	10	01	02	NBB	
EC	Purch.requis. EBP	10	01	RQ	NBB	
FO	Framework requis.	10	01	02	FOF	
IN	Purch.requis. I-Comm	10	01	02	NBB	
MV	Model specification	10	01	02	RVB	R
NB	Purch.requis. Stand.	10	01	02	NBB	
NBG	PReq. overall rel.	10	01	02	NBB	
RV	Outl. agmt. requisn.	10	01	02	RVB	R

- Define Number Ranges
- Define Document Types
- Processing Time
- Release Procedure
- Define Screen Layout at Document Level
- Texts for Purchase Requisitions
- Define Tolerance Limit for Archiving
- Set up Stock Transport Requisition
- Maintain Search Help
- Set Up Authorization Check for G/L Accounts
- Approve Requisitions App
- Integrate Purchase Requisitions into Embedded Search
- Raw Material Procurement Cockpit
- Manintain Suppliers for Spot Buy

Note Field Selection Key "NBB" is now assigned to Document Type "NB"

Display IMG

Existing BC Sets < BC Sets for

Structure

- 63 Sales and Distribution
- 63 Materials Management
 - 63 General Settings for Materials M
 - 63 Consumption-Based Planning
 - 63 Purchasing
 - 63 Environment Data
 - 63 Material Master
 - 63 Vendor Master
 - 63 Restrictions for the Industr
 - 63 Create Purchasing Groups
 - 63 Purchasing Info Record
 - 63 Sustainability
 - 63 Source List
 - 63 Quota Arrangement
 - 63 RFQ/Quotation
 - 63 Serial Numbers
 - 63 Shopping Cart
 - 63 Purchase Requisition

Change View "Screen Layout: Purchase Requisition": Overview

New Entries

FSel.	Description
ME52	Change purchase requisition
ME53	Display purchase requisition
ME54	Release purchase requisition
NBB	Purchase requisition
PT0B	Standard item requisition
PT1B	Blanket item: requisition
PT2B	Consignment item requisition
PT3B	Subcontracting item, requis.
PT5B	Third-party item, requisition
PT7B	Stock transfer item, requis.
PT9B	Service item, requisition
RVB	Outline agreement request

Note Field Selection Key "NBB"

- 63 Define Number Ranges
- 63 Define Document Types
- 63 Processing Time
- 63 Release Procedure
- 63 **Define Screen Layout at Document Level**
- 63 Texts for Purchase Requisitions
- 63 Define Tolerance Limit for Archiving
- 63 Set up Stock Transport Requisition
- 63 Maintain Search Help
- 63 Set Up Authorization Check for G/L Accounts
- 63 Approve Requisitions App
- 63 Integrate Purchase Requisitions into Embedded Search
- 63 Raw Material Procurement Cockpit
- 63 Manintain Suppliers for Spot Buy

Maintain Table T162: Field Selection Groups

Field Selection Key: NBB Purchase requisition

- Field Selection Gro
- Basic Data, Item**
- Supplying Plant
- Quantity and Price
- Deadline Monitoring
- GR/IR Control
- Reference data, item
- Administrative data, item
- Administration Data
- Enjoy fields

Maintain Table T162: Fields for Field Selection Group

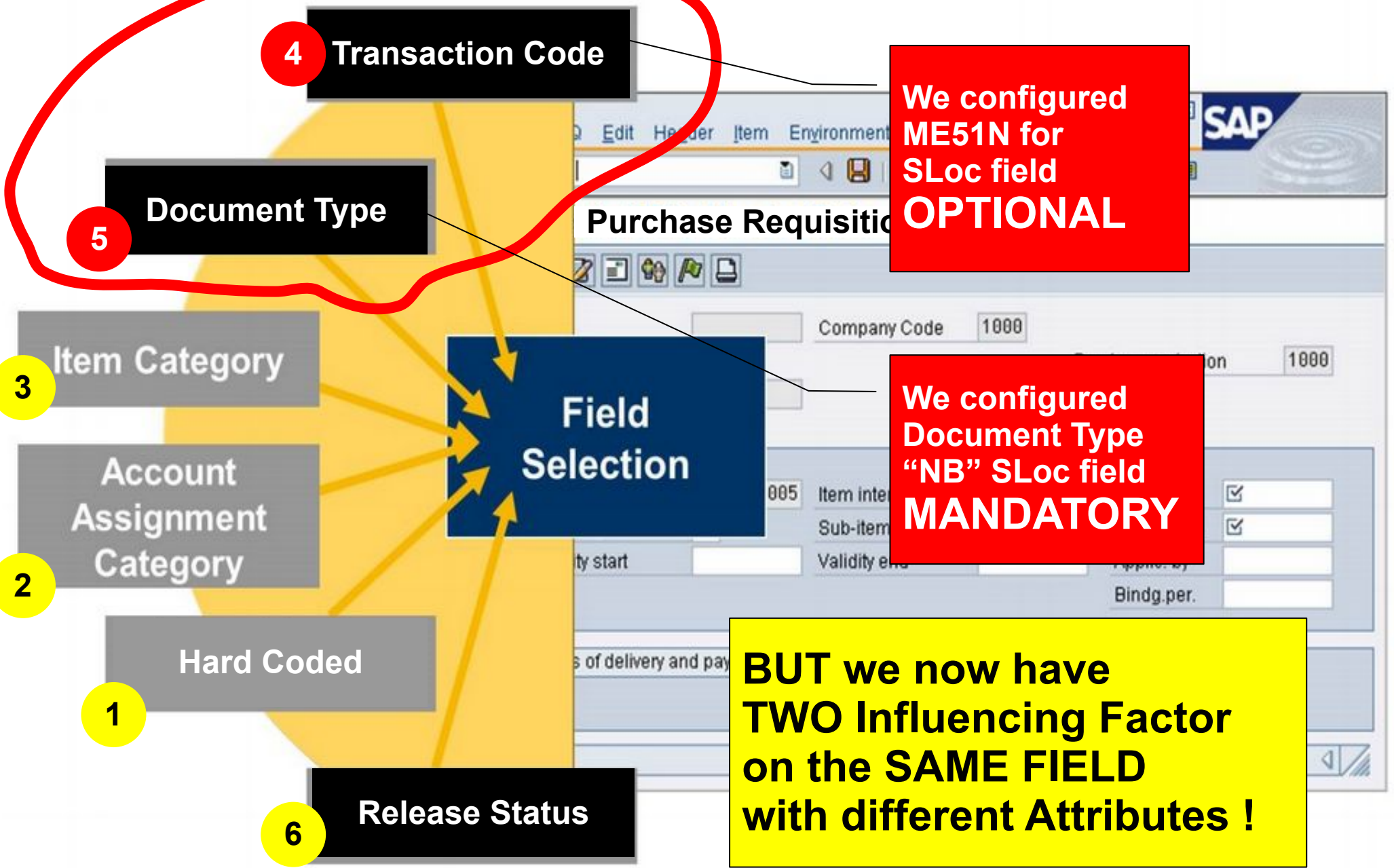
Field Selection Key: **NBB** Purchase requisition

Selection group: Basic Data, Item

Field Label	Reqd.entry	Opt. entry	Display
Plant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item category	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Storage location	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account assignment category	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Indicator: "Texts exist"	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Purchasing group	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

We shall set Document Type "NB" for SLoc field to be MANDATORY

Field Selection for Purchase Requisition



We configured ME51N for SLoc field **OPTIONAL**

We configured Document Type "NB" SLoc field **MANDATORY**

BUT we now have TWO Influencing Factor on the SAME FIELD with different Attributes !

Field Attributes and Linke Rules

When they are more than one influencing factors with different field attributes, the system will use the Link Rules table to determine the final attribute

- The field is hidden
- *** Field is only displayed, which means no entry is possible
- +** Field is *mandatory*, which means an entry must be made
- Field is *optional*, which means an entry may be made

Priority

Link Rules

Field selection setting for industry M (example)

	-	*	+	•
-	-	-	-	-
*	-	*	*	*
+	-	*	+	+
•	-	*	+	•

Field Attributes and Linke Rules

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Priority

Link Rules

Document Type
"NB" SLoc field
MANDATORY

field selection
or industry

	-	*	+	•
	-	-	-	-
	-	*	*	*
	+	-	*	+
	•	-	*	+

ME51N
set SLoc field
OPTIONAL

Field Attributes and Linke Rules

- The field is hidden
- *** Field is only displayed, which means no entry is possible
- +** Field is *mandatory*, which means an entry must be made
- Field is *optional*, which means an entry may be made

Doc Type "NB"
set SLoc field
MANDATORY

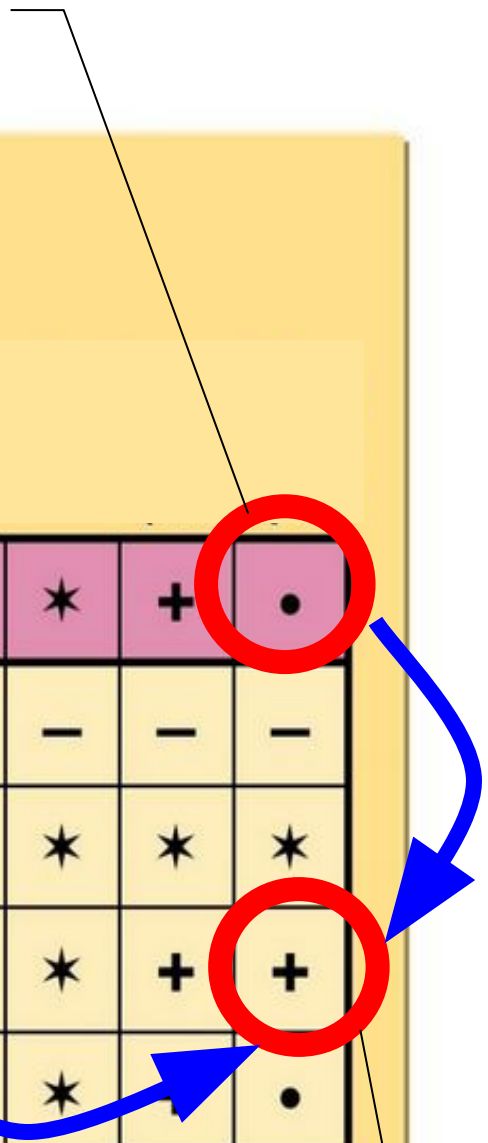
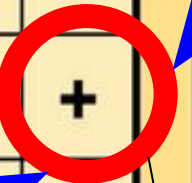
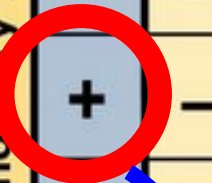
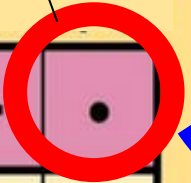
Priority

ME51N
set SLoc field
OPTIONAL

Field selection setting
for industry M (example)

	-	*	+	•
-	-	-	-	-
*	-	*	*	*
+	-	*	+	+
•	-	*	-	•

So, the final attribute is MANDATORY due to higher priority



Create Purchase Requisition

Document Overview On | Hold | Personal Setting

NB Purch.requis. Stan...

Source Determination

Header

Final Field Attribute MANDATORY due to the LINK RULES

Document Type "NB" set SLoc field MANDATORY

St...	Item A	I	Material	Quantity	Unit	C	Delivery Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Track
	10		Y100	1	PC	D	05.04.2017	Metal proce...	Hamburg		020		

Default Values

St...	Item A	I	Material	Quantity	Unit	C	Delivery Date	Matl Group	Plant	Stor. Loc.	PGr	Requisnr.	Track
	10		Y100	1	PC	D	05.04.2017	Metal proce...	Hamburg		020		

Item 1 [10] Y100 , y100

Material Data | Quantities/Dates | Valuation | Source of Supply | Status | Co

Material: Y100 Short Text: y100

Batch: Revision Level:

Material Group: 001 Metal processing

Vendor Mat.:

ME51N set SLoc field OPTIONAL

Error

Enter Stor. Location

OK Help

Field Selection for Purchase Requisition

4 Transaction Code

5 Document Type

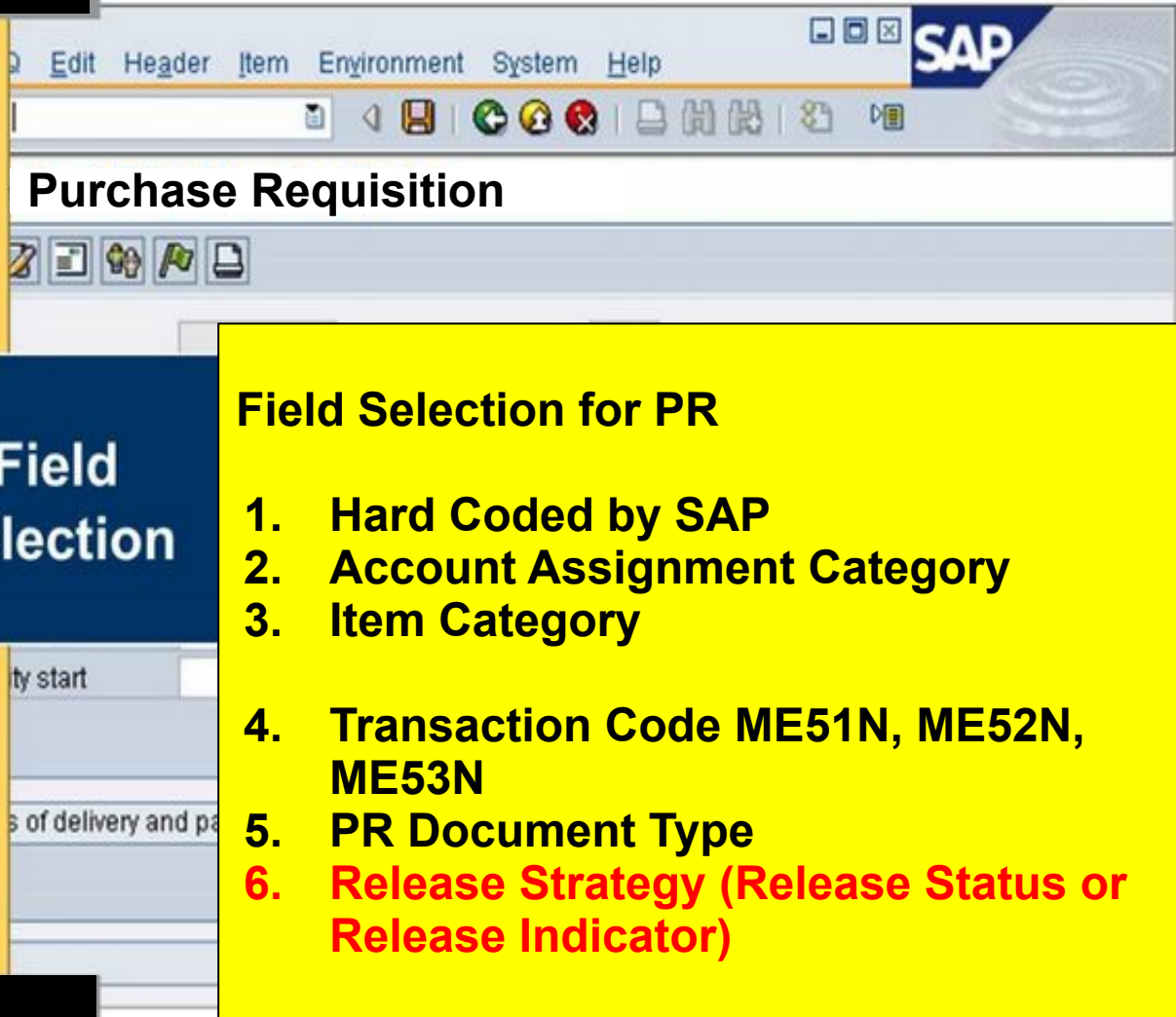
3 Item Category

2 Account Assignment Category

1 Hard Coded

6 Release Status

Field Selection



- ### Field Selection for PR
1. Hard Coded by SAP
 2. Account Assignment Category
 3. Item Category
 4. Transaction Code ME51N, ME52N, ME53N
 5. PR Document Type
 6. Release Strategy (Release Status or Release Indicator)

Choose Activity

Pe...	Name of Activity
	Release Groups
	Release Codes
✓	Release indicator
	Release Strategies
	Workflow

You can also assign Field Selection Key to the Release Indicators for Release Strategy



Perform the activities in the specified sequence

Choose X

Display IMG

Existing BC Sets BC Sets for

Structure

- General Settings for Materials M
- Consumption-Based Planning
- Purchasing
 - Environment Data
 - Material Master
 - Vendor Master
 - Restrictions for the Industry
 - Create Purchasing Groups
 - Purchasing Info Record
 - Sustainability
 - Source List
 - Quota Arrangement
 - RFQ/Quotation
 - Serial Numbers
 - Shopping Cart
 - Purchase Requisition
 - Define Number Ranges
 - Define Document Types
 - Processing Time
 - Release Procedure
 - Set Up Procedure W
 - Procedure with Class
 - Edit Characteristics
 - Edit Classes
 - Set Up Procedure with Classification
 - Check Release Strategies
 - Define Screen Layout at Document Level
 - Texts for Purchase Requisitions
 - Define Tolerance Limit for Archiving
 - Set up Stock Transport Requisition
 - Maintain Search Help
 - Set Up Authorization Check for G/L Accounts

Change View "Release Indicator": Details

New Entries

Release ID: 4 RFQ/PO no changes

Details

- Firmed for Req. Planning
- Released for Quotation
- Released for issue of PO

Field Selection Key: **FZ03**

This field Selection is configured at the same IMG where the Doc Type and Trx Code Field Selection Key has been configured.

Changes after start of release process

Changeabil.
Value Change

Change View "Screen Layout: Purchase Requisition": Overview

New Entries

FSel.	Description
ESTV	Requisition from sales doc.
FOB	Framework requisition
FZ01	Release status 1
FZ02	Release status 2
FZ03	Release status 3
ME25	Create PO with source
ME51	Create purchase requisition
ME51N	Create Enjoy purch. requisitn
ME52	Change purchase requisition
ME53	Display purchase requisition
ME54	Release purchase requisition
NBB	Purchase requisition