

# I update a statistical key figures (quantities)

Process: [Costing Model Architecture](#)

Responsibility area: [Maintain cycles](#)

Scope

Frequency

References

- [OP.054](#)
- [OP.054](#)

Attachments

N/A

xx << I update a statistical key figures (quantities) >> xx

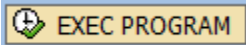
## Guideline

I receive a request to update a statistical key figures (quantities)  
In PF2

### STEP 1

Enter transaction **Z1K\_ACTUAL** in the transaction field of main menu.

Click on the line **Z1K\_ULKB21** and then in EXEC PROGRAM



### CO MENU for EXCEL FILE upload

The screenshot shows the SAP menu for uploading actual postings. At the top, there are three buttons: "INFO for PROGRAM" (with an 'i' icon), "EXEC PROGRAM" (with a play icon), and "Download Example" (with a document icon). Below the buttons, the text reads "Menu of the program to UPLOAD ACTUAL postings". This is followed by a decorative ASCII art border consisting of 'X' characters. Below the border, there are instructions: "Click on a line to select the program and choose a function (icon on top of page):", "i to display the program documentation", "play to run the program", and "document icon to download an example of the EXCEL file a window asks you for a file name and creates an excel file on your PC then you can open the file to see the exemple". At the bottom, there is a list of menu items with their corresponding functions:

Z1K_ULKB21	Upload Activity Type posting on Ctr/WBS/Order/Network
Z1K_ULKB21_DE	Upload Activity Type posting on Ctr/WBS/Order/Operation/Network
Z1K_UPLOAD_RATIOS	Upload ACTUAL Statistical Ratio Postings(KB31)
Z1K_ULKB11	Upload ACTUAL Reposting (KB11)
Z1K_ULKB11_ORDER	Upload ACTUAL Reposting (KB11) SENDER=ORDER

### STEP 2

Enter a document date and define the following fields:

- **Test Run:** X - test mod (the file is check but no Batch Input or Postings are generated) / (space) – Real mode.

- **File name:** To enter the location (in order to search please execute to access the search screen).;

- **BTCI Name:** Batch Input Name reference: ZBKB21\_CCCode;

- **Online:** E - Direct Posting in SAP (allowing only the display of errors); / (space) – Creates Batch-Input session

- **Controlling Area:** CHEF;

- **Screen VARIANT:** SAP09;



Press Execute

**Note**

No document date/Posting Date is requested in the screen as the information is retrieved by the txt file contents (first column of the template).

**Upload file**

After execution a message box requiring the upload file will be displayed.

**STEP 3**

The program generates a batch input session for transaction KB21N.

Go to transaction SM35;

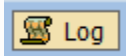
Select the session and process it;

**Note**

In case of more complex files (containing more data and line to be processed) the system might generate more than one Batch Input session for the same upload

**Document posted**

In the BTCI session processed, it's possible to find the document number of the posting done. Mark the line and see Log



**UPLOAD Activity type postings from excel (KB21)**

TESTRUN X

X' --> Test run (Check input file but NO POSTINGS)

File name c:\upload-file-name

BTCI Name ZBKB21

ONLINE E

\* SPACE --> Create Batch-Input session

\* E --> Direct POSTING; Display ERRORS only

Controlling Area CHEF

Screen variant SAP09

**Batch Input: Log Overview**

Display Analyze session

Log information

Session QueueID 09101412023526161504 Sess.name: ZBKB21\_0001

Created on 14.10.2009 Created by PT400083 Standard selection

Log Overview

Date	Time	Sess. name	Session status	User	Queue ID	Appl. server
14.10.2009	12:07:20	ZBKB21_0001	Processed	PT400083	09101412023526161504	sr1sapr3

**Batch Input Log for Session ZBKB21\_0001**

Choose

Log attributes

Name ZBKB21\_0001 Queue ID 09101412023626161507 User PT400083

Created on 14.10.2009 TemSe ID BDCL6362616150795607 Details

Time	Message	Transact.	Index
12:14:05	Session ZBKB21_0001 is being processed by user PT400083 in mode...		0
12:14:08	Document is posted under number: <b>811322731</b>	KB21	1
12:14:11	Transaction was processed successfully	KB21	1
12:14:11	Processing statistics		0
12:14:11	1 transactions read		0
12:14:11	1 transactions processed		0
12:14:11	0 transactions with errors		0
12:14:11	0 transactions deleted		0
12:14:11	Batch input processing ended		0

**STEP 4**

Run transaction KB21N and enter the document number previously collected;

**Note**

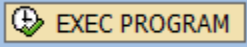
You can also check CO objects receivers using report ZACT running transaction GR55.

ItmNo	Send. Cctr	S44/Typ	Rec. Cctr	Total quantity	UM	Text	Amount	Curr.	Cost elem.
0001	SN16200150	B26212	SN14100900	372,56	PRTABO	IAM Bibliotheque 01-2009	372,56	EUR	91620SN112
0002	SN16200150	B26212	SN14100920	541,99	PRTABO	IAM Bibliotheque 01-2009	541,99	EUR	91620SN112
0003	SN16200150	B26212	SN14101000	33,87	PRTABO	IAM Bibliotheque 01-2009	33,87	EUR	91620SN112
0004	SN16200150	B26212	SN14101110	372,56	PRTABO	IAM Bibliotheque 01-2009	372,56	EUR	91620SN112
0005	SN16200150	B26212	SN14101120	101,61	PRTABO	IAM Bibliotheque 01-2009	101,61	EUR	91620SN112
0006	SN16200150	B26212	SN14102000	237,08	PRTABO	IAM Bibliotheque 01-2009	237,08	EUR	91620SN112
0007	SN16200150	B26212	SN14102160	33,87	PRTABO	IAM Bibliotheque 01-2009	33,87	EUR	91620SN112
0008	SN16200150	B26212	SN14102161	135,48	PRTABO	IAM Bibliotheque 01-2009	135,48	EUR	91620SN112
0009	SN16200150	B26212	SN14102162	101,61	PRTABO	IAM Bibliotheque 01-2009	101,61	EUR	91620SN112
0010	SN16200150	B26212	SN14102200	33,87	PRTABO	IAM Bibliotheque 01-2009	33,87	EUR	91620SN112
0011	SN16200150	B26212	SN14102200	372,56	PRTABO	IAM Bibliotheque 01-2009	372,56	EUR	91620SN112
0012	SN16200150	B26212	SN14102310	135,48	PRTABO	IAM Bibliotheque 01-2009	135,48	EUR	91620SN112
0013	SN16200150	B26212	SN16200111	101,61	PRTABO	IAM Bibliotheque 01-2009	101,61	EUR	91620SN112

**STEP 1**

Enter transaction Z1K\_PLANNING in the transaction field of main menu.

Then click on line **Z1K\_PLANRATIOS** and EXEC PROGRAM



**CO MENU for EXCEL FILE upload**

INFO for PROGRAM | EXEC PROGRAM | Download Example

Menu of the program to UPLOAD PLAN postings

```

XXXX X   XXXX X X
X X X   X X XX X
XXXX X   XXXX X XX
X  XXXX X X X X
    
```

Click on a line to select the program and choose a function (icon on top of page):

- INFO to display the program documentation
- EXEC PROGRAM to run the program
- Download Example to download an example of the EXCEL file  
a window asks you for a file name and creates an excel file on your PC then you can open the file to see the example

Z1K_PLAN1	Planning Cost Elements on CostCtr/WBS
Z1K_KP06_101	Planning CostElements on CostCtr-Activity (KP06)
Z1K_KP06_ACT	Planning Activity QTY on CostCtr/Order (KP06/KPF6)
Z1K_PLANRATIOS	Planning Ratios

**STEP 2**

To process the upload you must fill all the required fields:

**Controlling area** - CHEF

**Fiscal Year** – “The year that you want to upload the Budget Figures”

**Period From** – Starting period

**To period** – Ending period

**Plan parameters** - C0-01 (Cost accounting - general)

**Version** – 0 (Plan/Act – Version)

You must flag **Replace** if you want to proceed with the upload of new figures or add values if you sum them to the existing one

**CO UPLOAD PLAN Statistical RATIOS**

File NAME: c:\

Controlling area	CHEF
Fiscal year	2010
Period from	1
To period	12
Plan parameters	C0-01
Version	0
Currency	EUR

REPLACE  
 ADD Values  
 STORNO

Afterwards continue with accessing the next screen

**Upload file**

After execution a message box requiring the upload file will be displayed.



### Troubleshooting

While uploading the file if you retrieve the error "*Record not Uploaded*" go to TXT file and replace the commas by points



### CO UPLOAD PLAN Statistical RATIOS

CO UPLOAD PLAN Statistical RATIOS			
Upload fichier OK			
Nombre de records :		153	
Comma instead of point	record NOT uploaded	2010Z2HCT08M131000009_00	9,00
Comma instead of point	record NOT uploaded	2010Z2HCT08M162000002_00	2,00
Comma instead of point	record NOT uploaded	2010Z2HCT08M162001002_00	2,00
Comma instead of point	record NOT uploaded	2010Z2HCT08M1620011012_00	12,00
Comma instead of point	record NOT uploaded	2010Z2HCT08M162001122_00	2,00
Comma instead of point	record NOT uploaded	2010Z2HCT08M162001202_00	2,00
Comma instead of point	record NOT uploaded	2010Z2HCT08M162002001_00	1,00
Comma instead of point	record NOT uploaded	2010Z2HCT08M1620110012_41	12,41
Comma instead of point	record NOT uploaded	2010Z2HCT08M162011504_00	4,00
Comma instead of point	record NOT uploaded	2010Z2HCT08M162020231_00	1,00
Comma instead of point	record NOT uploaded	2010Z2HCT08M162020910_42	8,42

I notify the requester

## Workflow history

This view shows the 5 most recent entries. The complete workflow log is available from the 'Document Activity' menu item.

Dec 03, 2025	Actor	Type	Activity	Version
Published	CHANSRI, Surachet	State	changed state to <b>Published</b> at 6:25 am	v52
Draft	CHANSRI, Surachet	State	gave <i>Approvers</i> approval at 6:25 am	
Sept 11, 2025				
	CHANSRI, Surachet	Edit	updated the page at 3:55 pm	
		State	changed state to <b>Draft</b> at 1:55 pm	v52
Sept 02, 2024				
Published	 Gomes, Susana	Edit	updated the page at 11:44 am	
		State	changed state to <b>Published</b> at 9:44 am	v51
Draft	 Gomes, Susana	State	gave <i>Approvers</i> approval at 9:44 am	
		State	changed state to <b>Draft</b> at 9:44 am	v51