

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

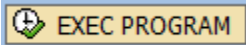
Guideline

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 "CO MENU for EXCEL FILE upload". At the top, there are three buttons: "INFO for PROGRAM", "EXEC PROGRAM", and "Download Example". Below the buttons, the text reads "Menu of the program to UPLoad ACTUAL postings". This is followed by a grid of red text: "XXXX XXX XXXXXX X X XXXX X", "X X X X X X X X X X X", "XXXX X X X X XXXX X", and "X X XXX X XXXX X X XXXX". Below the grid, 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", "▶ to run the program", and "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 exemple". At the bottom, there is a list of menu items: "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_ULKB11_UPLOAD_STATI Upload ACTUAL Statistical Ratio Postings (KB31)", "Z1K_ULKB11 Upload ACTUAL Reposting (KB11)", and "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;

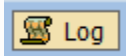
Select the session and process it;

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	sf1sapr3

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: 811322731	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

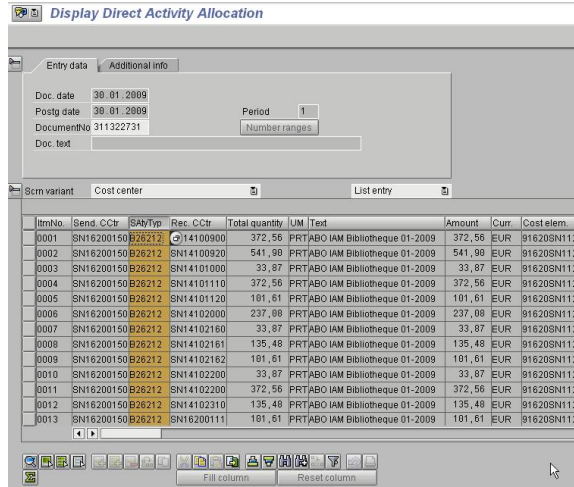
STEP 4

Run transaction KB21N and enter the document number previously collected;



Note

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



Error: You are trying to view a page which does not yet have a published version available and you do not have permission to view draft versions.

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 Published at 6:25 am	v52
Draft	CHANSRI, Surachet	State	gave Approvers approval at 6:25 am	
Sept 11, 2025				
	CHANSRI, Surachet	Edit	updated the page at 3:55 pm	
		State	changed state to Draft at 1:55 pm	v52
Sept 02, 2024				
Published	Gomes, Susana	Edit	updated the page at 11:44 am	
		State	changed state to Published at 9:44 am	v51
Draft	Gomes, Susana	State	gave Approvers approval at 9:44 am	
		State	changed state to Draft at 9:44 am	v51