

FBV3 - Display Parked Document

Tasks to be completed when documenting an SAP Transaction, Report or Message code.

1. Title of the page = SAP Transaction code, SAP Report or SAP Message


2. Add the following Labels, respectively:

- SAP Transaction => "sap_transaction", Transaction code "xxxx"
- SAP Report => "sap_report"
- SAP Message => "sap_msg"

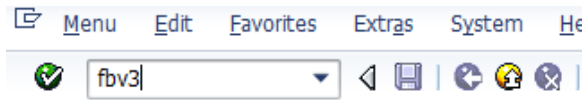
3. On the left section, describe the steps. On the right section, insert respective print screens and additional guidelines, if needed (e.g. Main selections of the transaction...)

STEP 1

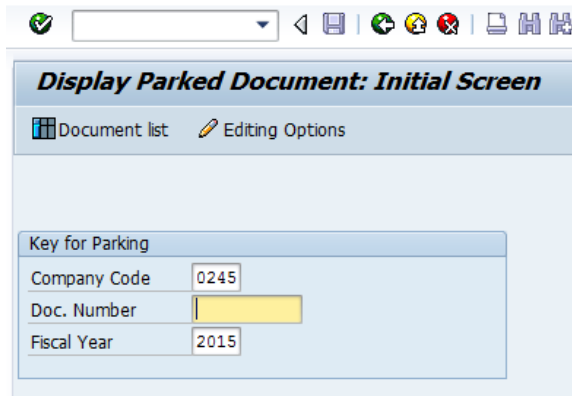
Use transaction code:

 FBV3 - Display Parked Document: Initial Screen

Enter the transaction in the SAP command field:



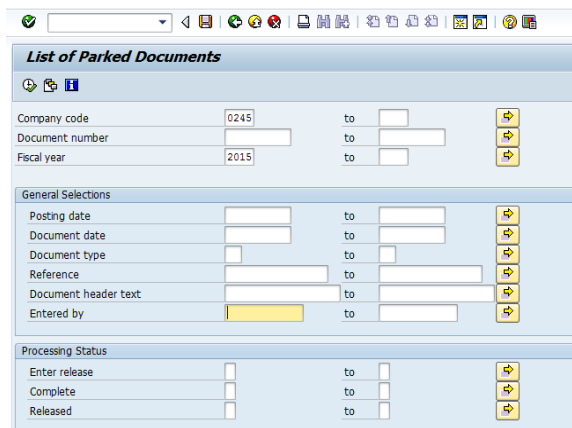
Next screen opens:




STEP 2

Get the list of parked documents


Click on "Document list".
You get the next screen:

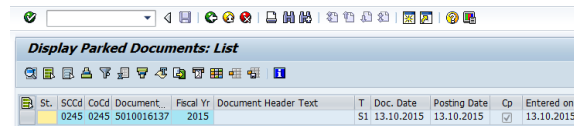


For park document creator: Enter the company code and the fiscal year and click on 
For Finance Operations: Enter the company, the fiscal year and put an "X" on processing status "Complete".

Processing Status			
Enter release	<input type="checkbox"/>	to	<input type="checkbox"/>
Complete	<input checked="" type="checkbox"/>	to	<input type="checkbox"/>
Released	<input type="checkbox"/>	to	<input type="checkbox"/>

You will have only the documents ready to treatment by Finance Operations.

Do "ENTER" or  and you get the next screen:



The screenshot shows the SAP 'Display Parked Documents: List' screen. It includes a search bar at the top, a toolbar with various icons, and a table of document entries. The table has columns for St., SCCd, CoCd, Document, Fiscal Yr, Document Header Text, T, Doc. Date, Posting Date, Cp, and Entered on. One document is listed with the following values: St. 0245, SCCd 0245, CoCd 5010016137, Document 2015, Document Header Text, T S1, Doc. Date 13.10.2015, Posting Date 13.10.2015, Cp checked, and Entered on 13.10.2015.

St.	SCCd	CoCd	Document	Fiscal Yr	Document Header Text	T	Doc. Date	Posting Date	Cp	Entered on
0245	0245	5010016137	2015			S1	13.10.2015	13.10.2015	<input checked="" type="checkbox"/>	13.10.2015

Now you are able to see all the documents parked by your selection criteria.