

# APAC - WP2 - Material code creation (ZERS/ZHIB)

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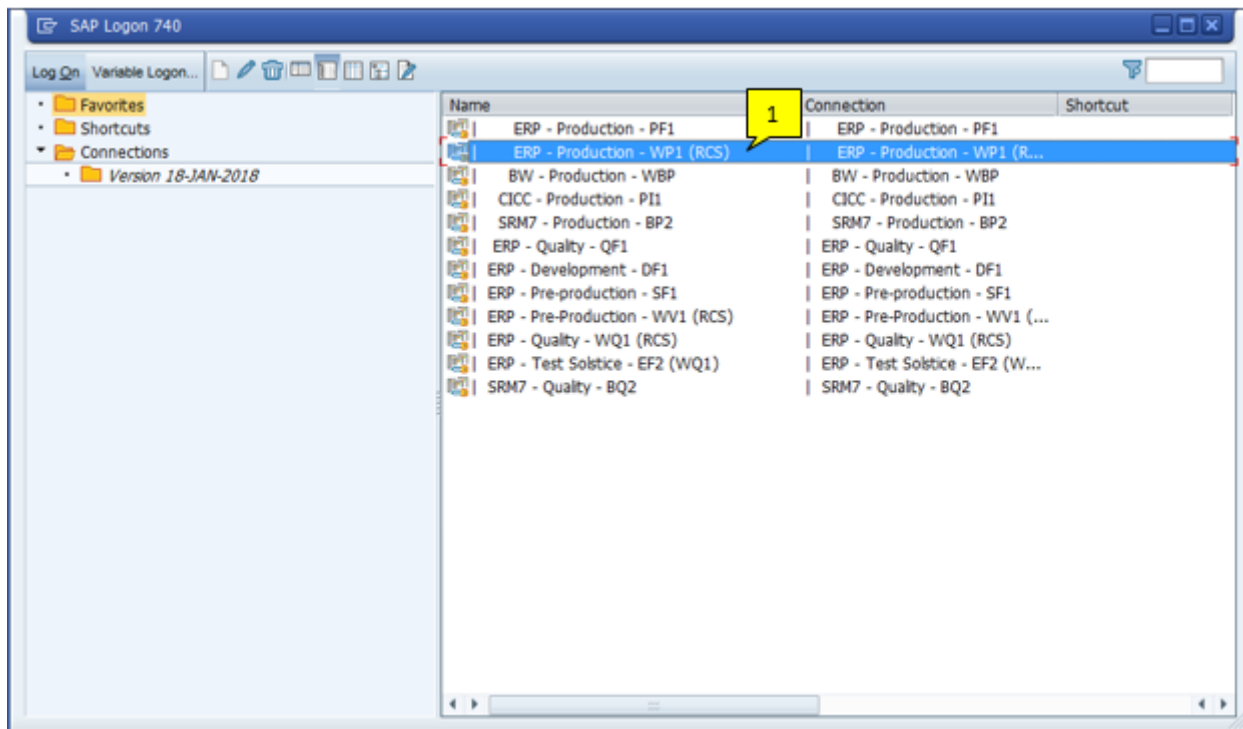
## 1. Objective and Scope

Material creation in D&A APAC's scope is to create only ZERS (Industrial supplies) and ZHIB (General supplies) in WP2\_400 system

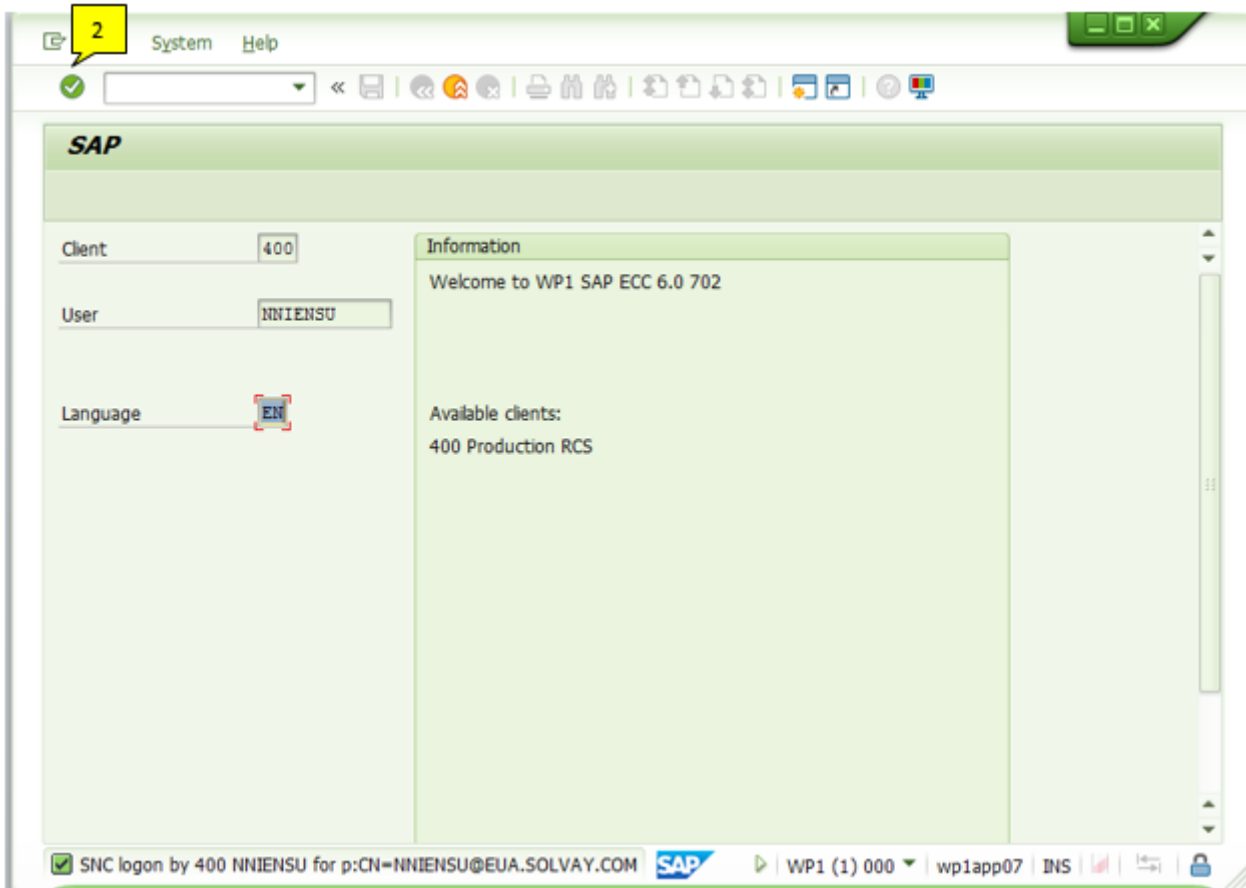
### Views to be created



- Basic data1
- Additional view
- Purchasing view
- Purchase order text view

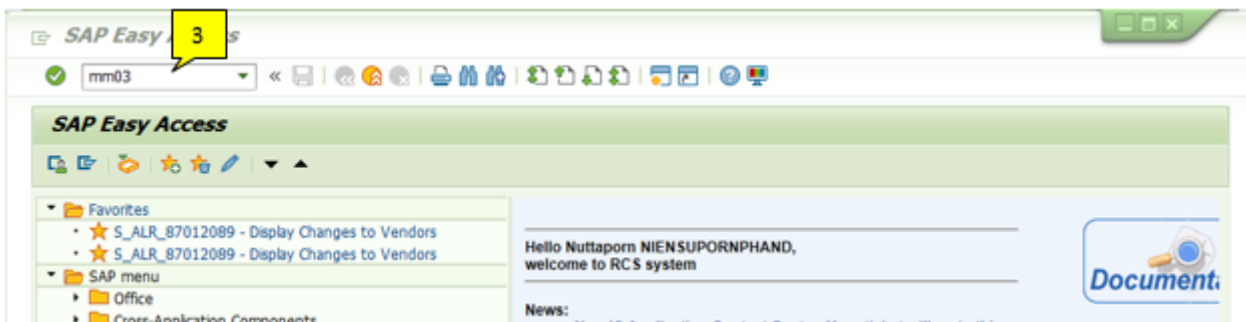
## 2. Material validation



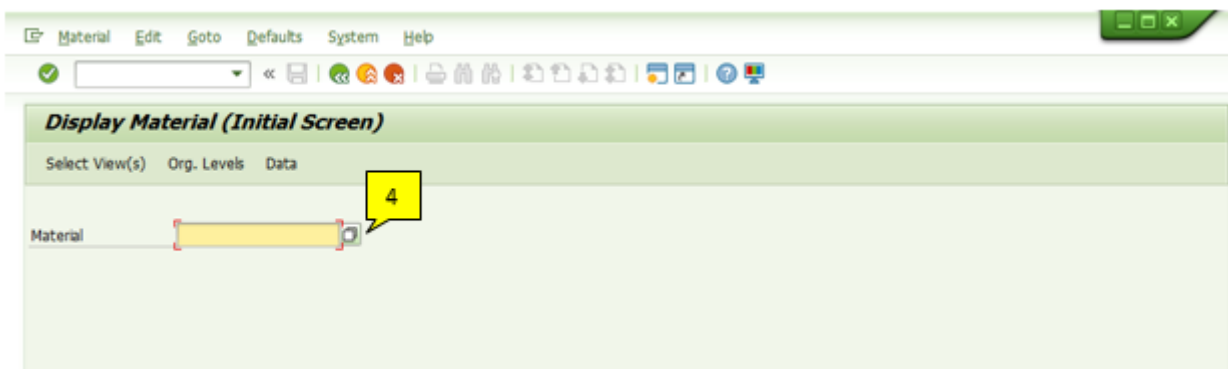
#	Main activities	Tips/Best practices	Key points
1	Select "ERP – Production – WP2" by double clicking on the ERP – Production icon  ERP - Production - WP1 (RCS)		




#	Main activities	Tips/Best practices	Key points
2	 Click  or press "Enter" on keyboard		

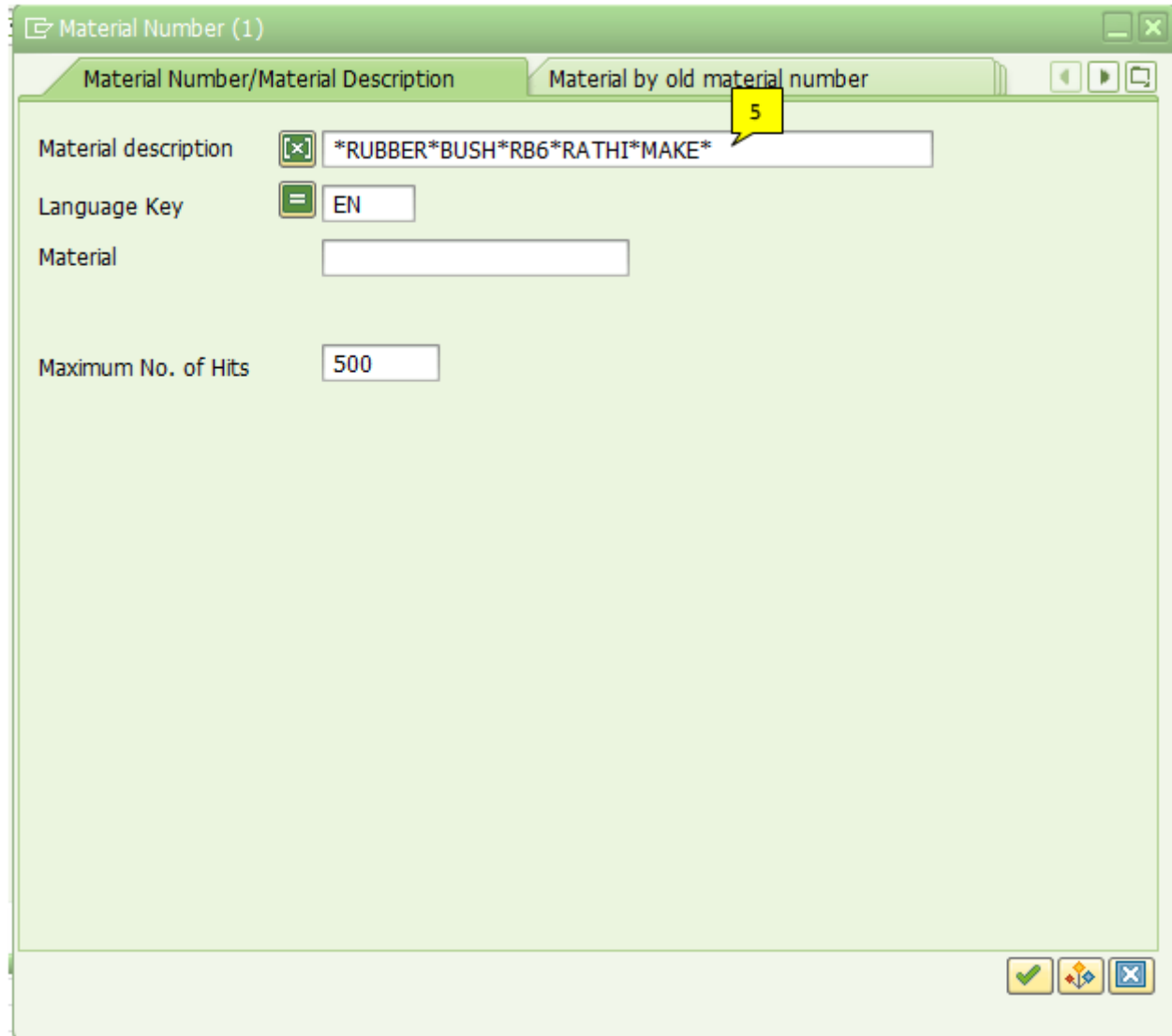


#	Main activities	Tips/Best practices	Key points
3	Insert T-code "MM03" and press "Enter" on keyboard		



#	Main activities	Tips/Best practices	Key points

4	 Checking duplication of material by clicking	Checking duplication based on description	
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Material Number (1)

Material Number/Material Description    Material by old material number

Material description

Language Key

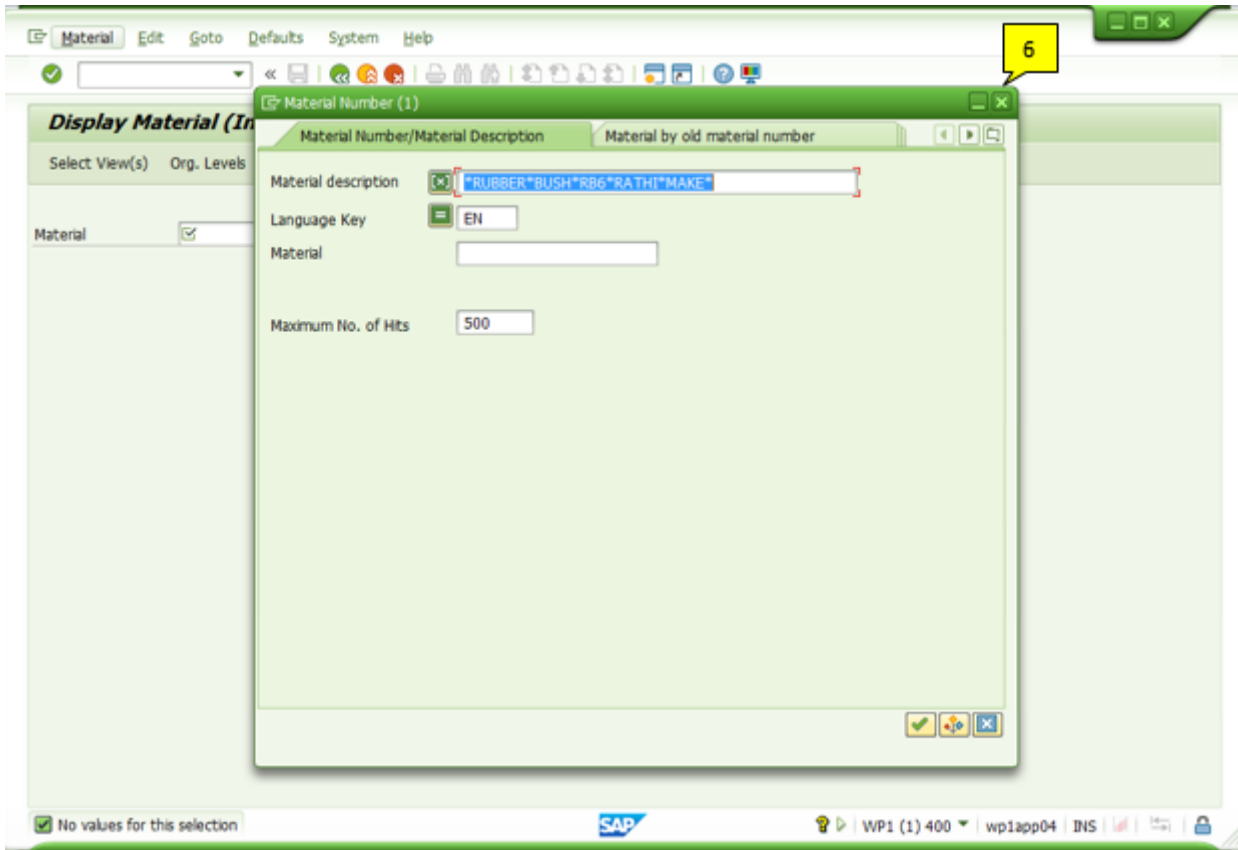
Material


Maximum No. of Hits

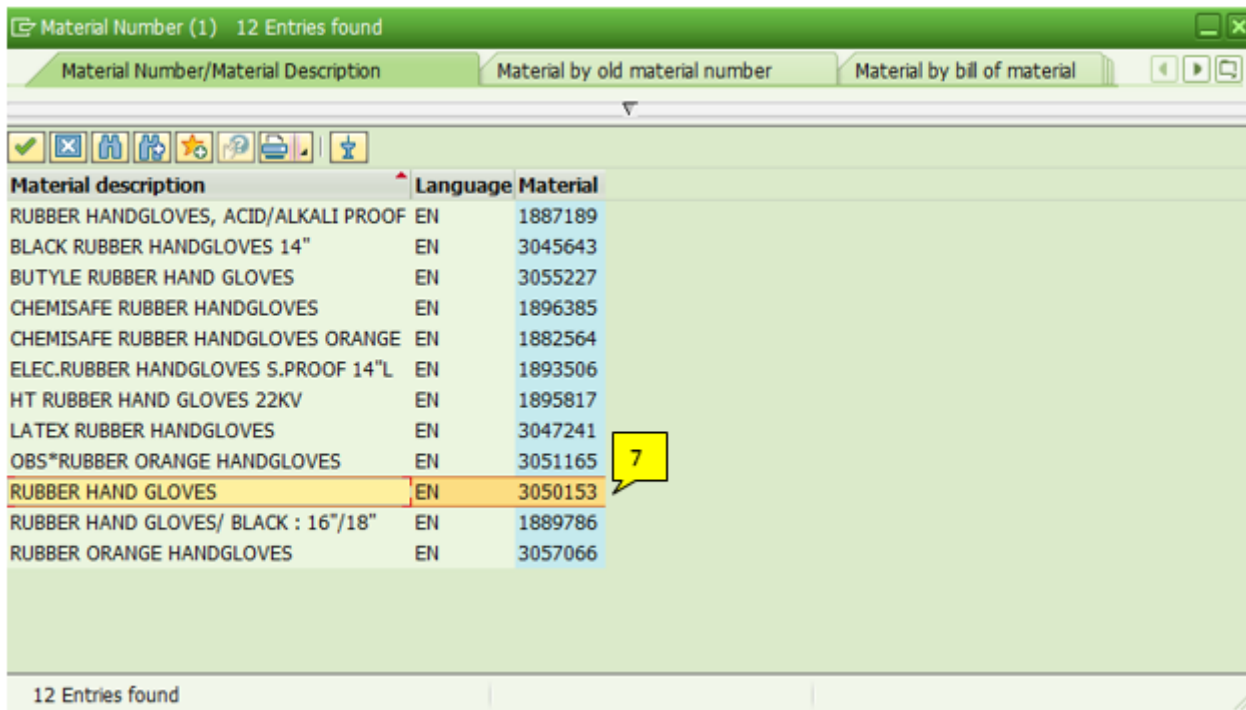
5

✓    ⬢    ✕

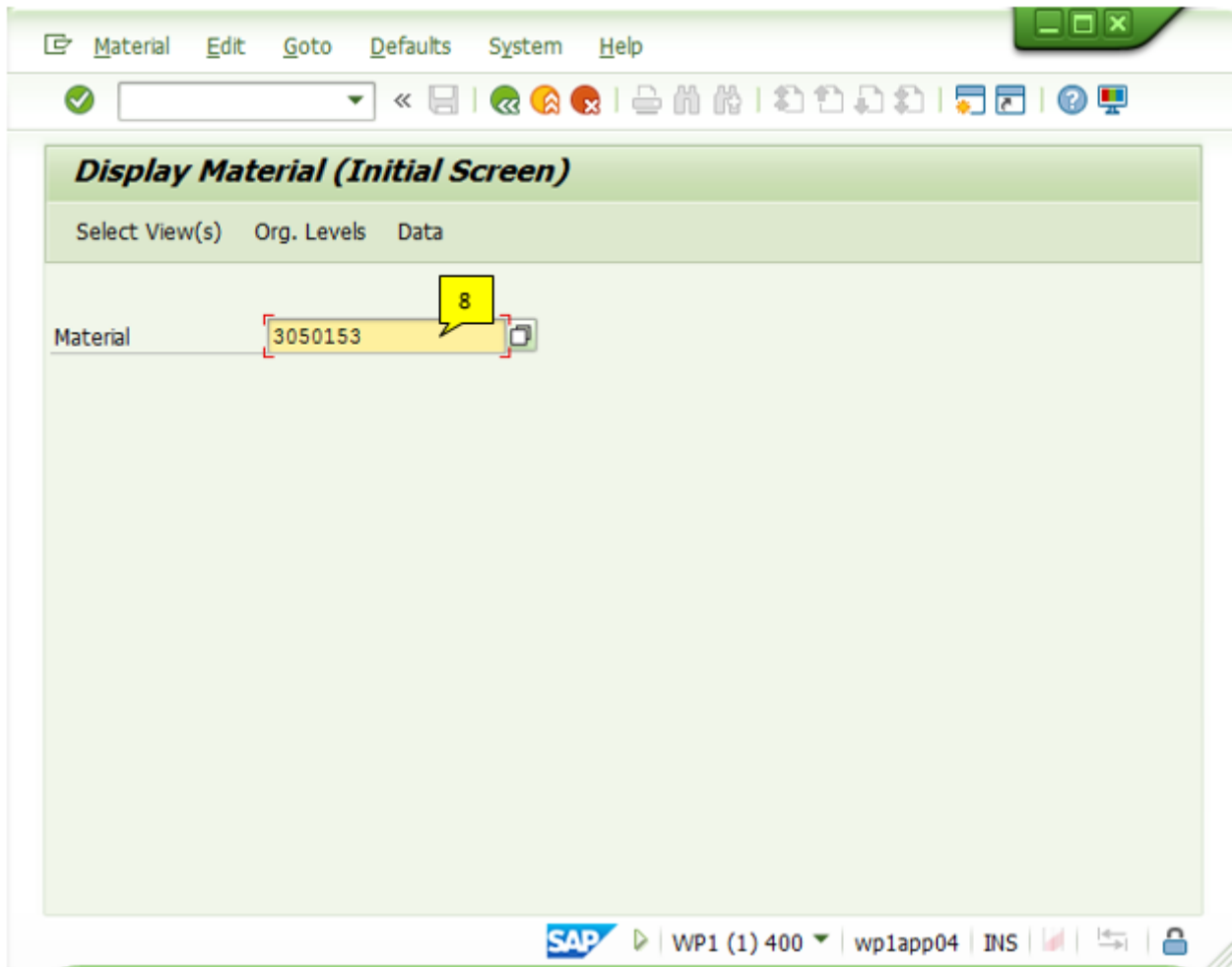
#	Main activities	Tips/Best practices	Key points
5	Copy material description from the given template to 'Material description' in tab "Material Number /Material Description"	You can put * in between space of material description for expand your search	



#	Main activities	Tips/Best practices	Key points
6	Click  to close if not found duplication	If there is duplication in the system, please go to step #7 If there is no duplication, please go to step #13	



#	Main activities	Tips/Best practices	Key points
7	Double click on 'Material Code' you found that material description is same as your search		



#	Main activities	Tips/Best practices	Key points
8	Material code will appear in 'Material' field, press "Enter" on your keyboard		

Material 3050153 RUBBER HAND GLOVES

General data

Base Unit of Measure PAA Pair Material Group 0111

Old material number Ext. Matl Group

Division WA Lab/Office


Product allocation

X-plant matl status Valid from

GenItemCatGroup

Material authorization group

Authorization Group

#	Main activities	Tips/Best practices	Key points
9	Check 'Base Unit of Measure and 'Material Group'	If these 2 field are different from template, it is considered as not duplication, please go to step #13 If these 2 field are same, please go to step #10	
10	Click  to check material type		

**Display Material 3050153 (/Industrial Supplies)**

Material: 3050153 RUBBER HAND GLOVES

**General data**

Base Unit of Measure	PAA	Pair	Material Group	0111
Old material number			Ext. Matl Group	
Division	WA		Lab/Office	
Product allocation				
X-plant matl status	<input type="checkbox"/>		Valid from	
			GenItemCatGroup	

Material authorization group

Authorization Group:

#	Main activities	Tips/Best practices	Key points
11	Check "Material type"	If material type is same as template, please advise this material code to request to use If not, you can create new material code	
12	Click to close the window		



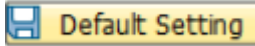

### 3. Material code creation

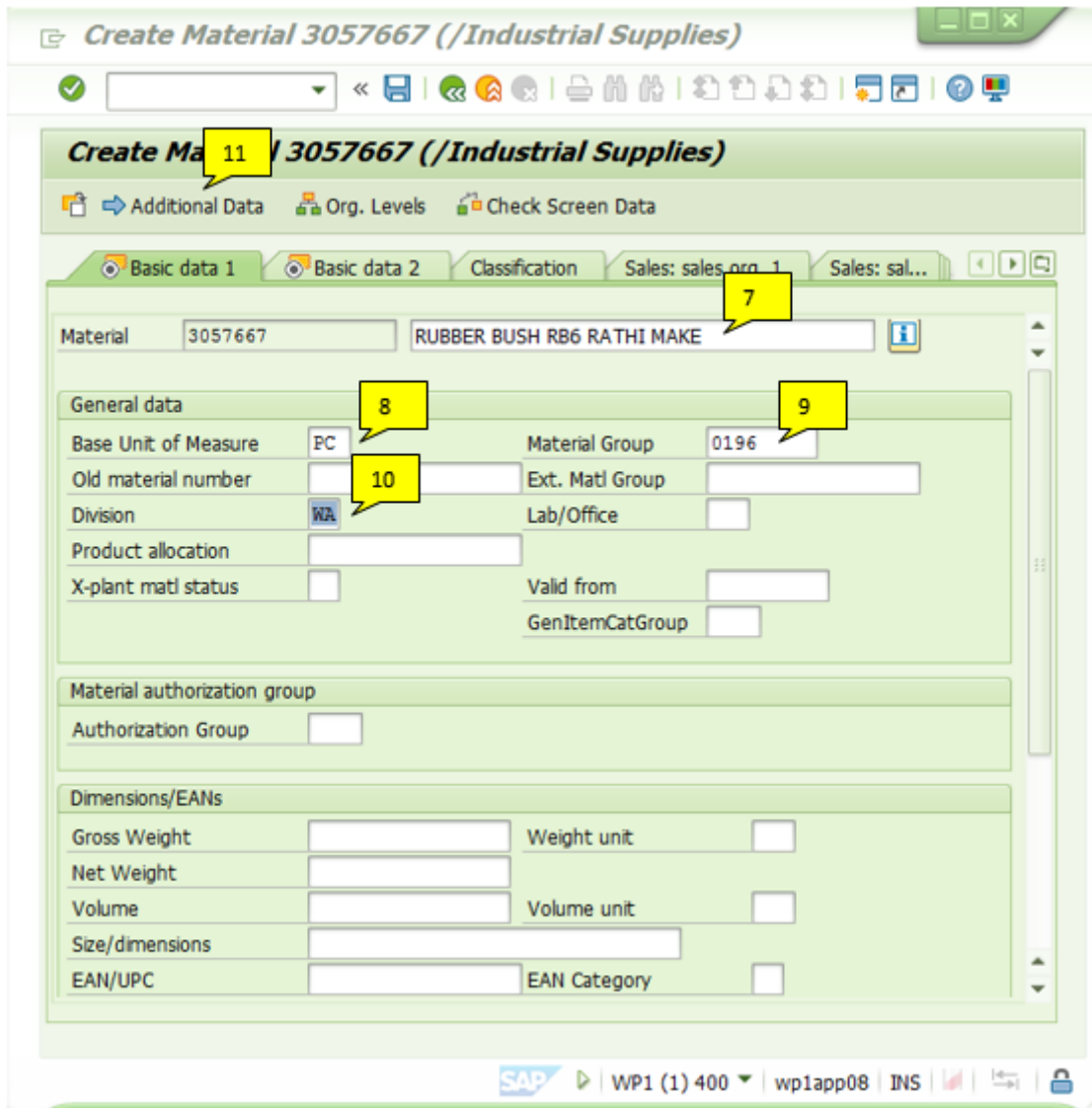
**Display Material (Initial Screen)**

Material: Inmm01

#	Main activities	Tips/Best practices	Key points
1	Insert T-code "/nmm01" and click "Enter" on keyboard		

#	Main activities	Tips/Best practices	Key points
2	Select "Chemical Industry" in 'Industry sector'		
3	Select either "/General supplies" or "/Industrial supplies" in 'Material Type' and then press "Enter" on keyboard		In the template, requester will provide codes below  ZERS = Industrial supplies ZHIB = General supplies
4	Click <b>Select View(s)</b>		


#	Main activities	Tips/Best practices	Key points
5	 Click  in front of views below -Basic Data 1 -Basic Data 2 -Purchasing -Purchase Order Text	If you want to save this views as default, you can click  (#5a) to save this as a default value  When you create new material, these view will be selected automatically	
6	Click 		



The screenshot shows the SAP 'Create Material' screen for material 3057667. The title bar reads 'Create Material 3057667 (/Industrial Supplies)'. The main header contains the material number '3057667' and the description 'RUBBER BUSH RB6 RATHI MAKE'. Below this, there are several sections with callouts:

- Callout 7:** Points to the 'Material description' field.
- Callout 8:** Points to the 'Base Unit of Measure' field, which contains 'PC'.
- Callout 9:** Points to the 'Material Group' field, which contains '0196'.
- Callout 10:** Points to the 'Division' field, which contains 'WA'.
- Callout 11:** Points to the 'Additional Data' button.

Other visible fields include 'Old material number', 'Ext. Matl Group', 'Lab/Office', 'Product allocation', 'X-plant matl status', 'Valid from', 'GenItemCatGroup', 'Material authorization group', 'Authorization Group', 'Gross Weight', 'Net Weight', 'Volume', 'Size/dimensions', 'EAN/UPC', and 'EAN Category'.

#	Main activities	Tips/Best practices	Key points
7	Insert 'Material description'	It must be Capital letter and has 1 space between words	
8	Insert 'Base Unit of Measure'		Provided by requester
9	Insert 'Material group'		Provided by requester
10	Insert "WA" in 'Division'		"WA" is default value for this field
11	Click 		

**Create Material 3057667 (/Industrial Supplies)**

Material: 3057667

Language	Material Description
EN	RUBBER BUSH RB6 RATHI MAKE
ZH	RUBBER BUSH RB6 RATHI MAKE
KO	RUBBER BUSH RB6 RATHI MAKE
DE	RUBBER BUSH RB6 RATHI MAKE
FR	RUBBER BUSH RB6 RATHI MAKE
IT	RUBBER BUSH RB6 RATHI MAKE
JA	RUBBER BUSH RB6 RATHI MAKE
PL	RUBBER BUSH RB6 RATHI MAKE
PT	RUBBER BUSH RB6 RATHI MAKE
SK	RUBBER BUSH RB6 RATHI MAKE
ES	RUBBER BUSH RB6 RATHI MAKE
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Delete line      Entry 1 of 1

#	Main activities	Tips/Best practices	Key points										
12	Insert "ZH", "KO", "DE", "FR", "IT", "JA", "PL", "PT", "SK" and "ES" in 'Language' field	"EN" in the first line is generated automatically with material description											
13	Copy material description from "EN" to "ZH" until "ES"		<p>If requester requires 3<sup>rd</sup> language, you can insert 3<sup>rd</sup> language in specific language</p> <table border="1"> <thead> <tr> <th>Language</th> <th>Material Description</th> </tr> </thead> <tbody> <tr><td>EN</td><td>THURST WASHERS 18 F42-317H48M WX-1148-1</td></tr> <tr><td>ZH</td><td>推力盘 18 F42-317H48M 大连帝国WX-1148-1</td></tr> <tr><td>KO</td><td>THURST WASHERS 18 F42-317H48M WX-1148-1</td></tr> <tr><td>DE</td><td>THURST WASHERS 18 F42-317H48M WX-1148-1</td></tr> </tbody> </table>	Language	Material Description	EN	THURST WASHERS 18 F42-317H48M WX-1148-1	ZH	推力盘 18 F42-317H48M 大连帝国WX-1148-1	KO	THURST WASHERS 18 F42-317H48M WX-1148-1	DE	THURST WASHERS 18 F42-317H48M WX-1148-1
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EN	THURST WASHERS 18 F42-317H48M WX-1148-1												
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DE	THURST WASHERS 18 F42-317H48M WX-1148-1												
14	Click to go back												

**Create Material 3057667 (/Industrial Supplies)**

Additional Data   Org. Levels   Check Screen Data

Basic data 1   Basic data 2   Classification   Sales: sales org. 1   Sales: sal...

Material 3057667   RUBBER BUSH RB6 RATHI MAKE

**General data**


Base Unit of Measure: PC   Piece   Material Group: 0196

Old material number:   Ext. Matl Group:   Division: WA   Lab/Office:   Product allocation:   X-plant matl status:   Valid from:   GenItemCatGroup:   Material authorization group:   Authorization Group:   Dimensions/EANs:   Gross Weight:   Weight unit:   Net Weight:   Volume:   Volume unit:   Size/dimensions:   EAN/UPC:   EAN Category:

**Navigation Menu:**

- Basic data 1
- Basic data 2
- Classification
- Sales: sales org. 1
- Sales: sales org. 2
- Sales: general/plant
- Foreign trade export
- Sales text
- Purchasing** (16)
- Foreign trade import
- Purchase order text
- MRP 1
- MRP 2
- MRP 3
- MRP 4
- Forecasting
- Plant data / stor. 1
- Plant data / stor. 2
- Warehouse mgmt 1
- Warehouse mgmt 2
- Quality management
- Accounting 1
- Accounting 2
- Label Data

SAP | WP1 (1) 400 | wp1app08 | INS

#	Main activities	Tips/Best practices	Key points
15	Click  to expand the list		
16	Select "Purchasing"		

**Create Material 3057671 (/Industrial Supplies)**

Additional Data Org. Levels Check Screen Data

Sales text Purchasing Foreign trade import Purchase order text

Material 3057671 FIBRE GLASS CLOTH SIZE 5 MIL

**General Data**

Base Unit of Measure M m Order Unit Var. OUn  
Material Group 0196  
Qual.f.FreeGoodsDis.

Batch management

**Purchasing values**


Purchasing value key 0002 Shipping Instr.  
1st Reminder/Exped. 2 days Underdel. Tolerance 10.0 percent  
2nd Reminder/Exped. 7 days Overdelv. Tolerance 10.0 percent  
3rd Reminder/Exped. 0 days Min. Del. Qty in % 0.0 percent  
StdValueDelivDateVar 0 days  Unltd Overdelivery  Acknowledgment Reqd

Check the data for the purchasing value key

SAP WP1 (1) 400 wp1app

Navigation menu (Callout 18):

- Basic data 1
- Basic data 2
- Classification
- Sales: sales org. 1
- Sales: sales org. 2
- Sales: general/plant
- Foreign trade export
- Sales text
- Purchasing
- Foreign trade import
- Purchase order text (Callout 19)
- MRP 1
- MRP 2
- MRP 3
- MRP 4
- Forecasting
- Plant data / stor. 1
- Plant data / stor. 2
- Warehouse mgmt 1
- Warehouse mgmt 2
- Quality management
- Accounting 1
- Accounting 2
- Label Data

#	Main activities	Tips/Best practices	Key points
17	Put "0002" in Purchasing value key"		
18	Click to expand the list		
19	Select "Purchase order text"	<p>If there is an error message</p> <p> Check the data for the purchasing value key</p> <p>You can press enter on keyboard until it disappears</p>	

Material Edit Goto Environment System Help

Material 3057667 RUBBER BUSH RB6 RATHI MAKE

**Create Material 3057667 (/Industrial Supplies)**

Additional Data Org. Levels Check Screen Data

Foreign trade import Purchase order text MRP 1 MRP 2 MRP 3 M..

Purchase order text

Langs maintained

English

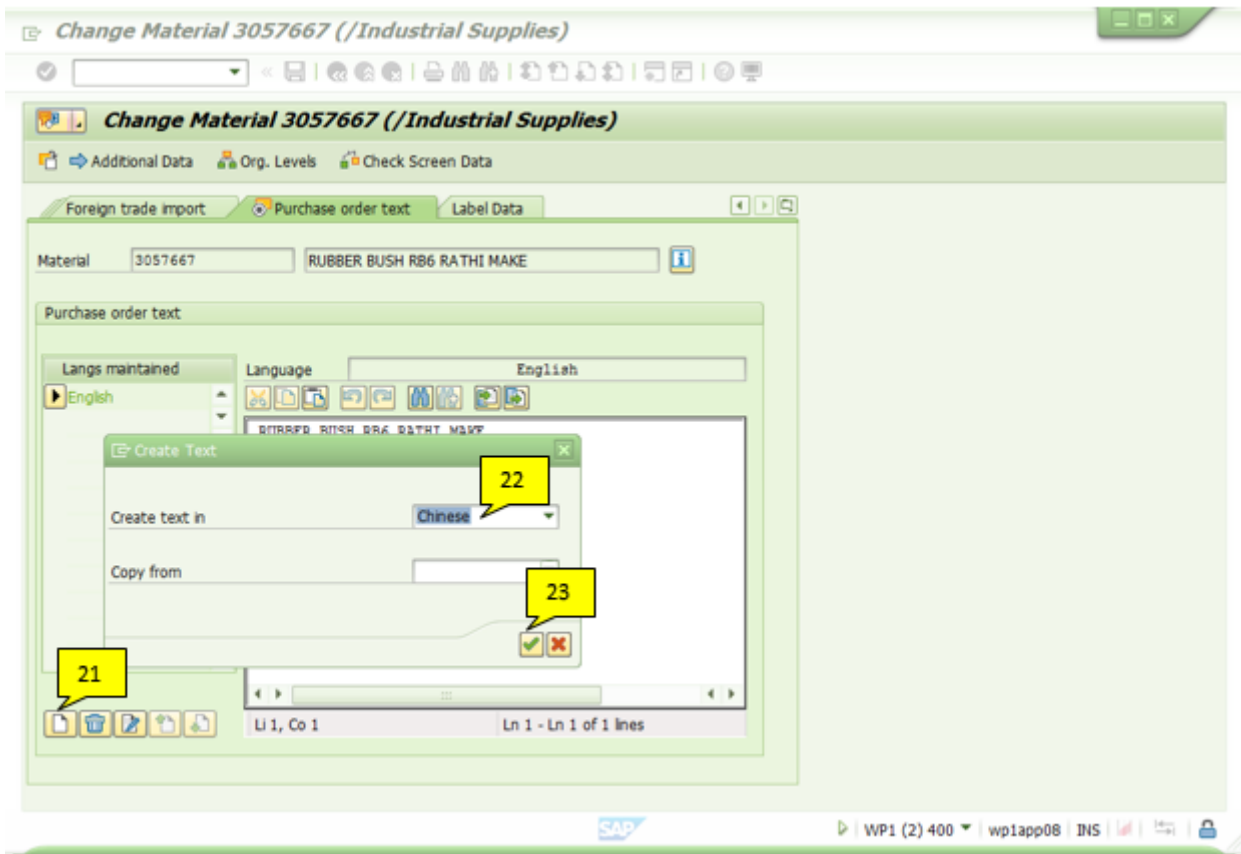
Language English



RUBBER BUSH RB6 RATHI MAKE

Li 1, Co 27 Ln 1 - Ln 1 of 1 lines


No text maintained; a blank text has b... SAP WP1 (1) 400 wp1app08 INS

#	Main activities	Tips/Best practices	Key points
20	Copy Material description and paste it into 'Purchase order text'	<p>If there are other languages to maintain go to step #21</p> <p>If there is only English, go to step #25</p>	



#	Main activities	Tips/Best practices	Key points
21	Click 		
22	Select language you want to create text in	If it is Chinese, please select Chinese not Chinese trad.	
23	Click  to confirm		

The screenshot shows the SAP 'Change Material' interface for material 3057667. The 'Purchase order text' tab is active, displaying a text entry in Chinese. The text entry area contains the text '单号 PN175X632164DX/4C22 常備特'. A yellow callout box with the number '24' points to the text entry area. Another yellow callout box with the number '25' points to the 'Save' icon in the top menu bar.

#	Main activities	Tips/Best practices	Key points
24	Copy 3 <sup>rd</sup> language of Material description and paste it into 'Purchase order text'		
25	Click  to save		

The screenshot displays the SAP 'Create Material (Initial Screen)'. The interface includes a menu bar (Material, Edit, Goto, Defaults, System, Help) and a toolbar. The main area contains the following fields:

- Material:** A text input field with a yellow highlight.
- Industry sector:** A dropdown menu set to 'Chemical industry'.
- Material Type:** A dropdown menu set to '/Industrial Supplies'.
- Change Number:** An empty text input field.
- Copy from...:** A section containing a 'Material' field with the value '3057667'.

At the bottom left, a message states 'Material 3057669 created', with a yellow callout box containing the number '26' pointing to it. The bottom status bar shows the SAP logo, the text 'WP1 (1) 400 | wp1app08 | INS', and a lock icon.

#	Main activities	Tips/Best practices	Key points
26	Once you create new material, you will receive message that new material code is created		