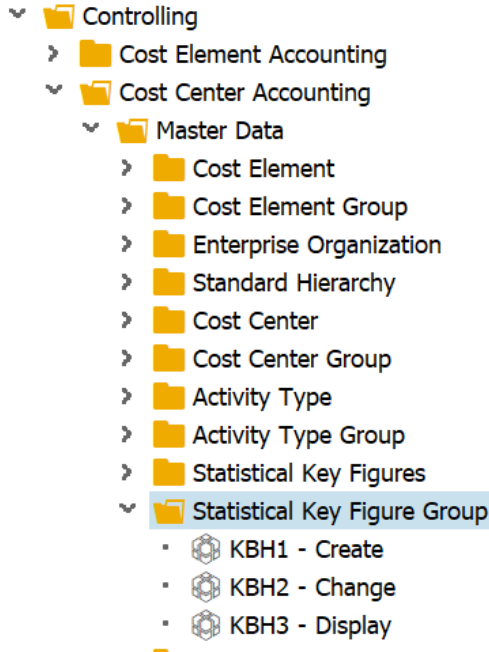


# KBH1/KBH2/KBH3 - Statistical key figure group management



## STEP 1

In SAP system, select the transactions below according to the required action:

- KBH1 to create
- KBH2 to update
- KBH3 to display



## STEP 2

1. To create a new group you must select **KBH1**.
2. You can create a new group from scratch or use an already existing group as reference.
3. Make sure you are in the proper controlling area and insert a name for the group.
4. Click on 
5. In the next screen insert a description for the new group you are creating.
6. Then start adding the required statistical key figures according to the needs.
7. To save click on 

Create Statistical Key Figure Group: Initial Screen

Controlling Area	CHEF
Statistical Key Figure Group	XXXXXX
Reference	
Statistical Key Figure Group	YYYYYY
Controlling Area	Chef

Create Statistical Key Figure Group: Structure

xxxxxx

Create Statistical Key Figure Group: Structure

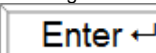
xxxxxx

111263	:	:
112023	:	:
	:	:
	:	:



The statistical key figures codes should be entered by alphabetical order.

## STEP 3

1. To update an existing SKF group you must select **KBH2**.
2. Insert the SKF group you want to change.
3. Make sure you are in the proper controlling area.
4. Click on 

Change Statistical Key Figure Group: Initial Screen

Controlling Area	CHEF
Statistical Key Figure Group	ECO2-ALL

5. Choose the sub-group you need to update and then take the necessary action in the menu (insert a new SKF, change the order of the already existing SKF, update descriptions...).



6. To save click on

#### STEP 4

1. To display an existing SKF group you must select **KBH3**.
2. Insert the SKF group you want to display.
3. Make sure you are in the proper controlling area.



4. Click on
5. Open in the + the sub-group for which you need to see the detail.

