

How to run the “All Posting Report” in WebGUI



WebGUI – ECC System	
1	Transaction Code Go to transaction code FMRP_RFFMEP1AX – All Postings
Results below	

2	Document Journal	Enter report criteria; for best results narrow down your selection as much as possible (for example enter Fund Center, Grant and/or Commitment Item in a specific Fiscal Year/Period like 012/2013).
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The screenshot shows the 'Document Journal' interface with the following elements highlighted by red circles and numbers:

- 3**: Funds Center field containing '1020320000'.
- 4**: Fiscal Year/Period fields containing '2014' and '1'.
- 5**: Maximum No. of Hits field containing '50,000'.
- 6**: Layout field containing '/LAWLIBRARY'.
- 7**: Execute button in the top menu bar.

3	Fund Center	Enter Fund Center number
4	Fiscal Year/Period	Enter Fiscal Year and Accounting Period (example, 01 = July, 02 = August, 03 = September, 11 = May, 12 = June)
5	Maximum no. of hits	Change and enter 'maximum no. of hits' requested. Increase the requested results. ; defaults to 500 (system will only search for the first 500 entries)
6	Layout	Optional - Enter saved layout name.
7	Execute	To run the report with the selected criteria's
The results are below:		

8	Executed information on result	Reporting listing information; such as fund center, layout, date and time.
9	Report listing	A listing of the executed criteria's for the document journal

You have executed the FI All Posting Report