

## Introduction

# **Process and Trigger**

Perform this procedure when navigating within the SAP Portal WebGUI.

Use transaction code FBL5N to access the Customer Line Item Display page.

### Prerequisites

None

## **Tips and Tricks**

• At times you may need to use your scroll bar to view additional information.

#### Reports

None



#### Procedure

**1.** Start the transaction using the above menu path or transaction code.

## **Customer Line Item Display**

	Customer Line Item L	Display	
	Menu (	Save as Variant   Back   Exit   Cancel   System   Execute   Get Variant   Dynamic selections   Program Documentation   Data Sources	
2 -	Customer selection Customer account Company code	to A	<u>^</u>
4 -	Selection using search help Search help ID Search string Search help		
	Line item selection Status • Open items Open at key date	01/19/2011	
	<ul> <li>Cleared items</li> <li>Clearing date</li> <li>Open at key date</li> </ul>	to 🗭	
	O All items Posting date Type	to 💽	
	Vormal items		▼

2. As required, complete/review the following fields:

Field	R/O/C	Description
Customer account	Required	Account number assigned to a customer. <b>Example:</b> 100000

- 3. Click the Company code field
- **4.** Click the **Matchcode** button **D** to display a pick-list to choose from.

# Company Code (1)

	🖻 Comp	any Code (1)		⊠ /
	Searce	ch Criteria		
5	🖌 🛃 (	🗿 📇 🔛 🔀 Find		
	<mark> </mark>	Company Name	City	Crcy
	PT01	Country Template PT	Portugal	EUR 🔺
	RECO	Sondereigentum (WEG)	Walldorf	EUR
	REOB	Referenz Objektmandate	Walldorf	EUR
	RERF	WEG Referenzbuchungskreis	Walldorf	EUR
	RU01	Country Template RU	Russia	RUB
	SE01	Country Template SE	Sweden	SEK
	SG01	SAP Asia	Singapore	SGD
	SK01	Country Template SK	Slovak Republic	SKK
	TH01	Country Template TH	Bangkok	THB
	TR01	Country Template TR	Turkey	TRL
5 -	TRBU	Trustees of Boston Univ	Boston	USD
	TW01	Country Template TW	Taipei	TWD
	UA01	Country Template UA	Ukraine	UAH
	US01	Country Template US	U.S.A.	USD
	VE01	Country Template VE	Venezuela	VEB
	ZA01	Country Template ZA	South Africa	ZAR 🖵
	57 Entrie	s found		

5. Double-click on the TRBU Company code to add it to your search criteria.

# **Customer Line Item Display**

	Customer Line Item D	isplay					_
	Menu (	Save as Variant Back	Exit Cancel System	Execute Get Variant	Dynamic selections Progr	ram Documentation Data Sources	
	Customer selection Customer account Company code	100000 TRBU 🗇	to to	<b>\$</b> <b>\$</b>			-
	Selection using search help Search help ID Search string Search help						
6 —	Line item selection Status Open items Open at key date	01/19/2011					
	O Cleared items Clearing date Open at key date		to	¢			
	O All items Posting date		to	\$			
	✓ Normal items						 -

6. Click the **Open Items** radio button Open items to display only open items.



6

To view only cleared items, select the **Cleared items** radio button.

Use the date fields to narrow your search.

**NDOPT ON** 

To view all items, select the **All items** radio button.

Use care when using this option. Use the **Posting date** fields, to narrow your search. If not, this could be a very large report based on the vendor's activity.

## **Customer Line Item Display**

	Customer Line Item D	isplay										
	Menu, (	Save as Variant	Back Exit (	Cancel System	Execute	Get Variant	Dynamic selections	Progr	am Documentation	Data Sources		
	Line item selection											-
	Status											
	<ul> <li>Open items</li> </ul>											
	Open at key date	01/19/2011										
	O Cleared Items											
	Clearing date		το		~							_
	Open at key date											
	All items											
	Posting date		to		4							
	1 osting date											
	Туре											
7 +	Normal items											
	Special G/L transactions											
	Noted items											
	Parked items											
	Vendor items											
	List Output											
	Layout											
	maximum number of items											8

7. Click Normal Items Vormal items check box.



Select one of the other types to view different outputs for the data you selected.

8. Click the **Expand** icon do view the Logon information.



Verify that the System information is displayed in the Status Bar.



## **Customer Line Item Display**

	Customer Line Item D	isplay												
11 -	Menu (	Save as Variant	Back	Exit Cance	System	Execute	Get Variant	Dynamic selections	Prog	ram Documentation	Data Sources			
- 1	Line item selection												· · · · ·	I
	Status													
	<ul> <li>Open items</li> </ul>													
	Open at key date	01/19/2011												
	<ul> <li>Cleared items</li> </ul>					_								
	Clearing date			to		4								
	Open at key date													1
	<ul> <li>All items</li> </ul>					_								
	Posting date			to		\$								
	Type													
	Normal items     Ressiel C/L transactions													
	Noted items													
	Parked items													
	Vendor items													
	List Output													L 。
	Layout													<b>₽</b>
	Maximum number of items													L 10
_													-	[ 10
												DER	(110) 🚹 🦯	

- 9. Click the drop-down arrow 🗄 to view the different types of Logon information that can be displayed in the Status Bar.
- **10.** Click the **Collapse** icon b to close the Logon information displayed in the **Status Bar**.
- 11. Click the Menu button Menu

## **Customer Line Item Display**

	Customer Line Item D	isplay
	Menu, 4	Save as Variant  Back Exit Cancel System Execute Get Variant Dynamic selections Program Documentation Data Sources
12 -	Program Edit Goto System	Execute  F8  Execute  F8  Execute  F8  Execute  F9  Execute  F9  F  F  F  F  F  F  F  F  F  F  F  F
	Help	, Exit Snift+3
	Using SAP GUI for HTML Options	
	Search string	
	Line item selection	
	Status	
	<ul> <li>Open items</li> <li>Open at key date</li> </ul>	01/19/2011
	O Cleared items	
	Open at key date	
	O All items	
	Posting date	
	Type V Normal items	

**12.** From the drop-down list, select **Program → Execute** Execute to display the information that you have selected in a report, or move to the next part of the process.



## **Customer Line Item Display**

12	Customer Line Ite	em Displa	V											
13	Menu (	Back	Exit	Cancel S	ystem	First column Colu	ımn Left	Column Rig	ht Last column	Display Document	Change document	Mass change	Change error log Mor	re,
	Customer Company Code	100000 TRBU												<u>^</u>
	Name City	Boston												
	St Assignment	DocumentNo	Тур	Doc. Date	S DD	Amt in loc.cur.	LCurr	Cirng doc.	Text					
	20100907     20100907     20100907     20100907     20100928     20101028     20101028     20101028	140000000 140000005 180000005 180000005 180000003 180000003 180000003	DZ DZ DR DR DR DG DR	09/14/2010 10/12/2010 09/07/2010 09/28/2010 10/26/2010 10/28/2010 10/28/2010	System       First column       Column Left       Column Right       Last column       Display Document       Change document       Mass change       Change error log       More         xc       Det       S       D0       Amt in Toc.cur       LCurr       CIrng doc;       Text         y/14/2010       S       0.00       USD       100.00       100.00       USD									
	** Account 100000		1	1		643.00	USD							
	Customer Company Code	•												
	Name City	±												
	7 items displayed													4

**13.** Click the **Exit** button **Exit** to exit the report or transaction.



Remember to read the system messages displayed on the left side of the Status

## **Customerr Line Item Display**

Customer Line Item	Display	_					
Menu, 📢	Save as Variant Back	Exit Cancel System	Execute Get Variant.	. Dynamic selections	Program Documentation	Data Sources	
Customer selection	_						
Customer account Company code		to	<b>₽</b>				
Selection using search help							
Search help ID							
Search string							
Search help							
Line item selection							
Status							
Open items	04/40/0044						
Open at key date	0171972011						
<ul> <li>Cleared items</li> </ul>							
Clearing date		to	•				
Open at key date							
O All items							
Posting date		to	4				
Туре							
✓ Normal items							

- **14.** Click the Exit button **Exit** to exit the transaction and return to the SAP Easy Access screen.
- **15.** The transaction is complete.



## **Results and Next Steps**

You have navigated within the WebGUI via the SAP Portal.