

New Transaction Code – ZECM_FIDOCS



SAP Easy Access

Favorites

- * ZECM_FIDOCS - Financial Documents with Attachments
- * ZECM_EFM - Employee File Management
- * ST22 - Dump Analysis
- * /OTEI/GU02 - Access guest user account
- * /OTEI/ACT_LOG - OpenText EFM Activity Log
- * /OTEI/GU01 - Create guest user account
- * ZECM_BCGEN - EFM Migration Barcode generator
- * /OTEI/RP_DTB_REPORT - EFM Document type based report
- * ST01 - System Trace
- * SM51 - Servers
- * OOSB - User (Structural Authorization)
- * PFCG - Roles
- * PFUD - User Master Data Reconciliation
- * SU01 - Users
- * SCC4 - Client Maintenance
- * SE61 - Documentation
- * SE38 - ABAP Editor
- * SE11 - ABAP Dictionary
- * SE16 - Data Browser
- * SUIM - User Information System
- * SU24 - Auth. Obj. Check Under Transactions
- * SQ03 - SAP Query: Maintain user groups
- * PA20 - Display HR Master Data
- * SM01 - Lock Transactions
- * SM37 - Overview of job selection
- * SM36 - Schedule Background Job
- * SM35 - Batch Input Monitoring

SAP menu

Office

New Transaction Code For Viewing FI Document Attachments

Selection Screen for ZECM_FIDOCs

Program Edit Goto User settings User exit System Help

Selection Financial Documents

Financial

Company Code	UK00	to				→
Fiscal Year	2013	to				→
Document Type	KR1	to				→
Fiscal Period		to				→
Document Number		to				→
Entry Date		to				→
Posting Date		to				→
Ref. Doc. Number		to				→

Cost

Vendor		to				→
Cost Center		to				→
General Ledger		to				→
Internal Order		to				→
Grant		to				→
Fund		to				→
WBS		to				→

Required Selection Field Entries For Executing Transaction Code

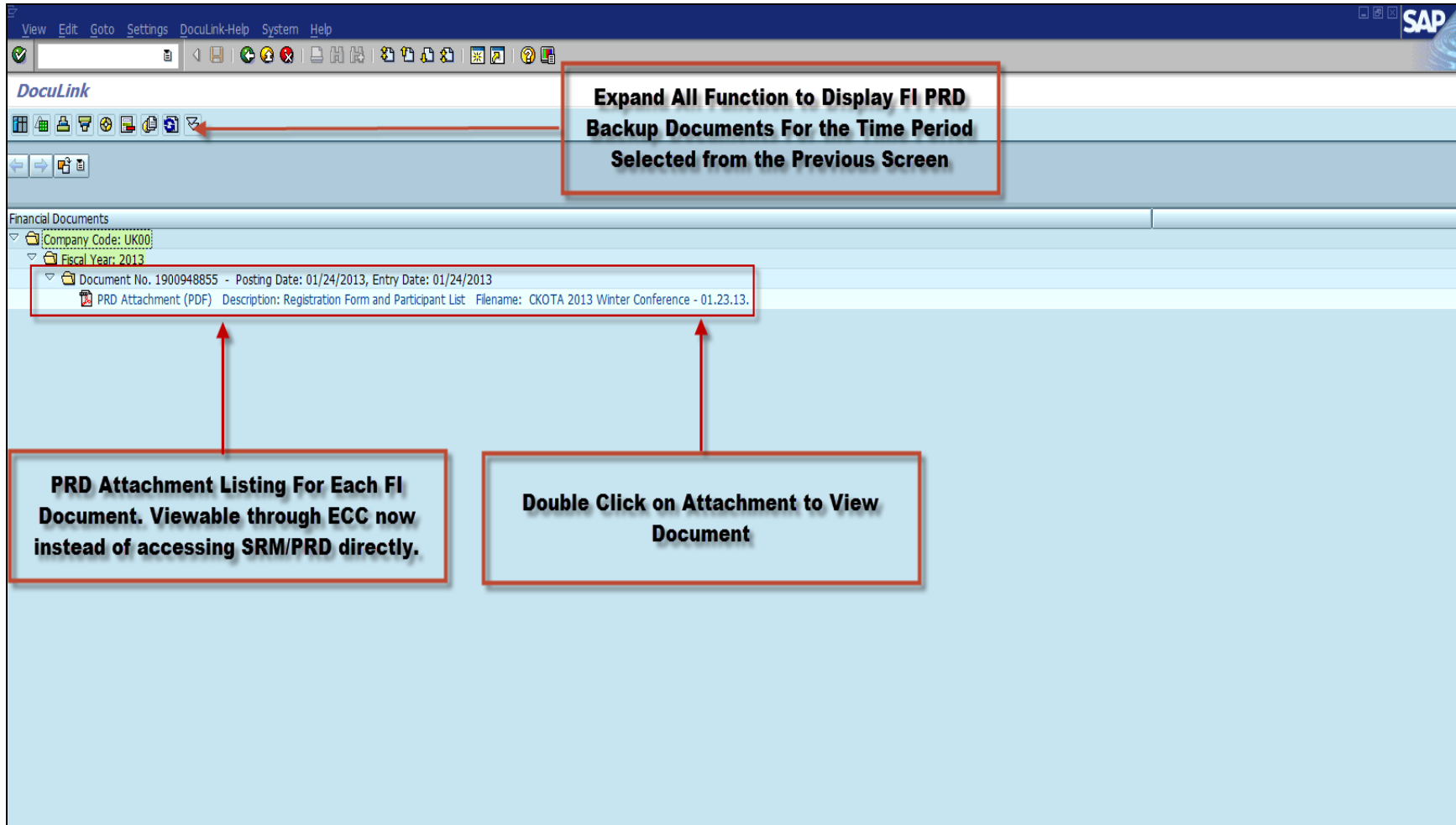
Recommend Using Entry Date Instead Of Posting Date For Faster Response Time

Selection Screen Definitions



Selection	Definition
Document Number	The FI document number starting with 19nnnnnnnn
Entry Date	Date document was entered in SAP FI not PRD. In most instances it is same as posting date.
Posting Date	Date document posted in SAP FI by Accounts Payable. Date will be same as entry date except during the first 2 weeks of July of fiscal year when documents maybe backdated posted to June 30.
Ref Doc Number	The external number entered for the PRD such as vendor invoice number.

DocuLink View For FI Documents



The screenshot displays the SAP DocuLink interface. At the top, there is a menu bar with 'View', 'Edit', 'Goto', 'Settings', 'DocuLink-Help', 'System', and 'Help'. Below the menu is a toolbar with various icons. A red box with an arrow points to the 'Expand All' icon, containing the text: **Expand All Function to Display FI PRD Backup Documents For the Time Period Selected from the Previous Screen**.

The main area shows a tree view under 'Financial Documents'. It is expanded to show 'Company Code: UK00' and 'Fiscal Year: 2013'. A document is listed: 'Document No. 1900948855 - Posting Date: 01/24/2013, Entry Date: 01/24/2013'. Below it, a 'PRD Attachment (PDF)' is listed with the description 'Registration Form and Participant List' and filename 'CKOTA 2013 Winter Conference - 01.23.13.'. A red box with an arrow points to this attachment, containing the text: **PRD Attachment Listing For Each FI Document. Viewable through ECC now instead of accessing SRM/PRD directly.**

Another red box with an arrow points to the attachment, containing the text: **Double Click on Attachment to View Document**.

Opening Attachments – Web Viewer



http://ecmwwwprd01.ad.uky.edu:8080/WebViewer/faces/UI/mainInternal.jsp?docHash=Imh0dHA6L PRD Atta... x SAP IRIS Team L...

OPENTEXT | Imaging Web Viewer

File Edit View Favorites Help

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Thumbnail preview of number of pages within the document

Web Viewer Options For Viewing Documents Including:
- Rotation
- Increase/Decrease

Attachments such as PDF, BMP, & TXT will open up with WebViewer. All Word/Excel attachments will open from your local station with the respective software

HORTICULTURE CONFERENCE
Dinner 1 hour
The Phytology Research Update
Landscape Horticulture Research Update
Landscape Plant Disease Update
Foundations of Soil Properties
Kennedy's Top Ornamentals
Landscape Design Using Shrub Plants
19 National Landscape Award Presentation
CEU Information
6:00 CEU for ISA Certified Arborists
3:00 CEU for Landscape Architects
3 General & 3 Specific CEUs for Website Applications
Trade Show
Plan to spend your free time during the CKOTA Conference at the Trade Show. The Trade Show is a great place to see the latest in products and equipment that will help you do your job better.
Booth in the CKOTA Trade Show
• 10 x10 display area with table - \$120
• Non-profit association - no charge, but must pre-register to attend conference.
For Vendor Booth Information, Contact: Ian Hoffman (859) 489.6795
Map to the 2013 Winter Conference
Parking is limited Please Carpool.
http://www.ckota.org/2013winter
2013 Registration Information

Central Kentucky Ornamental & Turf Association Presents Our 22nd Horticulture Conference
February 14, 2013 Sun - Sun
Fayette County, Corporate Extension Office Lexington, KY
The theme for our conference is: **Plants, Fests and Pollinators**
8:00 - 8:15 Registration and Welcome
8:15 - 9:15 "Start Your Own" or "Grow Your Own" - Joe Bopp, Ohio State University Dept of Entomology. This presentation will focus on the importance of pollinators in our landscape and how they can be used in our landscapes.
9:30 - 10:15 "The Best Ornamental Trees for Kentucky Landscapes" - Ken Miller, University of Kentucky. This presentation will focus on the best ornamental trees available and how they can be used in our landscapes.
10:15 - 10:45 Break and Trade Show
10:45 - 11:30 "Getting Started with Landscape Management" - Ian Hoffman, University of Kentucky. This seminar will cover management practices to make your landscape more sustainable and profitable. We will discuss how to manage your landscape with a focus on water conservation, soil management, and pest management.
11:30 - 12:15 "Why Pollinators are in Your Yard and How to Attract Them" - Ian Hoffman, University of Kentucky. This presentation will focus on the importance of pollinators in our landscape and how they can be used in our landscapes.
12:15 - 1:30 Break for Lunch and Trade Show
1:30 - 2:15 "The Top 2013 Tree Picks" - Joe Bopp, Ohio State University Dept of Entomology. A look back at 2013's most interesting and popular trees.
2:15 - 2:30 "New and Emerging Diseases: Implications, Diagnosis and Control" - Ian Hoffman, University of Kentucky. This presentation will focus on the latest in plant diseases and how they can be used in our landscapes.
2:30 - 3:15 "Planting With Diversity in Mind" - Steve Feltz, Horticulture Extension, University of Kentucky. This presentation will focus on the importance of diversity in our landscape and how it can be used in our landscapes.
3:15 - 3:30 Break for Trade Show
3:45 - 4:30 "Planting With Diversity in Mind" - Steve Feltz, Horticulture Extension, University of Kentucky. This presentation will focus on the importance of diversity in our landscape and how it can be used in our landscapes.
4:30 - 5:15 "Planting With Diversity in Mind" - Steve Feltz, Horticulture Extension, University of Kentucky. This presentation will focus on the importance of diversity in our landscape and how it can be used in our landscapes.
5:15 - 6:00 "Planting With Diversity in Mind" - Steve Feltz, Horticulture Extension, University of Kentucky. This presentation will focus on the importance of diversity in our landscape and how it can be used in our landscapes.

Registration Information
Your membership to our trade association is included in your registration, as well as one buffet lunch. Businesses pay an additional \$15 per person for lunch.
Early Registration by February 1 for Membership Discount

For more information, Contact: John Sandrick (859) 983.2041
For Vendor Booth Information, Contact: Ian Hoffman (859) 489.6795

CKOTA WINTER CONFERENCE MEMBERSHIP, TRADE SHOW AND SPONSORSHIP FORM (PRINT LEGIBLY)

NAME: [REDACTED] MEMBER ID: [REDACTED]
ADDRESS: [REDACTED]
CITY: [REDACTED] STATE: [REDACTED] ZIP: [REDACTED]
CLASSIFICATION:
 KNEA ARBORIST PESTICIDE APPL LANDSCAPE ARCHITECT
MEMBERSHIP: REGULAR \$75 JUNIOR \$40 YOUTH \$20 SENIOR \$40
CLASSIFICATION: KNEA ARBORIST PESTICIDE APPL LANDSCAPE ARCHITECT
CHECK SPONSORSHIP LEV: NONE \$15 \$30 \$45
SPONSORSHIP LEV: NONE \$15 \$30 \$45
LUNCH SPONSOR: NONE \$15 \$30 \$45
MAIL TO: CKOTA, PO Box 22148, Lexington, KY 40524

DocuLink View For FI Documents – Cont.



The screenshot shows the DocuLink application window. The menu bar includes View, Edit, Goto, Settings, DocuLink-Help, System, and Help. The toolbar contains various icons for navigation and document management. The main area displays a tree view under 'Financial Documents' with the following structure:

- Company Code: UK00
 - Fiscal Year: 2013
 - Document No. 1900948855 - Posting Date: 01/24/2013, Entry Date: 01/24/2013
 - PRD Attachment (PDF) Description: Registration Form and Participant List Filename: CKOTA 2013 Winter Conference - 01.23.13.

A red arrow points from the text box below to the document number '1900948855' in the tree view.

You can access more information of the FI Document simply by double clicking on the number.

FB03 Transaction View



Document Overview - Display

Doc.Type : KR (Vendor invoice) Normal document

Doc. Number 1900948855 Company Code UK00 Fiscal Year 2013
 Doc. Date 01/22/2013 Posting Date 01/24/2013 Period 07
 Calculate Tax
 Ref.Doc. CKOTA2013
 Doc. Currency USD
 Doc. Hdr Text *Registration/Lunch - UK

Item	Account	Account short text	Amount	WBS elem.	Assignment	Text	Cost Ctr	Fund	Order
1	171442	Central Ky Ornamenta	450.00-		19009488552013	*Registration/Lunch - UK PPD Grounds			
2	530503	Registration Fees	120.00		20130124	Registration Fees	1043800650	0041805900	
3	540347	Meals & Refreshments	330.00		20130124	Meals	1043800650	0041805900	
*			0.00						

Access FB03 information directly from the ZECM_FIDOCs transaction code

FB03 Transaction View (Continued)



Document Overview - Display

Create... Attachment list Business References Private note Send Relationships Workflow My Objects Help for object services OpenText Document Access

Formal document
 Company Code UK00 Fiscal Year 2013
 Posting Date 01/24/2013 Period 07

Select Attachment List to view attachments for an FI Document within FB03

Item	Account	Account short text	Amount	WBS elem.	Assignment	Text	Cost Ctr	Fund	Order
1	171442	Central Ky Ornamenta	450.00-		19009488552013	*Registration/Lunch - UK PPD Grounds			
2	530503	Registration Fees	120.00		20130124	Registration Fees	1043800650	0041805900	
3	540347	Meals & Refreshments	330.00		20130124	Meals	1043800650	0041805900	
*			0.00						

FB03 Transaction View (Continued)



Document Overview - Display

Doc.Type : KR (Vendor invoice) Normal document

Doc. Number	1900948855	Company Code	UK00	Fiscal Year	2013
Doc. Date	01/22/2013	Posting Date	01/24/2013	Period	07
Calculate Tax	<input type="checkbox"/>				
Ref.Doc.	CKOIA2013				
Doc. Currency	USD				
Doc. Hdr Text	*Registration/Lunch - UK				

Item	Account	Account short text	Amount	WBS elem.	Assignment	Text	Cost Ctr	Fund
1	171442	Central Ky Ornamenta	450.00-		19009488552013	*Registration/Lunch - UK PPD Grounds		
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*			0.00					

Service: Attachment list

Icon	Title	Creator Name	Created On
	PRD Attachment (PDF)		01/24/2013

Open Attachment by double clicking the line shown on the left

Opening Attachments – Web Viewer



http://ecmwwprd01.ad.uky.edu:8080/WebViewer/faces/UI/mainInternal.jsp?docHash=Imh0dHA6L

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OPENTEXT | Imaging Web Viewer

File Edit View Favorites Help

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Pages

Thumbnail preview of number of pages within the document

Web Viewer Options For Viewing Documents Including: - Rotation - Increase/Decrease

Attachments such as PDF, BMP, & TXT will open up with WebViewer. All Word/Excel attachments will open from your local station with the respective software

HORTICULTURE CONFERENCE

February 14, 2013 Sun - Sun
Fayette County, Cooperative Extension Office Lexington, KY

The theme for our conference is: Plants, Fests and Pollinators

8:00 - 8:15 Registration and Welcome

8:15 - 9:15 "Start Your Own Plant Business: How to Start a Plant Business" presented by Dr. Robert G. Miles, University of Kentucky. This presentation will discuss the various aspects of starting a plant business, including marketing, financing, and how they can be used in today's landscape.

9:30 - 10:15 "The Best Ornamental Trees for Kentucky Landscapes" presented by Dr. Robert G. Miles, University of Kentucky. This presentation will discuss the various aspects of selecting the best ornamental trees for your landscape, including climate, soil, and maintenance requirements.

10:15 - 10:45 Break and Trade Show

10:45 - 11:30 "Get Your Hands Dirty: A Hands-On Demonstration of Plant Care" presented by Dr. Robert G. Miles, University of Kentucky. This presentation will discuss the various aspects of plant care, including watering, fertilizing, and pruning.

11:30 - 12:15 "New Pollinators in the Field and How to Attract Them" presented by Dr. Robert G. Miles, University of Kentucky. This presentation will discuss the various aspects of attracting pollinators to your landscape, including planting native plants and providing nesting sites.

12:15 - 1:00 Break for Lunch and Trade Show

1:00 - 1:15 "The Future of Landscaping: Trends and Opportunities" presented by Dr. Robert G. Miles, University of Kentucky. This presentation will discuss the various aspects of the landscaping industry, including new technologies and market trends.

1:15 - 1:30 "Planting with Purpose: A Look at Sustainable Landscaping" presented by Dr. Robert G. Miles, University of Kentucky. This presentation will discuss the various aspects of sustainable landscaping, including water conservation and native plant selection.

1:30 - 2:15 "New and Emerging Diseases, Insects, and Pests" presented by Dr. Robert G. Miles, University of Kentucky. This presentation will discuss the various aspects of plant health care, including diagnosis and treatment options.

2:15 - 2:30 "Planting with Purpose: A Look at Sustainable Landscaping" presented by Dr. Robert G. Miles, University of Kentucky. This presentation will discuss the various aspects of sustainable landscaping, including water conservation and native plant selection.

2:30 - 3:15 "Planting with Purpose: A Look at Sustainable Landscaping" presented by Dr. Robert G. Miles, University of Kentucky. This presentation will discuss the various aspects of sustainable landscaping, including water conservation and native plant selection.

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For Vendor Booth Information, Contact: Ian Hoffman (859) 489.6795**

CKOTA WINTER CONFERENCE MEMBERSHIP, TRADE SHOW AND SPONSORSHIP FORM (PRINT LEGIBLY)

NAME: [Redacted] MEMBER SINCE: [Redacted] MEMBER TYPE: [Redacted]

COMPANY: [Redacted] ADDRESS: [Redacted] CITY: [Redacted] STATE: [Redacted] ZIP: [Redacted]

CLASSIFICATION: KNEA ARCHITECT PESTICIDE APPL. LANDSCAPE ARCHITECT

MEMBERSHIP FEES: \$75 \$140

CLASSIFICATION: \$515 \$250 (BUSINESS / PROFESSIONAL) \$100 (NON-PROFIT / NO-CATEGORY)

CHECK SPONSORSHIP LEVEL: \$750 \$250 (LUNCH) \$300

MAIL TO: CKOTA, PO Box 22148, LEXINGTON, KY 40524

FB03 Transaction View (Continued)



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1	171442	Central Ky Ornamenta	450.00-		19009488552013	*Registration/Lunch - UK PPD Grounds			
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3	540347	Meals & Refreshments	330.00		20130124	Meals	1043800650	0041805900	
*			0.00						

FB03 Transaction View (Continued)



This option is another way of accessing the "zecm_fidocs" t-code view of the FI attachments for PRD