

Parameter IDs

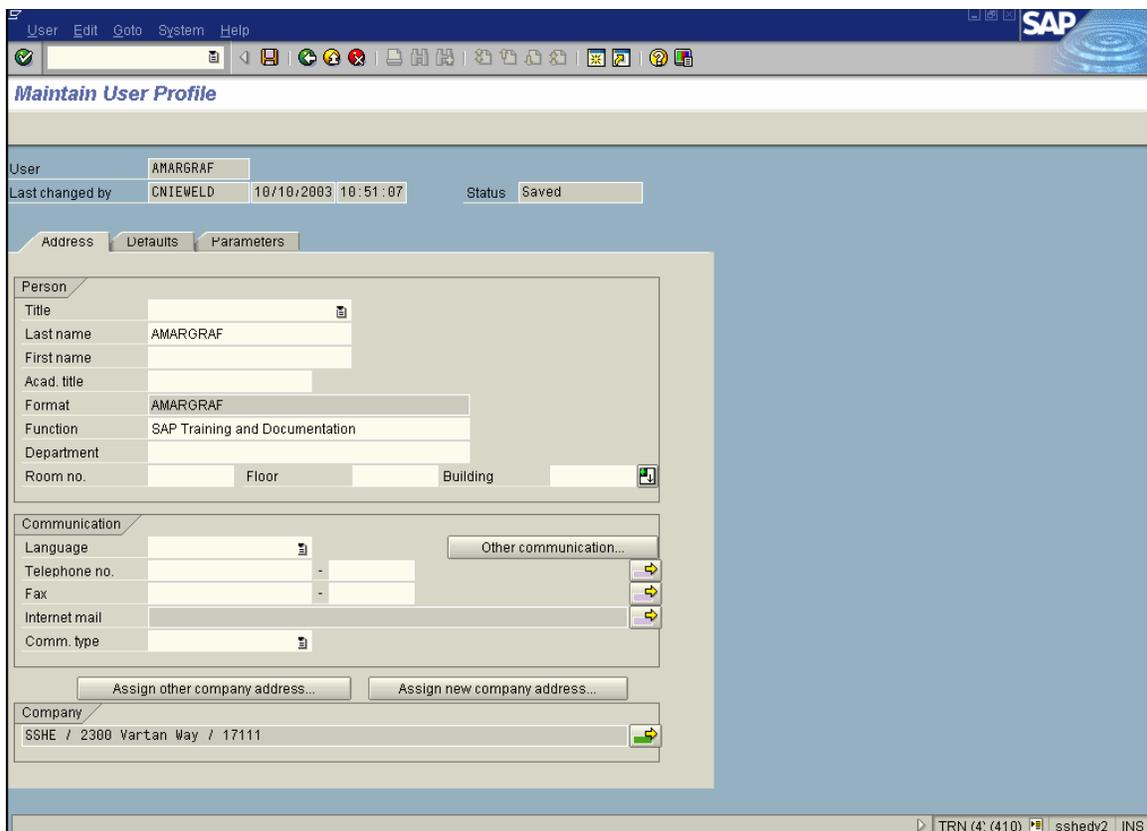
Parameter ID is the SAP term that refers to setting a default value so that a particular field is automatically filled in for you. When the default value is filled in, you can still override it for a particular document or query. SAP does NOT provide Parameter IDs for all fields. This document describes how to set your default values and how to determine if there is a Parameter ID for a particular field.

Via the SAP menu path:

System > User profile > Own data

Or Execute transaction code SU3

You should now be on the “Maintain User Profile” screen:



The screenshot shows the SAP 'Maintain User Profile' screen for user AMARGRAF. The interface includes a menu bar (User, Edit, Goto, System, Help) and a toolbar. The main content area is divided into several sections:

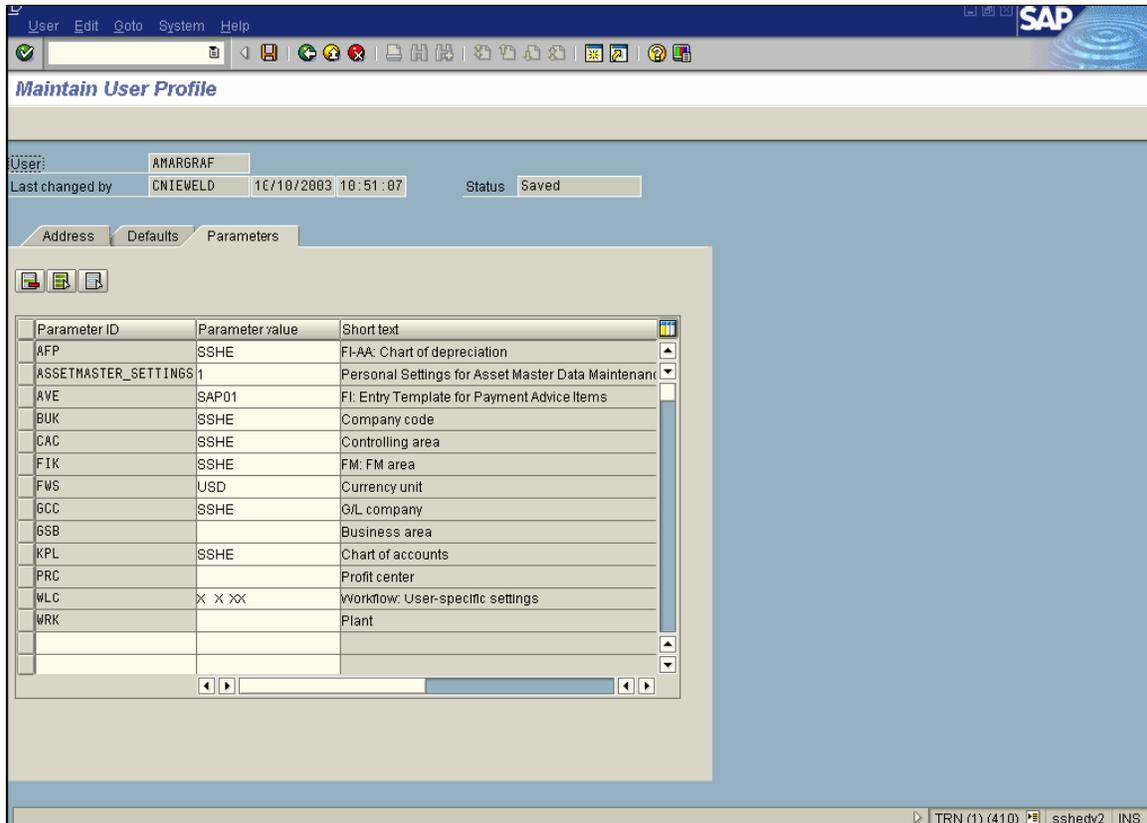
- User Information:** User: AMARGRAF, Last changed by: CNIEWELD, Date/Time: 10/10/2003 10:51:07, Status: Saved.
- Navigation Tabs:** Address, Defaults, Parameters (selected).
- Person Section:** Fields for Title, Last name (AMARGRAF), First name, Acad. title, Format (AMARGRAF), Function (SAP Training and Documentation), Department, Room no., Floor, and Building.
- Communication Section:** Fields for Language, Telephone no., Fax, Internet mail, and Comm. type. Includes an 'Other communication...' button.
- Company Section:** Fields for Assign other company address... and Assign new company address... with a company address: SSHE / 2300 Vartan Way / 17111.

The status bar at the bottom indicates 'TRN (4); (410)' and 'sshedy2 INS'.

- Select the Parameters tab by clicking on it

Please proceed to the next page in this document.

You should be on the “Maintain User Profile” screen, “Parameters” tab:



The screen is sorted alphabetically, by the Parameter ID name.

You can insert new Parameter IDs in the blank fields at the bottom of the list. Scroll down, if necessary. Enter the Parameter ID name and the default value. The description will be populated when you press or click Enter.

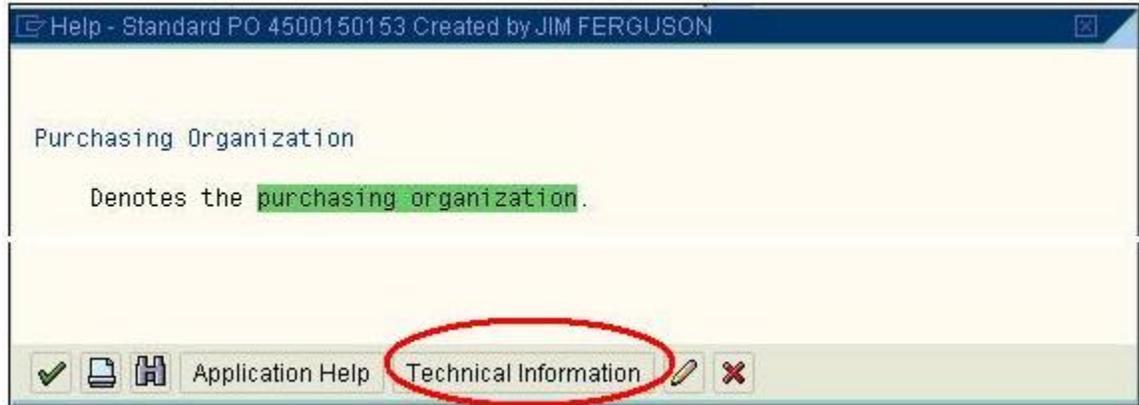
Click the Save button to keep the new default values in your personal settings.

Note: If you key in a new Parameter ID, and hit the Enter key before adding the “Parameter value,” you may have to scroll up to find the correct line. Our Security Team has set a number of Parameter IDs for all users. In general, you should not change those settings.

The last page of this document has a list of Parameter IDs that you may want to use.

How to determine if there is a Parameter ID for a particular field

- On the screen, click in the field, to place the cursor there
- Press the F1 (Help) key
- In the pop-up window that opens, click the circled Technical Information button



- Depending upon your settings, this window may look like the one below. The circled button with the hammer and wrench is “Technical Information.”



If there is a Parameter ID for the field, you will see it on the new pop-up window.
If you DON'T see the words, Parameter ID, then there isn't one for that field.

The image shows a 'Technical Information' window with the following data:

Screen data	
Program name	SAPLMEGUI
Screen number	1221

GUI data	
Program name	SAPLMEGUI
Status	NORMAL

Field data	
Struct.	MEP01222
Field name	EKORG
Data element	EKORG
DE supplement	0
Parameter ID	EK0

Field description for batch input	
Screen field	MEP01222-EKORG
Program name	SAPLMEGUI
Screen no.	0014

At the bottom of the window, there is a 'Navigate' button with a checkmark icon and a close button with an 'X' icon.

List of Parameter IDs for Procurement Users

Parameter ID	Value	Description	Comments
BFC	Req Rel Code	Purchase Requisition Release Code	Your requisition releasers will find this useful for ME54/ME55
BUK	SSHE	Company code	
CAC	SSHE	Controlling area	
EKG	Your Purch group	Purchasing group	
EKO	LOCL	Purchasing organization	
EKO2	LOCL	Purchasing Organization	
EVO	1	Default Values for Purchasing	
FAB	Your Plant Number	Purchase Order Release Code	PO release code in ME28 - your plant number
FEA	PR_FUNDS_CENTER	Characteristic name	Seen in T-Code CT11
FIK	SSHE	FM: FM area	
FWS	USD	Currency unit	
GJR	2007	Fiscal year	If you use this, add an Outlook reminder to reset it for next year
GR8	(SEE NOTE Below)	File transfer DOWNLOAD path	
KAR	32	Class type	PR Release Strategy (CT11)
KGK	PURC	Vendor account group	
KPL	SSHE	Chart of accounts	
LAG	Your Value	Storage location	Used in Inventory display transactions
WRK	Your Plant Number	Plant	Your Plant Number
ZGR *	Your Name	Goods Recipient	In Purchase reqs, the person and department where the ordered items should be delivered
ZUP *	Your Department	Unloading Point	
Note: The Parameter ID GR8 (Great!?) sets the default download directory on your PC, when you save files from SAP. The system default is: C:\Documents and Settings\your id\SapWorkDir You can use this Parameter ID to change that default path. When you set it with this Parameter ID, the length of the path is limited to 40 characters.			

In addition to this list, the Security Team has set Parameter ID values for all users. Don't change those values.

* - Requisitioners should set the ZGR and ZUP parameters. Buyers or Purchasing Agents should NOT set them.