



ZPY_DIRECT_DEPOSIT_C

Work Instruction

ZPY_DIRECT_DEPOSIT_C Create Direct Deposit Advice Spool

Purpose

Use this procedure to create a Direct Deposit Advice Spool.

Trigger

Perform this procedure when payroll is complete and DME has been run.

Prerequisites

- Payroll has been processed.
- Pre-DME and DME have run successfully.

Menu Path

Use the following menu path to begin this transaction:

N/A

Transaction Code

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Helpful Hints

- R/O/C column in tables represents Required, Optional, or Conditional entry.



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Procedure

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

Payment Medium - Correspondence for Generic Payment Medium Program

The screenshot shows the SAP interface for the transaction 'Payment Medium - Correspondence for Generic Payment Medium Program'. The window title is 'Payment Medium - Correspondence for Generic Payment Medium Program'. The interface includes a menu bar (Program, Edit, Goto, System, Help) and a toolbar with various icons. The main area is divided into several sections:

- Program run date:** A date field with a calendar icon.
- Identification feature:** A text input field.
- Proposal run only
- Company code selection:**
 - Paying company code: [] to []
 - Sending company code: [] to []
- Further selections:**
 - Payment method: [] to []
 - Pmt meth. supplement: [] to []
 - House Bank: [] to []
 - Account ID: [] to []
 - Currency: [] to []
 - Personnel Number: [] to []
 - Vendor: [] to []
 - Customer: [] to []
 - Payment document no.: [] to []
- Output control:**
 - Number of Sample Printouts: []
 - Printer: []
 - Correspondence sort varnt: []
 - Line items sort variant: []
 - Altern.SAPscript P Advice Form: []
 - Alternative PDF P. Advice Form: []
 - Print Immediately

The status bar at the bottom shows 'DRP (1) 310' and 'sapdrp INS'.

2. Click the **Get Variant...** button  .



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ABAP: Variant Directory of Program RFFOAVIS_FPAYM

Variant name	Short description
COP_ACH_PRINT	COP_ACH_PRINT
COP_ACH_STMT	CoP ACH Advice Note
NNJ_PDME_SIM	test
PCS_HR_US_OC	PCS 470 US Create advices
PCS_HR_US_OC	HRBPUS Create Advice
PCS_HR_US_OC	PCS 470 US Create advices
TEST	Test
TEST ACH	Test ACH

3. Double-click the **COP_ACH_STMT CoP ACH Advice Note** list item to select the variant
COP_ACH_STMT CoP ACH Advice Note



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Payment Medium - Correspondence for Generic Payment Medium Program

The screenshot shows the SAP interface for the transaction 'Payment Medium - Correspondence for Generic Payment Medium Program'. The screen is divided into several sections:

- Program run date:** A date field with a matchcode icon.
- Identification feature:** A text field.
- Proposal run only:** A checkbox.
- Company code selection:** Fields for 'Paying company code' and 'Sending company code', each with a 'to' field and a selection arrow.
- Further selections:** A list of fields including 'Payment method' (P), 'Pmt meth. supplement', 'House Bank' (WEFA), 'Account ID' (PY), 'Currency', 'Personnel Number', 'Vendor', 'Customer', and 'Payment document no.', each with a 'to' field and a selection arrow.
- Output control:** Fields for 'Number of Sample Printouts', 'Printer' (LOCL), 'Correspondence sort variant', 'Line items sort variant', 'Altern.SAPscript P Advice Form' (ZHRS_PAYACH), and 'Alternative PDF P. Advice Form', along with a 'Print Immediately' checkbox.

The status bar at the bottom right shows 'DRP (1) 310 sapdrp INS'.

4. Click the **Program run date** matchcode  .
5. Start the transaction using the menu path or transaction code.



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Automatic Payment Transactions: Overview (2) 204 Entries found

The screenshot shows the SAP SAPDRP OVR interface. The title bar reads 'Automatic Payment Transactions: Overview (2) 204 Entries found'. The main window is titled 'Payment Medium - Correspondence for Generic Payment Medium Program'. On the left, there are various selection and control options. The central area displays a table of payment transactions.

Run On	ID	Payment run status
06/05/2009	12375P	Payment run has been carried out
06/05/2009	12421P	Payment run has been carried out
06/04/2009	13351P	Payment run has been carried out
06/04/2009	15113P	Payment run has been carried out
06/04/2009	15132P	Payment run has been carried out
05/21/2009	09364P	Payment run has been carried out
05/20/2009	14335P	Payment run has been carried out
05/19/2009	14112P	Payment run has been carried out
05/19/2009	14121P	Payment run has been carried out
05/19/2009	14144P	Payment run has been carried out
05/19/2009	14145P	Payment run has been carried out
05/19/2009	14151P	Payment run has been carried out
05/19/2009	14152P	Payment run has been carried out
05/19/2009	14364P	Payment run has been carried out
05/19/2009	14375P	Payment run has been carried out
05/19/2009	14385P	Payment run has been carried out
05/18/2009	11360P	Payment run has been carried out
05/14/2009	11094P	Payment run has been carried out
05/14/2009	11155P	Payment run has been carried out

At the bottom of the table, it indicates '204 Entries found'. The status bar at the bottom right shows 'DRP (2) 310 sapdrp OVR'.

6. Double-click **5/21/2009 09364P Payment run has been carried out** list item **05/21/2009 09364P Payment run has been carried out**.



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Payment Medium - Correspondence for Generic Payment Medium Program

The screenshot shows the SAP interface for the 'Payment Medium - Correspondence for Generic Payment Medium Program'. The window title is 'Payment Medium - Correspondence for Generic Payment Medium Program'. The menu bar includes 'Program', 'Edit', 'Goto', 'System', and 'Help'. The status bar at the bottom right shows 'DRP (2) 310', 'sapdrp', and 'OVR'. The main content area is divided into several sections:

- Program run date:** 05/21/2009
- Identification feature:** 09364P
- Proposal run only
- Company code selection:**
 - Paying company code: [] to []
 - Sending company code: [] to []
- Further selections:**
 - Payment method: P to []
 - Pmt meth. supplement: [] to []
 - House Bank: WEFA to []
 - Account ID: PY to []
 - Currency: [] to []
 - Personnel Number: [] to []
 - Vendor: [] to []
 - Customer: [] to []
 - Payment document no.: [] to []
- Output control:**
 - Number of Sample Printouts: []
 - Printer: LOCL
 - Correspondence sort variant: []
 - Line items sort variant: []
 - Altern.SAPscript P Advice Form: ZHRS_PAYACH
 - Alternative PDF P. Advice Form: []
 - Print Immediately

7. Click **Execute** button  .
8. Double-click **Payment Advice Note Sent by Post** list item
Payment Advice Note Sent by Post



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Output Controller: List of Spool Requests

The screenshot displays the SAP Output Controller interface. The title bar reads "Output Controller: List of Spool Requests". The main area contains a table with the following data:

System	Spool no.	Type	Date	Time	Status	Pages	Title
<input type="checkbox"/> DRP	23908		06/05/2009	12:48	-	2	Payment advices

The status bar at the bottom right shows "DRP (2) 310" and "sapdrp OVR".

9. Click **Type** button . The *Print Preview of LOCL 00001 of 00002* screen displays.



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Print Preview of LOCL Page 00001 of 00002

The screenshot shows the SAP Print Preview interface for a Direct Deposit Advice Spool. The window title is "Print Preview of LOCL Page 00001 of 00002". The SAP logo is visible in the top right corner. The main content area displays the following information:

City of Portland, Oregon
1160/PKPR000037/

John Ventura

Direct Dep No: 100022-04152009
Personnel No : 100022

HOURS AND EARNINGS			
Description	Hours	Earnings	YTD Earnings
Regular Salary Pay	72.00	1,873.61	14,962.80
Paid Absences	8.00	208.18	1,665.44
Other Payments		4,163.56	

DEDUCTIONS					
Description Pre-Tax	Current	Year-to-Date	Description Post-Tax	Current	Year-to-Date

DEPOSITS			
Description	Deposit Amount	Description	Deposit Amount
Check	3,751.93		

TAX REPORTING INFORMATION Q U O T A S

DRP (2) 310 sapdrp OVR

10. Click **Back** button .



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System	Spool no.	Type	Date	Time	Status	Pages	Title
<input type="checkbox"/> DRP	23908		06/05/2009	12:48	-	2	Payment advices

The status bar at the bottom right shows "DRP (2) 310 sapdrp OVR".

11. Click **Back** button  .



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Payment Medium - Correspondence for Generic Payment Medium Program

The screenshot shows the SAP SAPDRP OVR screen. The title bar reads "Payment Medium - Correspondence for Generic Payment Medium Program". Below the title bar is a menu bar with "List", "Edit", "Goto", "System", and "Help". A toolbar contains various icons for file operations. The main content area displays "Overview of the lists generated" and a table with the following data:

Name	Dataset	Spool Number	Number
Payment Advice Note Sent by Post	LIST5S	23908	1

The status bar at the bottom right shows "DRP (2) 310", "sapdrp", and "OVR".

12. Click **Back** button  .

13. Click **Exit** button  .



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Result

You have successfully created a Direct Deposit Advice Spool.