



PC00_M10_CDTC

Work Instruction

PC00_M10_CDTC - Pre-Process DME

Purpose

Use this procedure to create the payment data file for the DME (Data Medium Exchange) process.

Trigger

Perform this procedure when payroll is exited.

Prerequisites

Payroll is run without errors.

Menu Path

Use the following menu path to begin this transaction:

N/A

Transaction Code

PC00_M10_CDTC

Helpful Hints

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



PC00_M10_CDTC - Pre-Process DME

Procedure

1. Start the transaction using the menu path or transaction code. The *Data Medium Exchange Preliminary Program (USA)* screen displays.

Data Medium Exchange Preliminary Program (USA)

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

Field	R/O/C	Description
Payroll area	R	A group of employees for whom the payroll is to be run on the same date regardless of their status. Example: z1


3. Select **Other period** radio button Other period .



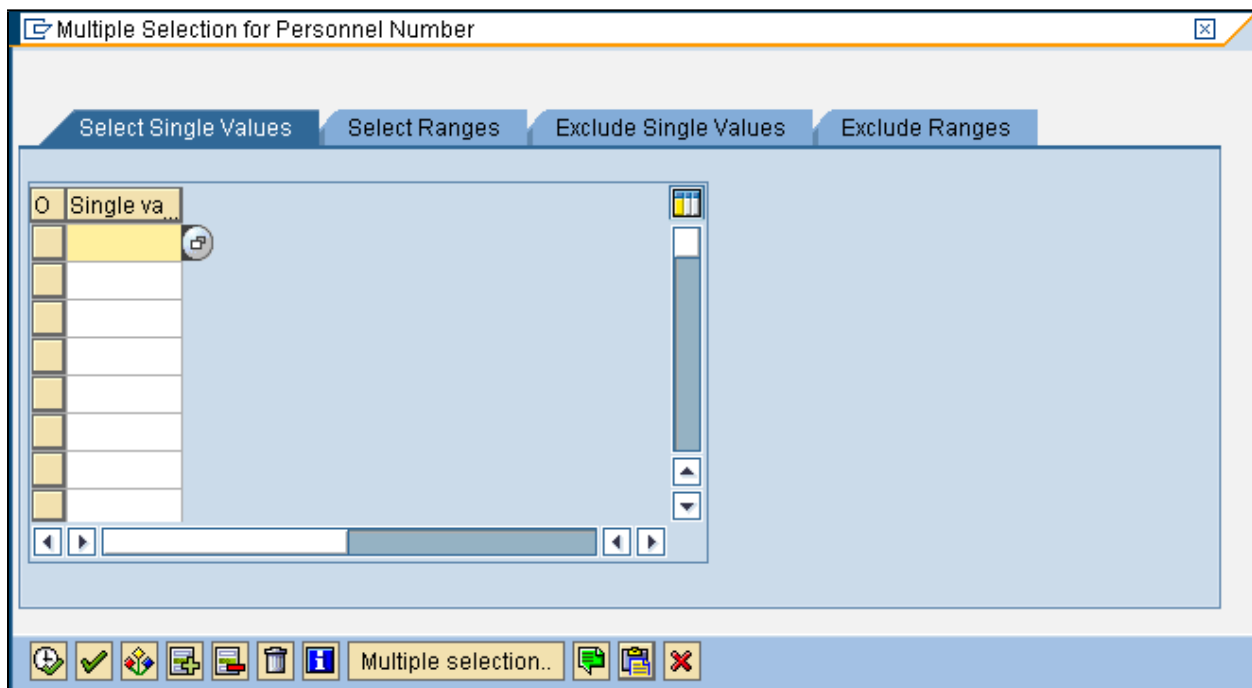
PC00_M10_CDTC - Pre-Process DME

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

Field	R/O/C	Description
Payroll period	R	Period for which regular payroll is run. Example: 8
Payroll year	R	The year in which the payroll period exists. Example: 2009

5. Click **Personnel Number Multiple Selection** button . The *Multiple Selection for Personnel Number* dialog box displays.

Multiple Selection for Personnel Number



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

Field	R/O/C	Description
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PC00_M10_CDTC - Pre-Process DME

Field	R/O/C	Description
Single value	R	Individual value used to create a list, e.g., personnel or vendor number. Example: 110056

7. Click **Upload from Clipboard** button

If you have copied data from another transaction or program, use the **Upload from Clipboard** button to populate the list.

8. Click **Copy** button

Data Medium Exchange Preliminary Program (USA)

The screenshot shows the SAP Data Medium Exchange Preliminary Program (USA) interface. The window title is "Data Medium Exchange Preliminary Program (USA)". The interface includes a menu bar (Program, Edit, Goto, System, Help) and a toolbar with various icons. The main content area is divided into several sections:

- Selections from:** Search helps, Sort order
- Payroll period:** Payroll area Z1 from 04/02/2009 To 04/15/2009. Radio buttons for Current period and Other period (selected). Other period value: 8 2009.
- Selection:** Personnel Number 110056, Payroll area.
- Additional data:** Special run, Wage type, Payment method, Test (checked), Set flag for transfers (checked), Repeat run: Date, Time 00:00:00, Flagged records only (unchecked), Payroll form UF01/A IX/J1/B/, Payroll form for check UF01/A IX/J1/B/, Payslip on pay advance note (unchecked), Payroll form for advice UF01/A IX/J1/B/.
- Log:** List (selected).

The status bar at the bottom shows "QR2 (3) 530", "sapqr2", "INS", and a printer icon.




PC00_M10_CDTC - Pre-Process DME

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

Field	R/O/C	Description
Payroll area	R	A group of employees for whom the payroll is to be run on the same date regardless of their status. Example: Z1

10. Click **Execute** button . The screen updates.

 Ensure the **Test** check box is selected.

Data Medium Exchange Preliminary Program (USA)

The screenshot displays the SAP Data Medium Exchange Preliminary Program (USA) interface. At the top, the SAP logo and menu options (List, Edit, Goto, System, Help) are visible. The main content area shows the following information:

- Employee ID:** 00110056 Eric Engstrom
- Transfer Information:** No WType, Amount PM, Pay_key, Payee text, Transfer, Cty Bank code, Zip, City
- Account Information:** C Account number, Purpose
- Payment Details:** 01 / 559, 5,202.83 P, 01 00/00/0000 00:00:00 US 323075097, 01 000250130, 01
- Client Information:** US Pre-Configured Client, 3999 West Chester Pike, Newtown Square, PA 19073
- Payment Summary:**

CPay Type	Regular payroll	unt =	Gross	Taxes	Deds.
-Pay Period	-01/22/2009	-02/04/2009			
Pay Freq	Z1 CoP Bi-Weekly				
Pers.No	-00110056				
- Payment Schedule:**



Pay Date	Dep/Chk Number	Net	Gross	Taxes	Deductions
02/12/2009	110056-0204200	Current: 2,601.42	5.56	1,208.63	31.51
		YTD: 5,202.94	394.72	2,417.16	51.90
- Earnings Summary:**

Rate	Retro-active Hours	Amount	Rate	Current Period Hours	Amount	Year To Date Amount
EARNINGS						

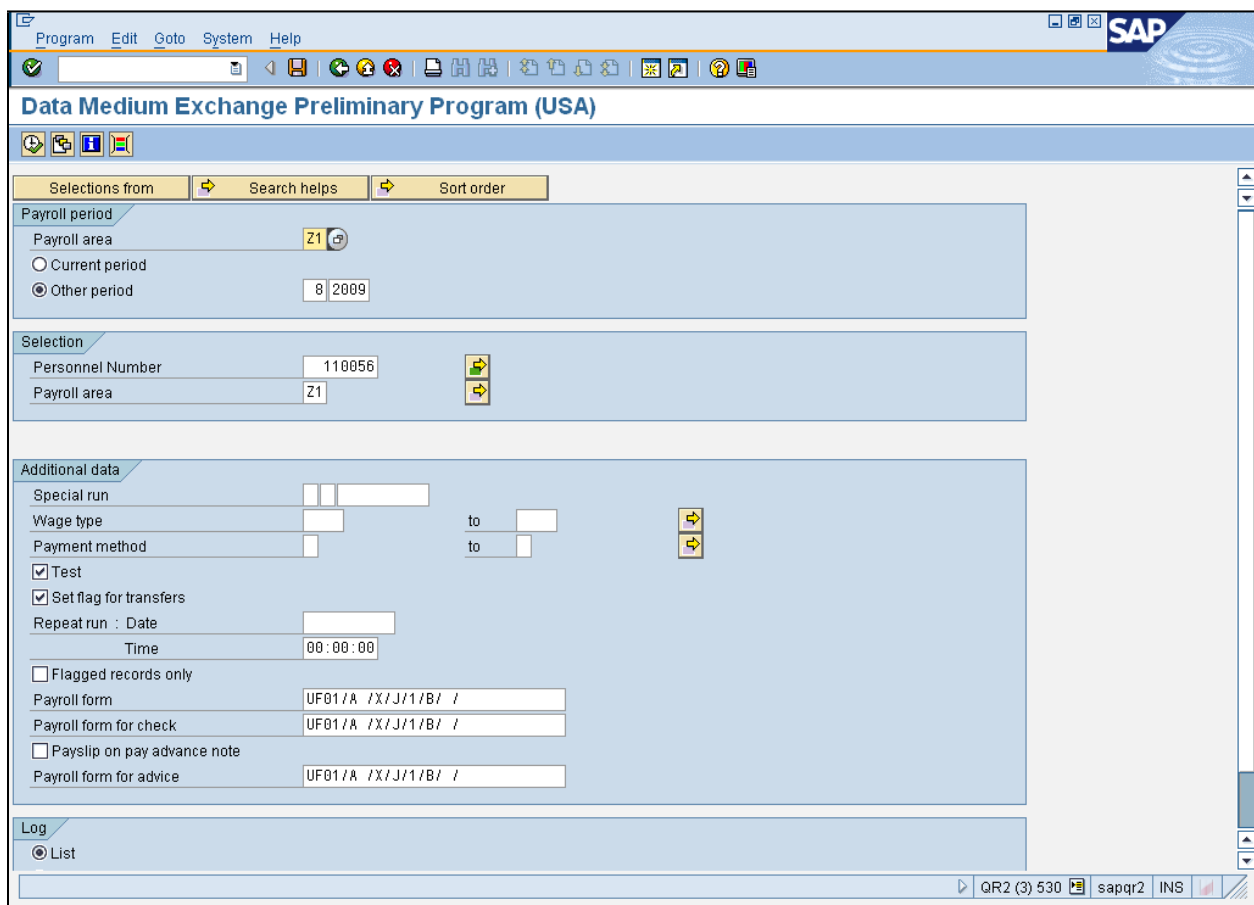
The bottom status bar shows: QR2 (3) 530, sapqr2, INS.



PC00_M10_CDTC - Pre-Process DME

- 11. Click **Down Arrow** button  to view additional information.
- 12. Click **Back** button .


Data Medium Exchange Preliminary Program (USA)



The screenshot shows the SAP Data Medium Exchange Preliminary Program (USA) interface. The window title is "Data Medium Exchange Preliminary Program (USA)". The menu bar includes "Program", "Edit", "Goto", "System", and "Help". The toolbar contains various icons for navigation and actions. The main area is divided into several sections:

- Payroll period:** Payroll area is set to "Z1". Radio buttons for "Current period" and "Other period" are present. The "Other period" is selected with the value "8 2009".
- Selection:** Personnel Number is "110056" and Payroll area is "Z1".
- Additional data:** Special run, Wage type, and Payment method fields are present. The "Test" checkbox is checked. "Set flag for transfers" is also checked. Repeat run: Date and Time (00:00:00) are shown. "Flagged records only" is unchecked. Payroll form, Payroll form for check, and Payroll form for advice are all set to "UF01/A /X/J/1/B/ /".
- Log:** The "List" radio button is selected.

The status bar at the bottom right shows "QR2 (3) 530", "sapqr2", "INS", and a red error icon.

- 13. Uncheck **Test** check box Test .
- 14. Click **Execute** button .



PC00_M10_CDTC - Pre-Process DME

Data Medium Exchange Preliminary Program (USA)

SAP

List Edit Goto System Help

Data Medium Exchange Preliminary Program (USA)




US Pre-Configured Client
3999 West Chester Pike
Newtown Square, PA 19073

Eric Engstrom
4518 N WILLIAMS
PORTLAND OR 97217

Pay Date	Dep/Chk Number	Net	=	Gross	-	Taxes	-	Deductions
02/12/2009	110056-0204200	Current: 2,601.42	=	5.56	-	1,208.63	-	31.51
		YTD..... 5,202.94	=	394.72	-	2,417.16	-	51.90

Rate	Retro-active Hours	Amount	Rate	Current Period Hours	Amount	Year To Date Amount
EARNINGS						
GROSS						
					5.56	11.12
						383.60
*** Total Earnings					5.56	394.72
EMPLOYEE TAX DEDUCTIONS						
TAX-EXEMPT DEDUCTIONS						

QR2 (3) 530 sapqr2 INS

15. Click **Down Arrow** button  to view additional information.
16. Click **Back** button  .
17. Click **Exit** button  .



PC00_M10_CDTC

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PC00_M10_CDTC - Pre-Process DME

Result

You have successfully created the payment data file for pre-DME.