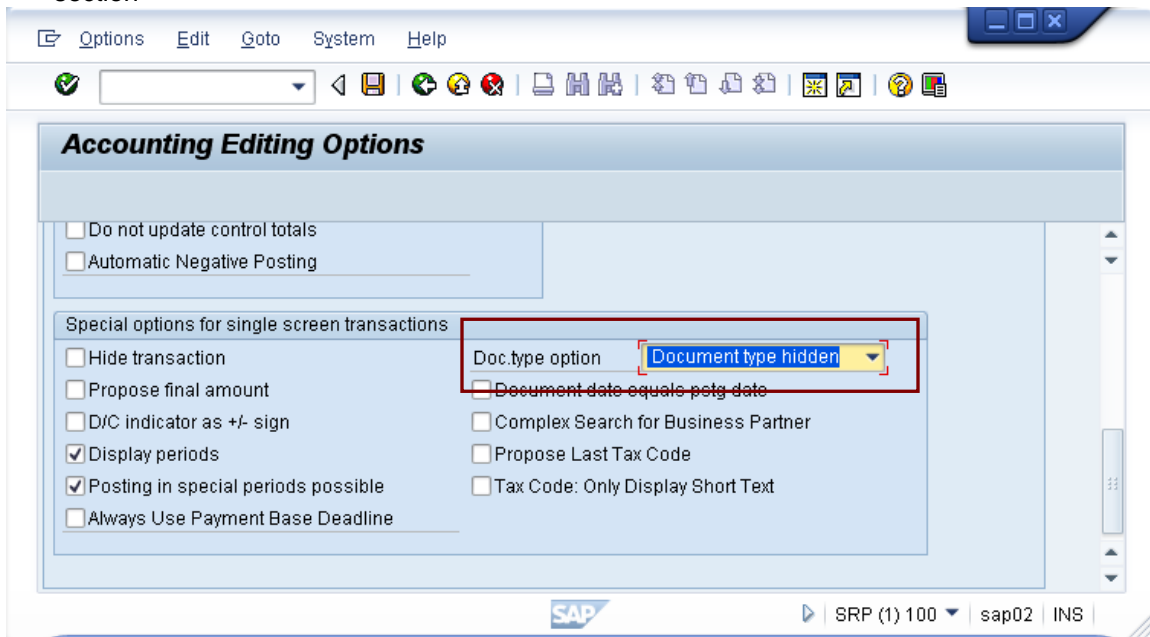
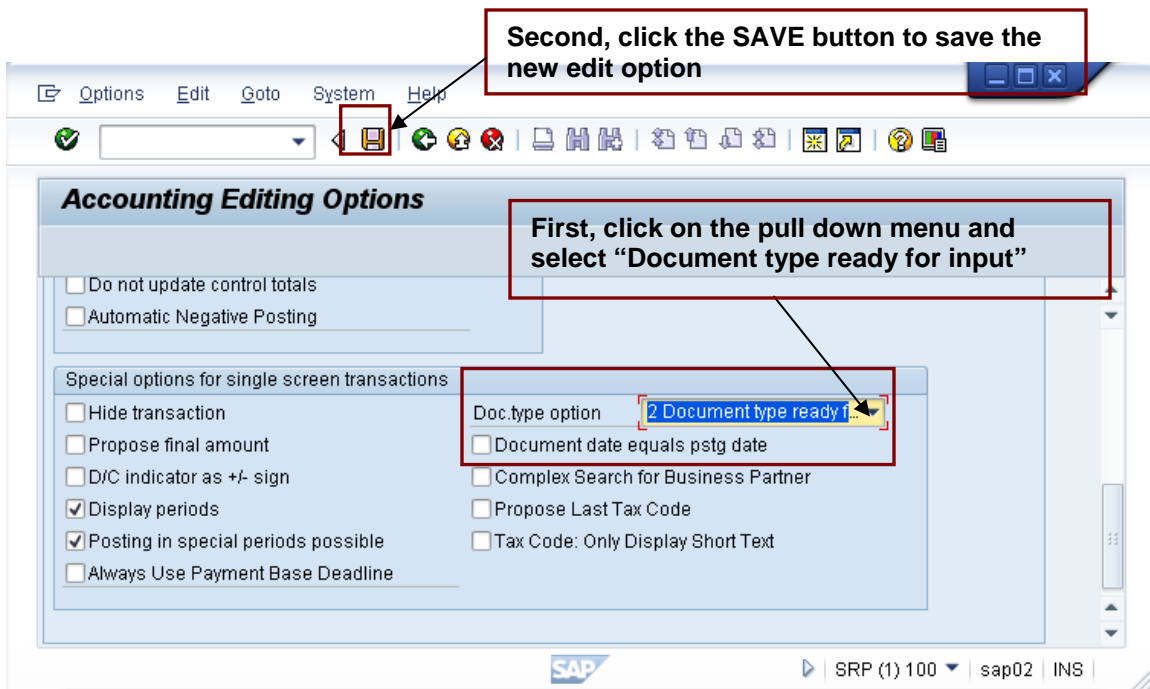


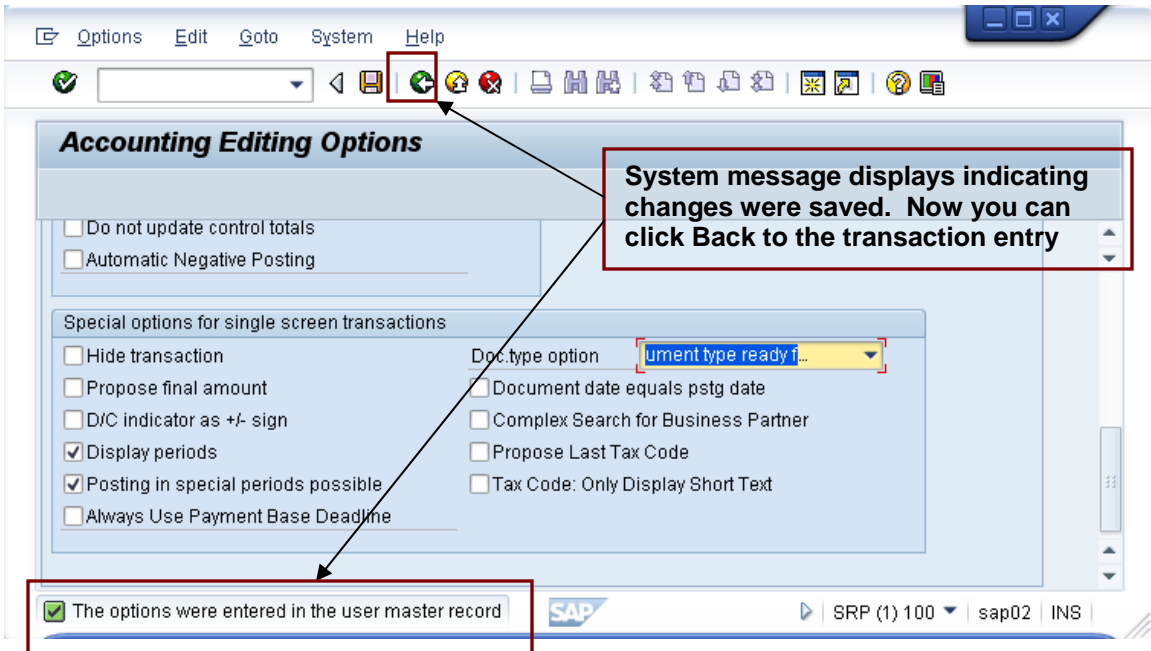
3. Go to the “Doc Type Option” field in the “Special Options for Single Screen Transactions” section



4. Click on the pull down menu and select “Document type ready for input”
5. Next, click the SAVE button. This should permanently save the new edit option.
 - a. If you just click the Back button (green arrow) and don't click Save, the change will go away when you log off SAP.



6. The system message “The options were entered in the user master record” should display
7. Now you click the Back button (green arrow) to return to the transaction entry screen



The Document Type field should be displayed and ready for input.

