





## Reading Sample

In this reading sample you'll discover the various options available for accessing archived data. With information on tools like the Archive Explorer and the Document Relationship Browser, you'll uncover your data in no time.

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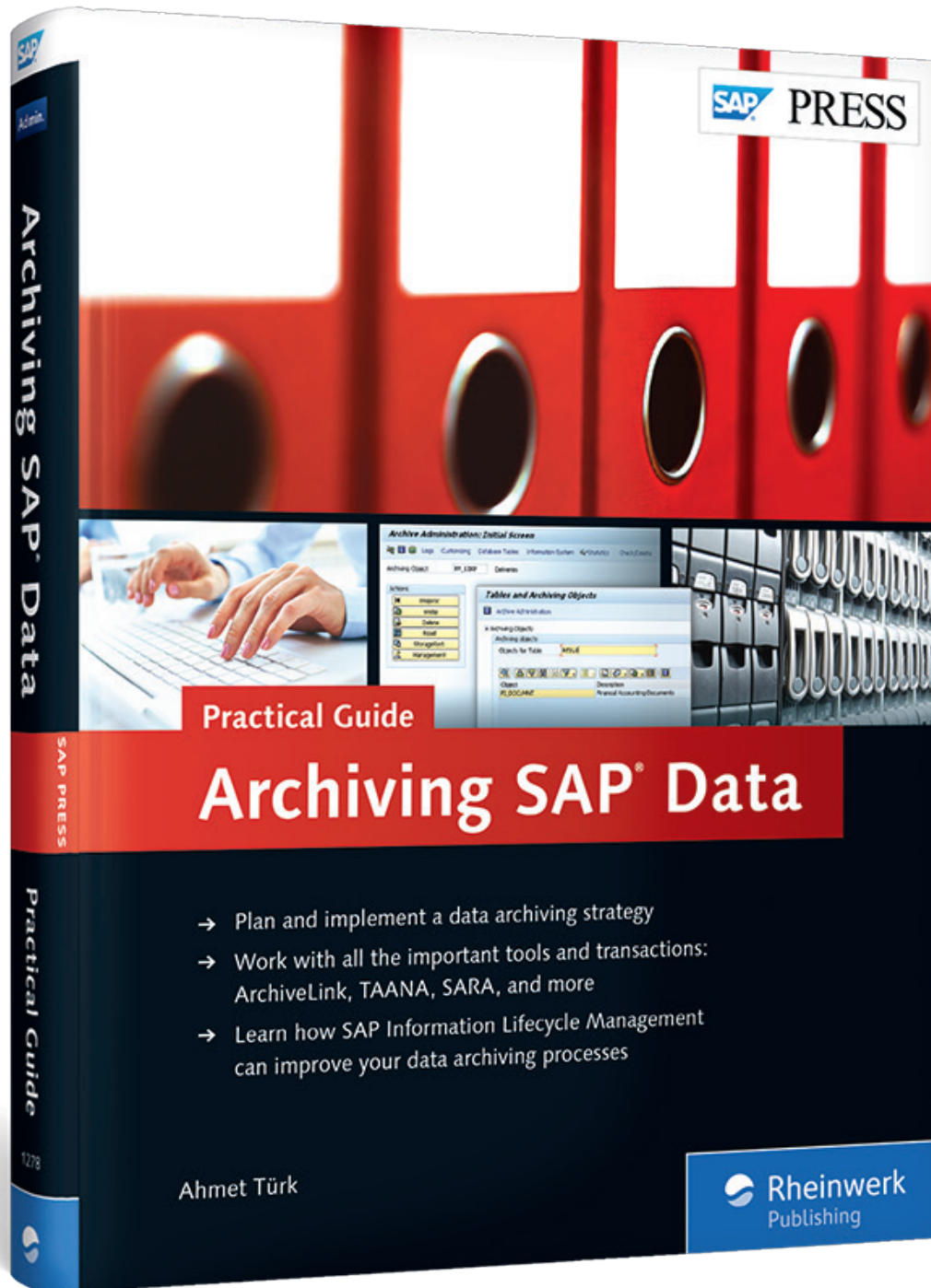
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### Archiving SAP Data—Practical Guide

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*Like for data storage, you have many selection options available for accessing archived data. Depending on the respective SAP data archiving object, there are some specifics that you should observe.*

### **3 Access Options for Archived Data**

Accessing archived data after SAP data archiving is highly significant within the archiving process. Archiving SAP data doesn't make much sense if you don't have the option to appropriately access the archive. However, the quality of the display from the archive is usually not as good as the display from the database. Depending on the SAP archiving object used, the corresponding transactions cannot display the data from the archive in the format that users are accustomed to. Either not all information in archived documents is displayed or certain transactions are not able to read from the archive. Also, the alternative access options for archive access are not very user-friendly in many cases. As a result, users may be dissatisfied with the archive access and ultimately decide against SAP data archiving.

For this reason you should evaluate all possible access options to optimally define archive access for the user. Only then can you convince the users and obtain approval for data archiving. In this chapter, we'll take a closer look at the various options using examples and find out which alternative access options you can revert to if individual solutions exhibit weak points. The goal of SAP data archiving is to provide access in such a way that the users can support data archiving.

#### **3.1 Read Programs**

Read programs provide sequential access to archive files. In other words, you can access archive files in sequence until you've found the

Sequential data  
access

document numbers that have been entered in the selection criteria. In case of direct access, however, you would access an individual document using an archive infostructure. In Transaction AOBJ, you can display the read program that was defined for the respective archiving object. Figure 3.1 shows the read program that was assigned to the SD\_VBAK archiving object.

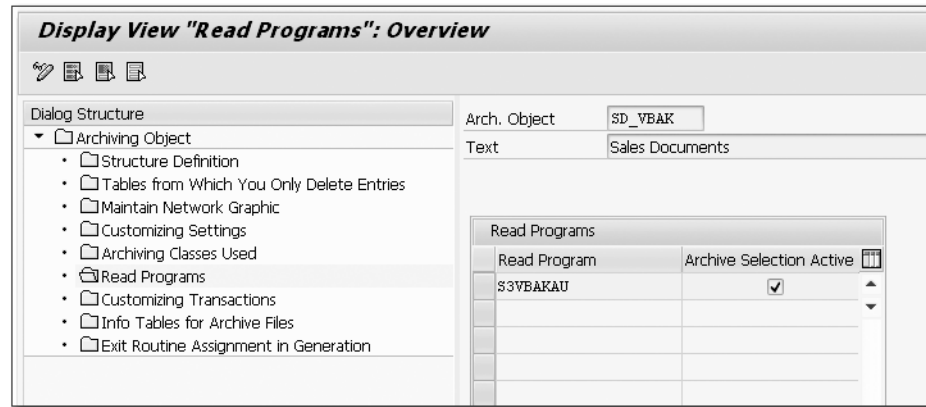


Figure 3.1 Displaying Assigned Read Programs in Transaction AOBJ

Display and maintenance via Transaction AOBJ

For the SAP data archiving object SD\_VBAK, for example, the S3VBAKAU READ PROGRAM is used in the SAP standard. Alternatively, you can also develop your own read programs and store them at this location in Customizing. If you select the ARCHIVE SELECTION ACTIVE column in the overview of the read programs, you enable the users to restrict their selection to specific archive files or archiving runs when executing the program. This accelerates the display. This procedure assumes, however, that a descriptive note for an archiving run is available to determine the archive files that contain the desired documents. Otherwise, no results will be returned by the search if it is restricted to the wrong files. In the following, we'll discuss the read program using an example.

Entry via Transaction SARA

To utilize the read program, call Transaction SARA:

1. Again, enter the "SD\_VBAK" ARCHIVING OBJECT in the corresponding field as an example, and select the READ action (see Figure 3.2).

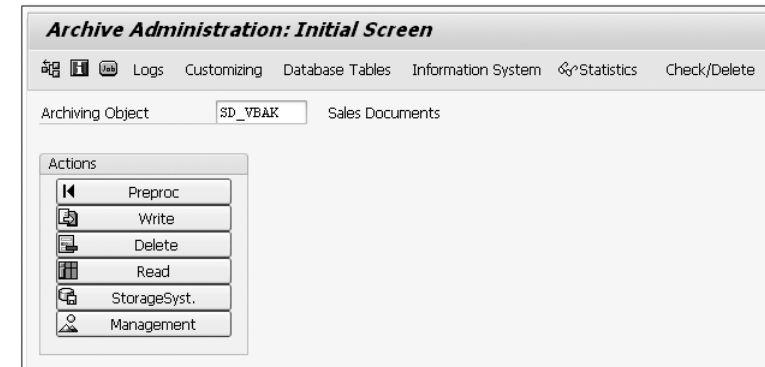


Figure 3.2 Actions for the SD\_VBAK Archiving Object in Transaction SARA

2. In the subsequent dialog window, you can start the S3VBAKAU read program in the background or in DIALOG mode. To be able to run the read program in the background, choose the value BATCH in the BACKGROUND/DIALOG field (see Figure 3.3). Because the selection using read programs can take some time, the benefit of running it as a background is that you can schedule this job at any point in time. In our example, we opt for the value DIALOG.

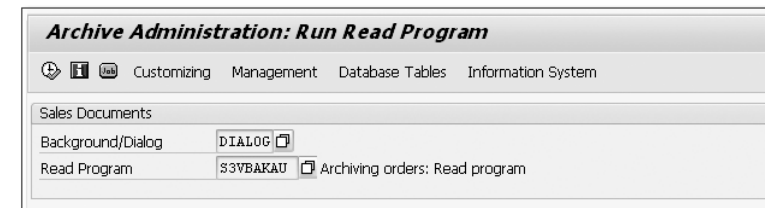


Figure 3.3 Starting the Read Program S3VBAKAU in Dialog Mode

3. Click on the EXECUTE button . Because we selected DIALOG mode, the system displays a selection screen (see Figure 3.4).

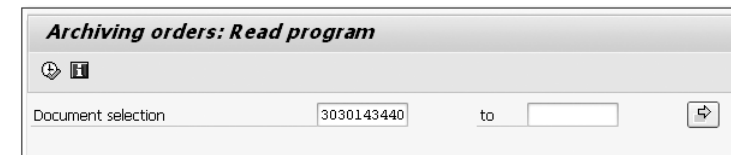


Figure 3.4 Selecting Archived Orders


4. In the DOCUMENT SELECTION field, use a document number to choose a specific order, for example, 3030143440, and click on the EXECUTE button  (see Figure 3.4).
5. This opens a dialog window for selecting files (see Figure 3.5). Note that the DOCUMENT SELECTION of the previous step doesn't impact the file selection. The system displays all files that match the selected archiving object. In this dialog window, you must now indicate the SESSIONS AND FILES that contain the documents you are looking for. Otherwise, the result list will be empty (see Figure 3.6).



Figure 3.5 Selecting Archive Runs and Files

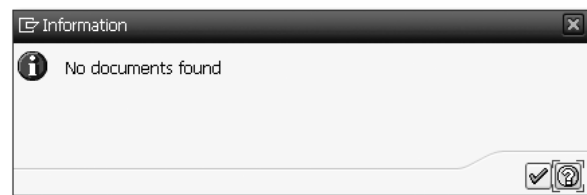



Figure 3.6 Empty Result List in the Read Program

### Selecting the Correct Sessions and Files

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To be able to select the correct sessions and files at this point, the sessions must have been provided with a descriptive NOTE during archiving (for instance, fiscal year, organizational unit, document number intervals, etc.), which you can use to simplify the selection of files. You can enter a note for the session and for each individual file. You can update and change notes at any time in Transaction SARA using the MANAGEMENT ACTION (see Figure 3.2). For this purpose, you must select the relevant session or files and click on the DETAIL button . In the NOTES field, you can enter any text to roughly describe the file's content (see Figure 3.7).

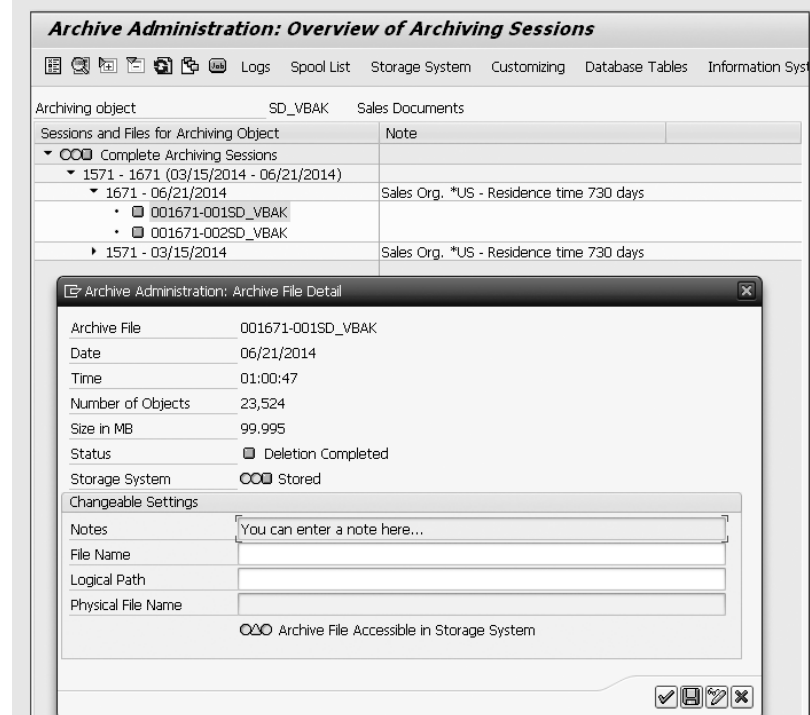


Figure 3.7 Maintaining Notes for a File

6. Alternatively, you can also select all sessions and files (see Figure 3.5). This way you can ensure that your document is included in one of the files. However, this considerably prolongs the runtime of the read program.

7. After the document has been read from the archive, the evaluation of Figure 3.8 is displayed as the result.

Archiving orders: Read program				
Archiving orders: Read program				1
Sold-to	3350894			
PO Number	200766	PO date	11/16/2009	
Order	3030143440	Net value	7,000.00 EUR	
Item	Material	Order Qty	Unit of meas.	Description
000010	1009994	25	KG	FLUSSSPATMEHL LS.....SILO

Figure 3.8 Result of the Read Program for Archived SD Orders

Display in the read program

The evaluation differs considerably from the display via Transaction VA03 (Display SD Order). The read program provides only a minor subset of available information from the SD order.

In summary, read programs require a certain level of accuracy from the user during selection so that the user can access the archived data. If you mark sessions and archive files incorrectly, you run the risk of causing long runtimes for access or that no data is displayed at all. Read programs are no longer first choice for archiving objects that are used very frequently. The archive access has been optimized for many archiving objects in previous years and now presents itself in the form of direct access; that is, the users access the archive directly from the display transactions. User interaction is not required in most cases because automatic archive access can be defined as a default value in Customizing.

### 3.2 Direct Access

Access using a transaction

Direct access is an option for accessing archived data, which is much more convenient compared to the read programs. This is discussed in more detail in this section. Direct access takes place within an SAP transaction and is the most frequently used method for displaying data in an SAP system. Many transactions can read data not only from the database but also from the archive. Transaction VA03 is an example for displaying sales documents.

Although Transaction VA03 can read data from the archive, some restrictions still apply to this process. These restrictions are listed in SAP Note 577162 (Display Archived Orders via VA03) and can also be found in the SAP documentation for the SD\_VBAK archiving object. We'd like to point out two critical restrictions that you'll encounter when displaying archive data in the subsequent example:

Access restrictions

- ▶ Display the document flow
- ▶ Display texts

To illustrate the restrictions, we call an archived SD order in Transaction VA03:

Display archived data

1. Call Transaction VA03, and enter the name of the archived SD order, for example, "3030143440," in the ORDER field (see Figure 3.9). Press  to confirm.



Figure 3.9 Calling the Archived Sales Order

2. The following error message is displayed in the status bar: "SD document 3030143440 is not in the database or has been archived" (see Figure 3.10). You receive this message whenever the SD order does not exist in the database.

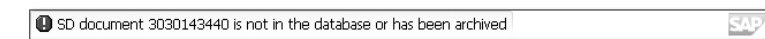


Figure 3.10 Error Message When Displaying an Archived SD Order in Transaction VA03



- To be able to access archived documents via direct access, you must build and activate an archive infostructure. This process is described in Section "Archive Information System" on page 144. If this structure is not built, the said error message appears.
- Let's assume that the archive infostructure is active and built. If you search for the archived object in this case, you receive the same message in the status bar (but not marked as an error message): SD document 3030143440 is not in the database or has been archived. So the SD document was read from the archive and is displayed (see Figure 3.11).

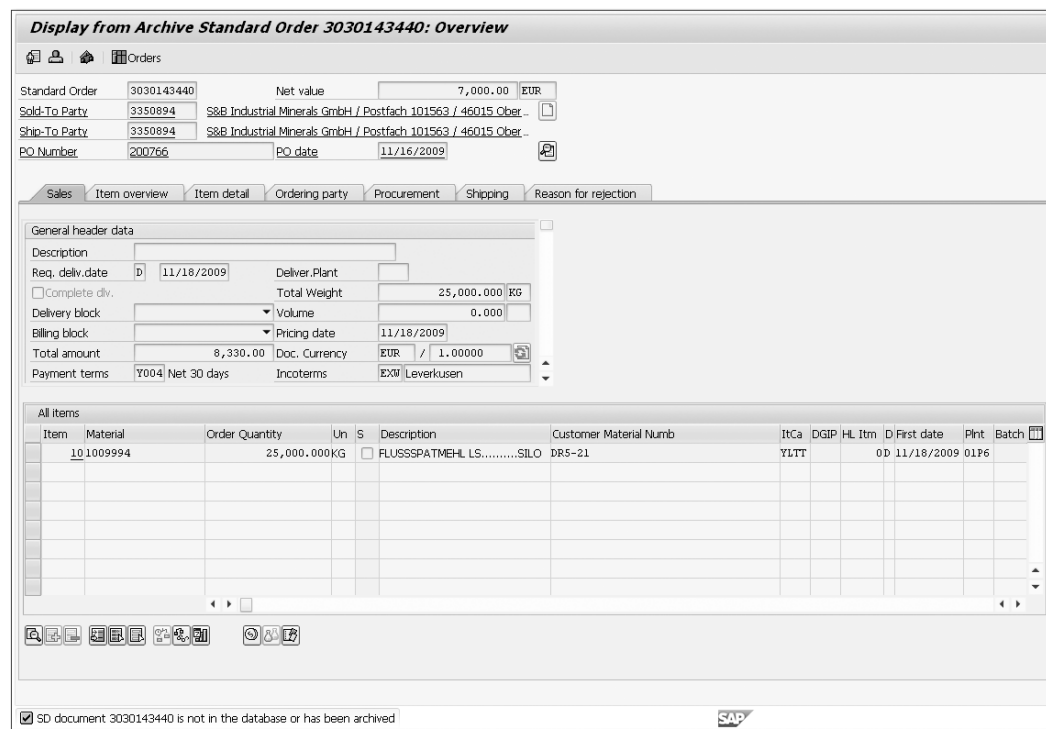



Figure 3.11 Display of an SD Order from the Archive

### » Missing Display of the Document Flow in Transaction VA03

In the sales overview, you can determine at the top left that the document flow button  (see Figure 3.9) does not exist, which means that you can no longer navigate directly from the SD order display to the document flow.

Since release SAP R/3 4.7, you can use Transaction VA03 to read from the archive. Prior to that, only the S3VBAKU read program was available. Unfortunately, the document flow button has not been implemented by SAP. But the document flow is an important source for the user, for example, to view the linked documents of financial accounting and their statuses. Deliveries and billing documents for the SD order, which are essential for the user, are displayed in the document flow.

- Now double-click item 10 to navigate to the item data. Here, the TEXTS tab for the SD orders that have already been archived can no longer be opened (see Figure 3.12). Texts are usually subdivided into various text types and languages. In these fields, you can, for example, save important notes on a customer or granted discounts, which the administrator will be able to view. You should also factor this restriction in when you consider the archiving of the SD\_VBAK object.

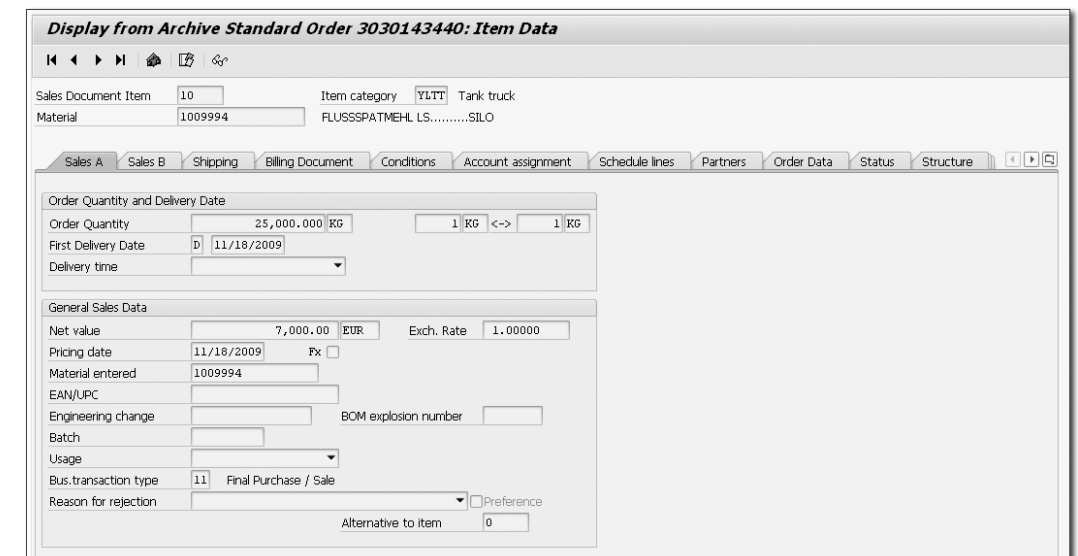
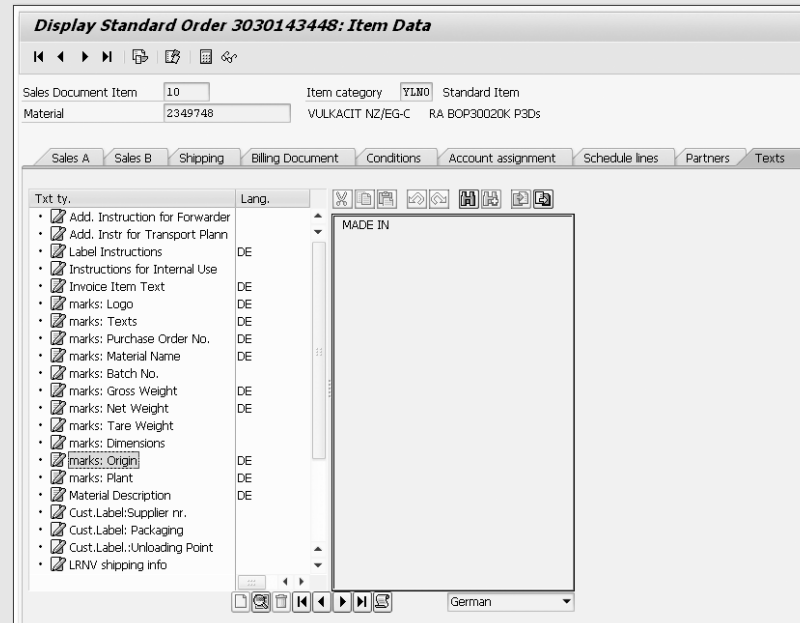


Figure 3.12 Navigating to the Item Data without the "Texts" Tab

**»»** Comparison with the Display of Non-Archived Data

By contrast, a non-archived SD order that displays the TEXTS tab, including various text types and languages, looks as shown in Figure 3.13.



**Figure 3.13** Texts Tab in a Nonarchived SD Order

Alternative access options

But which options are available to bypass such weak points and to provide full, user-friendly access to data? We'll continue our example of document flows and texts. SAP provides an alternative access option in the SAP standard to display the document flow. The *Document Relationship Browser* (DRB) is available for this purpose. It is discussed in more detail in Section "Document Relationship Browser" on page 157. SAP doesn't yet provide any convenient default solution for displaying texts in the SD order. If you can't omit the display of texts after SAP data archiving, you can choose from the following three options:

- ▶ Develop your own transaction for displaying from the archive
- ▶ Use archive add-ons (see Section 3.6)
- ▶ Utilize the technical view in Archive Explorer (see Section 3.3.1)

With the example of Transaction VA03, you learned that a transaction with automatic archive access doesn't necessarily provide the same functions for accessing archived data as for accessing non-archived data. It is essential to discuss weak points of important transactions with the user department at an early stage and take appropriate measures if the weak points involve critical functions. We recommend checking all display transactions for weak points, for instance, missing or restricted archive access prior to archiving. The restrictions with regard to archive access are documented for all data archiving objects in the SAP documentation and in SAP Notes. Therefore, by all means, take the time and read the SAP Notes to prepare appropriate measures.

Coordinate critical functions with the user department

You can archive various SD document categories using the SD\_VBAK archiving object. By default, some SD document categories are displayed in a transaction other than VA03, which can't access the archive at all or only with restrictions (see Table 3.1). Here too you must take appropriate measures to convince the user department of the necessity of archiving.

Further restrictions

SD Document Category	Description	Display Transaction
A	Query	VA13
B	Offer	VA23
C	Order	VA03
E	Scheduling agreement	VA33
G	Contract	VA43

**Table 3.1** SD Document Categories with Restrictions for Archive Access

If the amount of data is not very high, you can exclude SD document categories with major archive access restrictions from archiving by adapting the selection variant for the SD\_VBAK archiving object accordingly. Alternatively, you can also implement archiving as planned and utilize another access method. The archive information system for archive access, which is presented in the following section, is available for all SAP data archiving objects.

### 3.3 Archive Information System

The archive information system (AS) indexes the archive files and uses them to generate archive infostructures for displaying archived data records. You can't access your archived data without generating archive infostructures. For this reason, the AS must be set up immediately after the archive files have been created.

**Transaction SARI** You can call the AS using Transaction SARI. You can see the initial screen in Figure 3.14.



**Figure 3.14** Central Management of the Archive Information System in Transaction SARI

The AS is subdivided into the following three areas, which we'll discuss in more detail in the following sections:

- ▶ Archive Explorer
- ▶ Status (status management)
- ▶ Customizing (Archive Retrieval Configurator)

#### 3.3.1 Archive Explorer

**Requirements** The Archive Explorer is the central entry point for displaying archived data of all SAP data archiving objects. Before you can use the Archive Explorer, however, you must first check the Customizing settings and adapt them if necessary. This procedure is described in Section 3.3.3. Additionally, you must activate and build at least one archive infostructure for each SAP data archiving object used. This is outlined in Section 3.3.2.

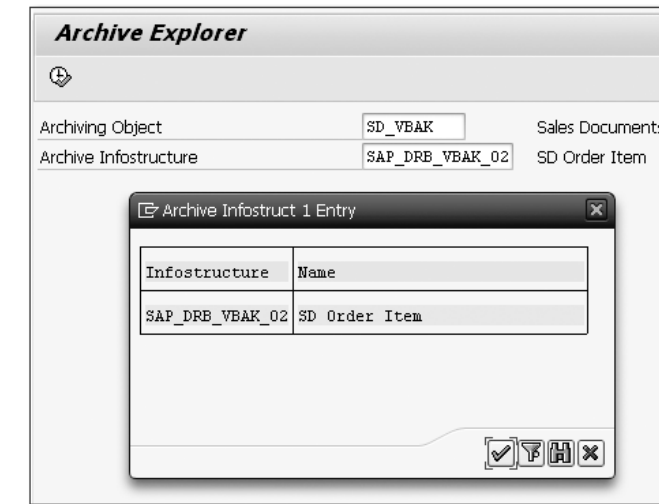
**Area of use** In real life, the Archive Explorer is deployed whenever no direct access or read programs are provided for the data archiving object used. The Archive Explorer is thus the only access option for such data archiving objects. The quality of display varies considerably for each SAP data

archiving object. In most cases, however, it is sufficient for the user department's requirements.


To call, for example, an archived sales document via the Archive Explorer, proceed as follows:

1. Call the Archive Explorer using Transaction SARE. Figure 3.15 shows the initial screen.

Archive access via the Archive Explorer



**Figure 3.15** Entry via Transaction SARE (Archive Explorer)

2. Initially, enter the ARCHIVING OBJECT "SD\_VBAK" that you want to access, and press **Enter** to confirm.
3. An active archive infostructure is displayed immediately in the ARCHIVE INFOSTRUCTURE field. If several activated archive infostructures exist for the data archiving object, you must pick one archive infostructure. In our example, only the SAP\_DRB\_VBAK\_02 infostructure is active. You can only choose one archive infostructure in this field, because the archive infostructure determines the selection screen. To navigate to the selection screen for the archive infostructures (see Figure 3.16), click on the EXECUTE button .



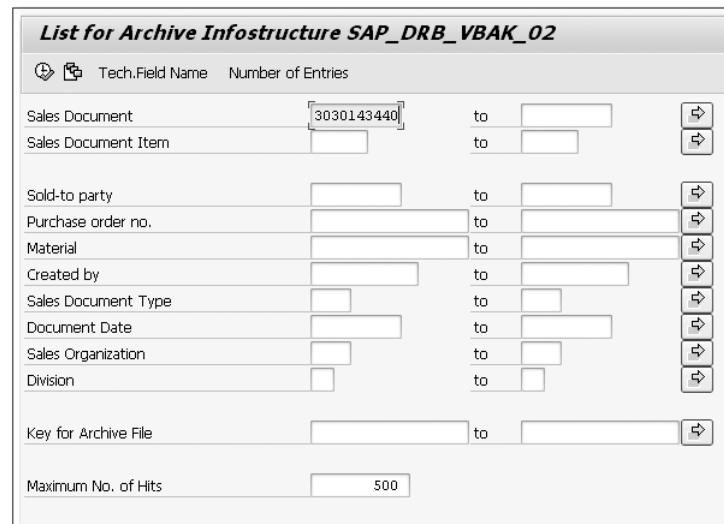


Figure 3.16 Selection Screen of the SAP\_DRB\_VBAK\_02 Archive Infostructure

4. You can enhance this selection screen with optional fields in Customizing, which we'll discuss in Section 3.3.3. However, you should restrict the display to relevant fields so that the archive infostructure, displayed as an index table in the SAP system, doesn't become unnecessarily large.
5. For example, enter the desired SD order "3030143440" in the SALES DOCUMENT field, and confirm your entry by clicking the EXECUTE button . You receive a list according to the selection criteria from the archive information structure. Figure 3.17 shows an example.

Sales Doc.	Item	Sold-to pt	Purchase order no.	Material	Created by	SaTy	Doc. Date	S0rg.	Dv
3030143440	10	3350894	200766	1009994	VBKOL	YLOR	11/16/2009	LBDE	01

Figure 3.17 Result List from the Archive Information Structure

6. If you double-click the 3030143440 sales document, the dialog window of Figure 3.18 is displayed, which provides the following options for displaying the archived SD order:

- ▶ SALES DOCUMENT: Navigates to Transaction VA03
- ▶ DISPLAY ORIGINALS: Displays attachments of the sales document
- ▶ DRB: SD ORDER: Document flow display in the Document Relationship Browser
- ▶ TECHNICAL VIEW: Displays individual tables of the SD order

By means of the first three display functions for the SD order, you can readily view the sales document in Transaction VA03, the attached documents, or the document flow.

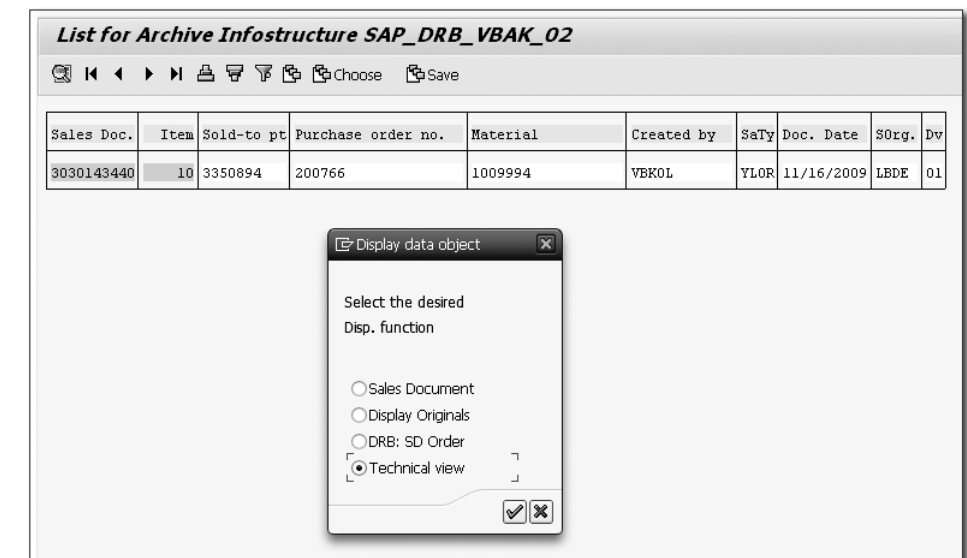


Figure 3.18 Navigation Options from the Infostructure

Another option is to display the archived data using the TECHNICAL VIEW display function. The technical view provides all tables from which the data was archived. You can use this function, for example, as a work-around to display texts of the sales documents that we couldn't call using the direct access in Transaction VA03 (see Section 3.2).

Data access via the technical view

1. After you've selected the TECHNICAL VIEW option, you can view an overview of various tables (see Figure 3.19). To display the texts for an SD order, you can use tables THEAD (Header Line) and TLINE (Text Lines) in which this information is stored.

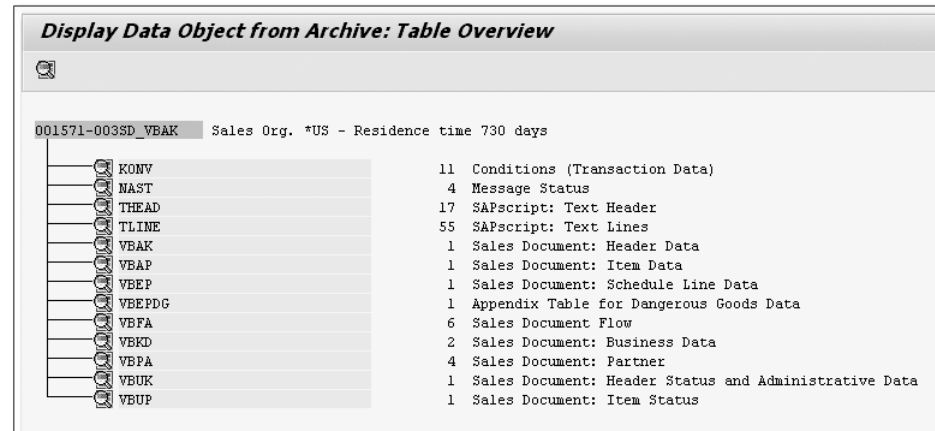


Figure 3.19 Table Overview of an Archived SD Order

2. Open table TLINE by clicking on the DETAIL button. The content is displayed as illustrated in Figure 3.20.

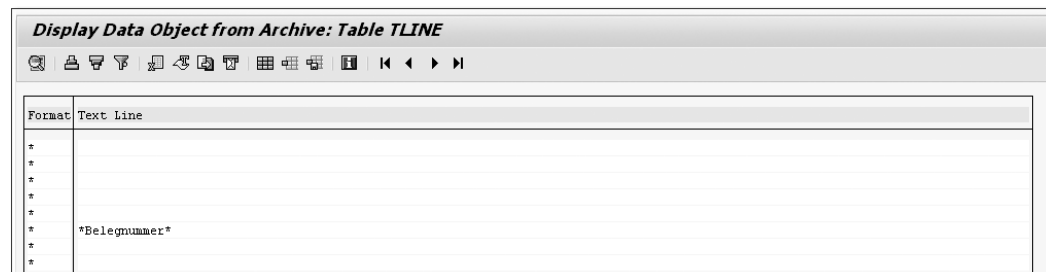


Figure 3.20 Text Information in Table TLINE

3. You can now view all texts of the archived SD order. Because the presentation in the table is very unstructured, the table doesn't inform you about the original text fields of the texts, that is, which text type they have respectively.

### Usage of Transaction SARE by the Users



This section detailed the various options of Transaction SARE to display information about an archived data record from the infostructure. Transaction SARE offers very good support in real life. It is a very good alternative, particularly for archiving objects without acceptable direct access or read programs.

An important factor is that Transaction SARE can access archived documents only. So if the users deploy this transaction, they know exactly that they are checking the archive. With the TECHNICAL VIEW display function, you have the option to retrieve missing texts from archived SD orders. Optimal usage of Transaction SARE is possible within a short period of time thanks to the appropriate documentation and user instructions.

### 3.3.2 Status Management

Within status management, you can view the status of an infostructure for each SAP archiving object either separately by individual archiving sessions or as a whole. Additionally, in the status management you fill and delete infostructures that have already been activated in Customizing. For this purpose, select the STATUS button on the initial screen of the archive information system. You are still in Transaction SARI during this process. Then proceed as follows:

Call status information

1. Enter the desired SAP data archiving object in the ARCHIVING OBJECT field, for instance, SD\_VBAK (SALES DOCUMENTS; see Figure 3.21).

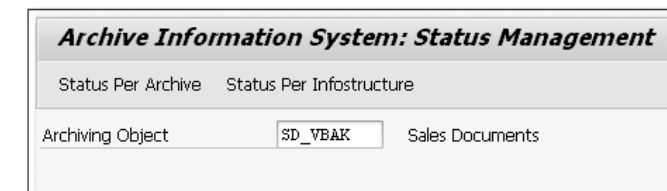


Figure 3.21 Status Management in Transaction SARI

2. Then either click STATUS PER ARCHIVE or STATUS PER INFOSTRUCTURE to go to the detail view. Figure 3.22 shows the status display per archive.

**Archive Information System: Status Management**

Fill Structures Delete Structures

△	Sessn Date	Archiving Session Note		
	Fill Status	Infostructure	Key for Archive File	File status
<input checked="" type="checkbox"/>	1671 06/21/2014	Sales Org. *US - Residence time 730 days		
	Complete	SAP_DRB_VBAK_01	001671-001SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001671-002SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_02	001671-001SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_02	001671-002SD_VBAK	Deletion Comple
<input type="checkbox"/>	1571 03/15/2014	Sales Org. *US - Residence time 730 days		
	Complete	SAP_DRB_VBAK_01	001571-001SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-002SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-003SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-004SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-005SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-006SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-007SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-008SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-009SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-010SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-011SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-012SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-013SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-014SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-015SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-016SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-017SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-018SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-019SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-020SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-021SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-022SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_01	001571-023SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_02	001571-001SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_02	001571-002SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_02	001571-003SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_02	001571-004SD_VBAK	Deletion Comple
	Complete	SAP_DRB_VBAK_02	001571-005SD_VBAK	Deletion Comple

Figure 3.22 Status per Archive

3. Here you can fill or delete the archive infostructure per archiving session (SESSN column). To do so, select an archiving session and click the **FILL STRUCTURES** button or **DELETE STRUCTURES** button. Successfully filled infostructures are indicated with a green icon. Infostructures that have not been filled are marked with a red icon, and partially filled infostructures are provided with a yellow icon. Our example shows two infostructures, `SAP_DRB_VBAK_01` and `SAP_DRB_VBAK_02`. Additionally, you can see the **ARCHIVING SESSION NOTE**, the individual archive files (**KEY FOR ARCHIVE FILE**), and the **FILE STATUS**. Successfully filled archive files are marked as **COMPLETE**.

**Status Management per Archive**

[«]

The benefit of status management per archive is that you can delete the data records within the archive infostructure of a very old archiving session and thus keep a lean archive infostructure if no archive access is required for the time slice of this archiving session. In contrast to the status management per archive, the status management per infostructure doesn't differentiate by archiving sessions but only by the archive infostructures used.

In real life, more than one archive infostructure is frequently used for an SAP data archiving object. In this case, too, you can select all infostructures for this object via the corresponding **SESSION** in the **STATUS MANAGEMENT PER ARCHIVE** and fill or delete them in one step.

4. If you switch to the **STATUS PER INFOSTRUCTURE** area (see Figure 3.21), you can no longer view the individual archive files and sessions but only the **INFOSTRUCTURE** (see Figure 3.23). Here, as well, a green icon indicates that the infostructure was filled for all archiving sessions. If you partially deleted the infostructure using older archiving sessions in the **STATUS PER ARCHIVE** area, a yellow icon would be displayed. If you want to fill or delete a complete infostructure independent of the archiving sessions, this area of status management is ideally suited for this purpose.

**Archive Information System: Status Management**

Fill Structures Delete Structures

△	Infostructure	Arch.Obj.	Fill Status	Key for Archive File	Date	File status	Note for an archive file
<input checked="" type="checkbox"/>	SAP_DRB_VBAK_01	SD_VBAK					
<input type="checkbox"/>	SAP_DRB_VBAK_02	SD_VBAK					

Figure 3.23 Status Management per Infostructure

Note, however, that you can only fill infostructures after they have been activated in Customizing. The following section shows which settings you can make in Customizing and how to activate the infostructure.

**3.3.3 Customizing**

The SAP standard includes appropriate, defined archive infostructures for almost all data archiving objects. You can either use them directly or

adapt them to your requirements via Customizing. If the SAP standard should not meet your requirements, you can also create completely new archive infostructures. When you activate an infostructure, you generate a table in the SAP database in the background. You can then fill this table with information from the infostructure's fields as described in Section 3.2. This enables you to access archived data. Let's now display an existing infostructure and adapt it slightly.

Archive Retrieval Configurator

For this purpose, select the CUSTOMIZING button on the initial screen of the archive information system. This takes you to the *Archive Retrieval Configurator*. Alternatively, you can also use Transaction SARJ to access Customizing. You can see the initial screen in Figure 3.24.

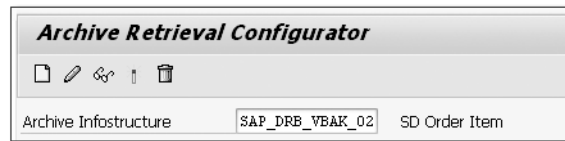


Figure 3.24 Customizing in the Archive Retrieval Configurator (Transaction SARJ)

Within Transaction SARJ, the following functions are available via the toolbar:

- ▶ CREATE
- ▶ CHANGE
- ▶ DISPLAY
- ▶ ACTIVATE
- ▶ DELETE

Adapt the infostructure

To make Customizing settings for an existing archive infostructure, proceed as follows:

1. Enter the name of an infostructure in the ARCHIVE INFOSTRUCTURE field, for example, the SAP\_DRB\_VBAK\_02 structure (SD ORDER ITEM) for the SD\_VBAK data archiving object.
2. Call the detail view by clicking the DISPLAY button .
3. Here you can see that the infostructure is based on the SAP\_SD\_VBAK\_002 FIELD CATALOG. The SAP standard provides field catalogs for an

archive infostructure. They contain fields from different tables (for instance, VBAK, sales header and VBAP, document items), which you can use for the infostructure and the selection screen. They meet requirements in most cases and you should only enhance them with additional fields from the corresponding tables in exceptional cases. To do so, in the initial screen of Transaction SARJ, you can call the corresponding FIELD CATALOG from the menu (ENVIRONMENT • FIELD CATALOG) and adapt it to your requirements (see Figure 3.25). If you want to make changes to the field catalog, you should copy it to your own namespace and then assign it to a new infostructure. This way you ensure that you retain the original form of the standard SAP field catalog and the infostructure and that updates to SAP software do not overwrite them.

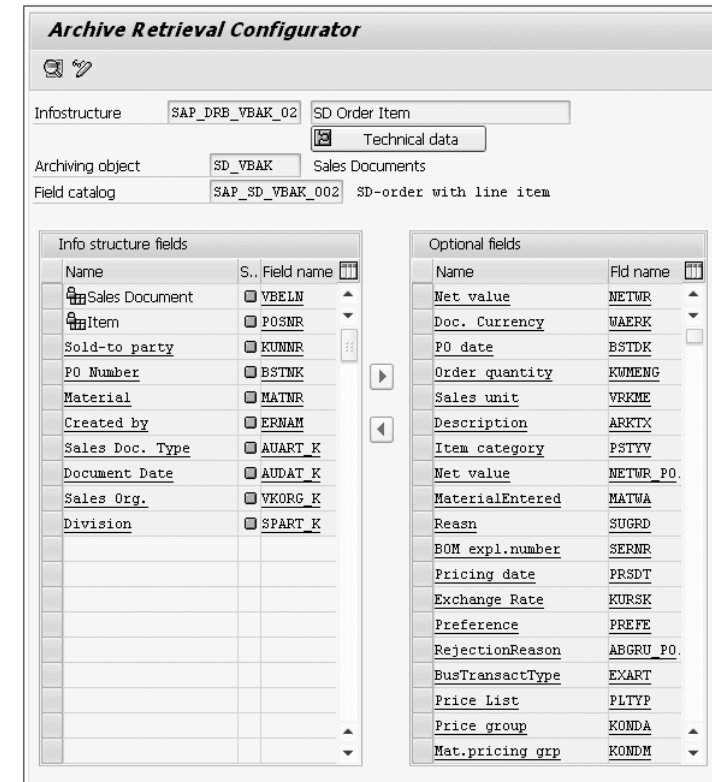



Figure 3.25 Active and Optional Fields of the Archive Infostructure

**[Ex] Adapting the Field Catalog**

In some of our projects, one requirement was, for example, to add three new fields to the PR\_ORDER archiving object (process orders). The user department requested them:

- ▶ Basic start date (GSTRP)
- ▶ Basic finish date (GLTRP)
- ▶ Resource/work center (ARBPL)

For the user department, it made work much easier, because they were now able to select by these additional fields in Transaction SARE. Such additional fields must first be added to a new field catalog so that they can then be used in a new archive infostructure.

4. On the left side, you can view all active INFO STRUCTURE FIELDS. On the right-hand side, you are provided with a list of OPTIONAL FIELDS with additional optional fields from the field catalog. You should check these optional fields in detail to decide whether to add one or more of them to the infostructure.
5. If you now switch from the DISPLAY mode to the CHANGE mode, you can make changes to the infostructure. In Figure 3.25, we have already transferred two fields from the OPTIONAL FIELDS area to the area on the left: SALES ORG. and DIVISION. Users often use these criteria in Transaction SARE to browse the archive.
6. To use the infostructure, you must first activate it. To do so, click on the ACTIVATE button . Activating the infostructure creates a new table in the background (see Figure 3.26).

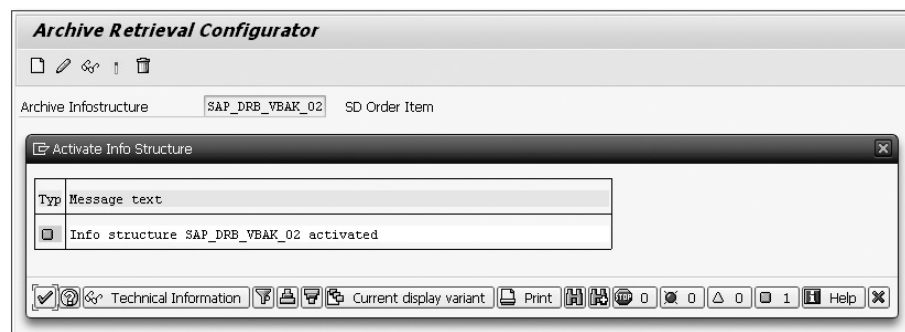


Figure 3.26 Archive Infostructure SAP\_DRB\_VBAK\_02 Activated

**Tables for Infostructures**

**[«]**

The table is the infostructure at the same time, and you can only fill it in the status management via the FILL STRUCTURES function. The naming of the tables follows a predefined pattern: It always starts with a prefix, followed by the SAP component of the archiving object, and is incremented numerically, for example:

- ▶ Prefix: ZARIX
- ▶ Component: SD, MM, FI etc.
- ▶ Counter: 1 to n

7. Our table (infostructure) is named ZARIXSD1 (see Figure 3.27) because we've activated an infostructure in the SD ERP component for the first time.

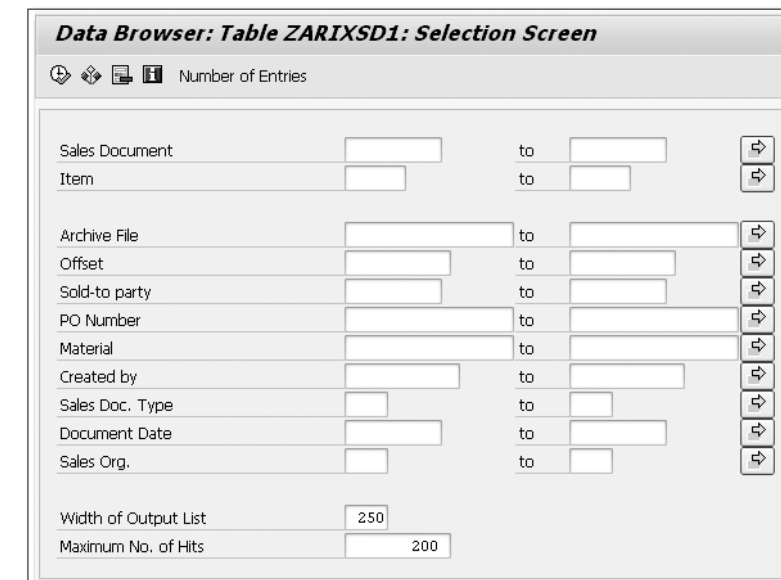


Figure 3.27 Table ZARIXSD1 for the Archive Infostructure SAP\_DRB\_VBAK\_02

8. You can also display the assigned table by clicking the TECHNICAL DATA button (see Figure 3.28).



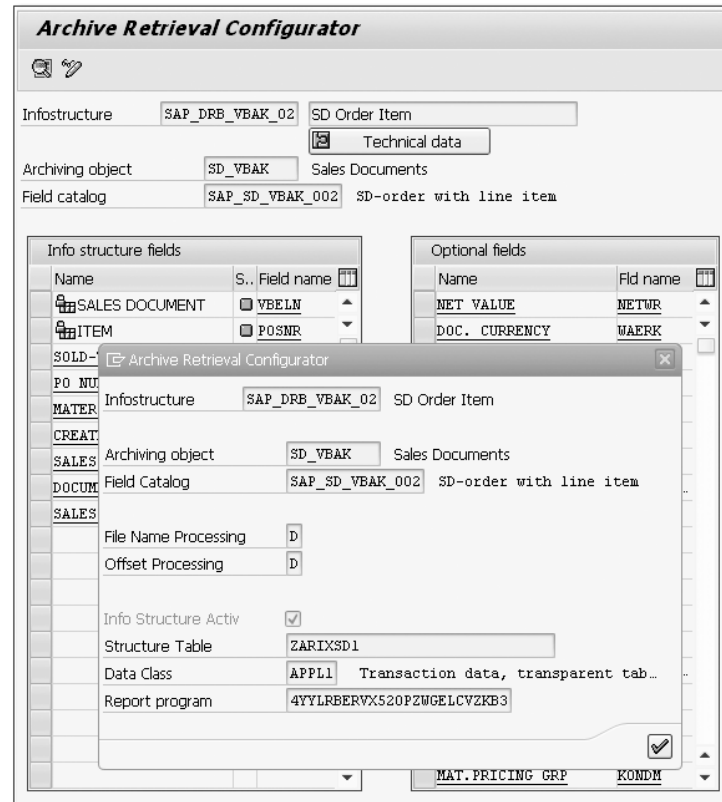


Figure 3.28 Assigned Table for the Structure

9. In the STRUCTURE TABLE field, you can see table ZARIXSD1, which we've generated by activating the infostructure. This table is located in the SAP database and forms the bridge to the archive.

#### Create a new infostructure

So far you've learned how to display and adapt an existing infostructure. To create a new infostructure, proceed as follows:

1. First, create a new field catalog because you require it later on when you create the new infostructure. To keep this section less complex, we'll omit a detailed description on how to create a new field catalog. We will assume that experts considering the customer namespaces created a corresponding new field catalog.

2. Call Transaction SARJ, and enter the new name for the infostructure in the INFOSTRUCTURE field (for instance, NEW\_INFOSTRUCTURE, see Figure 3.29). Consider the namespaces in your SAP system in doing so.

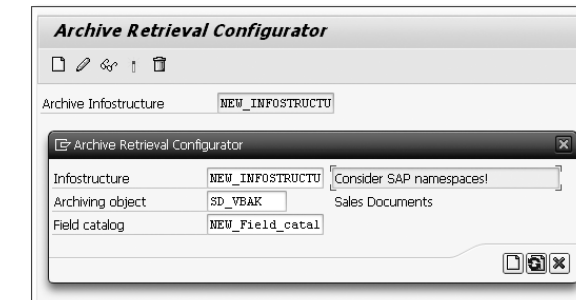



Figure 3.29 Creating a New Infostructure

3. Select the appropriate archiving object.
4. Then select the newly created field catalog and click on the CREATE button .

This creates the new infostructure and it can be individually set, activated, and used as described by selecting the fields.

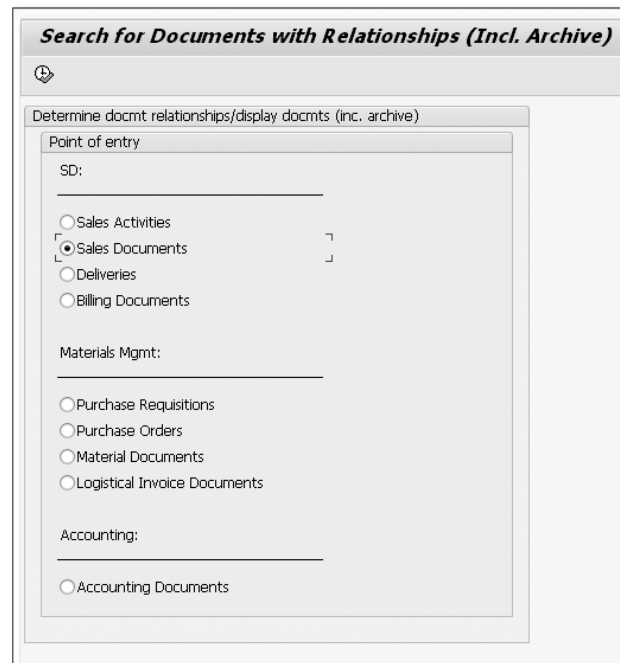
The archive information system is the core of archive access. It allows for direct access and is the central entry point for accessing all data archiving objects. The *Document Relationship Browser (DRB)*, presented in the following section, also requires these infostructures. For this reason, you should perform Customizing thoroughly and define the infostructures together with the user department. If you really need to enhance the standard field catalogs, we recommend consulting experts who have the relevant technical know-how. To ensure smooth access, you must not forget to fill the infostructures after each archiving session. This is an important task in administration, which we discuss in greater detail in Chapter 7.

The core of archive access

## 3.4 Document Relationship Browser

You can use the DRB to display linked documents from the database or archive. The following points of entry assigned with the corresponding documents, structure the DRB (see Figure 3.30):

Points of entry




**Figure 3.30** Document Relationship Browser (Transaction ALO1)

- ▶ Sales
- ▶ Materials Management
- ▶ Accounting

You can call the DRB using Transaction ALO1. You can then select which documents you want to determine relationships.

Display document flows

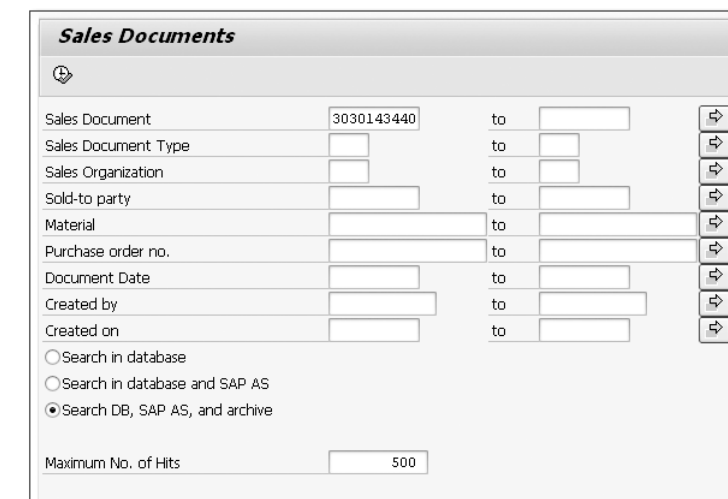
The DRB is essential within the scope of SAP data archiving, because you can use this tool to determine all relationships between archived and non-archived data and display them as a document flow. Activating and filling the corresponding archive infostructures for the archived data records is a prerequisite.

1. For example, choose SALES DOCUMENTS in the SD area as the POINT OF ENTRY. Then click the EXECUTE button .
2. This opens the view shown in Figure 3.31. Here you can restrict your search based on various selection criteria. You want to display the


already archived SALES DOCUMENT 3030143440. It is particularly important to determine which areas you want to perform your search. The following three options are available for the search:

- ▶ Search in database
- ▶ Search in database and SAP AS
- ▶ Search DB, SAP AS, and archive

The second option is very well suited for quick archive access, because data is read from the database and the archive information system only. Although the data from the archive information system are located in the database too, it contains only a subset of archived data as defined in Customizing. Choose the third option if you require full archive access. In this case, the runtime may be somewhat longer than for the second option.



**Figure 3.31** Selection Screen for Sales Documents in the Document Relationship Browser

3. Depending on which option you've picked, you receive an empty (see Figure 3.32), possibly incomplete (see Figure 3.33), or complete list (see Figure 3.34) of sales documents according to your selection. You should run the selection once per option to see the differences. Then click on the EXECUTE button .

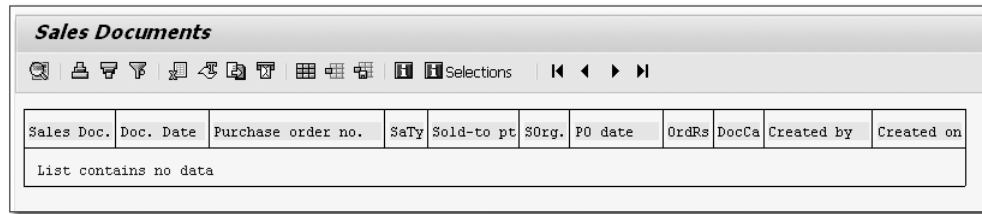


Figure 3.32 Empty List If "Search in Database" Is Selected

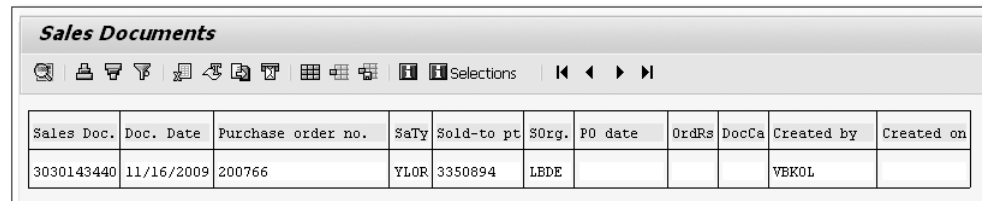


Figure 3.33 Incomplete List If "Search in Database and SAP AS" Is Selected

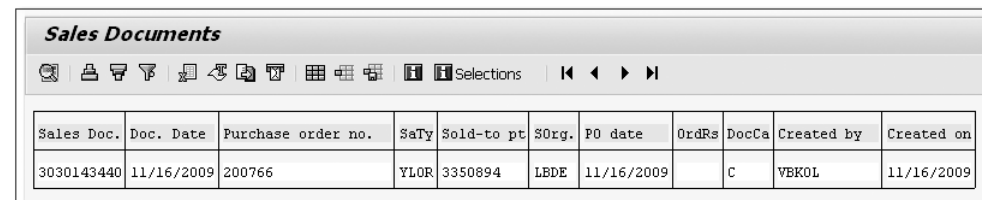


Figure 3.34 Complete List If "Search DB, SAP AS, and Archive" Is Selected

**[+]** Enhancing the Infostructure

The fields, PO DATE, DOCCA, CREATED BY, and CREATED ON, can only be read from the archive using the third option (SEARCH DB, SAP AS, AND ARCHIVE). To also obtain a full display using the second option (SEARCH IN DATABASE AND SAP AS), which is more beneficial considering performance aspects, you can enhance your infostructure to include all fields from the DRB selection screen if required.

- When you double-click the sales document (3030143440), you navigate to the document flow of the DRB, where you can view the relationships for this document (see Figure 3.35).

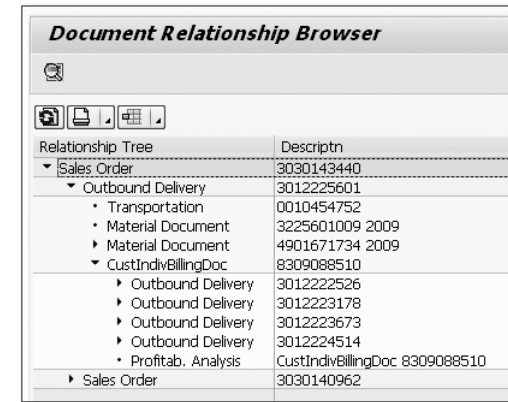



Figure 3.35 Document Relationships (Alternative Document Flow) without Display of the Data Origin

- You can see all document relationships in the RELATIONSHIP TREE for the SALES ORDER. It is possible to branch to the individual documents.
- In our example, we adapt the layout so that the origin of data is displayed immediately. You can determine straight away if the documents are read from the ARCHIVE or DATABASE. For this purpose, click on the CHANGE LAYOUT button , select the ORIGINS OF DATA and ORIGIN (DESCRIPTION) fields from the COLUMN SET, and move them to the DISPLAYED COLUMNS box on the left (see Figure 3.36).

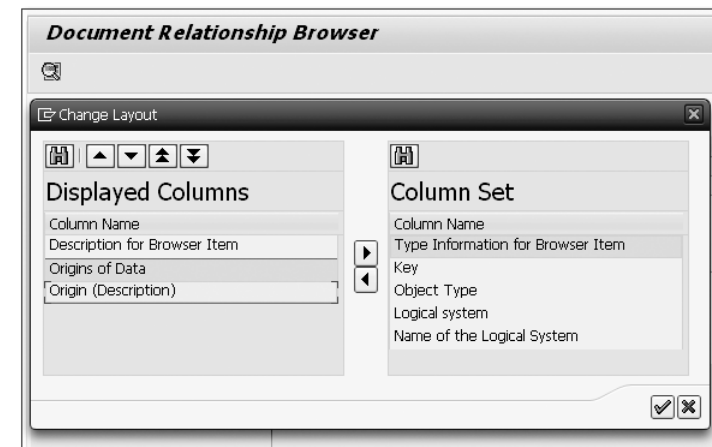
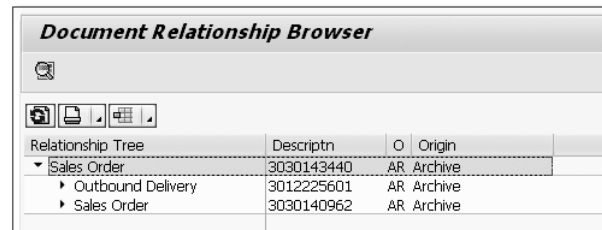


Figure 3.36 Selecting Fields for Describing the Origin of Data

7. As a result, you can now see the document relationships, including information of the data's origin (see Figure 3.37).



**Figure 3.37** Document Relationships (Alternative Document Flow) and Display of the Data Origin

By means of the DRB functions, we mitigated another restriction mentioned in Section 3.2, which concerned the missing display of the document flow for archived SD documents in Transaction VA03.

### 3.5 Print Lists

Within the scope of SAP data archiving, print lists play a minor role, which is still important in some cases. In two special cases it pays off to also archive print lists before and after SAP data archiving.

Print lists  
before archiving

Specific evaluation programs create print lists and prepare evaluation results for printing. Particularly in accounting, print lists are created and stored with the following programs, among others:

- ▶ RFBILA00 (financial statement/profit and loss statement, P&L)
- ▶ FAGL\_CL\_REGROUP (balance sheet supplement, analysis)
- ▶ FAGL\_FC\_VALUATION (foreign currency valuation)

The FAGL\_FC\_VALUATION program should be specifically mentioned as an example, which reads data from table FAGL\_BSBW\_HISTRY (Valuation History of Documents). The FI\_DOCUMNT archiving object also archives this table. So this program can no longer create any valuations for the previously archived period.


In case of print list archiving prior to SAP data archiving, you can store these print lists and revert to them quickly at a later point in time—particularly if data is archived and affected by the valuation as described in our example. So, on the one hand, the benefit of print list archiving is that you don't have to restart these evaluation programs every time to obtain the same valuation results. This helps you to save time. On the other hand, some evaluation programs can't access archived data. For such purposes, you must definitely create and store the print list prior to SAP data archiving if you still need to access them later on.

Print list archiving after SAP data archiving is interesting for documenting jobs during archiving. Each job generates a spool file within the scope of SAP data archiving. Because spool files can be deleted again from the SAP system after a few days, you should store the spool files as print lists.

Print lists after  
data archiving

The best way to store the spool files for the respective jobs is to directly use Transaction SARA in the job overview. Alternatively, you can also call Transaction SP01 (Spool Requests) and store the corresponding spool files from there. Here it is important to perform the following steps:

Archiving spool files

1. In Transaction SP01, select the desired spool file, and click on the PRINT WITH CHANGED PARAMETERS button  in the toolbar to open the ARCHIVE PARAMETER window (see Figure 3.38).
2. Choose DRAW (Document) in the OBJECT TYPE field and D01 (Print Lists) in the DOCUMENT TYPE field. You can find these values in Transactions OAC2 and OAC3 (see also Section 2.1.2).
3. Subsequently, you can add descriptive information in the INFORMATION and TEXT fields to retrieve spool requests later on. It is helpful, for example, to use the abbreviation ARC behind the INFORMATION field for spool files from SAP data archiving. There are no limits to your creativity here. In the INFORMATION field, you can also provide information on the SAP data archiving object, the type of job, organizational units, and time slices.
4. Click on the ARCHIVE button to confirm your settings and to archive the print lists in the corresponding content repository.

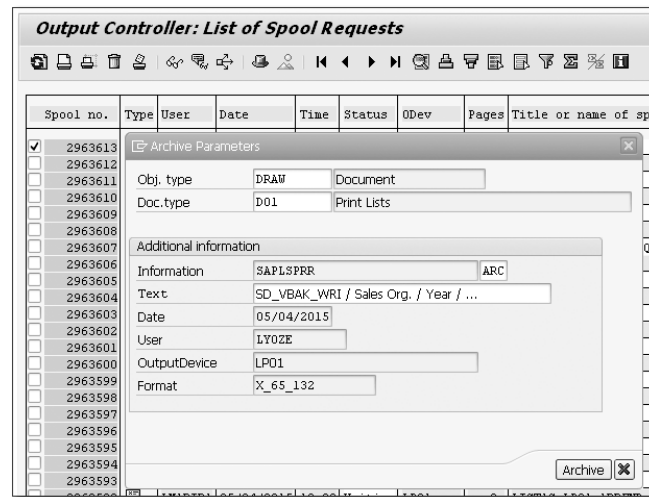


Figure 3.38 Archiving Print Lists

Access to archived print lists

You can access print lists using Transaction OADR (see Figure 3.39).

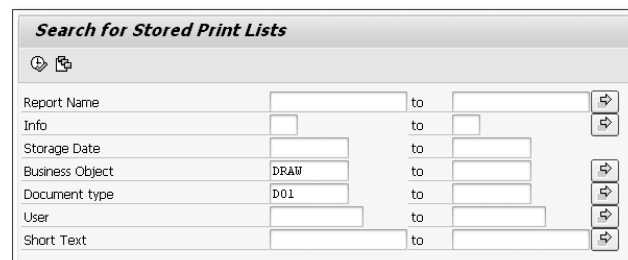


Figure 3.39 Search for Stored Print Lists

Enter object type "DRAW" in the BUSINESS OBJECT field and "D01" for DOCUMENT TYPE. You can also refine your search using the SHORT TEXT or INFO fields.

### 3.6 Third-Party Add-ons

Due to the fact that not all transactions can read data from the archive with the same high quality after SAP data archiving, several enterprises have specialized in this field and offer add-ons for displaying from the archive.

#### 3.6.1 PBS Transactions

PBS Software is a leading provider with add-ons deployed at many enterprises. The PBS add-ons are grouped by SAP components and data archiving objects. PBS offers an add-on called CSD, which has been developed for the SD component. This add-on includes PBS transactions for archive access to the following SAP data archiving objects:

- ▶ LE\_HU (handling units)
- ▶ RV\_LIKP (deliveries)
- ▶ SD\_VBAK (sales documents)
- ▶ SD\_VFKK (freight costs)
- ▶ SD\_VTTK (transports)

The PBS transactions are copies of original SAP transactions. To display sales documents in Transaction VA03, PBS offers a corresponding fully archivable transaction named /PBS/VA03. This PBS transaction removes, among other things, the restrictions with regard to document flow and text display discussed in Section 3.2.

Better access, additional costs

To utilize the PBS transactions, they must be integrated with your user role concept after installation. The standard SAP authorization check is also performed for the PBS transactions.

Installation and setup

Deploying add-ons entails pros and cons that each enterprise must consider carefully. In real life, we have worked both with customers who opted for add-ons and also decided against them. One reason in favor of add-ons is, for example, that the quality of archive access is much better. In the meantime, however, the standard SAP transactions offer archive access that is considerably better than in the past, which is why add-ons become less important in some SAP components. Costs are one argument against their usage. You must consider both the costs for one-time investment as well as the ongoing support fees. We recommend first checking all options of the SAP standard for archive access. These options are usually sufficient in most cases. Only if you cannot access your archived data using the SAP transaction should you look for alternatives.

Pros and cons



**Another interesting provider** Besides PBS Software, we'd like to introduce further providers and scenarios, which don't directly refer to the display of archive files using SAP transactions but can still be interesting within the scope of archiving projects.

### 3.6.2 Creating DART Extracts from Archive Files

In Section 3.6.1, you learned that DART can only extract from the SAP database. For archived documents, DART only offers an option to reload to appropriate DART tables for some important tables.

To save you the effort of reloading, several providers offer additional software for data extraction to enable you to generate DART extracts from archive files. Here the benefit is that you save the time for reloading and that your DART extracts are complete. Another reason for deploying such additional software is, for example, that you can start with SAP data archiving independent of the DART extraction and can access your additional software when you actually require DART extracts.

**Extraction from the archive** As a result, you don't need to provide any data redundantly in the form of DART extracts. Providers that deal with this topic include, among others:

- ▶ TJC Software SA with the *Audit Extraction Cockpit (AEC)*
- ▶ PBS Software GmbH with the *CDART* add-on
- ▶ Fujitsu TDS GmbH with the *AIS TDS SAPconnect* solution

We'd like to point out that you can also generate DART extracts from archived data using SAP ILM. We will discuss this function in more detail in Chapter 8.

### 3.6.3 Creating Structured Data from SAP Print Lists

**Convert print lists to tables** Another option can be interesting in practical use: the transfer of unstructured data, such as SAP print lists, into structured data in the form of tables. Let's assume, for example, that several SAP systems were shut down completely during a project. It was agreed with the local financial authorities that important information that must be preserved for legal reasons will be stored in the form of SAP print lists. If required, it should

be possible to convert these print lists to tables in a structured form and provide them to the auditors for electronic tax inspections. For this purpose, you can use DATAWATCH's *Monarch Professional* software.

The add-ons presented here are just a few examples of additional software available to support archiving projects and to simplify access to archived data.

## 3.7 Summary

This chapter described the various options for accessing archived data. In this context, you should particularly note that restrictions apply to archive access after data archiving and that it is not a matter of course that all transactions work just like before. One of your biggest challenges is to provide archive access with different options (with or without additional costs) that meet users' requirements while you continue with data archiving.

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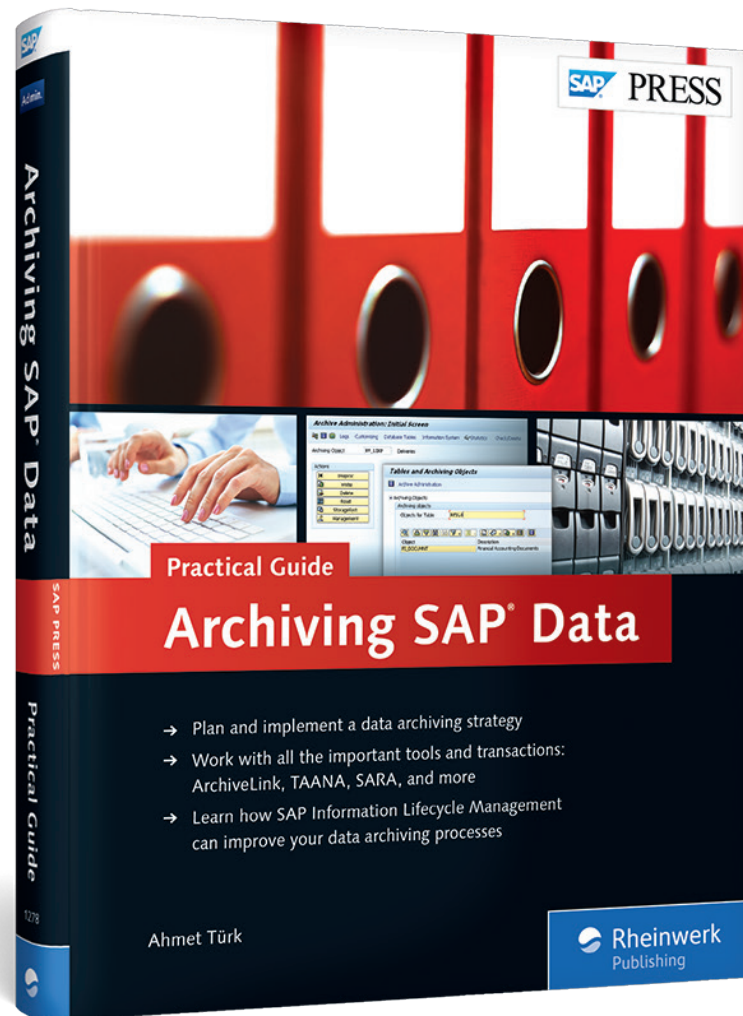
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