Creating a Drilldown Report

Overview

Drilldown reporting is used to supplement SAP delivered reports. Drilldown reporting exists in many modules and has available different **CHARACTERISTICS** and **KEY FIGURES** depending upon the module in which the report is being built.

CHARACTERISTICS are master data values or other attributes such as value type , amount type or debit type.

KEY FIGURES are statistics reflecting the way balances are stored such as annual budget, annual budget assigned.

Key figures do not exist by themselves. They are always stored in association with Characteristics. For example, annual budget by itself has no meaning. But when you couple it with the Characteristics: Fund, Funds Center, Functional Area, Commitment Item, Fiscal Year, Version, etc. It becomes information with value.

Drilldown reports can either be created in the target environment or can be created in a development environment and transported. A drilldown report can either be executed through a general purpose program (e.g. FMEQ) or can be attached to a user defined transaction (e.g. Y_DV2_04000007 - Assigned Report w/Carryforward value).

A **FORM** and a **REPORT** are the two components of each drilldown report. A Form controls the Key Figures that appear on the report and some of the information on Characteristics. A Report governs aspects of the reports appearance and what selection criteria is available to the user.

FORM Components

Form type

Hierarchy of FM Account Assignment Elements is the most commonly used form type for funds management. This selection allows you to use the funds center and commitment item hierarchies. Hierarchy of Funds Management Account Assignment has a somewhat different set of CHARACTERISTICS.

Axis

Two axes (matrix), One axis with key figure, or One axis without key figure?

Two axes (matrix) are rarely necessary for FM reports. If you want separate report rows for characteristics that are not account assignment elements, you will need to use Two axes (matrix).

For example, you could display budget as columns original budget, transfers, supplements, returns. Of course if you did this, the report would become pretty unwieldy if there were many additional columns. If you selected a column saying budget, you could break it down into rows by specifying a two axes report and selecting

Characteristic Budget type = original budget, Characteristic Budget type = transfer, etc. for each of the rows defined.

One axis with key figure reports are the most commonly created reports. For most reports with key figures in the columns and account assignment elements defining the rows, One axis with key should be used.

One axis without key figure is rarely used. These report allow you to choose the Characteristics for the columns. The Key Figures are chosen at report time and cannot be easily manipulated (you have to go back to the report and modify characteristics of the column).

General Data Selection

General Data Selection enables you to select Characteristics that will apply to the entire form. You can use general data selection to insure that only desired data will be selected for the report. For example, you could specify Funds Management Area must equal SSHE in order to be processed.

Columns and Rows

Columns and rows are, in theory, interchangeable. You can only select Key Figures on either columns or rows, not both.

In most cases, you will select Key Figures on Columns and then qualify the key figures with certain characteristics for each column.

If you need to break down the information presented by non-account assignment elements on separate rows, you will need to define rows and select the desired characteristic(s).

Report Components

Characteristics

Characteristics enable the user to select the data desired. Certain characteristics will appear depending upon the form type and the fact that you are using FM. Also, any form characteristics which have values derived from a variable will be pre-selected. You may add further selection criteria.

Variables

Initial values for selection variables can be established here. Variables can also be set to require entry at execution time.

Output Type

Output is used to specify the style of the report. You may select the 'classic' look, or the 'graphical' look or you can enable the user to select the appearance of the report.

Suggestion: always allow the users to select the appearance.   The two different looks provide for different navigation and some information may be easier to drill into using one form or the other. Choice is good!

Developing a Form

Use transaction FMEN.

Initial Screen

Report Painter: Create Form

Form type	Hierarchy of FM Account Assignment Elements
Form	Ztest	Test Report

Create

Structure
- ○ Two axes (matrix)
- ◉ One axis with key figure
- ○ One axis without key figure

Copy from
Form	

Form type – usually you will want Hierarchy of FM Account Assignment Elements. This choice will automatically provide you with the ability to use the funds center and commitment item hierarchies.
Form – Enter the name of the form and the description.
Structure – Usually one axis with key figure but occasionally two axes.

If you are creating a form similar to an existing form use the Copy ( ) button or the Copy from Form field.

Main Report Painter Screen

Press the Create (Create) button. You will be presented with the screen below:
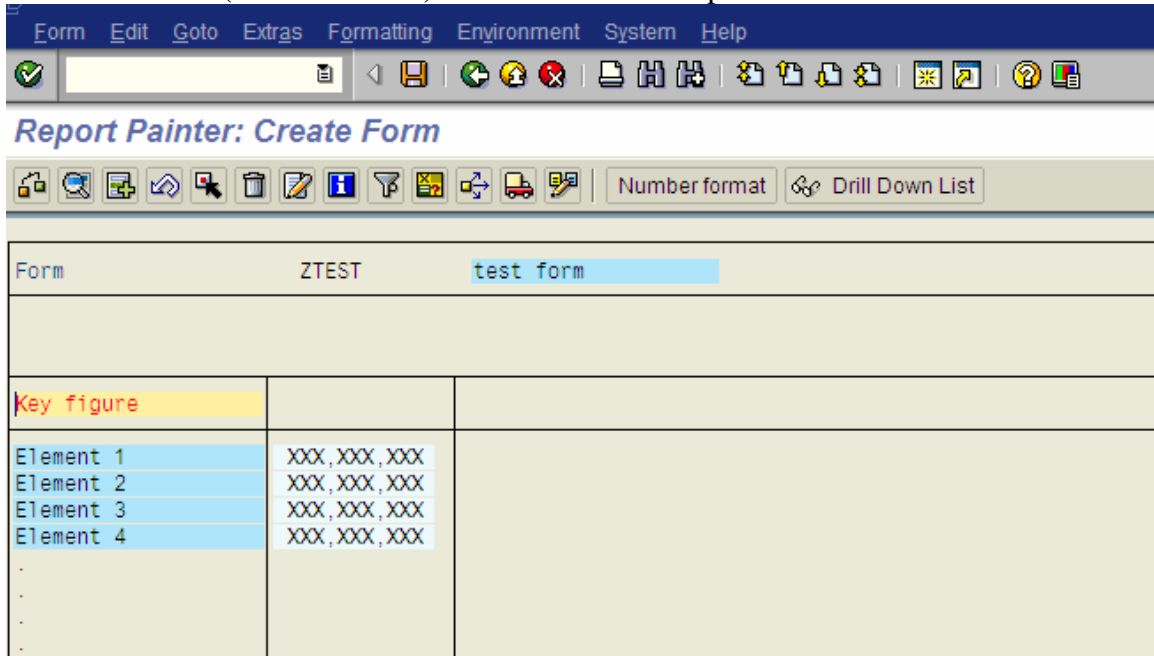
Note that although the elements are displayed as rows for one axis reports, they will be displayed as columns when the report is executed.

If you follow menu path: Goto → Column display, the screen appearance will change and more closely reflect how the report will appear when executed.
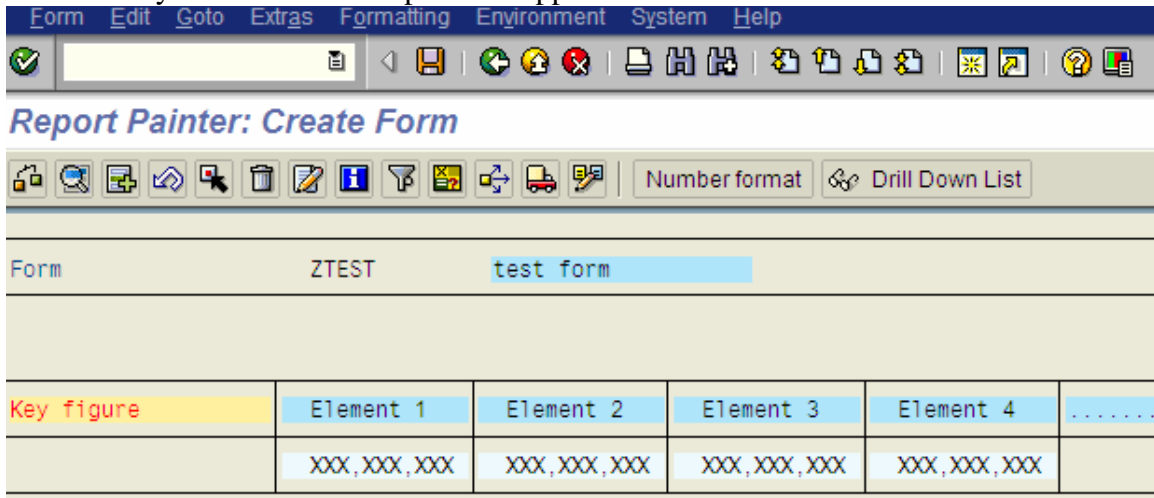
Configuring General Data Selection

Press the General data selection (![filter icon]) button to select Characteristics that will apply to the entire form. You will be presented with the screen below:
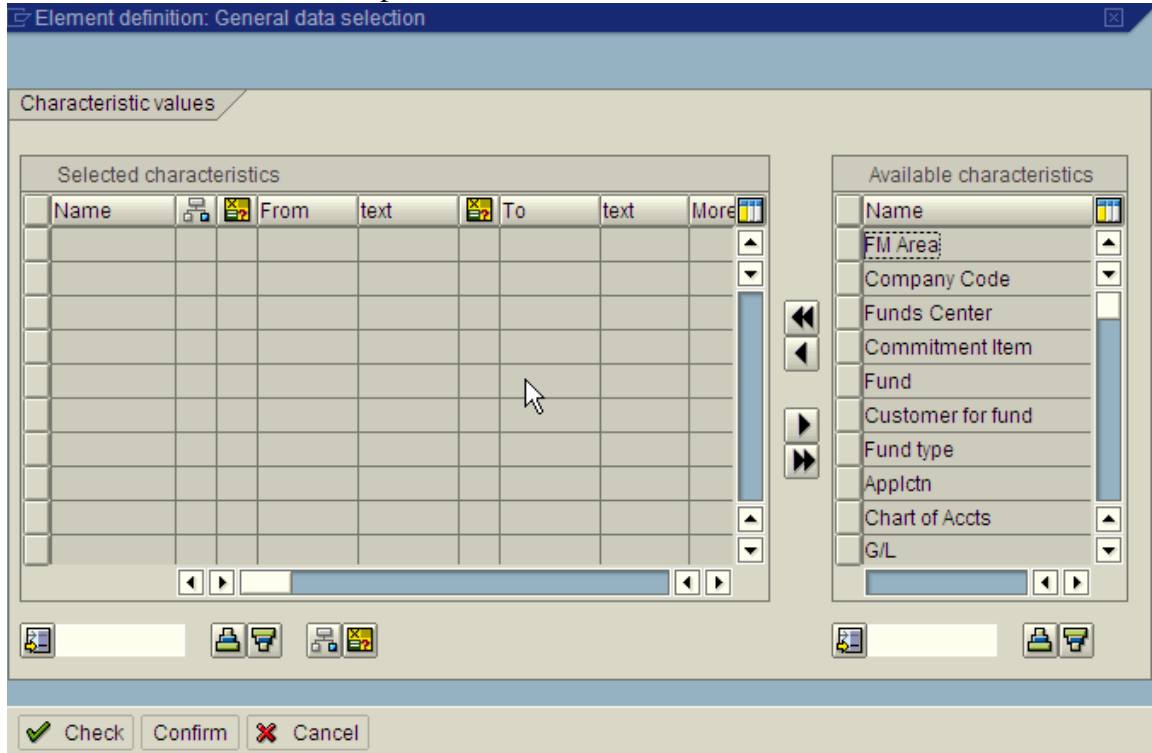
The available characteristics will list all of the characteristics which have not yet been selected for use in a column or row.

Suggestion: Sort the available characteristics by pressing the Sort Ascending (![sort icon]) button to make it easier to find characteristics.

Select 'Value Type' by pressing the button to its left and press the Move selected to Left (◀) button to make it a criteria for the entire form.

Above you can see how multiple rows are possible for one characteristic. If you need more than 1 row to enter the appropriate characteristic values, press the More (⇨) button in the More column.

From – '80' - you can enter a value or select one from the pulldown list.
To – '82' - if you enter a value here a range will be selected.
⊞- Checking this box means to use a hierarchy. This is only valid for funds centers and commitment items.
⊞-checking this box means that the value for characteristic will be supplied by the report. This characteristic will appear as a selection field on the report.

Configuring an Axis, Key Figure with Characteristics

Double-click on a column to configure the column, you will be presented with the dialog box below:
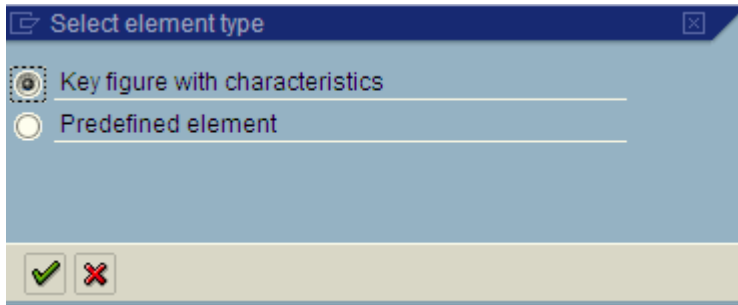
Since we selected a one axis report with key figures, we are presented with the above choices. Select Key figure with characteristics. If we selected a two axes report, another choice, Characteristics, appears.

Press the Confirm (✔) button to display the element definition screen below:
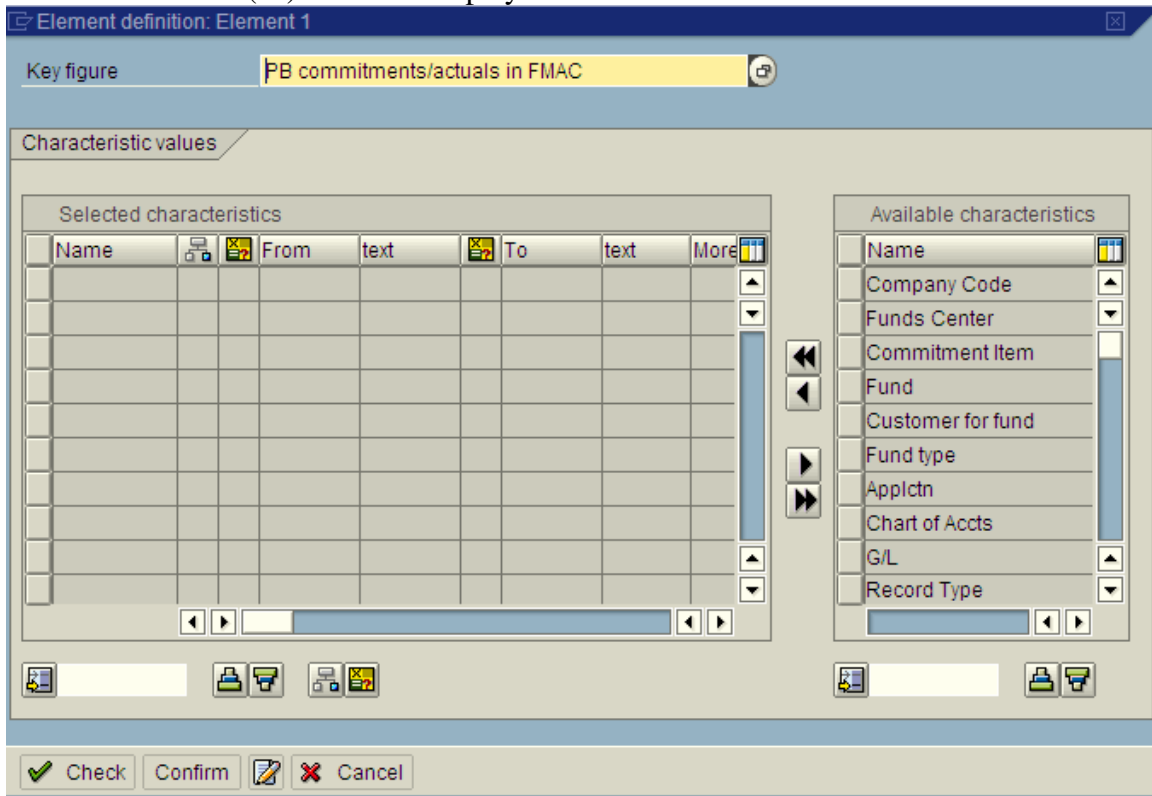
Select the key figure (think of these as balances) from the pulldown list

Field Name	Long text
BUF04	Annual budget (assigned)
BUF94	Annual budget (assigned) hierarchically
BUF05	Annual budget (available)
BUF95	Annual budget (available) hierachically
BUF01	Annual budget (current) in FM area crcy.
BUF03	Annual budget (distributable) in FMAC
BUF02	Annual budget (distributed) in FMAC
IOF12	CB commitments/actuals in FM area crcy
IOT02	CB commts/actuals hier. in trans.crcy
IOT12	CB commts/actuals in transaction crcy
IOF16	Commitments (in workflow) in FMAC
IOT16	Commitments (in workflow) in trans.crcy
IOF11	Commitments/actuals (PB) in FMAC
IOT01	Commitments/actuals (PB) in trans.curr.
IOT11	Commitments/actuals (PB) in trans.curr.
IOF06	Commts (in workflow) hier. in FMAC
IOT06	Commts (in workflow) hier. in tran.crcy
IOF02	Commts/acts (CB) in FM area currency
BUF99	Distributable annual bgt, hierarchical

32 Entries Found

Double-click to select, you will return to the element definition screen.

Press the Change Texts ( ) button to enter Column Headings.

You can change the text if desired.

Configuring an Axis, Formula

Once you have created the first column, when you create any subsequent column, you will be presented with the choices below>
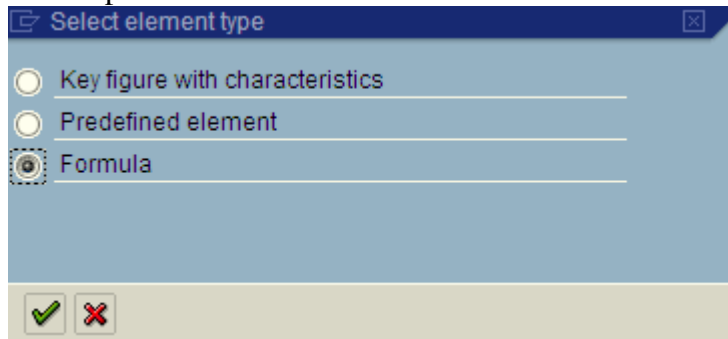
Computed columns are created by selecting 'Formula'.
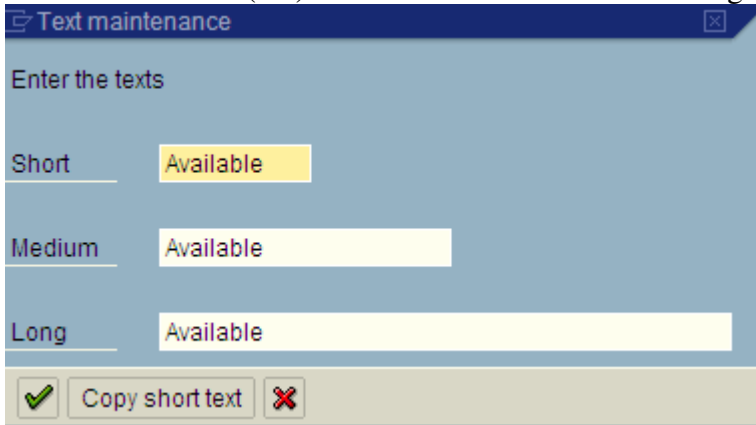
Press the Confirm (✔) button and the formula editor box appears.
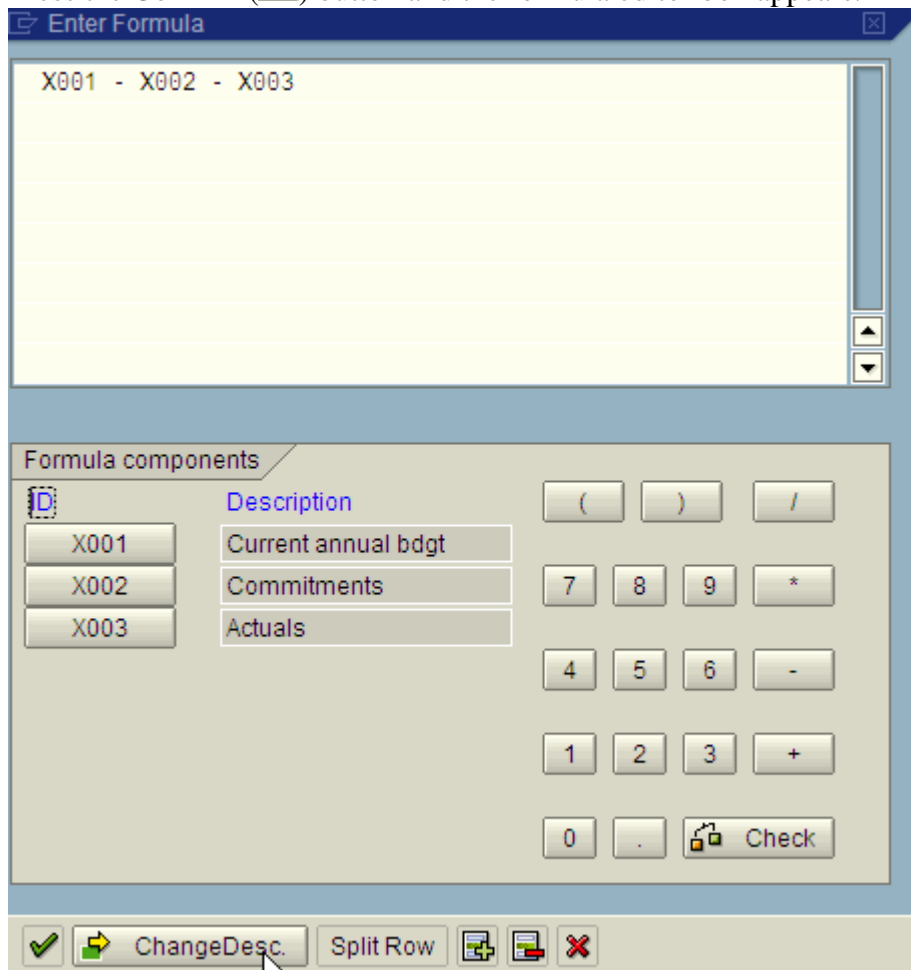
The formulas follow the rules of algebraic notation. Press a column (X001) button to transfer the column ID to the dialog box. You can click on any of the other buttons to enter a number or an arithmetic operator. Don't be bashful about using parentheses for clarity.

Press the Confirm (✔) button to add the column heading.

Press the Confirm (✔) button to return to the Form screen

Other Important Features

Overview

The 🛈 button displays much useful information about the form.

Where Used

The button will show you all of the reports which use this form.

Transport

The button will generate a transport for the form. Usually it is a good idea to transport the form and its associated report together in one transport.

Format Number

When you select an axis and press the Number format , you will be presented with the
screen below to format numbers

Select the factor that you want. If the value that you wanted to display was
1,000,000,000 and you had selected Factor 1000, 1,000,000 will be displayed. The value
is divided by the factor.

Select the decimal places desired.

Formatting Column Width

Click to select a column
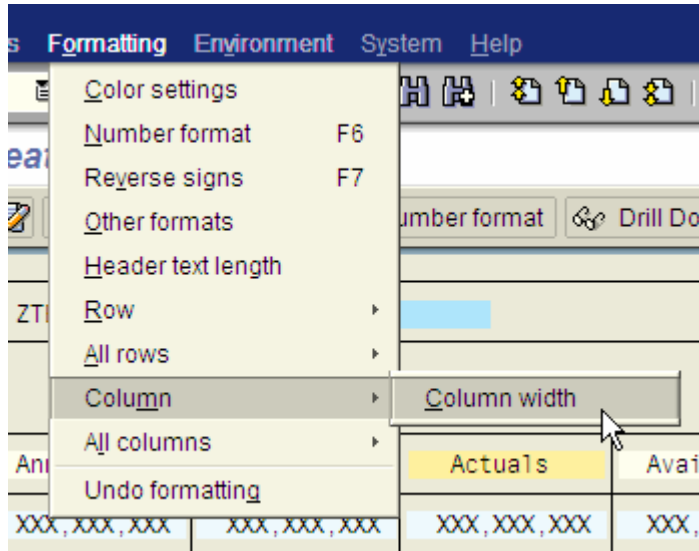
Follow the menu path below to view the column width screen below:
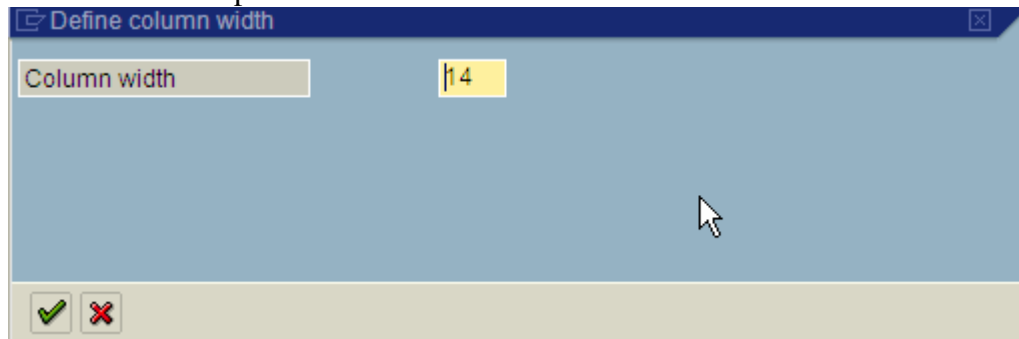
This can come in very handy if you have lots of columns on a report.

Hiding Column

Click to select a column
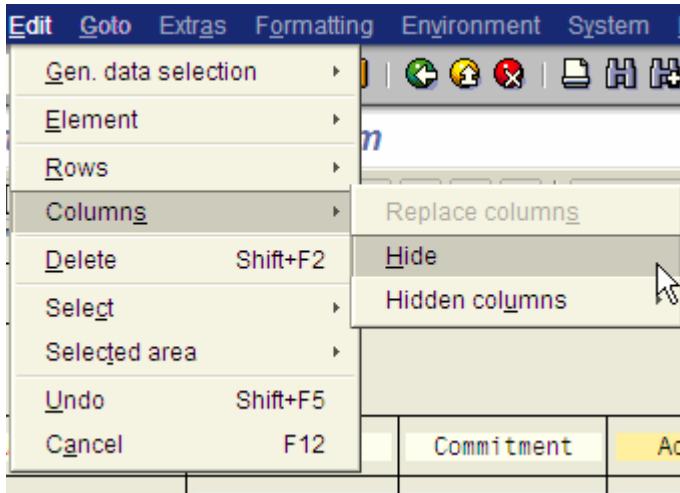
Hidden columns will not be displayed. You may need to use hidden columns when you need information to compute a formula that you do not wish to have appear on the report.

Developing a Report

Use transaction FMEK.

Initial Screen

Create Drill-Down Report: Initial Screen

⊕ 🗋 Form	

Report type	Hierarchy of FM Account Assignment Elements	
Report	ztest	test report
With form	ZTEST	test form

🗋 Create

Copy from
Report

Enter the desired report name and description

Suggestion: Name the report the same name as the form. Although it is possible to create multiple reports using one form, this is not commonly done.
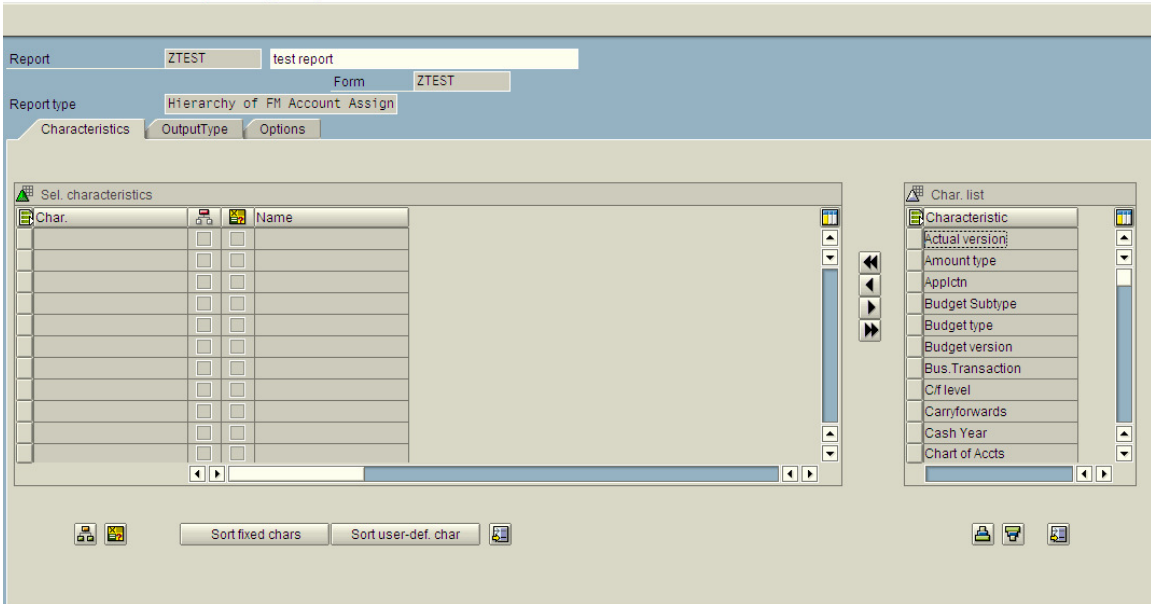
With Form – this is the form that will be 'executed' by the report.

Main Create Report Screen

Press the Create ( ) button. You will be presented with the screen below:

Suggestion: Sort the Characteristic list to make it easier to find desired values.

Characteristics

Select the desired characteristics by pressing the button to their left.

The press the Add char ( ) button to select the characteristics

You can specify a default value by entering it into the Val column.

Variables

If variables were used in either the form or the report, the variable tab below can be displayed:

Create Drill-Down Report: Variables

Report	ZTEST	test report		
		Form	ZTEST	
Report type	Hierarchy of FM Account Assign			

Characteristics | Variables | OutputType | Options

Variable Name	Variable Value	Name	Entry at Execution
Unknown	1011000000		✓

You can specify an initial value if desired

Output Type

Create Report: Settings

Report   ZTEST   test report

                                       Form   ZTEST

Report type   Hierarchy of FM Account Assign

| Characteristics | OutputType | Options |

Output type

- ○ Graphical report-output

  Output areas

  Info control, navigation ctrl, drilldown …

  HTML templ.

  SAP Template

- ◉ Classic drilldown

  - ◉ Basic list: D-down
  - ○ Basic list: Detail

- ○ Object list (ALV)

- ○ XXL (spreadsheet)

- ☑ Available on selection screen

Layout

- ☐ Headers
- ☐ Footers

Select the default report style, classical or graphical.

Suggestion, always select 'Available on selection screen'.

Report Header

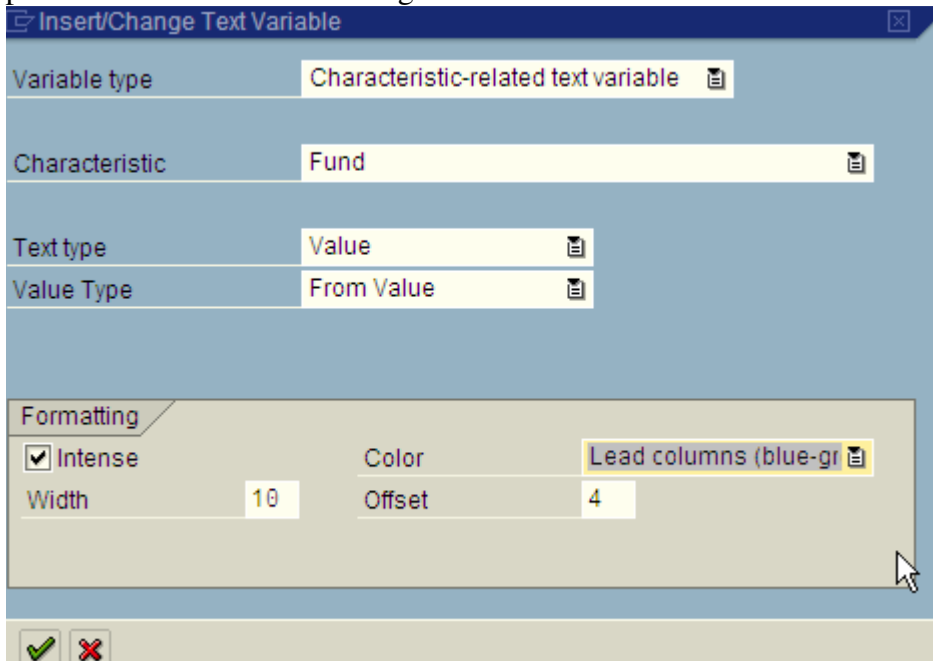Check 'Headers' checkbox and press the Maintain Headers () button.

You will be presented with screen below:
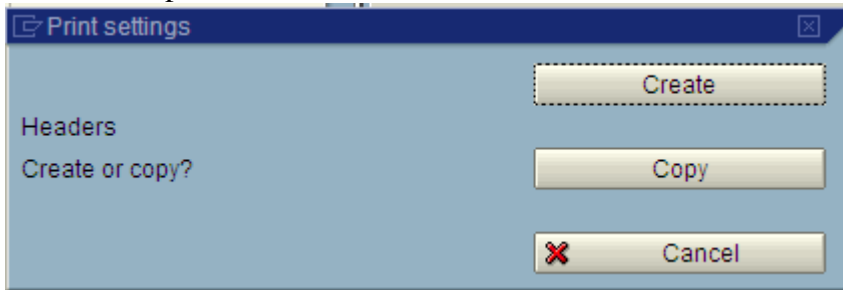
Press the Create button
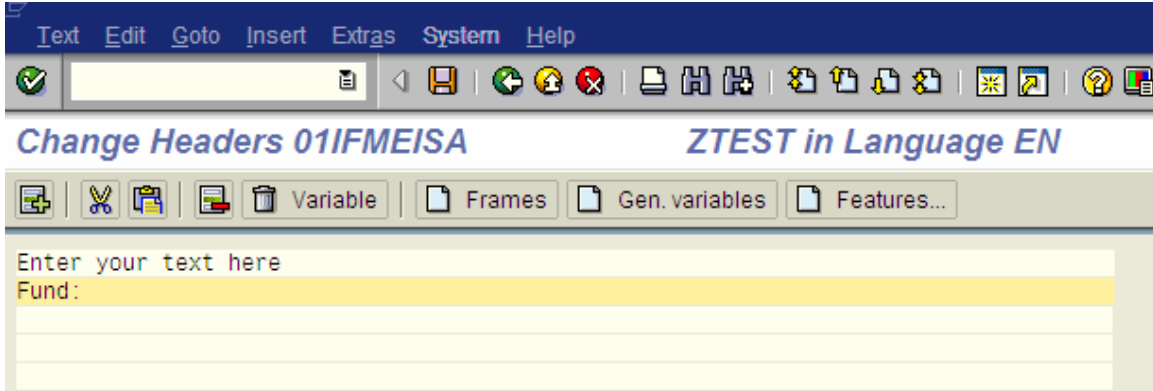
Enter the text as desired. To insert a selection criterion, click where you would like it to be displayed, and then press the Gen variables (Gen. variables) button and you will be presented with the Insert/Change text variable screen below:

Select the variable type from the pulldown.
Select the characteristic that you want displayed
Select text type to enter the selection value or description
Select value type , from value or to value if a range is specified.
Formatting:

Intense – highlights field
Select the Color from the pulldown
Enter the width of the field to be displayed.
Offset is the character position where you want to start displaying the value. Remember,
counting starts at 0.

Options

There is limited control over formatting, e.g. whether totals lines appear before or after
details.

Results

Below are the results of the report created in this example.