

# SAP Essentials

In order to do stable SAP automations – there are a few things to consider...

## Requirements

- ✓ SAP GUI installed & configured
  - After you have installed the SAP GUI Client you need to enable scripting and check Help Settings of the SAP User you want to run the Demo with.
  - [See here](#) how to enable scripting (Server **\*and\*** Client side)
  - [See here](#) how to enable Modal Settings in Help (Server-side user context)
  - [See here](#) to check if you have enabled High Speed Connection

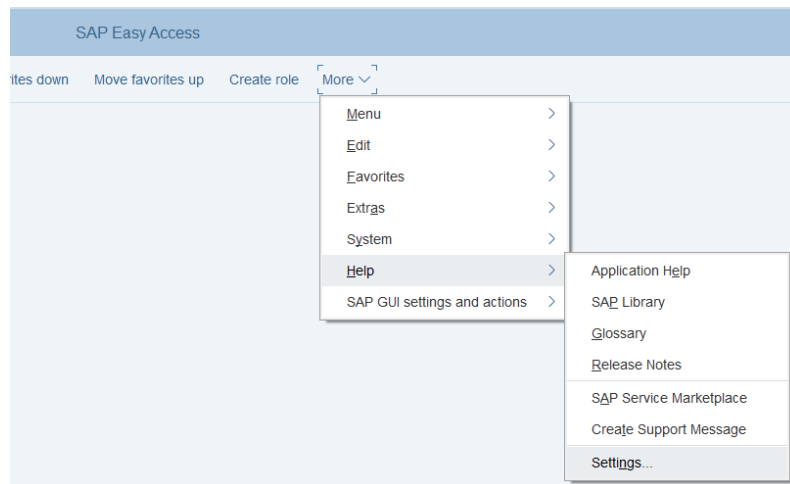
## Configure the user in SAP for Automation (apart from scripting)

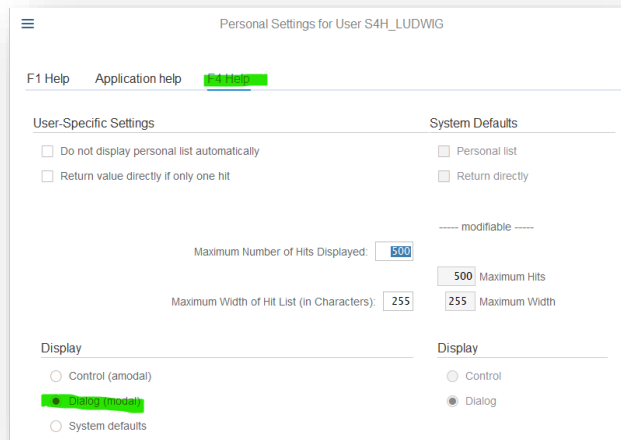
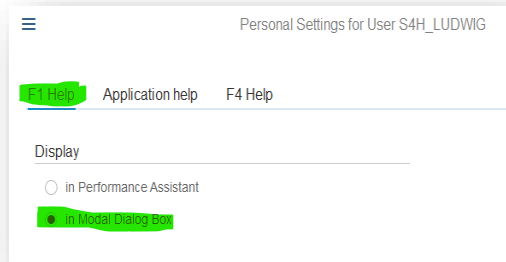
### 1. Ensure after Log-On to change HELP

Select on the main menu "*More > Help > Settings*" and then select:

*F1-HELP*: "in modal dialog box"

*F4-HELP*: "dialog modal"

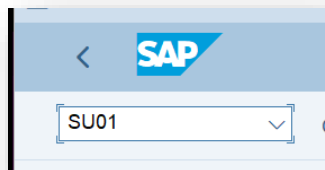




## Creating your own SAP User

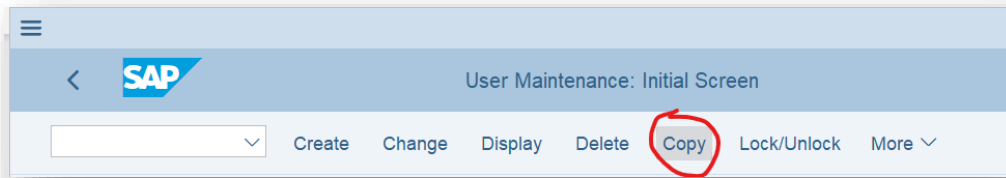
If you have a demo environment, you may want to create a copy of an existing user

1. Logon to SAP as one of the demo users  
Enter transaction code (TCODE) **SU01**

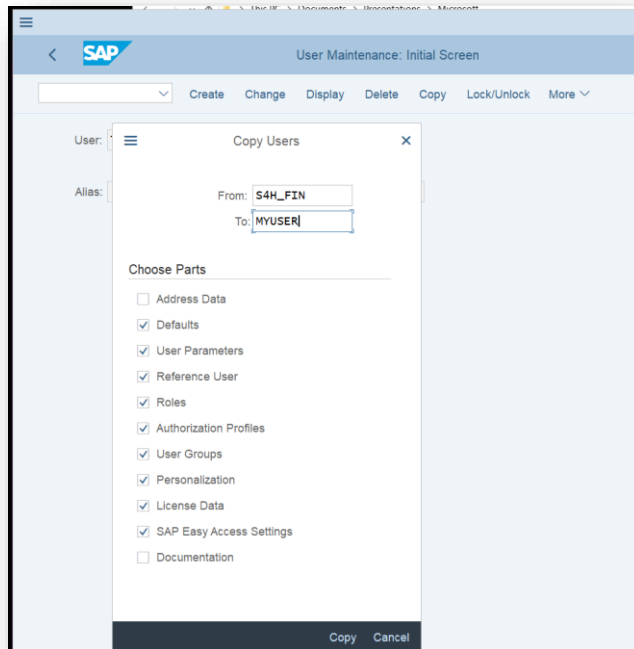


2. Copy an existing user

Click on "Copy" or use keyboard shortcut "Shift+F5"



3. Enter source user-id and new user-id and click on "Copy"



4. Add default Company (BUK) for transactions  
Select the tab Parameters and add a new line to the parameters table. Parameter ID = BUK.

Parameters

SET/GET Parameter ID	Parameter value	Short Description
<input type="checkbox"/> AVE	SAP01	FI: Entry Template for Payment Advice Items
<input checked="" type="checkbox"/> BUK	1010	Company code
<input type="checkbox"/> CAC	A000	Controlling area
<input type="checkbox"/> FBA	X1 02X	FI: Find documents in document archive if not in database?
<input type="checkbox"/> FBZ	SAP	FI: Line Layout Variant for Posting Document - Doc.Overview
<input type="checkbox"/> FCJ	X	User Options for Cash Journal
<input type="checkbox"/> FDC_FOP	X	Financial Accounting Options for Fiori
<input type="checkbox"/> FIN_PLN_UPL_SEP	.	Separator for csv upload
<input type="checkbox"/> FO2	NX X X	Accounting Options / Part 2
<input type="checkbox"/> FO3	1XX	Accounting User Options (Single-Screen Transactions)
<input type="checkbox"/> FZ1	SAP01	FI: Invoice/Credit Memo Fast Entry Line Layout

5. Set your initial Password

Select the tab "Logon data" and provide the initial Password. If you have a default Password for running the flow later in mind, do \*not\* enter now, as with the first Logon you need to change it again.

Password

☐ New Password Rules (Case-Sensitive)

New Password:

Repeat Password:

Password Status:

## 6. Logoff from current and first Logon with your new User

When you Logon the first time, you need to change your initial Password. The once logged on, you need to adjust one more thing

## 7. First time with your new user logged on – Change HELP

Select on the main menu "More > Help > Settings" and then select:

F1-HELP: "in modal dialog box"

F4-HELP: "dialog modal"

