Instructions: Answer the following questions in the spaces provided, and attach any required screen prints or output documents in the sequence in which they are requested. Use the Submission Template that is posted in Canvas for your submission. Your submission should be a single file in either Word or .pdf format.

1. Follow the menu path Logistics ► Materials Management ► Material Master ► Material ► Display ► Display Current.

a. What is the Transaction Title that appears at the top of the screen?

Display material: Initial Screen

b. What is the Transaction Code for this screen?

MM03

2. Follow the menu path Accounting ► Financial Accounting ► Accounts Receivable ► Master Records ► Display

a. What is the Transaction Title that appears at the top of the screen?

Customer display: Initial Screen

b. What is the Transaction Code for this screen?

FD03

3. What are the screen Transaction Titles that you call with the following transaction codes?

a. VA03: Display Sales Order (Initial Screen)

b. MMR1: Create Raw Material (Initial Screen)

c. ME01: Maintain Source List (Initial Screen)

d. MM02: Change Material (Initial Screen)

4. Refer to the instructions for Multiple Sessions on Page 13 of the Basic Navigation exercise. Practice the recommended procedure for opening multiple interactive sessions, and switching among your open sessions. What is the maximum number of sessions you can have open at one time under your User ID?

Maximum # of sessions: 6

5. Refer to Page 11 of the Basic Navigation exercise and set the SAP system to display the Transaction Code associated with the lowest level of each menu path. Starting from the SAP Easy Access menu, follow the menu path Logistics ► Sales and Distribution ► Sales ► Inquiry.

Create a screen print that is scaled properly to clearly show the Transaction Codes for the three menu selections available under Inquiry. Submit a copy of that screen print as an embedded image in your submission document, using the Windows Snipping tool or a similar utility.

