



## Exercises – GLM

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# 1 Creating a generation variant

## 1.1 Exercise summary (read only)

Create and maintain a generation variant in order to know the necessary settings for labeling.

## 1.2 Exercise start (experienced user only)

Choose menu path

SAP Menu→Logistics→Menu of Environmental, Health and Safety→Basic Data and Tools→Report Definition→ Edit Generation Variants (transaction CG2B).

## 1.3 Entry data (experienced user only)

For step		Criteria for the field		
3	Generation variant	LABEL_XX		
4	Report category	LB_OVPCK		
5	Report template	GLM_OVP1		
5	Version	00		
6	Validity area	DE		
6	Usage check	0		
7	Generate manual requests automatically	X		
7	Change Marks	0		
8	Initial release status	FR		
8	Version requirement	X		
8	Set historical automatically	-		
For step	Rating/Validity			
9	Rating	Prio. 1	PUBLIC	
9	Validity areas	VAreaCat	Validity area	Language
9		REGION	ES	ES
9		REGION	FR	FR
9		REGION	DE	DE
For step	Application objects			
10	LABELSTOCK	Will be maintained in section. „Create labelstock“		
For step	Description			
11		EN: LABEL_XX Trainingvariant DE,FR,ES		

---

## 1.4 Step by step (start your exercise here)


### Step 1: Start the transaction

Navigate to Edit Generation Variants using following menu path:

*SAP Menu→Logistics→Menu of Environmental, Health and Safety→Basic Data and Tools→Report Definition→ Edit Generation Variants*

(Transaction *CG2B*) and open it by double click.

### Step 2: Navigate to the “Create generation variant” screen


Create a generation variant by clicking on the ‘Create’ button .

### Step 3: Enter the key of the generation variant

Enter the *key* of the generation variant: LABEL\_XX in the field ‘Generation variant’.

### Step 4: Enter a report category

Enter the *report category* in the field ‘Report category’: LB\_OVPCK.

**Tip 1:** You can select the entry field and then click  or click the key **F4**: you find a list of possible entries. Choose one with double click.

### Step 5: Enter a report template

It is also obligatory to maintain the report template. Please choose as template GLM\_OVP1. As version please maintain 00.


**Tip 2:** You can sort the possible entries in ascending order by clicking on a headline.

### Step 6: Enter a (main) validity area

Enter the *validity area* in the field ‘validity area’: DE

### Step 7: Flag checkbox

Flag the checkbox “Generate manual requests automatically”

Generate manual requests automatically 

### Step 8: Enter an initial release status

Enter the *initial release status* in the field ‘Initial release statuses. FR

---

### Step 9: Enter the validity areas and languages

Click on the 'Rating/Validity' button  on the upper bar.

Enter the *Rating* 'PUBLIC' with Priority 1.


Enter the *Validity areas* and *languages*:

VAreaCat	Validity area	Language
REGION	ES	ES
REGION	FR	FR
REGION	DE	DE

### Step 10: Look at the application objects


Press the 'Application objects' button and have a view at the label stock. It should be empty, because it is maintained later.

### Step 11: Enter a description

Press the 'Description' button on the upper bar: 

Enter the *language* 'EN' and the *description* "LABEL\_XX Trainingsvariant DE,FR,ES"

### Step 12: Save the entries

Save the settings 

---

## 2 Report of template for a label

### 2.1 Exercise summary (read only)

Select a hazardous substance in the substance workbench and display the label by performing 'Report of template' using the generation variant created by yourself in section 1.

### 2.2 Exercise start (experienced user only)

Choose menu path

*SAP Menu→Logistics→Menu of Environmental, Health and Safety→Product Safety→Substance Workbench*

(Transaction CG02).

### 2.3 Input Data (experienced user only)

For step		Criteria for the field
2	Substance:	GL-XX
5	Generation variant:	LABEL_XX
5	Language:	DE

### 2.4 Step by step (start your exercise here)

#### Step 1: Start the transaction


Navigate to the Substance Workbench using following menu path:

*SAP Menu→Logistics→Menu of Environmental, Health and Safety→Product Safety→Substance Workbench*


(Transaction CG02) and open it by double click.

#### Step 2: Selection of a specification

Click on the 'Specification search' button 

or open the search screen by double clicking on the binoculars  Substance in front of substance in the navigation area.

Enter in the field 'Specification' the entry GL-XX

Press 'Enter' or click on the 'Hit list' button .

Now the hit list (with only one entry) of the found specification will appear.

#### Step 3: Mark the specification

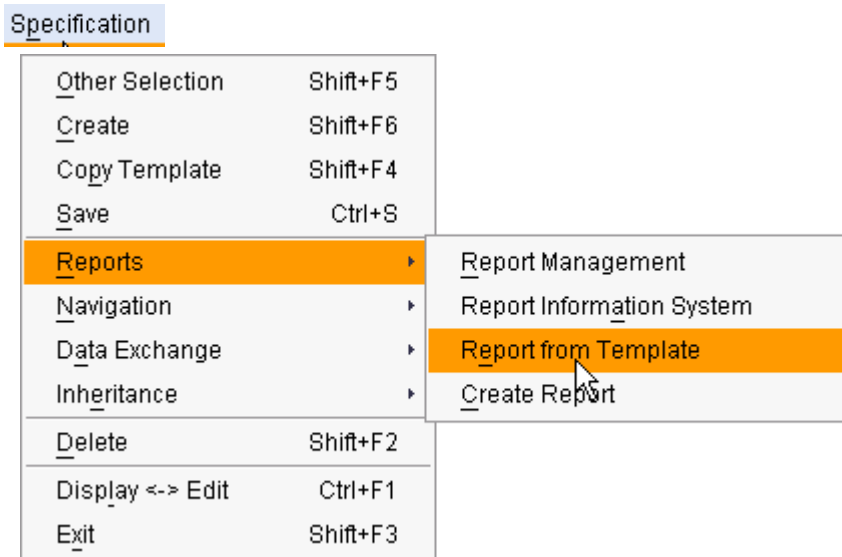
Mark the specification by clicking somewhere on the line:

GL-01 Real substance Industry Cleaner GLM-Clean 01 (NAM;PROD) Industry Cleaner GLM-Clean 01

---

#### Step 4: Select the 'Report of template' menu

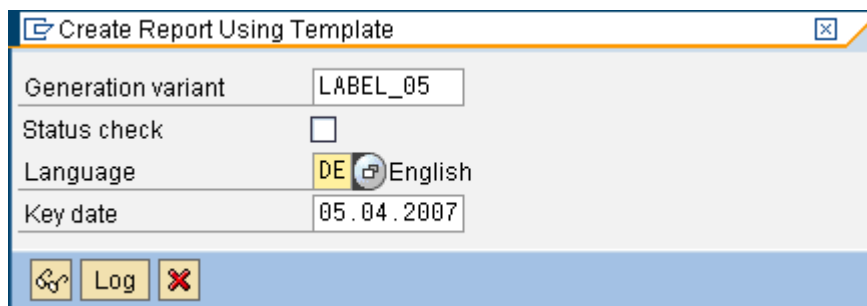
Select in the menu: *Specification*→*Reports*→*Report from template*



A dialogue window will pop up.


#### Step 5: Enter the generation variant

Enter the *generation variant* LABEL\_XX in the field 'Generation variant' and as language DE German.



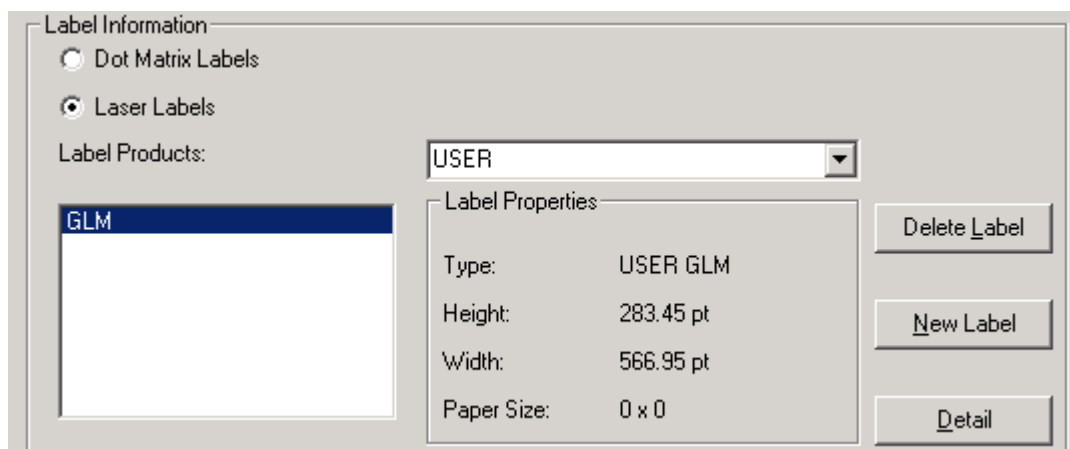
Press the 'View' button  on the dialogue.

#### Step 6: Confirm the parameter window pop up

Confirm the window by clicking on .

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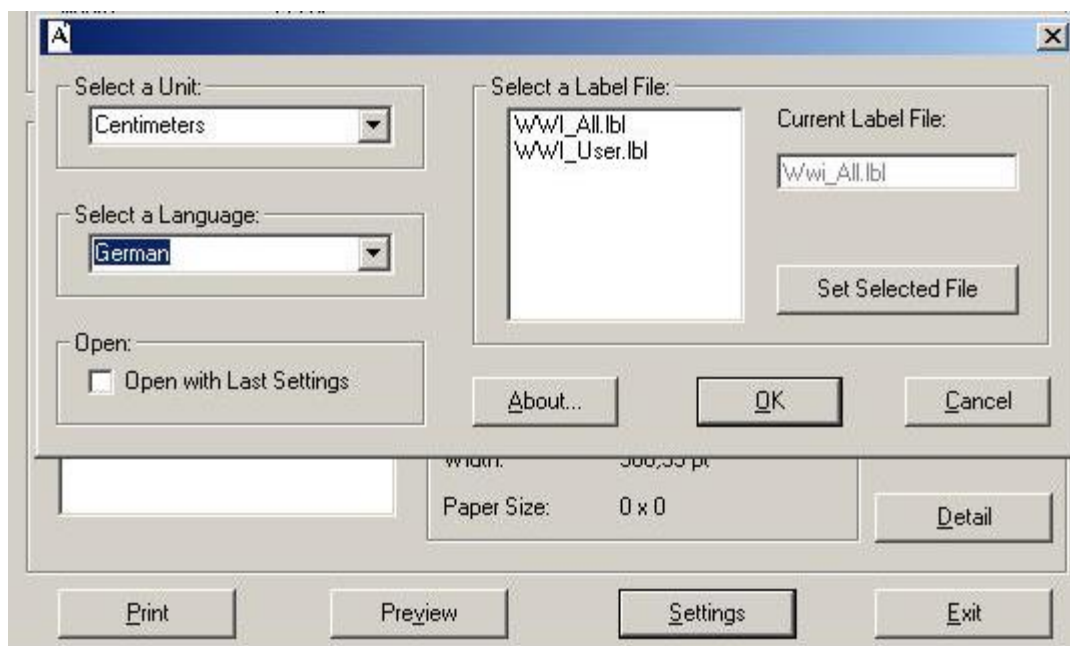
### Step 7: Choose the label paper in the 'Label tool'



Choose the entry 'GLM' in the *label product* 'USER'

### Step 8: Maintain Label paper in the 'Label tool' (if additional data is required)

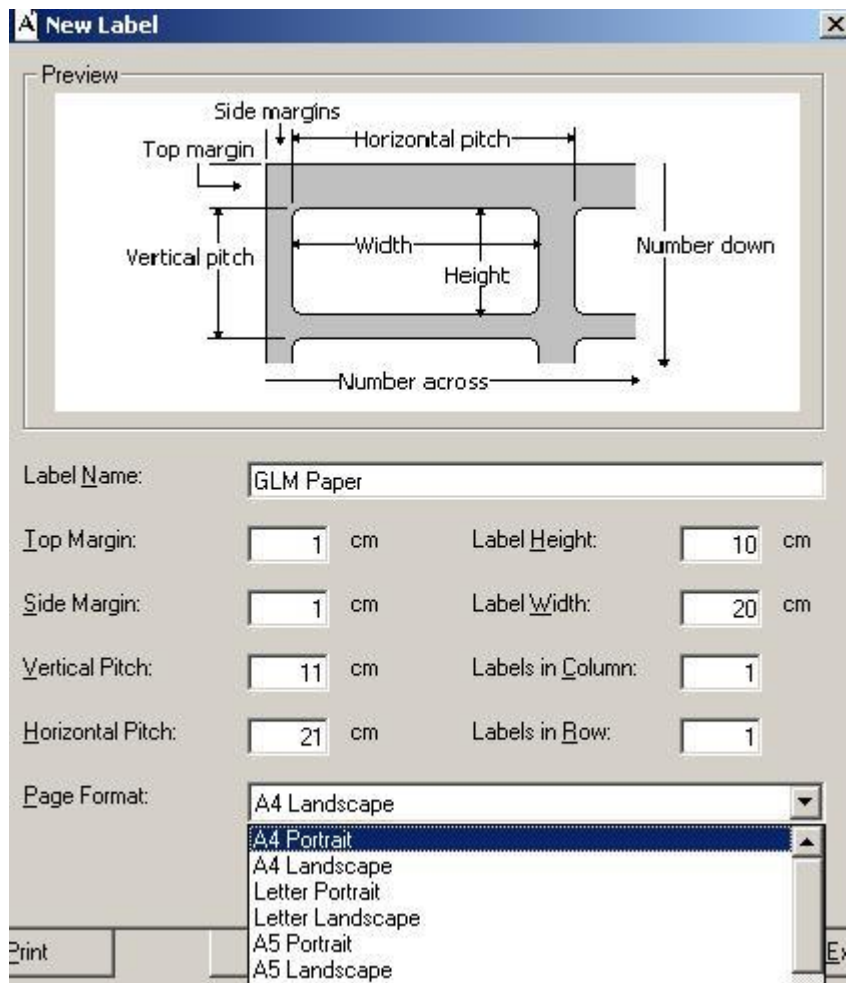
Choose the button 'settings' to adjust the settings of the label tool (for example Centimeters as Unit and English as language).



To adopt the changes press the button 'OK'.

Now select the button 'New Label' and enter all required data to define a fitting label paper. Do not forget to choose a fitting 'Page Format'.





Press 'OK' to save the settings.

### Step9: View the report of the label

Click on the button Preview  in the label tool.

---

## 3 Report generation for a label

### 3.1 Exercise summary (read only)

Generate a label in the report management with the generation variant created by yourself in section 1.

### 3.2 Exercise start (experienced user only)

Choose menu path

*SAP Menu→Logistics→Menu of Environmental, Health and Safety→Product Safety→Substance Workbench*

(Transaction CG02).

### 3.3 Input Data (experienced user only)

For Step		Criteria for the field
2	Substance	GL-XX
5	Generation variant	LABEL_XX
5	Language	EN

### 3.4 Step by step (start your exercise here)

#### Step 1: Start the transaction


Navigate to the Substance Workbench using following menu path:

*SAP Menu→Logistics→Menu of Environmental, Health and Safety→Product Safety→Substance Workbench*


(Transaction CG02) and open it by double click.

#### Step 2: Selection of a specification

Click on the 'Specification search' button 

or open the search screen by double clicking on the binoculars  Substance in front of substance in the navigation area.

Enter in the field 'Specification' the entry GL-XX

Press 'Enter' or click on the 'Hit list' button .

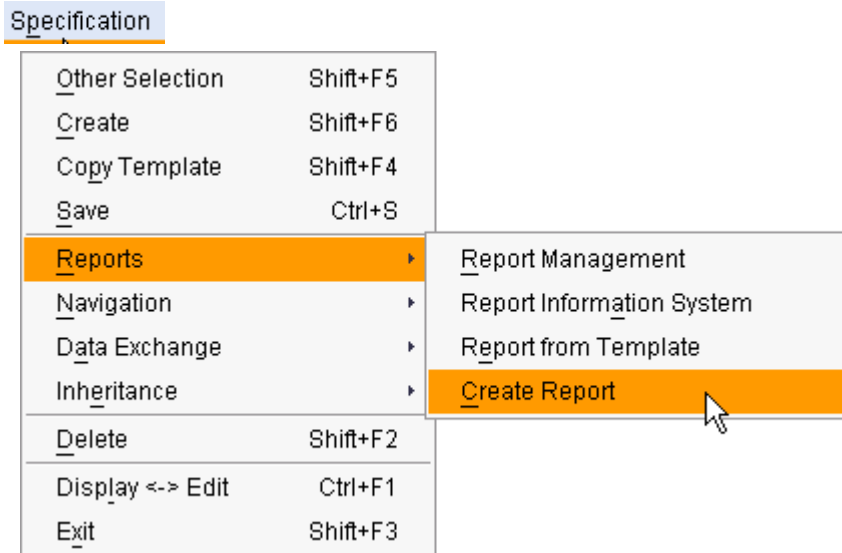
Now the hit list (with only one entry) of the found specification will appear.

#### Step 3: Mark the specification

Mark the specification by clicking somewhere on the line:

#### Step 4: Select the 'Create Report' menu

Select in the menu: *Specification/Reports/Create Report*




A dialogue window will pop up.

#### Step 5: Enter the generation variant

Enter the *generation variant* LABEL\_XX in the field 'Generation variant'.

Choose the language EN.

Click on the 'Create report' button .

In the lower bar there should appear the message "1 Reports were created".

#### Step 6: Navigate to the report management

*SAP Menu*→*Logistics*→*Menu of Environmental, Health and Safety*→*Product Safety*→*Reports*→ *Report Information System*. (Transaction CG50)

#### Step 7: Enter the search criteria

Enter the specification GL-XX in the specification field. Press the button *Report tree* .

#### Step 8: View the label report

Click on the symbol 'Label' .

Confirm the parameter window pop up by clicking on .

The label tool will pop up. Proceed accordingly like in the last chapter (Report of template).

View the label.

## 4 Creating a label stock

### 4.1 Exercise summary (read only)

In this exercise you will learn how to create and maintain a label stock.

### 4.2 Exercise start (experienced user only)

Choose menu path

SAP Menu→Logistics→Menu of Environmental, Health and Safety→Product Safety→Global Label Management → Label Stocks→Edit (Transaction CBGL\_LS02).

### 4.3 Input Data (experienced user only)

For step		Criteria for the field		
3	Labelstock	LS_XX		
Attributes				
4-9	Size of Label Stock	ST01_210X110	No. Use Symbols	3
4-9	Label Size	GLM_200X100	No. of Labels per row	1
4-9	No. of Labels per column	1	Label Pitch: Vertical	
4-9	Label Pitch: Horizontal		Distance from Edge: Left	1
4-9	Distance from Edge: Top	1	Unit of Measure	MM
4-9	Landscape Format	<input checked="" type="checkbox"/>		
Description				
10	Description	DE: Etikettenpapier 3 Gef.symbole 20 x 10 cm EN: Labelstock 3 UseSymbols 20 x 10 cm		
Validity Areas				
11	REG_WORLD			
Label Categories				
12	LB_OVPCK			
	(Transport symbol group)			
14	Generation variant	LABEL_XX		
Application Objects				

---

14	Report application		Object key
14	LABELSTOCK	Label Stock	LS_XX

#### 4.4 Step by step (start your exercise here)

##### Step 1: Start the transaction

Choose menu path

*SAP Menu→Logistics→Menu of Environmental, Health and Safety→Product Safety→Global Label Management → Label Stocks→Edit*

(Transaction *CBGL\_LS02*) and open it by double click.

##### Step 2: Navigate to the 'Create' screen of the labelstock

Click on the 'Create' button .

##### Step 3: Enter the key of the label stock

Enter LS\_XX in the field *Label Stock*

##### Step 4: Enter the 'Size of Labelstock'

Enter the value ST01\_210X110 or choose it from the selection list.

##### Step 5: Activate the checkbox 'Landscape'

☒ Landscape Format

##### Step 6: Enter the number of use symbols

Enter the value: 3

##### Step 7: Enter the 'Label Size'

Enter the value GLM\_200X100 or choose it from the selection list.

##### Step 8: Enter numbers of label per row / column

Enter the value 1 in the field *No. of Labels per Row* and 1 in the field *Column*

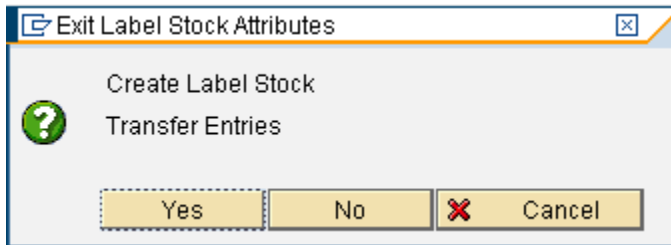
##### Step 9: Enter the Unit of measure

Enter 'MM' in the field *Unit of Measure*

---

### Step 10: Enter a description

Click on the description tab .



Confirm the pop up window with YES.

Enter the following languages and descriptions:

EN: Labelstock 3 UseSymbols 20 x 10 cm
DE: Etikettenpapier 3 Gef.symbole 20 x 10 cm

### Step 11: Enter the validity area

Click on the tab Validity Areas .


Enter the validity area REG\_WORLD or choose it from the selection list.

### Step 12: Enter the 'Label Category'

Click on the tab .

Enter the value LB\_OVPCCK or choose it from the selection list.

### Step 13: Save the entries


Save the settings .

### Step 14: Assign the labelstock to the generation variant

Navigate to the 'Edit Generation Variant' screen (Transaction CG2B).

Enter the key LABEL\_XX of the generation variant you created in section 1 in the field 'Generation Variant'.

Click on the 'Application Objects' button  on the upper bar.

Enter in the column 'Report Application' the object 'LABELSTOCK' and in the column 'object key' the value LS\_XX of the labelstock you created in section 4. Press 'Enter' and Save  the entries.

---

## 5 Maintaining label data at the material master

### 5.1 Exercise summary (read only)

Creating a packaging hierarchy and maintaining the package depending label data at the material master.

### 5.2 Exercise start (experienced user only)

Choose menu path

SAP Menu→Logistics→Materials Management→Material Master→Material →Change→Immediately

(Transaction MM02)

### 5.3 Input Data (experienced user only)

For step		Criteria fort he field			
2	Material	P192_XX			
	Packaging hierarchy				
4	Alternative Units of Measure	X	AUn	Y	
4		1	BT (Bottle)	1 l	
4		1	CAR (Carton)	6 l	
4		1	PAL (Palett)	144 l	
	Label data				
7	Packaging unit	Label Category	Label Size	Gen.Var.	Labels
7	Bottle	LB_PRIM	GLM_151X101		1
7					1
7	Carton	LB_OVPCK	GLM_200X100		1
7		LB_CUST			-
7	Pallet	LB_SHIP		GLM-02-SHP	2
7		LB_TRANS	GLM_250X120		2

---

## 5.4 Step by step (start your exercise here)

### Step 1: Start the transaction

Choose menu path

SAP Menu→Logistics→Materials Management→Material Master→Material →Change→Immediately

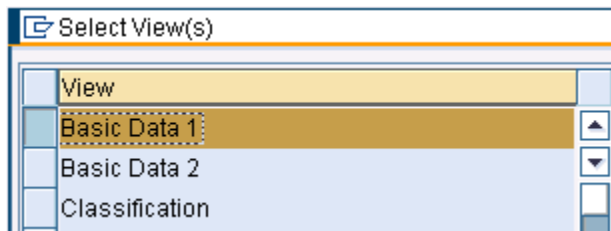
(Transaction MM02) and open it by double click.


### Step 2: Open the material master

Enter the material number P192\_XX in the field 'Material'.

Press 'Enter'.

The 'select views' dialogue will appear.



Mark the view 'Basic data1' and click on the 'Continue' button .

### Step 3: Navigate to the 'Units of Measure'

Navigate to the 'Additional Data' by clicking on the the button  Additional data.

Activate the 'Units of Measure' rider .

### Step 4: Enter the packaging hierarchy

Enter the following values in the table:


X	AUn	Y
1	BT	1
1	CAR	6
1	PAL	144

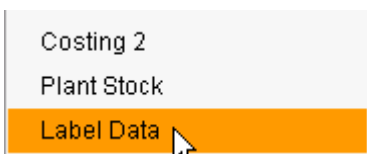
Navigate back to the 'Main data' of the material master by clicking on  Main data.



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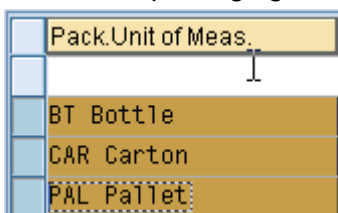
### Step 5: Navigate to the 'Label data' view


Open the selection list with the button  (at the right edge of the tab). Choose the view 'Label data'.



### Step 6: Activate the tab of the packaging hierarchy


Mark the 3 packaging units of measures.



Activate the tab by clicking on the 'Activate' button .

### Step 7: Enter the label data

Maintain for every packaging unit the required label data.

Activate the tab for the Bottle .

Enter the following data:

Label Category	Label Size	Gen. Var.	Labels
LB_PRIM	GLM_151X101		1

Activate the tab for the Carton .

Enter the following data:


Label Category	Label Size	Gen. Var.	Labels
LB_OVPCK	GLM_200X100		1
LB_CUST			-

Activate the tab for the Pallet .

Enter the following data:

---


Label Category	Label Size	Gen. Var.	Labels
LB_SHIP		GLM-02-SHP	2
LB_TRANS	GLM_250X120		2

Save the settings .

### Step 8: Check the assignement from specification and material

Navigate to the specification workbench (Transaction CG02) and open it. Search your specification GL-XX and open it by double clicking on it.

In the header data select the tab 'Material Assignment' .

Check if your material is already assigned. If not, assign the material to the specification and save your entries .