Notifications – Reports The University of Mississippi

11/2011

SAP Support 662.915.5222

Email: sap@olemiss.edu

SAP Menu	Logistics > Plant Maintenance > Maintenance Processing >
Path:	Notification > List Editing > Display [double-click]
Transaction	
Code:	IW29
Notification	Minimum of one notification status must be selected.
Status	

You must decide your criteria for your report. You may use one or narrow your report by using many. Below are examples of some of your search criteria.

Dates	What dates do you wish the report to cover? Beginning & Ending
Functional location	Use your search button to find the functional location. Hint remember to use the * wild card to help insure you include everything in your report.
Reported by	Remember to be consistent when filling in the reported by - it will make reporting much easier.
Description	Run a report for all the *leaks * in your building.

You have a large number of selection criteria that can be used. Scroll down, look and experiment.

Ð	Once you have selected your criteria for your report – run your report by a left click on the Execute Button.

If you would like additional information on your report you can change the output by selecting additional fields to be added.

6	Left click on the icon that looks like a staircase (Current). This will provide you with all of the hidden fields. Select the hidden fields and move them over to the left side of the screen – highlighting and then click on the arrow moving it to the left. Keep repeating this task until you have all of the hidden fields that you would like included on your report. Then left click on the green check – Copy. Hint: You can sort the hidden fields by ascending or descending order, use the icons at the
	bottom of your screen.

Notifications – Reports SAP Screen Shots The University of Mississippi End User Documentation – ERP 2005 3/2006 SAP Support 662.915.5556 E-Mail: sap@olemiss.edu SAP Web Site

SAP Menu Path: Logistics > Plant maintenance > Maintenance Processing > Notifications > List Editing > Display [double-click].



OR use Transaction Code: IW29



Display notifications: Selection of Notifications is the screen where you make your selection criteria to create your report.

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To generate reports, you must decide your criteria. Example: The below report contains outstanding and completed notifications that are in the date range of Jan 1, 2000 thru April 1, 2000.

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Notification	Notif.date	Description					
10003700	01/02/2000	WELDER NEEDED AT SUPER COMPUTER.					
10003701		STREET LIGHTS ARE OUT.					
10003702	01/02/2000	david harvey 513-4652 kitchen sink-leak					
10003704	01/03/2000	LOUD NOISE IN BASEMENT AT PEABODY.					
10003705	01/03/2000	PUMP MAKING LOUD NOISE AT PEABODY.					
10003706	01/03/2000	COMMODE WILL NOT STOP RUNNING.					
10003708	01/03/2000	5759-no power rm 327-(see Erica Marsh					
10003709		3784-no power in outlet in the front of					
10003711		power outage at N.C.P.A.					
10003713		232-5306, the a/c in room 323 is not					
10003714		7241 Pat Wilson the light in the lobby					
10003715		7329-2nd stall leaks when flushed.					
10003716		7329-light switch won't cut off in 519.					
10003717		7329-light switch won't cut off in 613.					
10003718		7329-BIG ROUND HOLE IN FLOOR IN SHOWER					
10003719		232-5916, lock on the door is not					
10003720	01/03/2000	939-7371 nlease nick un model kitchen					

To create this report

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You have a large number of selection criteria that can be used. Scroll down, look and experiment.

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Hint: Remember to use the * wild card to help insure you include everything in your report.

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Change layout	der Filter View	Display	
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The report should look something like this.

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Notification	Notif.date	Description	Functional location	Reported by
10003813	01/04/2000	repair pole lights at powers hall	UM-A041	THWEATT
10003821	01/04/2000	yearly fire alarm inspection	UM-A041	BO EVANS
10004495	01/13/2000	fill cooling tower	UM-A041	BILL M.
10004724	01/19/2000	7240-Please paint rooms 319, 321, 323	UM-A041-003	S. HARRISON
10004797	01/20/2000	clean boiler room	UM-A041	YARBROUGH
10004881	01/20/2000	drain cooling tower to prevent freezing	UM-A041	YARBROUGH
10005427	01/31/2000	232-5269, please supply some sand or	UM-A041	K. JONES
10005598	02/01/2000	5269-Please remove ice in front of	UM-A041	K. JONES
10005649	02/02/2000	232-5296, the ceiling tiles in the	UM-A041	K. JONES
10005660		7447 - TESTING Web Notification	UM-A041-003-0311	O CARTER
10005661		7447 - TESTING Web Notification	UM-A041-003-0311	O CARTER
10005671		232-5269, the light by room 314 is out	UM-A041	K. JONES
10005672		232-5269, the following lights need	UM-A041	K. JONES
10005710	02/02/2000	7240 electrical outlets	UM-8041-001-0109	SHARRISON