



# **Hands-on Workshop: Smart Forms – The Form Printing Solution**

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# Exercise

## General

System	_____
User	SMART-## (## group number)
Client:	
Password:	init
Name of the form to be used	ZSF_TEMPLATE
Name of your new form	ZSF_SMART_## (## group number).
Development class	\$TMP
Name of the print program to be used	ZSF_EXAMPLE_01



## Activities

1. Choose *Tools* → *Form printing* → *Smart Forms* (transaction SMARTFORMS). The dialog window *SAP Smart Forms: Request* appears.
2. In the *Form* field enter ZSF\_TEMPLATE as copy template and choose *Copy*. As new form name, enter ZSF\_SMART\_## (## group number).

**Note:** In the dialog window *Create object catalog entry* choose function *Local object*.

3. Change the layout in your form.  
For example, use the graphical Form Painter to change the size and the position of the INFO window.

**Note:** You can view the changed specifications for height, width, and position directly in the ruler of the Form Painter or in the *Output options* of the INFO window in the navigation tree.

4. Replace the Enjoy logo with the mySAP.com logo.
  - a. Mark the Enjoy logo in the Form Painter (right mouse button, context menu) and choose *Delete Node*.
  - b. In the Form Painter choose *Create graphic* (right mouse button, context menu).
  - c. In the maintenance screen of the node, under *General attributes* enter *mysapcom* as graphic name (grid screen color BCOL) and choose *Continue*.
  - d. Position the mySAP.com logo appropriately.

**Note:** You cannot scale the size of the logo as you like. To change it, modify the resolution in the *Technical attributes* of the graphic. Choose *Continue* to refresh the graphic size.

5. In the print preview check whether the mySAP.com logo is inserted correctly.
  - a. Save and activate your form.
  - b. Choose *System* → *Services* → *Reporting*. Enter the program name ZSF\_EXAMPLE\_01 and choose *Execute*.
  - c. Enter your form name ZSF\_SMART\_## (## group number) and choose *Execute*. In the subsequent dialog window choose *Print preview*.



6. In the MAIN window change the invoice introduction text.
  - a. In the navigation tree select the text node INTRODUCTION.
  - b. Change the text and formats as you like. Use the editor operations *Insert*, *Copy*, *Delete*, *Select*, and so on.

**Note:** In the editor you can use list boxes to select and assign several paragraph and character formats.
7. In the main window include a new text node LINK after the text node GREETINGS.
  - a. In the tree mark the text node GREETINGS and in the context menu (right mouse button) choose *Create* → *Text*.
  - b. In the maintenance screen of the node enter the text name LINK and choose *Continue*.
  - c. In the editor enter as text  
"In the Internet you can find us under www.mySAP.com"  
and format the text as you like.
  - d. Frame the text. On the *Output options* tab under *Box and shading* select a line with thickness 0,5pt, vertical spacing 0,1cm, and horizontal spacing 0,1cm.
8. In the invoice introduction (text node INTRODUCTION) replace the greeting "*Dear Sir or Madam*" with the name of the customer. As variable for the customer name use the field CUSTOMER-NAME.
  - a. For an overview of all field names valid within a Smart Form, display the field list by choosing *Utilities* → *Field list on/off*. In the Import Interface expand the subtree CUSTOMER.
  - b. Use drag&drop to drop the field into the editor.

**Note:** You can also enter fields manually in the editor by choosing *Include field*. Note that field names in a Smart Form must always be enclosed in ampersands "&".
9. Choose *Check* to check the contents of the text node. Make sure the field name was replaced with the correct value. Execute the application program ZSF\_EXAMPLE\_01 for your form name by choosing *System* → *Services* → *Reporting* (see also Activity 5).

**Note:** If your text node contains an error, an error list appears at the bottom of the maintenance screen, which displays the errors in more detail. Select the error from the list; the system goes to the relevant position in the navigation tree.



10. **Optional Exercise:**

Change a table using the graphical Table Painter.

- a. In the MAIN window select the table node TABLE. Select the *Table* tab. The line types TABLE\_HEADER, TABLE\_POS, and TABLE\_FOOTER describe the table header, table body, and table footer, respectively.
- b. In the graphical Table Painter change the width of the last column of all line types (header, body, and footer) to 6,5 cm.

**Note:** You can change the width of all cells that appear exactly one below the other in one go: In the Table Painter, keep the <ctrl> key depressed while moving the separator line with the mouse.

- c. Change boxes and shading for various line types using the buttons and input fields in the upper area of the Table Painter:
  - For all line types, add a left frame to the rightmost cell.
  - For line type TABLE\_FOOTER, shade the second cell in black with 5% saturation.

**Note:** To set frames and shadings for one or more cells, you must deactivate the draw mode , then select the cells you want to format.

- d. Select subnode *Header* of table node TABLE. Deactivate the output *at Page Break*. The table header then does not appear on any other page.



11. **Optional Exercise:**

Use the airline (CARRID) as sort criterion for the booking items. If during output of the booking items the airline is 'LH', insert the additional text "Have a look at our Lufthansa Frequent Flyer Program in the Internet: <http://www.lufthansa.com/dhome.htm>" with an appropriate table cell.

- a. Select the *Data* tab of node TABLE. As sort criterion enter the field name CARRID and mark *Event on Sort End*.

**Note:**

When you specify a sort term, you can generate an event for a control break by marking *Event on Sort Begin/End* (in our example: change of the airline). If you mark one of these, the system automatically creates an event node in the flow logic of the form in which you can now create a text node that contains the desired additional text.

- b. Select the *Table* tab of table node TABLE. Create a new line type 'TABLE\_TEXT' with only one cell which spreads over the whole table width.
- c. Create a new table line NOTE as subnode of event node CARRID using the context menu and choose line type TABLE\_TEXT. After choosing the line type, Smart Forms inserts automatically the corresponding number of cells for the table line.
- d. Create a text node for the table cell of table line NOTE with the text stated above (see also Activity 7).
- e. Select the *Conditions* tab of table line NOTE and enter as field name WA\_BOOKING-CARRID, as comparison operator EQUAL, and as comparison value 'LH'.
- f. Activate your form and check the output (see also Activity 5).