

**Dual Language to Position Relationship\_Create**

**PO13**

**Change History**

Update the following table as necessary when this document is changed:

<b>Date</b>	<b>Name</b>	<b>Change Description</b>
4/21/2005	Chylynn Hansel	Draft
4/22/2005	Sherrie Ilg	SME Review
4/25/2005	Heather Hanson	Training review
4/28/2005		Agency
4/29/2005	Chylynn Hansel	Edits

### Purpose

Use this procedure to create dual language to a position relationship.

### Trigger

Perform this procedure when creating dual language to a position relationship.

### Prerequisites

- Dual language has been approved for the position.

### Menu Path










Human Resources → Organizational Management → Expert Mode → Position

### Transaction Code

PO13

### Helpful Hints

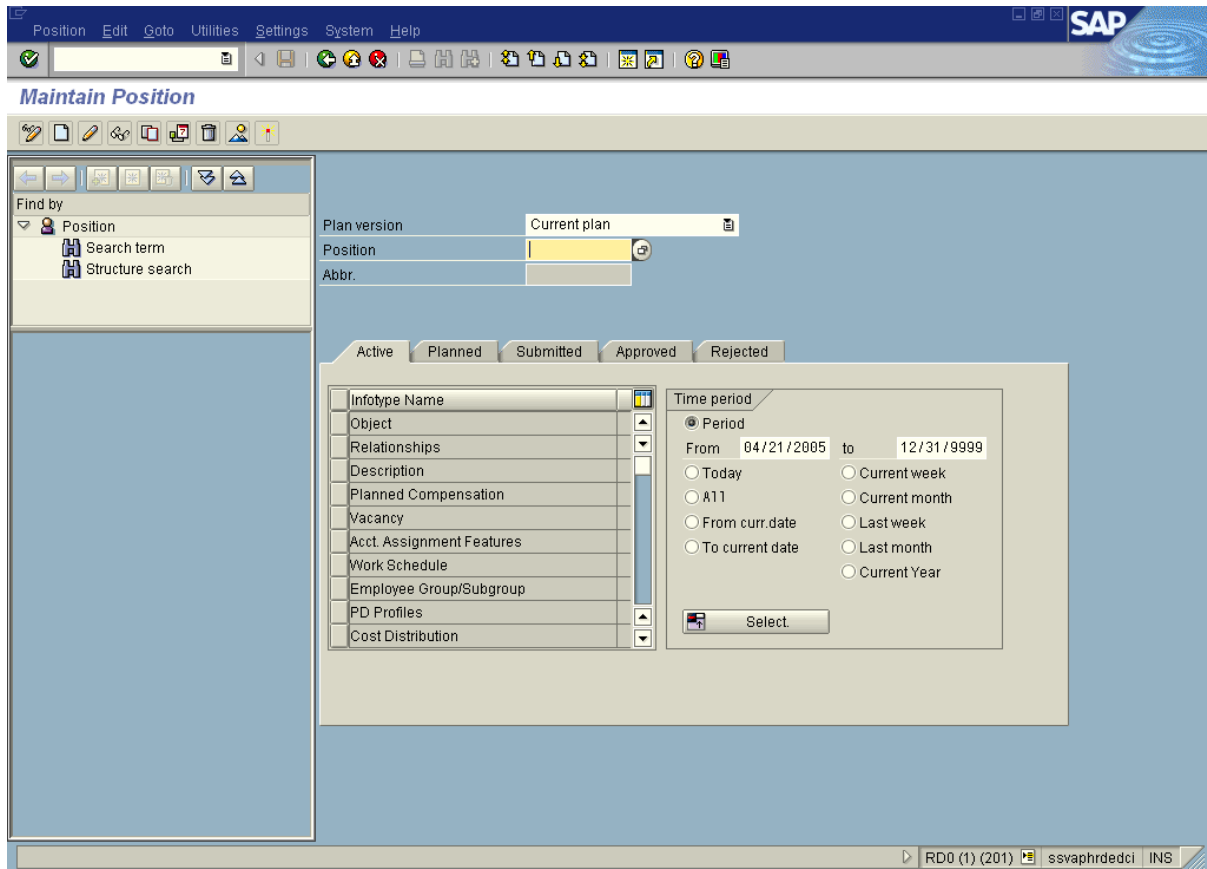
The system may display three types of messages at various points in the process. The messages you see may differ from those shown on screen shots in this procedure. The types of messages and responses are shown below:

Message Type	Description
<b>Error</b> 	<b>Example:</b>  Make an entry in all required fields. <b>Action:</b> Fix the problem(s) and then click  (Enter) to proceed.
<b>Warning</b> 	<b>Example:</b>  Record valid from xx/xx/xxxx to 12/31/9999 delimited at end. <b>Action:</b> If an action is required, perform the action. Otherwise, click  (Enter) to proceed.
<b>Confirmation</b>  or 	<b>Example:</b>  Save your entries. <b>Action:</b> Perform the required action to proceed.

**Procedure**



1. Start this transaction using the above menu path or transaction **PO13**.

**Maintain Position**



2. Complete the following field:



Field Name	R/O/C	Description
Position	R	The position's unique identifying number. <b>Example:</b> 70000251

3. Click  (Enter) to validate the information.
4. Click the gray box to the left of **Relationships** to select.
5. Click  (Create) to create a new record.

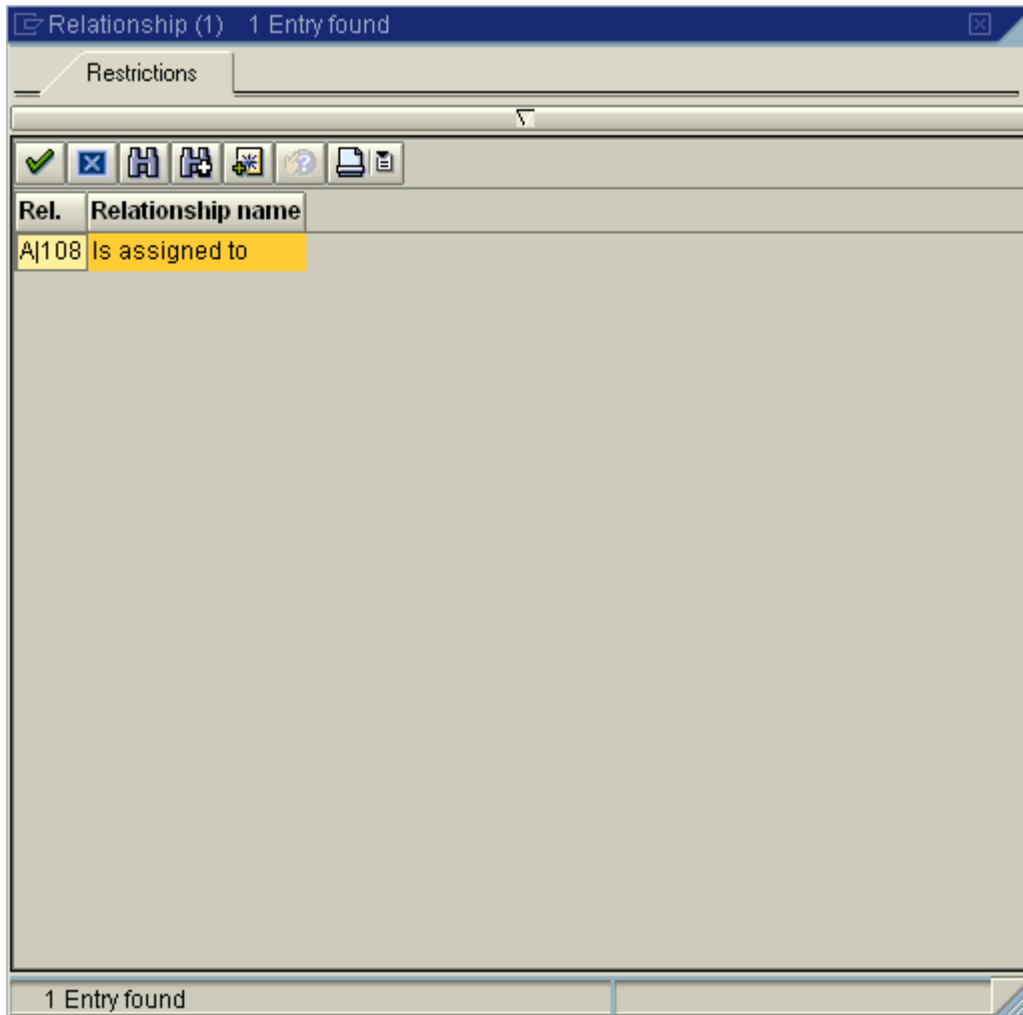
## Create Relationships



6. Complete the following fields in the following order:

Field Name	R/O/C	Description
Validity	R	The date the dual language begins. <b>Example:</b> 04/16/2005
Type of related object	R	The description of a related object. <b>Example:</b> Dual Language
Relationship type/relationship	R	The description of how two objects are linked together. <b>Example:</b> Is assigned to

7. In the **Type of related object** field, Click  (Dropdown) to select from the drop-down list.
8. In the empty **Relationship/type/relationship** field, click  (Matchcode) to open the selection list.

**Relationship (1) 1 Entry found**



9. Click  (relationship) to select.
10. Click  (Continue) to accept.

## Create Relationships

Infotype Edit Goto Extras View System Help

**Create Relationships**

Allowed relationships

Position KW09 Test Position 1  
Planning Status Active  
Validity 04/22/2005 to 12/31/9999

Relationships

Relationship type/relationship 08

Related object

Type of related object Dual Language

ID of related object


Abbreviation

Name

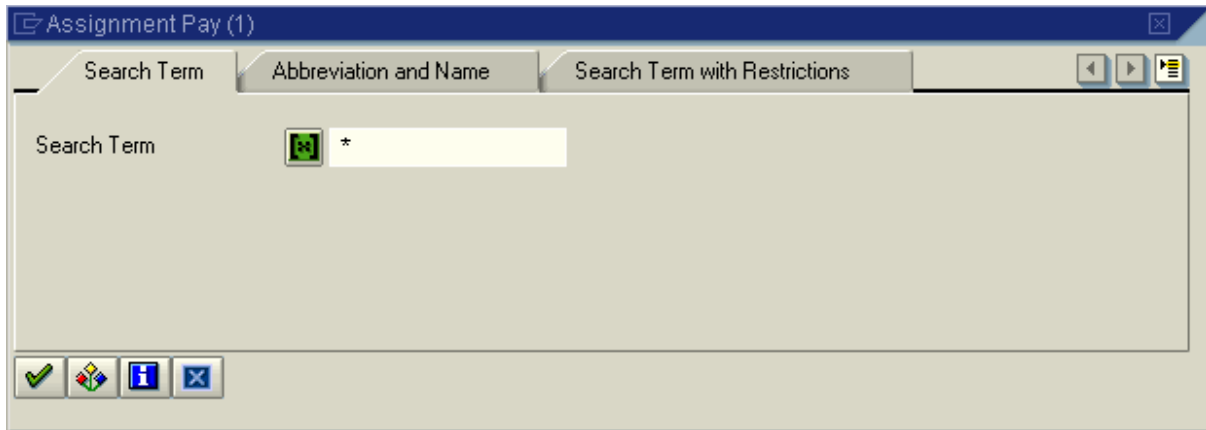
Priority

Weighting  %

start | Inbox - Microsoft Out... | RWD Info Pak --> Word | 12:56 PM

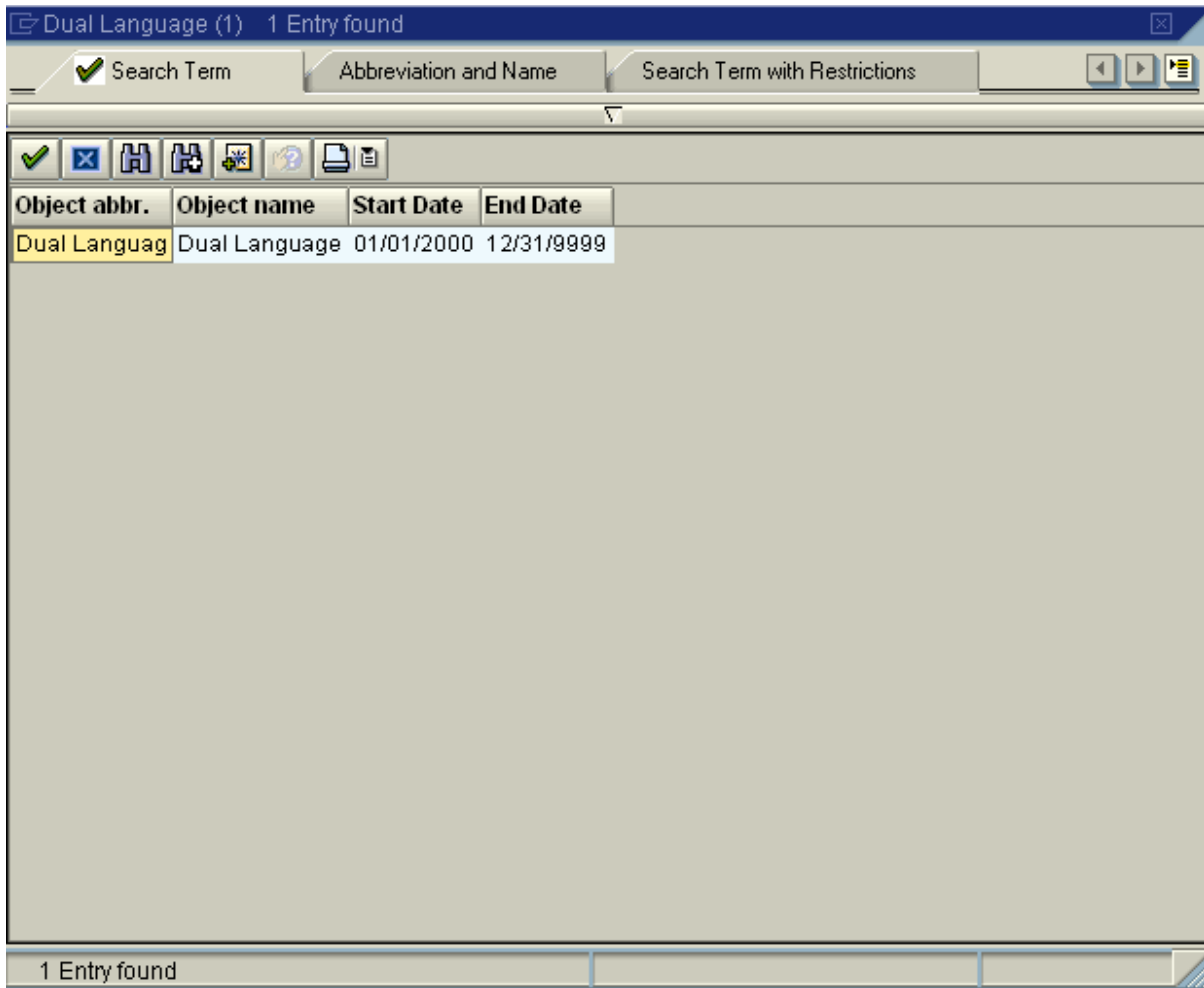
11. In the empty **ID of related object** field, click  (Matchcode) to open the selection list.

## Dual Language (1)



12. Click  (Continue) to accept.

**Dual Language (1) 1 Entry found**



13. Click **Dual Languag** (Object Abbreviation) to select.


14. Click  (Continue) to accept.



## Create Relationships

The screenshot displays the SAP HRMS 'Create Relationships' transaction. The main form contains the following data:

Position	KW09	Test Position 1
Planning Status	Active	
Validity	04/22/2005	to 12/31/9999
<input type="button" value="Change Information"/>		
<b>Relationships</b>		
Relationship type/relationship	A 108	
<b>Related object</b>		
Type of related object	Dual Language	
ID of related object	00186027	
Abbreviation		
Name		
Priority		
Weighting	%	

15. Click  (Enter) to validate the information.

16. Click  (Save) to save.

17. You have completed this transaction.



Contact the **Personnel Administrator Processor** to update **Basic Pay** (infotype 0008).

### Result

You have created dual language to a position relationship.

### Comments