






ZCOSOBJ

Employee cost distributions

**Employees Cost Distribution Objects**







Further selections  Search helps  Sort order

**Period**




Today       Current month       Current year  
 Up to today       From today

Other period  
Data Selection Period  To   
Person selection period  To   
**Payroll period**

**Selection**

Personnel Number	<input type="text"/>	
Employment status	3	
Company Code	<input type="text"/>	
Payroll area	<input type="text"/>	
Pers.area/subarea/cost center	<input type="text"/>	
Employee group/subgroup	<input type="text"/>	

**Additional Criteria (0027 or 1018)**

Cost Center	<input type="text"/>	to	<input type="text"/>	
WBS Element	<input type="text"/>	to	<input type="text"/>	
Fund	<input type="text"/>	to	<input type="text"/>	

Display Output in ALV Grid

Select period

In employee status, select active, 3

To select everyone in your Org Unit

Go to Personnel Number

Choose the button to the far right

Select multiple selections

Go to the tab organizational assignment

Enter your organizational unit.

On the WBS Element or Cost Center line, you can use the clip board to paste specific accounts (up to 500 at a time)

MAKE SURE you click the box next to “Display Output in ALV Grid”. Otherwise, the format isn’t conducive to export.

To export

Go to List/Export/Local File, select spreadsheet and save.

Print preview Ctrl+Shift+F10  
 Print Ctrl+P  
**Export**  
 Send to  
 Exit Shift+F3

Word processing... Ctrl+Shift+F8  
 Spreadsheet...  
**Local file...** Ctrl+Shift+F9  
 Additional Functions of SAP Query

## Cost Objects Report

User: CLHAMM3  
 Date:11/08/2013  
 Time:16:56:38  
 Record Count: 26

Person ID	Pers.No.	First name	Last name	Cost Ctr	WBS Element	Percen...	Pos. Desc.	Start Date	End
00000282	282	Anders	Andersen		3048106564	2.15	F8521M0/Associate Professor	11/08/2...	11/3
00000282	282	Anders			3048106564	2.15	F8521M0/Associate Professor	12/01/2...	12/3
00000282	282	Anders			3048106564	2.15	F8521M0/Associate Professor	01/01/2...	01/3
00000282	282	Anders			3048106564	2.15	F8521M0/Associate Professor	02/01/2...	02/2
00000282	282	Anders			3048106564	2.15	F8521M0/Associate Professor	03/01/2...	03/3
00000282	282	Anders			3048106564	2.15	F8521M0/Associate Professor	04/01/2...	04/3
00000282	282	Anders			3048106564	2.31	F8521M0/Associate Professor	05/01/2...	05/3
00000282	282	Anders			3048106564	2.59	F8521M0/Associate Professor	06/01/2...	06/3
00045422	45422	Brian	Gold		3048106564	25.00	F8501M0/Associate Professor	11/08/2...	11/3
00045422	45422	Brian			3048106564	25.00	F8501M0/Associate Professor	12/01/2...	12/3
00045422	45422	Brian			3048106564	25.00	F8501M0/Associate Professor	01/01/2...	01/3
00045422	45422	Brian			3048106564	25.00	F8501M0/Associate Professor	02/01/2...	02/2
00045422	45422	Brian			3048106564	25.00	F8501M0/Associate Professor	03/01/2...	03/3
00045422	45422	Brian			3048106564	25.00	F8501M0/Associate Professor	04/01/2...	04/3
00045422	45422	Brian			3048106564	25.00	F8501M0/Associate Professor	05/01/2...	05/3
00045422	45422	Brian			3048106564	25.00	F8501M0/Associate Professor	06/01/2...	06/3
10987617	11071633	Jonathan	Hakun		3048106564	100.00	N8221M0/Post-Doctoral Scholar	11/08/2...	07/3
00032999	32999	David	Powell		3048106564	6.30	F8521M0/Assistant Professor	11/08/2...	11/3
00032999	32999	David			3048106564	6.30	F8521M0/Assistant Professor	12/01/2...	12/3