












Create Odometer Measurement Documents

IK11

Use this procedure to record odometer counter readings for a vehicle.

Basic Commands

Back	
Cancel	
Help	
Exit	
Enter	
Save	
Execute	

1. From the **SAP Easy Access** screen or from your favorites, enter or select transaction code **IK11**.
 2. Click  or press **Enter**.
 3. In the **Measuring Point** field, click the matchcode icon to bring up a search box. Enter the SAP Equipment number (or matchcode again to search for the SAP equipment number)
- Note: If you have never used a measuring point matchcode before or do not see a place to enter the SAP equipment number then click  and choose the “For Equipment” option.
4. Once you have the equipment number in, press enter.
 5. Select the odometer measuring point and press enter.
 6. Enter the new counter reading in the counter reading field.
 7. Check the counter reading difference field and assure that the field displays a reasonable number of miles to advance the odometer. If it does not, **STOP** and back out without saving. Verify the mileage and contact the helpdesk.
 8. If you get a yellow error message stating that “The counter reading entered will lead to a counter overflow” – **STOP** and back out without saving. Verify the mileage and contact the helpdesk.
 9. Click on  to **Save** the transaction.
 10. Click on  to return to the SAP Easy Access screen