

# SAP PM – Create General Task List (Task List Group)

## How to create general task list in SAP PM

In this activity you create general task list & task list group in SAP plant maintenance module by using transaction code IA05.

### Navigation

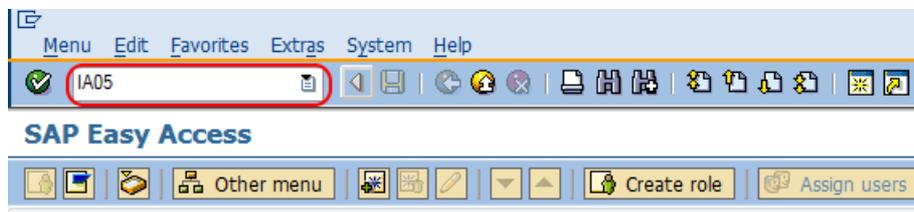
You create general task list in SAP by using the following navigation method.

Transaction Code	IA05
SAP Menu Path	Logistics > Plant Maintenance > Preventative Maintenance > Work Scheduling > Task lists > General Maintenance task list > Create

### Configuration steps

Perform the following configuration steps to create the new general maintenance task list in SAP.

Step 1 : Execute t-code “IA05” in SAP command field and press enter to continue.



Step 2 : On create general task list initial screen, update the following details.

- Group : Enter the task list group name that you like to create in SAP.
- Profile : Enter the respective profile name, here we have selected PM01 (Plant Maintenance Profile)
- Change number : Leave it as blank
- Key Date : Set it as current date.

General task list | Edit | Goto | Settings | Environment | System | Help

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Task list

Group: PUMP

User defaults

Profile: PM01

Change Number:

Key date: 06.12.2017

**Step 2 :** On create general task list: Header general view screen, update the following details.

- Group : The group name PUMP is highest level of grouping task list.
- Group Counter : This is the 2nd level of number for task list groups, where the each task list group will have a specific type of work. Update the descriptive text of group counter.
- Planning Plant : Update the maintenance **planning plant** key.

#### Assignment to header section

- Work centre : Update the **work center** key or leave it as blank.
- Usage : Keep the usage field as 4 (plant maintenance).
- Planner group : Update the **planner group** key or leave it as blank.
- Status : Keep the status as 4 that defines as task list is released for usage or choose other status if the task list is not yet ready for use.
- System Condition : Leave the system condition as blank.
- Maintenance strategy : Choose the respective maintenance strategy key from the drop down list as per the requirements of project or leave the field as blank.

Choose operation tab after you enter the required details.

**Step 3 :** On create general task operation overview screen, update the following details.

- Ctrl : Update the control area key PM01 (Plant maintenance – internal).
- Description : Update the description of work.
- Work : Time to complete the work.
- Un.(Units) : Units of work, it will be automatically filled by SAP system.

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Internal External Header Task list

Group PUMP Pump Inspection Grp.Countr 1

General Operation Overview

OpAc	SOp	Work ctr	Plnt	Ctrl	Operation Description	LT	VI	Work	Un.	No.	Duration	Un.	C	Pct	Int. distr	Fac	ActTyp	StTextKy	Functional loc.	Equipment	Assembly
0010		TKWC	TKBL	PM01	Check Air Filter	<input type="checkbox"/>		80	H	2	40	H	2	100		1					
0020			TKBL			<input type="checkbox"/>			H			H	2								
0030			TKBL			<input type="checkbox"/>			H			H	2								
0040			TKBL			<input type="checkbox"/>			H			H	2								
0050			TKBL			<input type="checkbox"/>			H			H	2								
0060			TKBL			<input type="checkbox"/>			H			H	2								
0070			TKBL			<input type="checkbox"/>			H			H	2								
0080			TKBL			<input type="checkbox"/>			H			H	2								
0090			TKBL			<input type="checkbox"/>			H			H	2								
0100			TKBL			<input type="checkbox"/>			H			H	2								
0110			TKBL			<input type="checkbox"/>			H			H	2								
0120			TKBL			<input type="checkbox"/>			H			H	2								
0130			TKBL			<input type="checkbox"/>			H			H	2								
0140			TKBL			<input type="checkbox"/>			H			H	2								

Step 4 : Now choose the operation and click on long text for maintaining the text.

General task list Edit Goto Operation Extras Environment System Help

Internal External Header Task list

Group PUMP Pump Inspection Grp.Countr 1

General Operation Overview

OpAc	SOp	Work ctr	Plnt	Ctrl	Operation Description	LT	VI	Work	Un.	No.	Duration	Un.	C	Pct	Int. distr	Fac	ActTyp	StTextKy	Functional loc.	
0010		TKWC	TKBL	PM01	Check Air Filter	<input type="checkbox"/>		80	H	2	40	H	2	100		1				
0020			TKBL			<input type="checkbox"/>			H			H	2							
0030			TKBL			<input type="checkbox"/>			H			H	2							
0040			TKBL			<input type="checkbox"/>			H			H	2							

Text Edit Goto Format Insert System Help

Change Long Text: Operation 0010 Language EN

Formats Character Formats

Parag.Format \* Paragraph, left-aligned Char.Format

Check Air Filter  
 Check and Inspect If applicable  
 1. General Condition of Station  
 2. General Condition of Surrounding Perimeter, etc, |

### Important Transaction code

T-Code	Description
IA05	Create General Task List
IA06	Change General Task list
IA07	Display General Task List

Successfully we have created task list group PUMP and ggeneral task list in SAP PM.

‡ SAP PM Tutorial

## SAP PM - Enterprise Structure

‡ SAP PM - Define Company

‡ SAP PM - Define Company Code

‡ SAP PM - Assign company to company code

‡ SAP PM - Define Plant

‡ SAP PM - Assign Plant to Company code

‡ SAP PM - Maintain Maintenance Planning Plant

‡ SAP PM - Maintenance Planner group

‡ SAP PM - Define Purchase Organization

‡ SAP PM - Assign Purchase organization to Plant

‡ SAP PM - Define Purchase group

‡ SAP PM - Storage Location

## SAP PM - Master Data

‡ SAP PM - Create Factory Calendar

‡ SAP PM - Create Work Centers

‡ SAP PM - Types of Technical Objects

‡ SAP PM - Attributes for material type

‡ SAP PM - Define Material Groups

‡ SAP PM - Maintain company code for MM

‡ SAP PM - Material Master Record

## SAP PM - Functional Locations

‡ SAP PM - Define Structure Indicator

‡ SAP PM - Create Functional location

## SAP PM - Equipment

‡ SAP PM - Create Equipment

‡ SAP PM - Create Equipment Task List

‡ SAP PM - Measurement Documents

## SAP PM - Measuring Points

‡ SAP PM - Create Measuring Point

## SAP PM - Maintenance Planning

‡ SAP PM - Maintenance Strategy

‡ SAP PM - Create cycle sets

‡ SAP PM - Configure Order Types

↳ SAP PM - Assign Order Types to Planning Plant

↳ SAP PM - Single cycle maintenance plan

## SAP TCodes

↳ SAP TCodes

↳ SAP PM TCodes