

<p style="text-align: center;">COST CENTER ACCOUNTING END USER TRAINING DOCUMENTS</p>

KL04 - Delete Activity Type

Functionality

You want to delete an activity type which was created wrongly. This transaction enables you to delete an activity type master data.

Scenario

This transaction is used to delete activity types, provided there exist no dependant records.

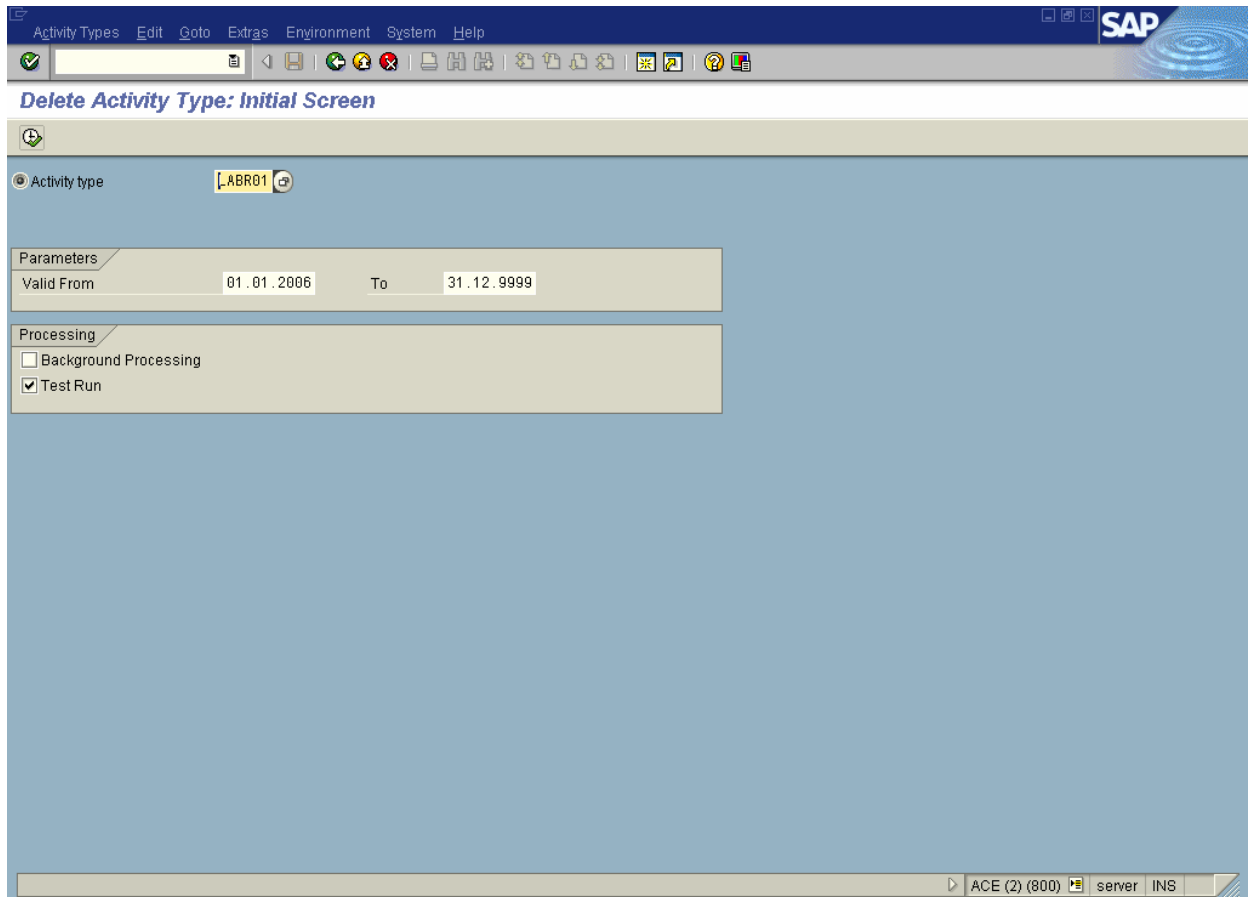
Requirements

Activity master data exists. No dependant records exist.

Menu Path	Accounting → Controlling → Cost Center Accounting → Master Data → KL04 - Delete
Transaction Code	KL04

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1. Double Click on **KL04 - Delete**

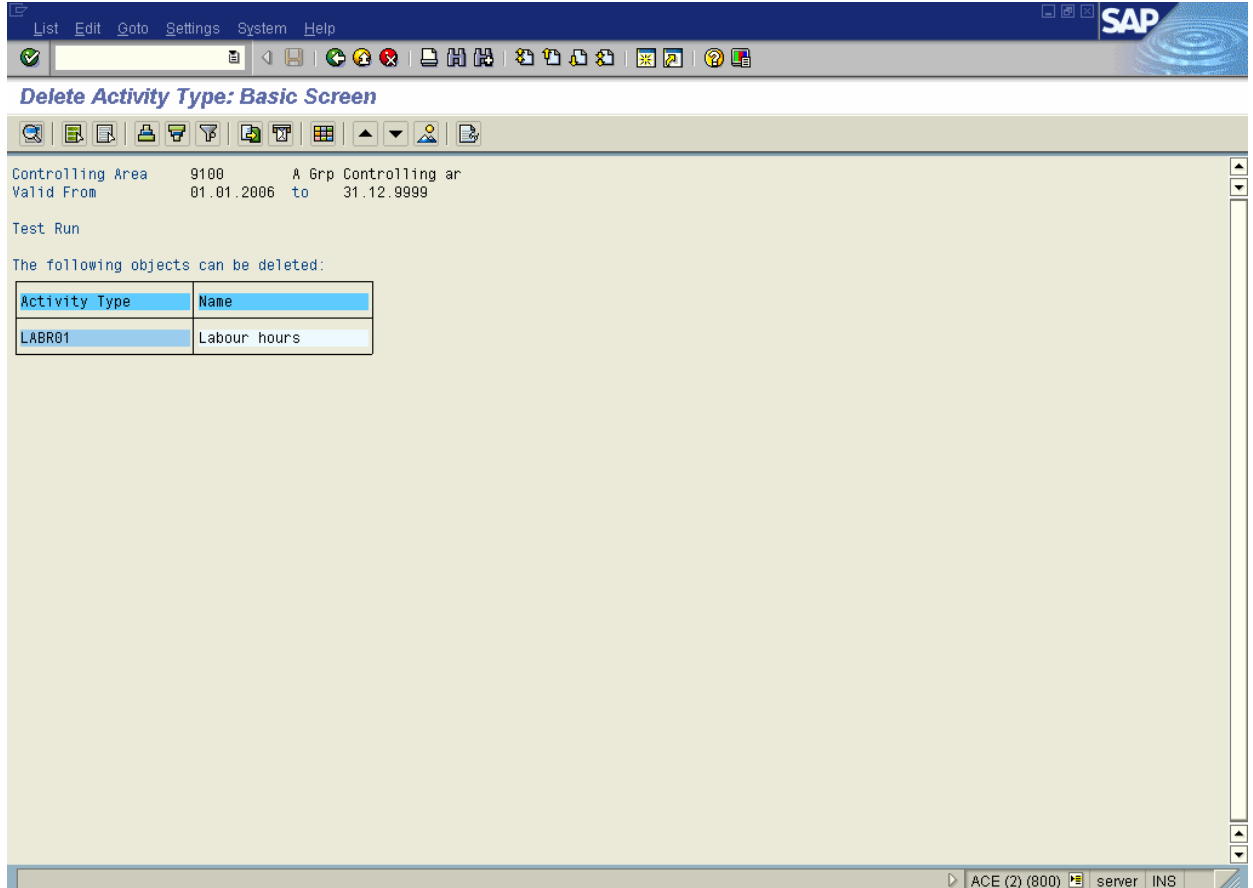



2. Update the following fields:

Field Name	Field Description	Values
Activity Type	Enter the activity number	LABR01

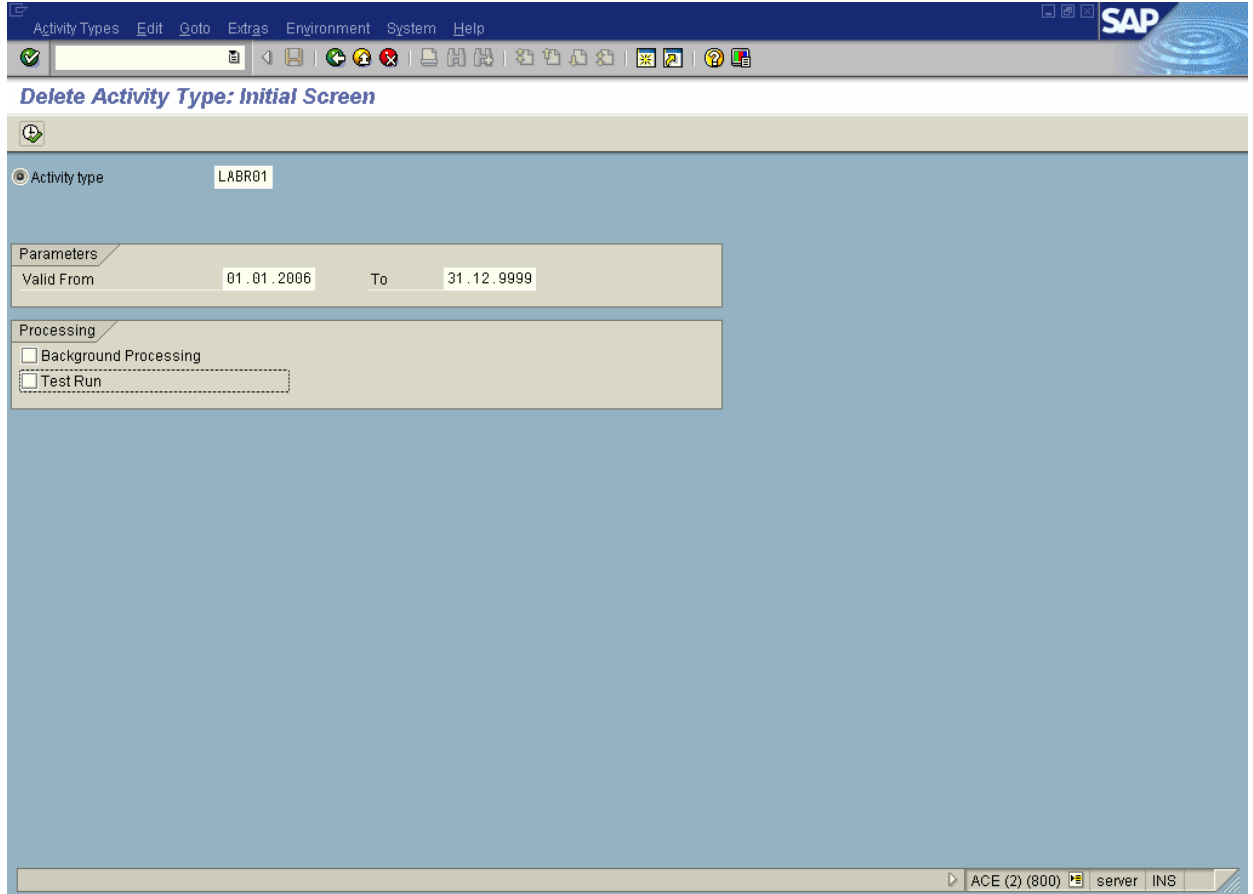
3. Click **Execute** 

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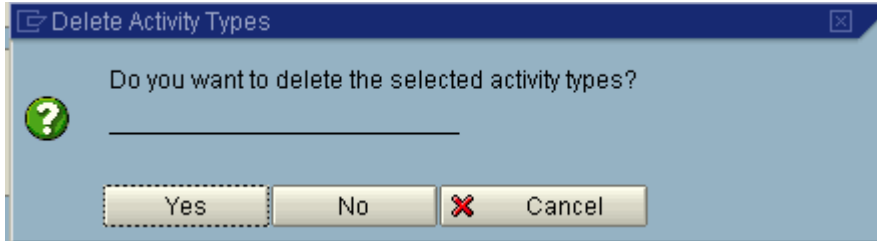
4. Click **Back** 

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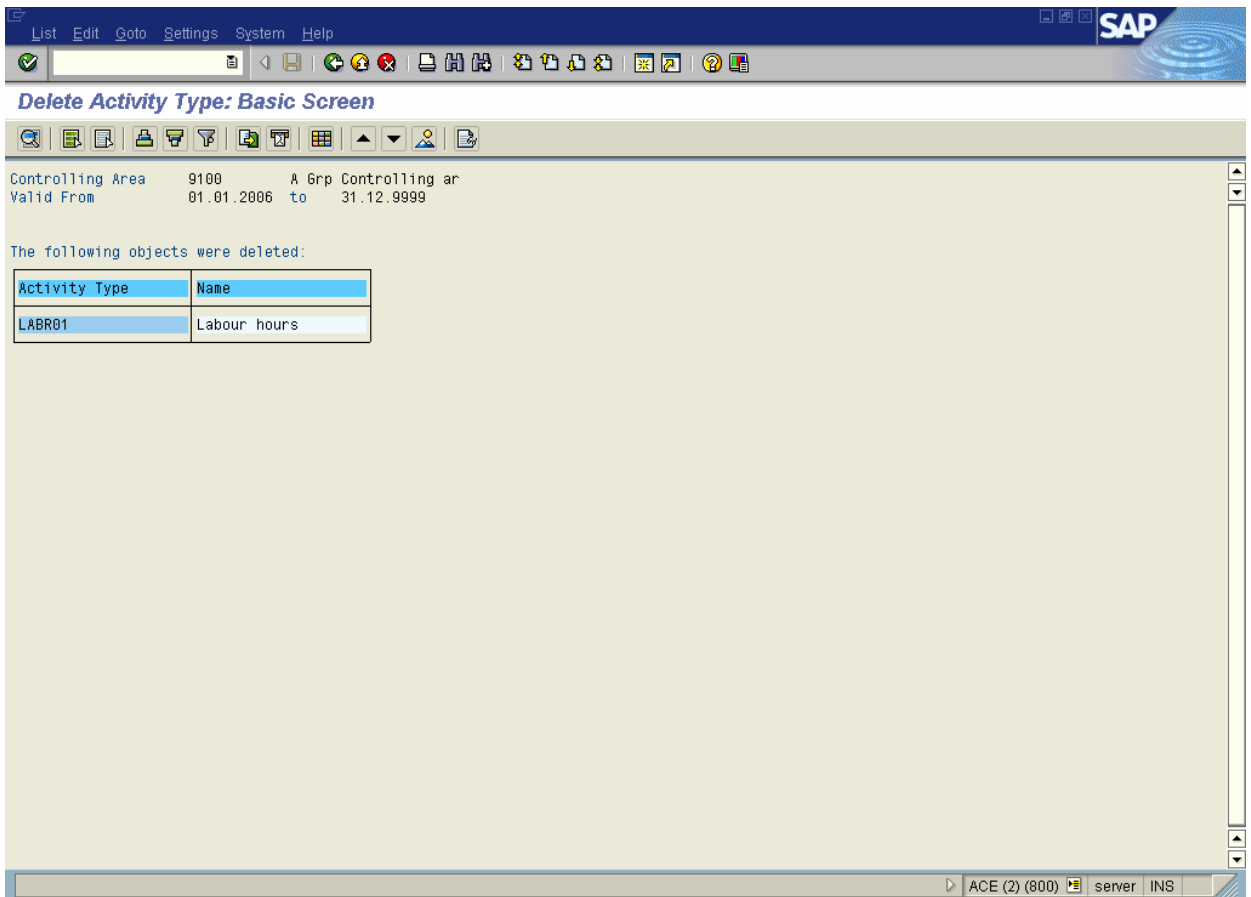


5. Click <checkbox> **Test run** Test run.
6. Click **Execute** 

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7. Click **Yes** 



The Activity type is now deleted.