

# SAP Business Explorer Context Menu Functions

## Use

The Web items *Navigation Block*, *Table*, *Chart*, *List of Exceptions*, *List of Conditions*, and *Label* have a context menu that you can call up by clicking on a cell text (characteristic, characteristic value, structural component, description of an exception, description of a condition) with the right mouse button.

## Features

The context menu offers various functions depending on the cell context, the Web item used and the settings of the Web template in the Web Application Designer.

The basic menu contains a subset of the enhanced menu.

The context menu can contain the following functions:

### Back

Choose *Back* if you want to undo a navigational step in this query view. This takes you back one step to undo your most recent action.

### Back to start

Choose *Back to Start* if you want to undo all navigational steps in this query view. This will return you to the original query view.

### Calculate result as...

You use this function to recalculate the results rows and single values that are displayed in the query according to the following criteria:

Summation / Maximum / Minimum / Count All Values/ Count all values < > 0 / Average of All Values / Average of All Values < > 0 / Standard Deviation / Variance / Suppress Result / First Value / Last Value

You can find additional information under [Calculate Results As...](#)

### Calculate single values as...

You use this function to recalculate the single values that are displayed in the query according to the following criteria:

Normalize result/ Normalize total result/ Normalize../ Ranked list/ Olympic ranked list

For more information, see [Calculate Single Values As...](#)

### Cumulated

You use this function to cumulate the individual cells in an area. The first value is added to the second value, the result is added to the third value, and so on. In the columns, the cells are cumulated from top to bottom, and in the rows, the cells are cumulated from left to right. With blocks of single values, that is, a drilldown in both the rows and the columns, the values are cumulated from top to bottom and from left to right.



This function is particularly useful with drilldowns on time characteristics (months, for example). Using the function *Calculating Single Value as* → *Normalize Results*, and *Sort* → *Descending*, on the corresponding value column, you get a cumulated list that is often described as an ABC list.

### Drilldown → across or down

For characteristic descriptions (for example, country), you can choose *Drill Down* → *Vertically* in the navigation block or from a label in order to drill down along the axes for the columns or rows.

### Export as → CSV file / MS Excel 2000 file

MS Excel 2000 file.

You can export query data to MS Excel 2000.

The query data is embedded in the BEx Analyzer as with queries: The navigation status does not change and the formatting is transferred. You can see the filter restrictions and the data in the table. Exceptions are highlighted in color in the same way as they are on the Web.

You can also use the BEx Analyzer BW functions to continue navigating.

CSV file

You can export the query data into a CSV (comma separated value) file.

Unlike exporting to MS Excel 2000, you do not see the numbers in context and you cannot see the filter data. The query formatting (such as how the exceptions are displayed) is also not transferred to the CSV file.

You can find additional information under [Exporting as CSV file/Excel 2000 file](#).

### Filter and Drilldown According to → Characteristic

Choose *Filter and Drilldown According to* to fix a characteristic to a value in one step (meaning to filter it) and to drilldown according to another characteristic on the same axis (row axis or column axis).



Choose the function *Filter and Drilldown According to* → for example, *Region* for the characteristic value *Germany*. The data is filtered for Germany. The characteristic value *Germany* disappears from the drilldown. Simultaneously, the characteristic *Region* is drilled down.

### Goto

Choose *Goto* when you want to access documentation and jump targets using the Report-Report interface. For more information, see [Goto](#).

### Keep filter value

Choose *Keep Filter Value* if you want to see only the data for a characteristic value. The characteristic value itself is removed from the drilldown.



For example, in the drilldown, you have the characteristic *Country*. From the characteristic value *Germany*, you choose the function *Keep Filter Value*. The table data is now filtered for Germany, and the characteristic value, "Germany" in this case, is no longer displayed in the drilldown. You can only see in the navigation block or in the filter that the table is filtered for Germany.

### Keep filter value on axis

Choose *Keep Filter Value on Axis* if you only want to see the data for a characteristic value and, at the same time, you still want to see the characteristic value itself in the drilldown.



Above all, this function is meaningful with the Web items *Chart* and *Map*. This is because you can see for yourself in the chart or map to learn the context in which the data exists, meaning how they were filtered. You will still be able to interpret the chart / map.

### Key figure definition

Choose *Key Figure Definition* to see how a concrete figure is comprised in your Web application. You can check whether data has been loaded and analyze errors. For more information, see [Key Figure Definition](#).

### Properties

Choose *Properties* when you want to change different settings for the characteristic or key figure. You can find additional information under [Characteristic Properties](#) and [Key Figure Properties](#).

### Query properties

Choose *Query Properties* when you want to change different settings for the query at run time. For more information, see [Query Properties](#).

### Remove drilldown

Choose *Remove Drilldown* if you want to remove a characteristic from the drilldown.

### Select filter value

Choose *Select Filter Value* if you want to filter the Web application according to values. For more information, see [Selecting Filter Values](#).

### Sort → Sort ascending / sort descending

You can use this function to sort structural component values by ascending or descending order



This function is only available in the cells of structural components when all structures are fixed to individual values.

### Sort characteristic 1

You can use this function to sort characteristic values or attributes for a drilldown characteristic in descending or ascending order. You can sort by the key or the name.

Keys are usually sorted according to internal formatting. If you want to sort according to external formatting, you have to include this formatting with the InfoObject.



In hierarchy lists, the relationship between the upper-level/lower-level nodes is retained in the hierarchy structures. Lower-level nodes, however, are usually displayed in the sequence in which they appear in the sort criteria. You use the *Sort According to Hierarchy* function to restore the original sequence as determined in the hierarchy definition.

### Swap axes

You use this function to swap the axes of the query. If you have characteristics in the rows and key figures in the columns and you choose *Swap Axes*, then the key figures are displayed in the rows and the characteristics are displayed in the columns.

### Swap characteristic 1 / structure 1 with → characteristic 2 / structure 2

You can use this function to swap a characteristic / structure with another characteristic / structure.