

We will be carrying out this exercise in 5 groups. Individual groups are assigned with the detailed task which they need to simulate in the SAP system and prepare a presentation for this.

1. Group 1 – Finalize the entire Enterprise structure in Finance. Create Company Codes based on the organisation requirement. Create Credit control area, Sales organisation, Purchase organisation and all other basic enterprise structure. Make the required assignments and configuration settings to depict the organisation setup. Make the required basis setting for GL account creation and create few of the required GL accounts to post some expenses.

We will be presenting Enterprise structure of company (Name your Company).

As per the organizational requirement we created four company codes namely A001, B002, A003 and A004 which are based on different geographical areas.

Our company follows fiscal year from April '20 to March '21.

Create/Assign proper Posting Period Variant and explain its usage.

We have to define and maintain our Chart of Accounts (A001) under which we have to create some G/L Accounts for posting and clearing purpose.

2. Group 2 – Finalize the master data for Customers. Sales invoices should be generated from Finance. Customers should be given adequate payment terms to encourage them for timely payments. Consider payments to be received from the customers covering all scenarios of payment differences, partial payment, residual payment, cash discount and other write-offs. Describe the precautionary measures that your company would adopt if the customers do not pay on time. Set up one of those in the system and explain. System should be configured to enable a sale to one-time customers. Post Clearing entries and different ways of posting clearing and incoming payment along with cash discounts.
 - Customer Group
 - Number Range
 - Document type
 - Customer Creation
 - Config for customer posting:
 - Payment term,
 - GL account Creation,
 - Output Tax setup,
 - Cash Journal,
 - Interest, discount,
 - Tolerance Group.
 - Customer Posting
 - Posting in cash journal and clearing thereof.
 - Post with Clearing and account clearing
 - Dunning Procedure and dunning Run.

3. Group 3 – Consider posting Vendor invoices. Consider payments to be made to the vendors covering all scenarios of payment differences, partial payment, residual payment, cash discount and other write-offs. In case of vendors record the outgoing payments. Cash payments and receipts should be possible in the system. Create an APP for the payments to vendors. Setup the basic bank accounting configuration.

Basic Vendor settings – (Account group, number range, assignment of number range, Reconciliation account, tolerance group.)

Payment terms and payment method.

House bank – FBZP Configuration.

Vendor master data and invoice posting.

Clearing of Vendor data (automatic clearing and manual clearing).

Partial payment, residual payment, cash discount and other write-offs.

Automatic payment run (APP PROCESS) – F110.

4. Group 4 –Make the Basic setting for the Asset Accounting starting from creation of COD, Depreciation Area and create different asset classes and explain their usage. Determine the depreciation Key and explain its usage. Create asset under different asset class and post values to these assets and explain the ways through which assets values can be posted. Demonstrate how depreciation is posted and explain the calculation procedure.

Basic settings for Asset Accounting:

- Chart of Depreciation – Name of COD
- Depreciation Area, Screen layout, Account determination
- Depreciation Key – F001(Name of Depreciation Key)
- Asset Class – F001 & B001(Name of Asset Class)

Asset creation: - L&D Furniture, Office furniture & L&D Building, office building

Posting of Asset acquisition & clearing offsetting entries

Asset retirement with customer, without customer & by scrapping

Asset explorer & Depreciation run

5. Group 5 – Finalize the organization data and master data for controlling. Setup the Controlling area create cost elements, cost centres, profit centres and explain their significance. Post Entries to a particular Cost Centre via a cost element .One of the expenses posted to a wrong cost centre and needs to be corrected. Repost this entry to the right cost centre or distribute it. Setup the configuration between cost centre -profit centre and segment.

Introduction of Controlling

Introduction of Operating Concern and Controlling Area

Creation of Operating Concern and Controlling Area

Assignment of Operating Concern and Controlling Area

Creation of Standard Hierarchy of Cost Center
Creation of Cost Center
Creation of Standard Hierarchy of Profit Center
Creation of Profit center
Assignment of Profit center to Cost Center
Creation of Segment
Assignment of Segment to Profit center
Introduction of Primary and Secondary Cost Element
Creation of Primary and Secondary Cost Element
Creation of Internal Order
Assignment of Internal Order
Settlement of Internal Order