



Critical
manufacturing
an ASM PT company

How to: Receive Material

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DOCUMENT ACCESS

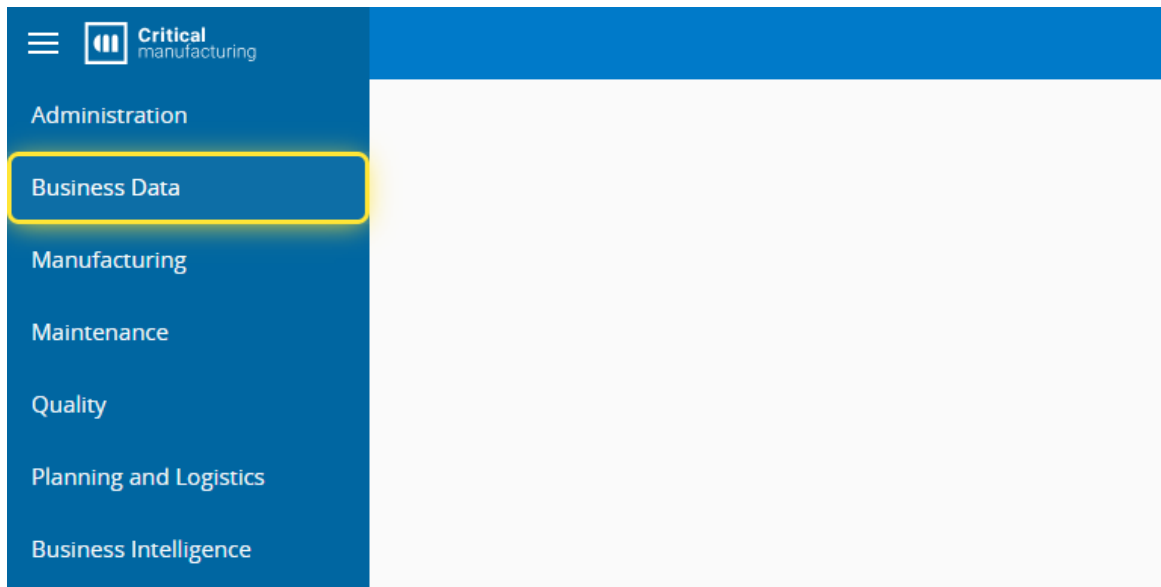
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How to: Receive Material

1. Go to the Business Data menu.



2. Select the Material entity.



3. Select the Material.

(AP_Cookie02 for this example)

Material

General: New, Refresh, Import, Export, Mass Update, More

Material

DEFAULT QUERY

NAME	DESCRIPTION
AAA	
AcetylsalicylicAcid-01	AcetylsalicylicAcid-01
AmmoniumPhosphate-01	AmmoniumPhosphate-01
AP_Cookie01	AP_Cookie01
AP_Cookie02	AP_Cookie02

4. Select Receive on the top ribbon.

For more information, see [Receive Material - Critical Manufacturing Documentation Portal](#)

AP_Cookie02

General: Refresh, Edit, View Reports

Material: Change, Merge, Split

Shipping: Unship, **Receive**

Exceptions: Open Instance

Data Collection: Perform

Material Transfer: Request

Printing: Print

Documents: View

Actions: More

AP_Cookie02 (Active)

DETAILS

Material

Name: AP_Cookie02

Description: AP_Cookie02

Type: Production

Universal State: Active

System State: In Transit

Basic Information

Form: Lot

Facility: Cookie Factory

Product: Product 01 [A]

Product Description:

Product Group:

Product Group Description:

Parent:

5. Select the Flow Path and Step. Select Receive.

The screenshot displays the 'Receive Material' dialog in SAP S/4HANA. The dialog is titled 'AP_Cookie02' and shows details for material 'AP_Cookie02'. It includes fields for 'New Product: rlp Product 01 [A]', 'New Product Description', 'Primary Quantity: 9 Kg', and 'Flow Path: CookiesFlow [A] > Moulding'. The 'Flow Path' field is highlighted with a red box. The 'From Facility' is 'Cookie Factory' and the 'Shipping Label' is 'Shipping A'. The dialog has 'Cancel' and 'Receive' buttons at the bottom right.



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