**Chapter 03-01: Financial Accounting Master Data**

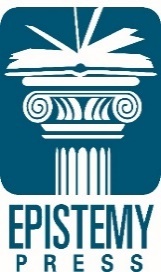
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| **PRODUCT**  SAP S/4HANA 2020 |
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| **REVISED**  12/06/2021 |
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| **FOCUS**  Financial Accounting  Master Data |
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| **AUTHORS**  Simha R. Magal  Jeff Word |
| **VERSION**  1.6 MCC  **TESTED**  Date: 12/06/2021  System: MGL |

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| **MOTIVATION**  In this exercise, you will do the following for Financial Accounting Master Data:   1. Review Balance Sheet Accounts 2. Review Profit and Loss Accounts |

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| **ACKNOWLEDGEMENT**  These are the GBI exercises developed by Simha R. Magal and Jeff Word.  These exercises include concepts discussed in the book, *Integrated Business Processes with ERP Systems* (Epistemy Press, 2012). |

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| **PREREQUISITES**   1. You should be familiar with navigation in SAP HANA 2. Completed Exercise 02-01 |





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* 1. Review Balance Sheet Accounts

In this section, you will view the Bank Account general ledger account master data. The general ledger master data contains information about general ledger accounts. When completing transactions with a general ledger account SAP will use the information from the master data to complete the transactions. Balance sheet accounts are the accounts that make up the balance sheet of a company’s financial statements. They summarize a company’s assets, liabilities, and shareholders’ equity at a specific point in time.

* + 1. In the *“SAP Easy Access”* screen, follow the navigation path below:

Navigation

SAP Easy Access Menu à Accounting à Financial Accounting à General Ledger à Master Records à G/L Accounts à Individual Processing à Centrally

1. What is the transaction code to view a balance sheet account?  
    FS00!
   * 1. In the *“Edit G/L Account Centrally”* screen, enter the following information:

|  |  |  |
| --- | --- | --- |
| **Attribute** | **Description** | **Data Value** |
| G/L Account | Identifies the G/L account in a chart of accounts | *Your Bank Account* |
| Company Code | Organizational unit within financial accounting | *Your Global Bike Inc.* |

* Hint: To search for your Bank Account number, click on the  icon or press on the “F4” key while your cursor is in the field. When searching for the account, make sure that you search through YOUR chart of accounts (GL##) and increase the number of hits possible.
  + 1. Click Continue.

1. What is the general ledger account number for your bank account?  
    100000 !
2. What is the account group?  
    29 Liquid Assets !
   * 1. In the *“Display G/L Account Centrally”* screen, click on the *“Control Data”*  tab.
3. What is the account currency?  
    USD !
4. Is posting to this account without tax allowed?  
    NO !
5. What does the Tax Category E0 stand for?  
    A/P Sales Tax, exempt !

* Hint: To look up possible entries, click entries  or press on the “F4” key while having your cursor in the field.

1. What does the Sort Key 003 sort the accounts by?  
    Document Date !
2. What is the Bank Account sorted by?  
    Posting Date !
   * 1. Click on the “Create/bank/interest”  tab.
3. What is the field status group?  
    ZGBS 29 General Balance Sheet Accounts !
4. Is this account relevant to cash flow?  
    Yes !
5. Are postings to this account done automatically?  
    No !
   * 1. Click on the “Key word/translation”  tab.
6. What language key is defined for this account?  
    English !
   1. Review Profit and Loss Accounts

In this section, you will view the Bank Account general ledger account master data. The general ledger master data contains information about general ledger accounts. When completing transactions with a general ledger account SAP will use the information from the master data to complete the transactions. A profit and loss account organize a company’s gains and losses to show the net profit or loss over a given period of time.

* + 1. In the *“SAP Easy Access”* screen, enter the following information:

Navigation

SAP Easy Access Menu à Accounting àFinancial Accounting à General Ledger à Master Records à G/L Accounts à Individual Processing à Centrally

1. What is the transaction code to view a profit and loss account?  
    FS00 !
   * 1. In the *“Edit G/L Account Centrally”* screen, enter the following information:

|  |  |  |
| --- | --- | --- |
| **Attribute** | **Description** | **Data Value** |
| G/L Account | Identifies the G/L account in a chart of accounts | *Your Supplies Expense* |
| Company Code | Organizational unit within financial accounting | *Your Global Bike Inc.* |

* + 1. Click Continue.

1. What is the general ledger account number for your supplies expense?  
    740000 !
2. What is the account group?  
    29 Profit & Loss Accounts !
3. List one of the six other groups.   
    29 Fixed Assets !
   * 1. In the *“Display G/L Account Centrally”* screen. Click on the *“Control Data”*  tab.
4. What is the account currency?  
    USD !
5. Is posting to this account without tax allowed?  
    Yes !

Click on the *“Create/bank/interest”*  tab.

1. What is the field status group?  
    ZEXP 29 Expense Accounts !
2. What does the field status group determine?  
    Determines screen layout for a document entry. i.e(field can be optional entry, mandatory entry, suppressed) !

* Hint: To look up the definition, press on the “F1” key on your keyboard while having your cursor in the field.

1. What is the ZREV Field Status Group?  
    29 Revenue Accounts !

* Hint: To look up possible entries, click entries  or press on the “F4” key while your cursor is in the field.

1. What is the B1 Planning Level?  
    Outgoing Checks !
2. What are planning levels used to control?  
    Used to control displays in cash management !

1. Exercise Deliverables

**Name:** Srikanth Reddy Narra

**Course and Section:** OMIS 643-1

**Identifier:** 29

**Client:** 313

1. What is the transaction code to view a balance sheet account?  
    !
2. What is the general ledger account number for your bank account?  
    100000 !
3. What is the account group?  
    29 Liquid Assets !
4. What is the account currency?  
    USD !
5. Is posting to this account without tax allowed?  
    NO !
6. What does the Tax Category E0 stand for?  
    A/P Sales Tax, exempt !
7. What does the Sort Key 003 sort the accounts by?  
    Document Date !
8. What is the bank account sorted by?  
    Posting Date !
9. What is the field status group?  
    ZGBS 29 General Balance Sheet Accounts !
10. Is this account relevant to cash flow?  
     Yes !
11. Are postings to this account done automatically?  
     No !
12. What language key is defined for this account?  
     English !
13. What is the transaction code to view a profit and loss account?  
     F.01 !
14. What is the general ledger account number for your supplies expense?  
     740000 !
15. What is the account group?  
     29 Profit & Loss Accounts !
16. List one of the six other groups.  
     29 Fixed Assets !
17. What is the account currency?  
     USD !
18. Is posting to this account without tax allowed?  
     Yes !
19. What is the field status group?  
     ZEXP 29 Expense Accounts !
20. What does the field status group determine?  
     Determines screen layout for a document entry. i.e(field can be optional entry, mandatory entry, suppressed) !
21. What is the ZREV Field Status Group?  
     29 Revenue Accounts !
22. What is the B1 Planning Level?  
     Outgoing Checks !
23. What are planning levels used to control?  
     Used to control displays in cash management !