PR, PO AND INBOUND

MODULE: PR, PO AND INBOUND

PROCESS: Stock & Sale PR, PO & Inbound

OWNED BY: R. Arun Prasath
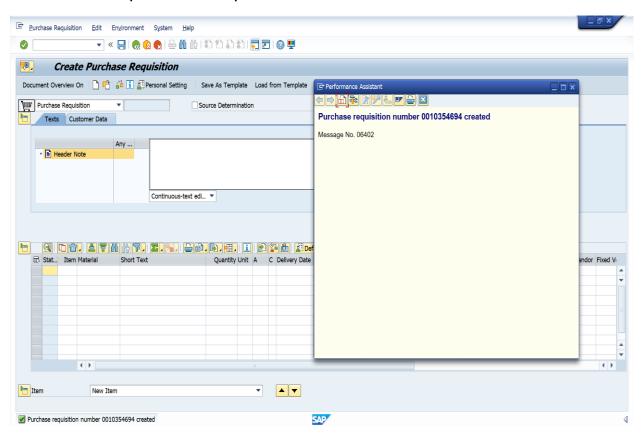
DATE: 02.07.2024.
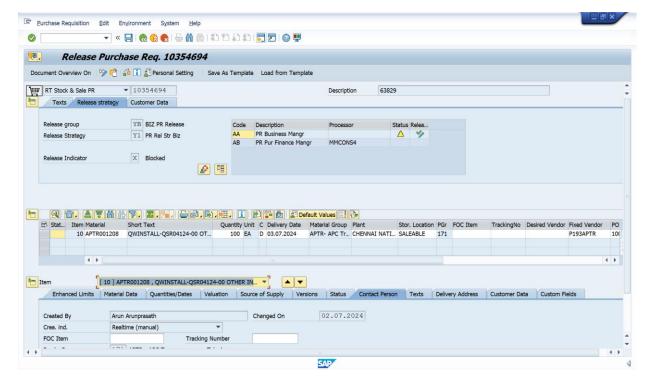
DOCUMENT: Creation of new Stock & Sale PR, PO & Inbound

Important Keycodes used in creation of PR, PO and Inbound

S.no	Keycodes	Description
1.	ME51N	Used to enter Purchase requisition
2.	ME54N	Release Purchase requisition
3.	ME55	Approval for requisition
4.	AA	For Business approval
5.	AB	For Finance Approval
6.	ME59N	Convert PR to PO
7.	ME53N	Display Purchase requisition
8.	ME21N	Create Purchase order
9.	ME23N	Display purchase Order
10.	VL31N	Create Inbound Delivery
11.	ZMMWHINF	Create inbound delivery warehouse information
12.	MIGO	Goods receipt purchase order

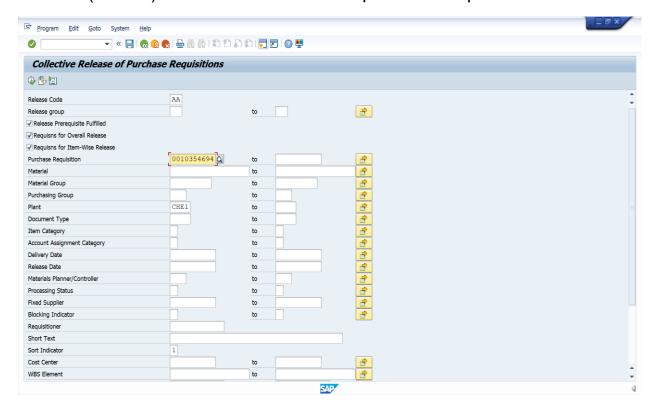## 1. ME51N(T-code) enter purchase requisition and fill material details for creation of purchase requisition number.

2. ME54N(T-code) for release purchase requisition on business approval and finance approval

3. ME55(T-code) for Collective release of purchase requisition

By giving of release code AA and AB for approval with purchase requisition number

Successfully Created a Purchase requisition.

4. Convert Purchase requisition to purchase order using ME59N(T-code)

By giving purchase requisition number and execute to purchase order.

Purchase order Successfully Created.

5. Me53N(t-code) for display purchase requisition to check PO in Status tab.

6. ME23N(T-code) to view Created PO

7. VL31N(T-code) is used for Inbound delivery create

After filling in the Header details inbound delivery has been saved.

8. ZMMWHINF(T-code) to create inbound delivery warehouse information.

Create Inbound Delivery Warehouse Information

PROCUREMENT TYPE OPTIONS
- ◉ Domestic
- ○ Import

Selection Criteria

Inbound Number	181182243
PO Number	
Commercial Invoice Number	

Fill Form

Gate Entry Number		EWAY Bill Number	1234
Gate Entry Date	02.07.2024	EWAY Date	02.07.2024
Gate Entry Time	01:19:37	AWB Number	4321

Driver Name	
Contact Number	
Vehicle Number	
Dr License Number	
Transporter/Courier	Courier Service

❗ Transporter/courier field cannot be blank

9. ME23N(T-code) check in confirmation tab for Inbound.
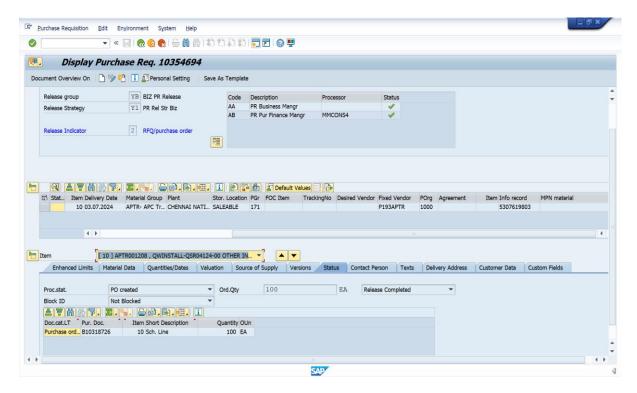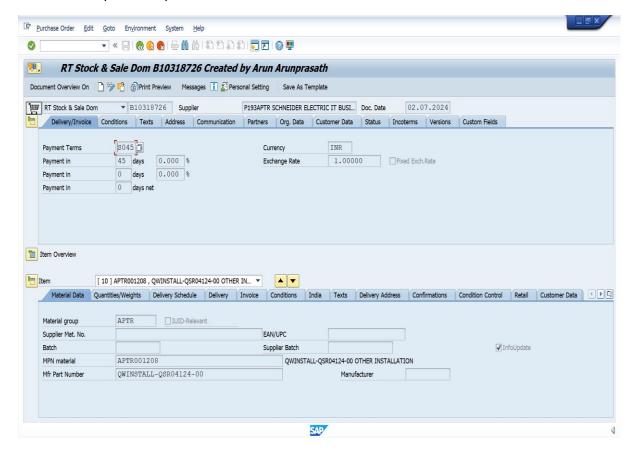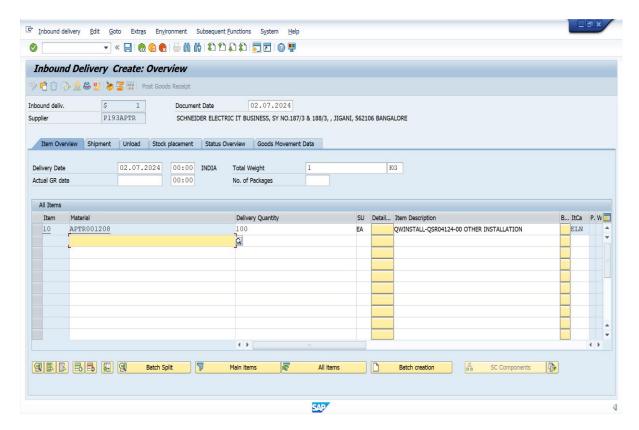

RT Stock & Sale Dom B10318726 Created by Arun Arunprasath

Document Overview On | Print Preview | Messages | Personal Setting | Save As Template

RT Stock & Sale Dom ▾ B10318726 Supplier P193APTR SCHNEIDER ELECTRIC IT BUSI... Doc. Date 02.07.2024

Header
Item Overview

Item [10] APTR001208 , QWINSTALL-QSR04124-00 OTHER IN... ▾ ▲ ▼

Material Data | Quantities/Weights | Delivery Schedule | Delivery | Invoice | Conditions | India | Texts | Delivery Address | Confirmations | Condition Control | Retail | Customer Data

Conf. Control Inbound Delivery ▾ Order Ack. ☐ Acknowl.Reqd ☐ Rejection Ind.

CC	D	Delivery Date	Time	Quantity	Reference	Handover Date	Handover ...	Created on	Start Date	End Date	Inb. Deliv.	Suppl.Conf	Itm	HL Item...
LA	D	02.07.2024		100			00:00:00	02.07.2024			181182243		10	0

10. MIGO(T-code) Goods receipt Inbound delivery and post it.

Goods Receipt Inbound Delivery 181182243 - Arun Arunprasath

Hide Overview   Hold   Check   Post   i Help

| Goods Receipt ▼ | Inbound Delivery ▼ | 🔍 ⊕ | ☐ Via Handl.Units | GR goods receipt | 101 |

My Documents
- ▼ Purchase Orders
  - • Blank
- ▼ Orders
  - • Blank
- ▼ Reservations
  - • Blank
- ▼ Material Documents
  - • Blank
- ▼ Held Data
  - • Blank

General   Vendor   🔡

Document Date	02.07.2024	Delivery Note	TEXT	Supplier	SCHNEIDER ELECTRIC IT BUSINESS
Posting Date	02.07.2024	Bill of Lading		HeaderText	
🖨 ☐ Individual Slip ▼			

Line	Status	Material	Mat. Short Text	Qty in UnE	EUn	Exch...	Plant	Plnt	Stor....	SLoc
1		APTR001208	QWINSTALL-QSR04124-00 OTHER INSTALLATION	100	EA		CHE1	CHENNAI NATI...	1001	SALEABLE

🖨 ☰ [   ] 🔍 🔍 🗑 Delete 📋 Contents

Material   Quantity   Where   Purchase Order Data   Partner   Account Assignment

Material	QWINSTALL-QSR04124-00 OTHER INSTALLATION	APTR001208
Supplier Mat. No.		
Material Group	APTR	
		EAN in Order Unit	
		EAN Check	

SAP