SAP
University
Alliances

FI 1: Display Financial Statement

Exercise Use the SAP Easy Access Menu to display a chart of accounts. **Time** 10 min

Task Review a listing of the General Ledger (G/L) accounts that are part of your chart of accounts and that have been made operative for your company code. **Name (Position)** Shuyuan Chen (Chief Accountant)

Financial Statement Versions are a hierarchical arrangement of G/L accounts.

You need a financial statement version for the following functions:

- To create and print financial statements
- To run various reports, such as a structured list of account balances
- As a basis for planning in General Ledger Accounting

You can define several different financial statement versions. This may be necessary if you want to generate the financial statements using different formats.

To do this, use the App *Display Financial Statement*. Fiori App

You will see following screen.

Use the F4 help to find your company code **Global Bike Inc**. Therefore, use the button Go in the pop up *Select: Company Code*.

Select your company code **US00** and choose OK .

Back in the view *Financial Statement* check if **0L (Leading Ledger)** is selected for the field Ledger. Enter **G000** for Statement Version, **Normal** for Statement Type, **actual month** for End Period and **January 2016** for Comparison End Period.

Compare your screen with the screenshot below and confirm your entries with Go .

US00

OL
G000
Normal, Actual month,
January 2016

Notice: The number of entries as well as the balance may differ by the number of case studies you solved before.

Choose ⟩ to expand all nodes.

Click on the home icon ⌂ to return to the Fiori Launchpad overview.

FI 2: Display General Ledger Account

Exercise Display a General Ledger account.	**Time** 10 min

Task Use the SAP Fiori Launchpad to display a General Ledger account in your chart of accounts (alternative bank account). Businesses commonly maintain several bank accounts (e.g. payroll, general checking and money market) that are listed on their balance sheet.

Each G/L account being used by a company code has both chart of account and company code specific information. In this way, a chart of accounts may be used by several company codes with each having their own unique information and settings.

Name (Position) Shuyuan Chen (Chief Accountant)

To do this, choose the app *Manage G/L Account Master Data*.

Fiori App

In the screen *Manage G/L Account Master Data* use the **F4** Help in the field Chart of Accounts.

F4

Search for your Chart of Accts **GBI Global**. Select the item and press the button .

Use the **F4** help in the field G/L Account. In the pop up G/L Account check if the Chart of Accts is just **GL00**.

Compare your screen and press .

You receive all accounts how are relevant for your activities in GBI.

Enter **101000** for G/L Account and choose .

F4
GL00

101000
GL00

Select G/L account **101000** and press [OK].

101000

Back in the screen *Manage G/L Account Master Data* check if the field Chart of Account is just filled with **GL00** in the Chart of Accounts field and choose [Go].

GL00

Click on the account number (101000) to display the G/L account data.

What Account Group is this G/L account assigned to?

_____

Is this account a Profit and Loss Statement account or a Balance Sheet account?

_____

What is the account currency in **US00**?

_____

What is the differences to the German GBI Company Code (**DE00**)?   DE00

_____

Record information about the G/L Account in the table below:

G/L Account Number	G/L Account Name
100000	
200100	
300000	

310000	
600000	
700000	
720300	
740300	
741500	
770000	

You may look at other G/L account details if you would like.

Click on the home icon [home icon] to return to the Fiori Launchpad overview.

FI 3: Review Reconciliation Account

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Exercise Review how Reconciliation Accounts work	**Time** 10 min

Task Use the SAP Fiori Launchpad in order to display a posting done to an Account Receivables account. After viewing the posting in this subsidiary ledger, review the corresponding posting in the General Ledger.

 Name (Position) Shuyuan Chen (Chief Accountant)

When you post items to a subsidiary ledger, the SAP system automatically posts the same data to the corresponding general ledger account. Each subsidiary ledger has one or more reconciliation accounts in the general ledger. These reconciliation accounts ensure that the balance of G/L accounts is always zero. This means that you can draw up financial statements at any time without having to transfer totals from the subledgers to the general ledger.
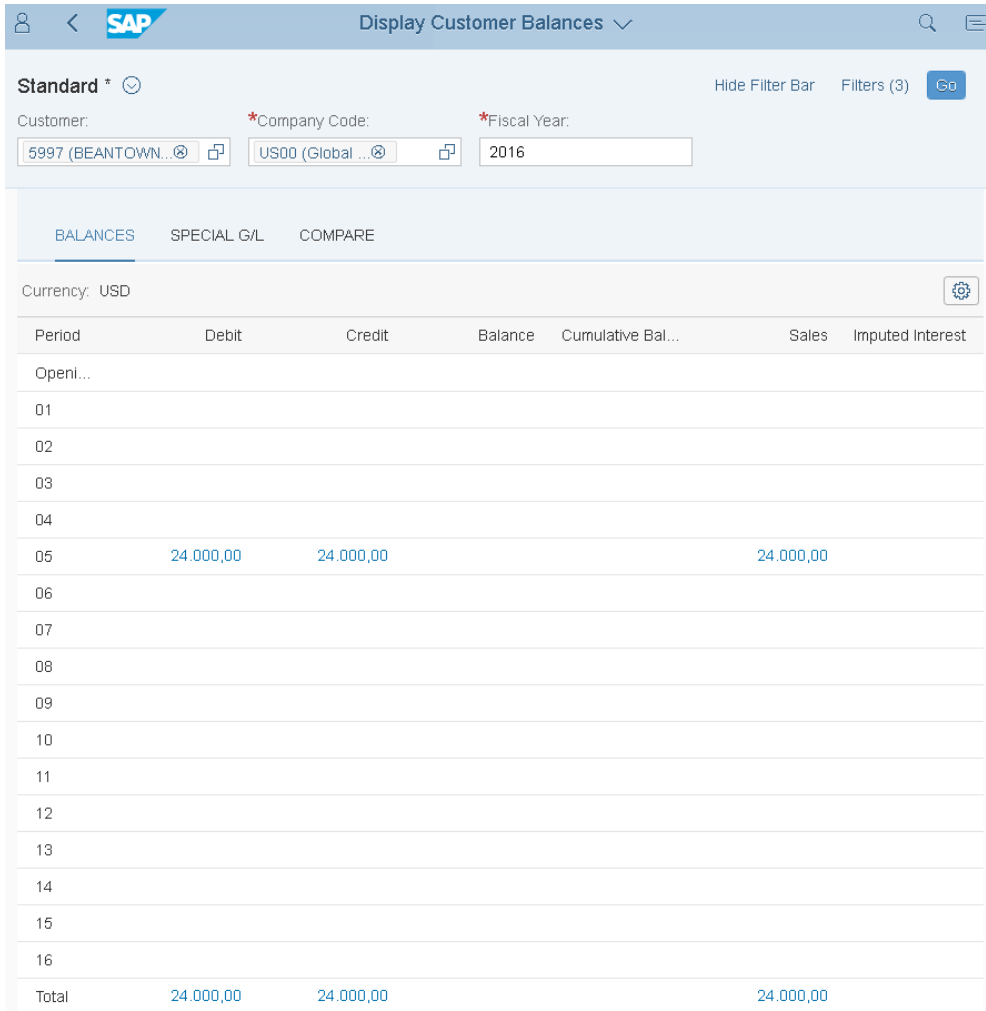
To do this, choose the app *Display Customer Balances.*

Fiori App
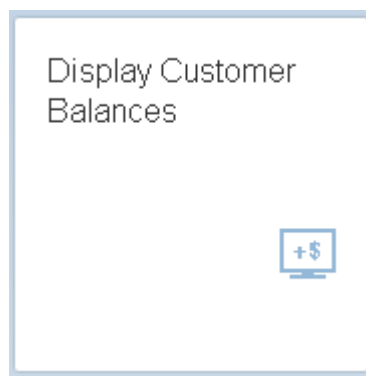
Enter **5997** in the Customer field, Company Code **US00** and **2016** as fiscal

year. Compare with the screenshot shown below and click   Go   .

5997
US00
2016

In the Display Customer Balances screen, you can see 2 entries for May 2016. The first column (Debit) depicts the posting to the customer account, which originates from the invoice creation.
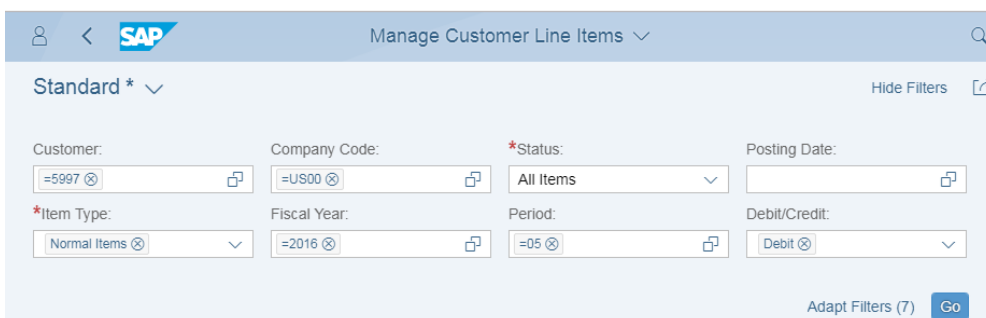

Click on the first entry **24.000,00** (in the column Debit).

In the next screen Manage Customer Line Items check if the entries are the same as in the screenshot below and click on Go .

You get more information about the posting like the Document Date, Number and Type (RV).

	Customer	Company...	Clearin...	Assignment	Journal Entry Date	Journal Entry	Journal E
	5997	US00	☐	0090000000	27.05.2016	90000000	RV

Items (1) | Standard ∨   Edit Line Items   Create Correspondence   Block for Dunning   Unblock for Dunning   •••

Click on [<] until you are back to the screen Display Customer Balances.

Choose the second column. Compare again you screen with the screenshot below and choose [Go] .

Manage Customer Line Items ∨

Standard * ∨   Hide Filters

Customer:	Company Code:	*Status:	Posting Date:
=5997 ⊗	=US00 ⊗	All Items	
*Item Type:	Fiscal Year:	Period:	Debit/Credit:
Normal Items ⊗	=2016 ⊗	=05 ⊗	Credit ⊗

Adapt Filters (7)   Go

What is the Journal Entry Type?

_____

Journal Entry Type
_____

Click on the home icon [🏠] to return to the Fiori Launchpad overview.

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