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|  | FI 1: Display Financial Statement | | |
| **Exercise** Use the SAP Easy Access Menu to display a chart of accounts.  **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) | | **Time** 10 min |
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| 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. | |  |
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| To do this, use the App *Display Financial Statement*. | | Fiori App |
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| You will see following screen. | |  |
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| Use the F4 help to find your company code **Global Bike Inc**. Therefore, use the button  in the pop up *Select: Company Code*. | |  |
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| Select your company code **US00** and choose . | | US00 |
| 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. | | OL G000  Normal, Actual month, January 2016 |
| Compare your screen with the screenshot below and confirm your entries with . | |  |
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| Notice: The number of entries as well as the balance may differ by the number of case studies you solved before. | |  |
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| Choose  to expand all nodes. | |  |
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| Click on the home icon  to return to the Fiori Launchpad overview. | |  |
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|  | FI 2: Display General Ledger Account | | |
| **Exercise** Display a General Ledger account.  **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) | | **Time** 10 min |
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| To do this, choose the app *Manage G/L Account Master Data*. | | Fiori App |
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| In the screen *Manage G/L Account Master Data* use the **F4** Help in the field Chart of Accounts. | | F4 |
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| 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**. | | F4  GL00 |
| Compare your screen and press . | |  |
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| You receive all accounts how are relevant for your activities in GBI. | |  |
| Enter **101000** for G/L Account and choose . | | 101000  GL00 |
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| Select G/L account **101000** and press. | | 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 . | | GL00 |
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| Click on the account number (101000) to display the G/L account data. | |  |
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| 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  to return to the Fiori Launchpad overview. | |  |
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|  | FI 3: Review Reconciliation Account | | |
| **Exercise** Review how Reconciliation Accounts work  **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) | | **Time** 10 min |
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| 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. | |  |
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| To do this, choose the app *Display Customer Balances.* | | Fiori App |
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| Enter **5997** in the Customer field, Company Code **US00** and **2016** as fiscal year. Compare with the screenshot shown below and click . | | 5997  US00  2016 |
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| 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. | |  |
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| 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 . | |  |
|  | |  |
| You get more information about the posting like the Document Date, Number and Type (RV). | |  |
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| 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 . | |  |
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| 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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