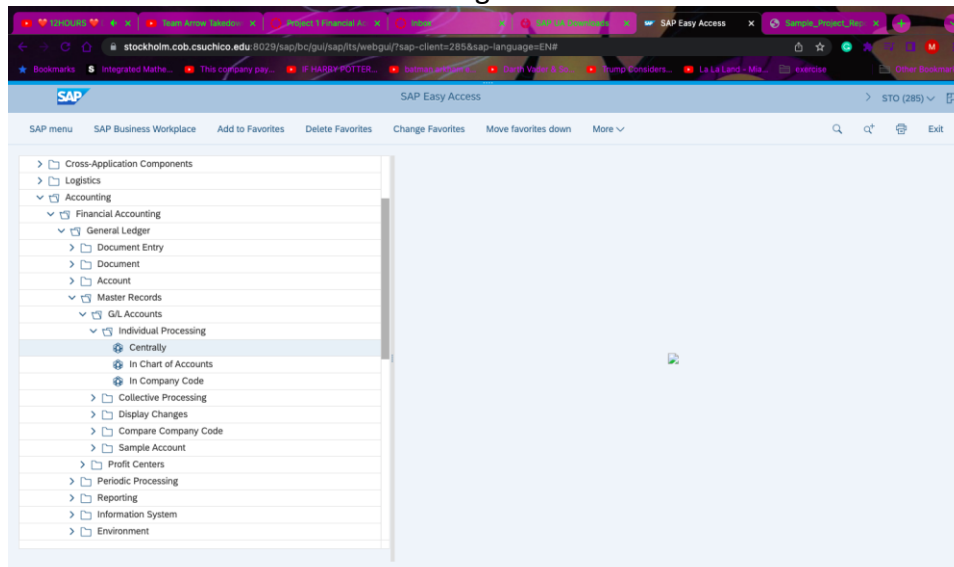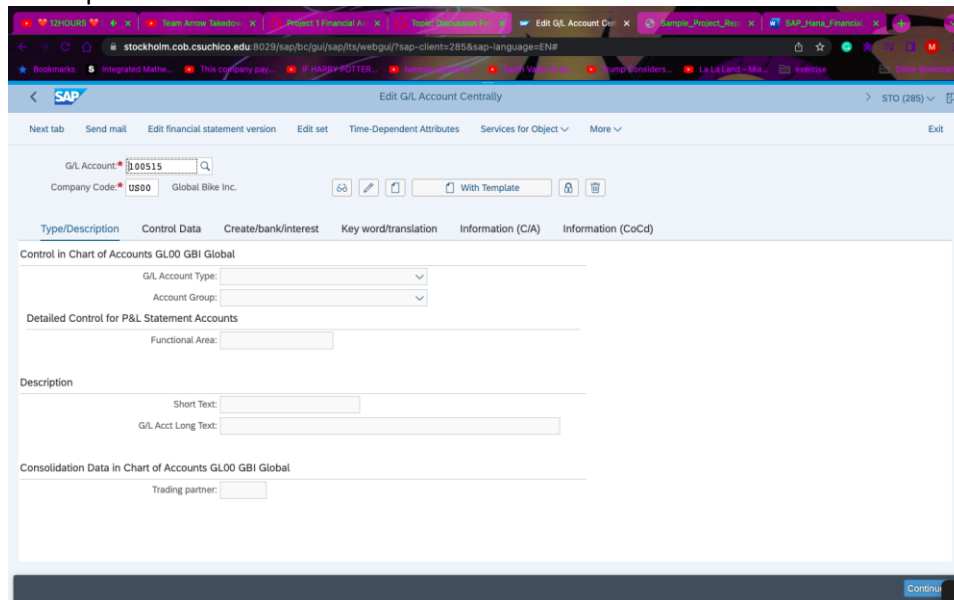SAP Hana Financial Accounting Project (FI)

(Markenson Delkhaste)

Username: Learn-051

Step 1: Create Bank Account in General Ledger

Menu path I took to create a new account.

Display G/L Account Centrally with the necessary input including my three assigned numbers into the G/L Account

Creation of a G/L account through reference

Input of the Bank Short Text and Long Text with my specific number.
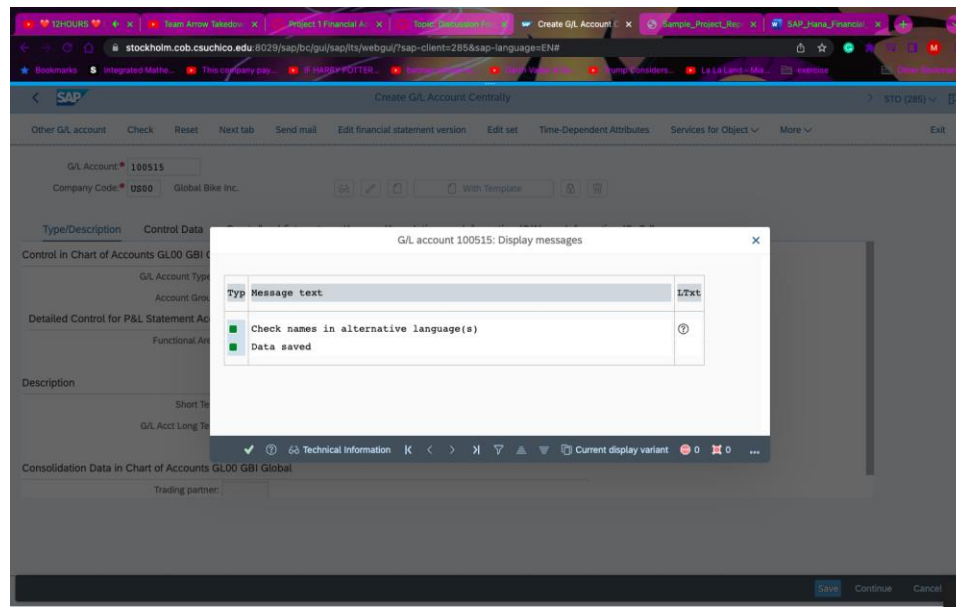
The above screenshot shows the display message of the G/L account of 100515

Step 2: Create Reconciliation Account in General Ledger
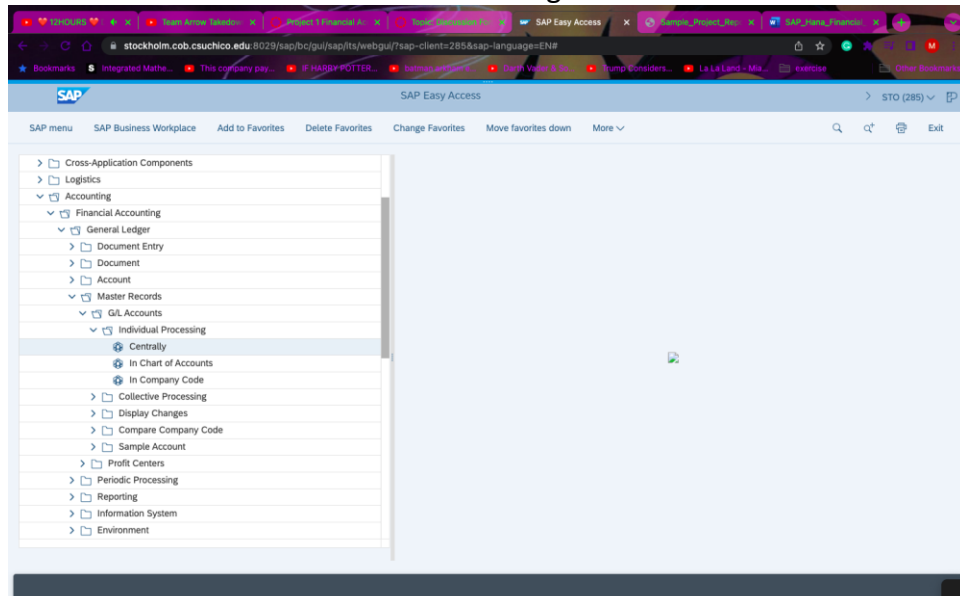
Menu path to create a new Reconciliation Account in the General Ledger.

Input 110515 and the company code with my assigned three numbers included.
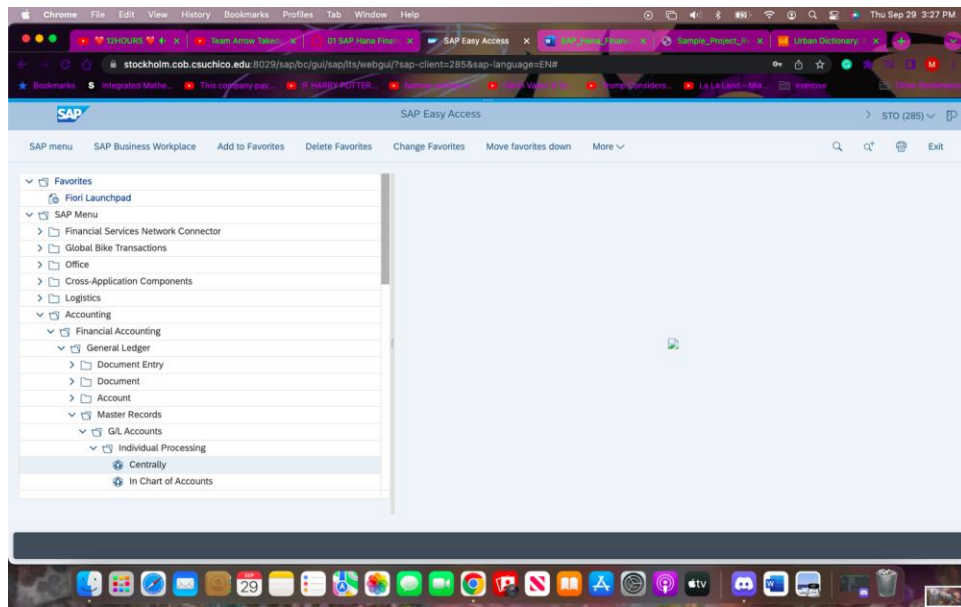

Input of 300000 and the company code to copy data from the Reconciliation Account 300000.

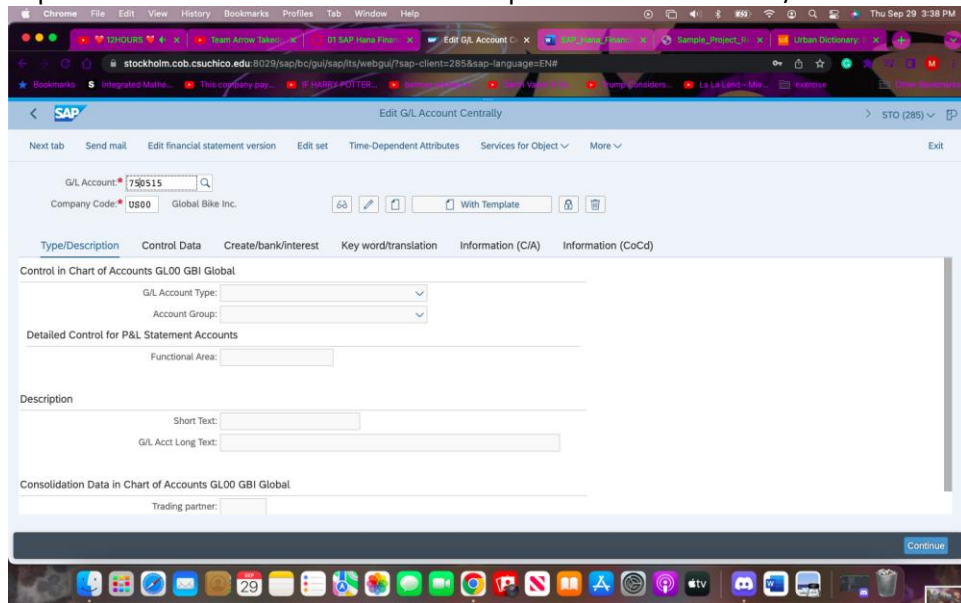Input of Short Text and G/L Acct Long Text with the three assigned numbers.
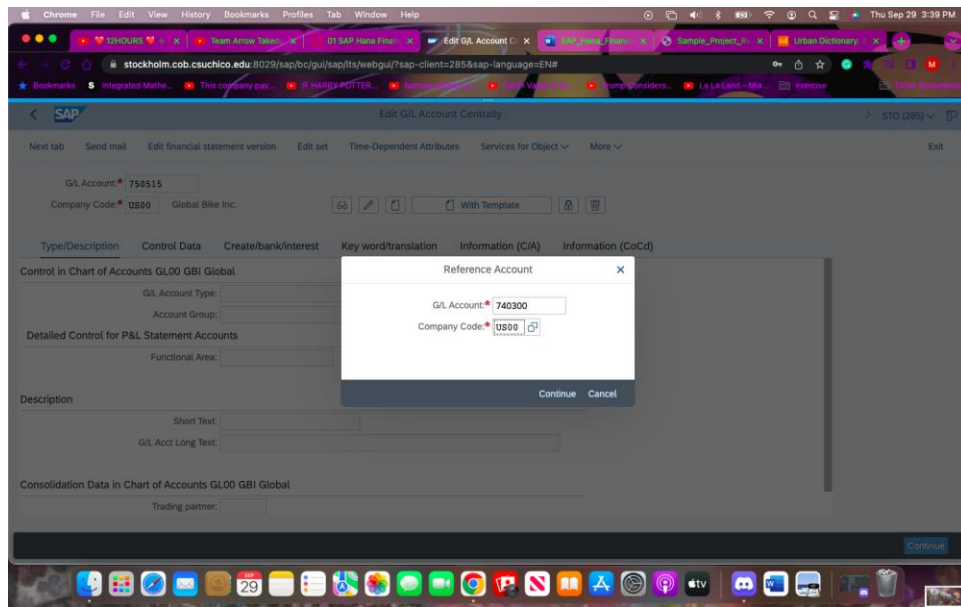

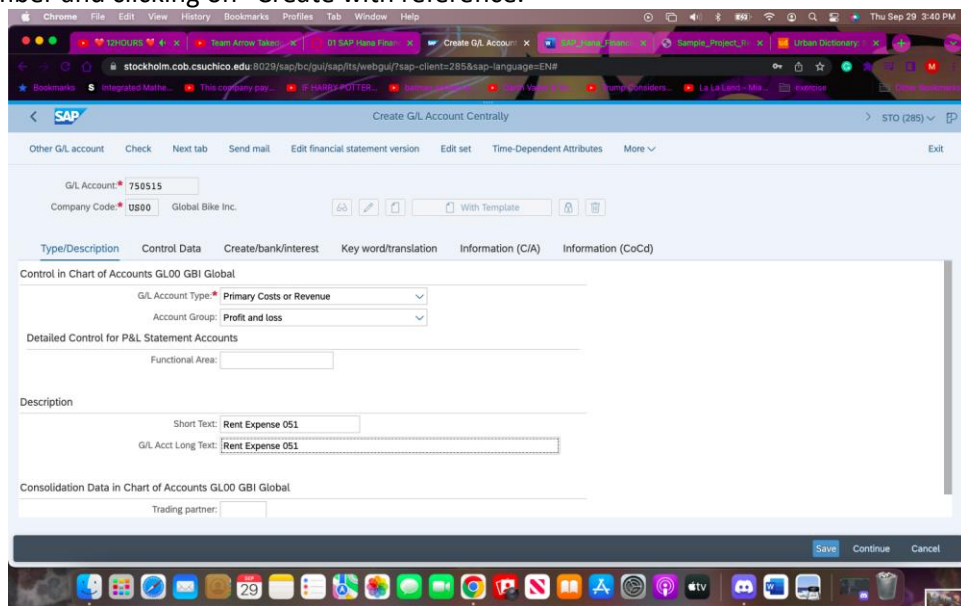Display message of the G/L account

Step 3: Create Expense Account in General Ledger

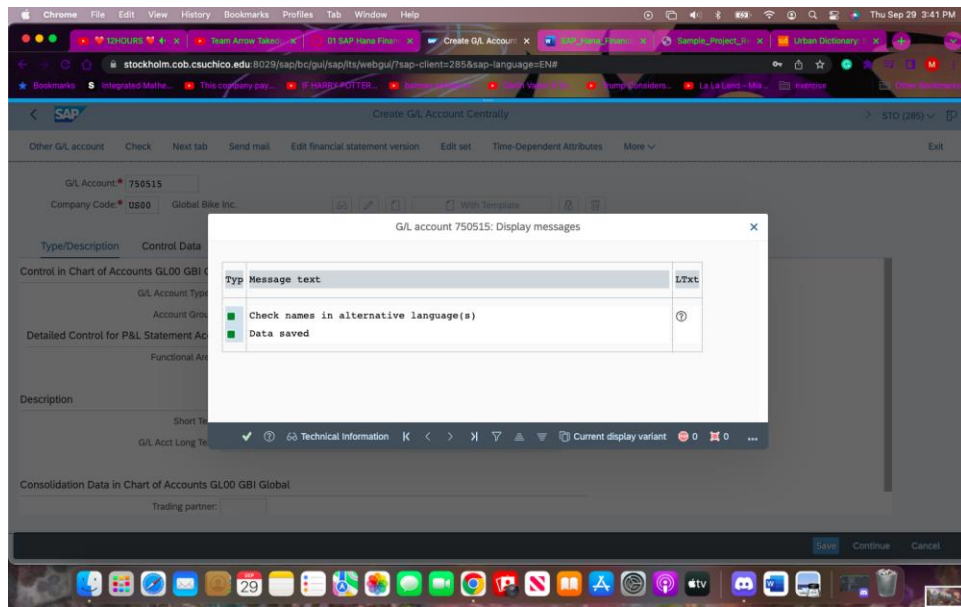- Menu path used to be able to create a new Expense Account in the G/L.

- Input necessary to bring up the G/L account 750515 under company code US00.

- Input the Bank Account 740300 in company code US00 by choosing the G/L Account number and clicking on "Create with reference."

- Input "Rent Expense 067" in both the short and long text for the G/L Account.

- Save/display message for G/L Account 750515.

Step 4: Create Vendor Master Record for Landlord
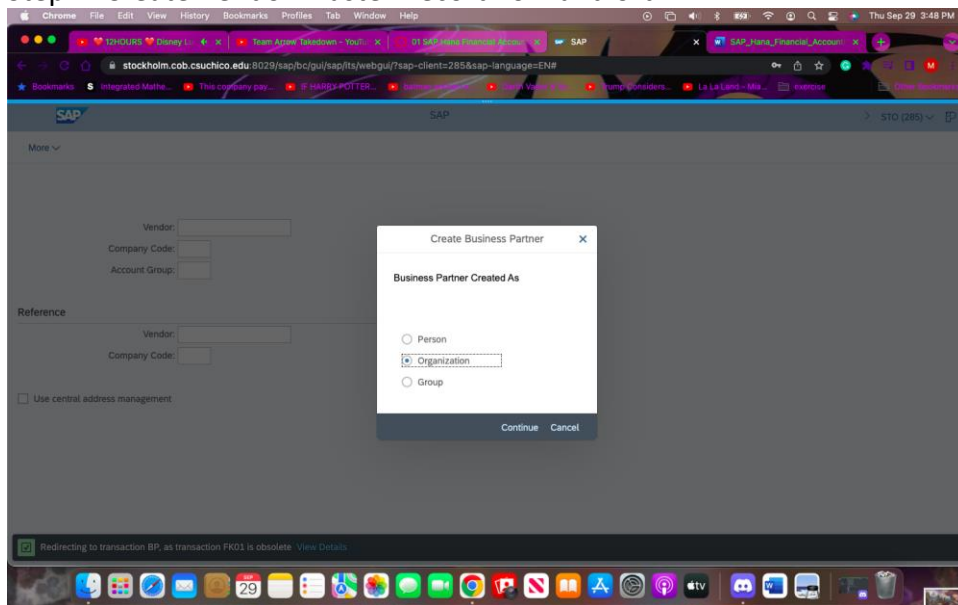
- In "create business partner," I chose organization.

- Put address.

- Put payment terms.

Step 5: Post Transfer of Funds to Alternate Bank Account

- Input debit information.

- Check work.

- Post information.

Step 6: Review Transfer of Funds

- Document Data

- Document header to see who made this.

Step 7: Create Invoice Receipt for Rent Expense

Input information.

- Simulate to check work.

Step 8: Display and Review General Ledger Account Balances and Individual Line Items

- Input account number.

- Display

- Balances and money. There might be multiple invoices.

- Layout

- The layout changes after execution.

Step 9: Display and Review Accounts Payable Balances and Individual Line Items

- Input vendor number.

- Haven't been paid.

Step 10: Post Payment to Landlord

- Input account vendor number.

- Posted to save payment.

Step 11: Display and Review General Ledger Account Balances and Individual Line Items

- Input account number.

- Clicked on month balance and verified.

Step 12: Display and Review Accounts Payable Balances and Individual Line Items

- Selected all items.

- Verified items after pushing execute.

Step 13: Run Financial Statement

- Input Accounts chart.

- Input Layout.
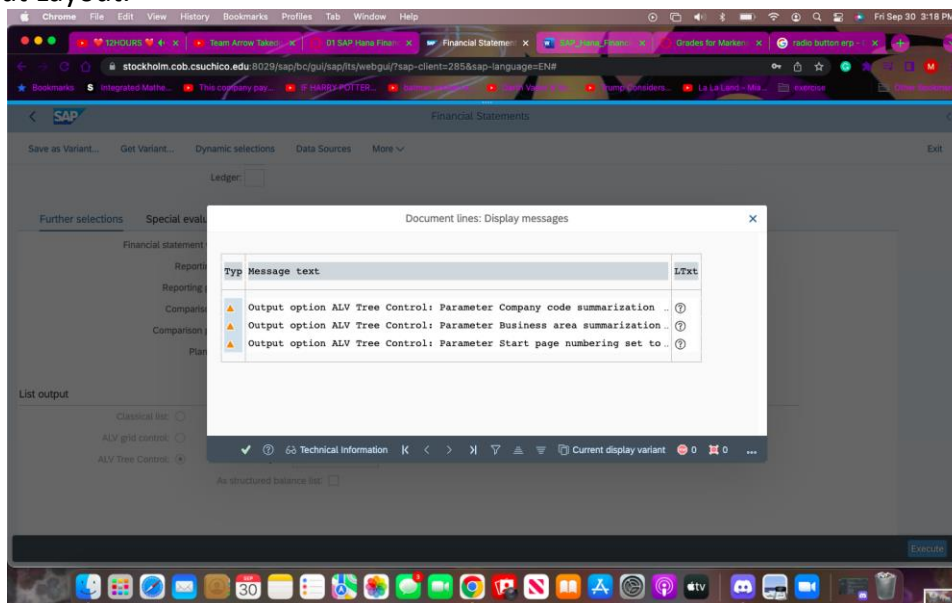
- Confirm warning message.

- Click on check.