

# **General User Documentation**





## **Index of contents**

1. Introduction	2
2. Definitions	3
2.1. What is R&D	3
2.2. R&D Headcount	4
2.3. Transfers in R&D	4
2.4. Allocation in R&D	5
3. GLORIA Access	6
4. GLORIA First Login & Initial Data Entry	6
5. Data Entry	7
5.1. Manual Data Entry	8
5.2. Semi-Automated Actual Data Entry	10
5.2.1. Cost center configuration file	11
5.2.2. PS configuration file	12
5.2.3. Accounts configuration file	13
5.2.5. Project definitions	16
5.2.6. Use of control table for month end closing	17
5.2.7. Yearly maintenance of control table	20
5.2.8. Configuration of item 115 Prototype Cost (Out)	22
6. GLORIA Timing & Due Dates	23
7. GLORIA Standard Reports	24
8. GLORIA Item Definition	31
9. Mapping GLORIA Items to SAP R/3 and FIRE	33
10. Mapping GLORIA Items to Cost Element Group GLO-000	36
11. R&D FIRE Accounts	37
12. Check of control table results by using specific SAP transactions	39
12.1. Headcount items	39
12.2. Cost center cost items	40
12.3. PS cost items	42
12.4. P&L account cost items	49





## 1. Introduction

This guideline provides all information required for handling of GLORIA. Please read it carefully.

GLORIA is a **standardised** R&D cost analysis, planning and reporting tool for Conti Automotive. It is integrated into SAP Business Warehouse (CBW) landscape and includes a more detailed R&D cost item structure than FIRE as well as specific R&D headcount items, which are not available in FIRE at all (see table below).

No.	GLORIA	FIRE		
-10.	HEADS	11112		
10	Heads R.D&E	Not available		
20	thereof Leased Employees	Not available		
60	thereof Working Students	Not available		
	COSTS			
10	Total Compensation	Not available		
15	thereof Compensation for Leasing	Not available		
20	External Services on Cost Center	Not available		
30	Depreciation	Not available		
35 40	Travel on Cost Center	Not available		
50	Other Primary Costs on Cost Center	Not available  Not available		
60	Facility	Not available  Not available		
70	Other Secondary Costs on Cost Center	Not available		
80	External Services on Project	Not available		
90	Travel on Projects	Not available		
100	Internal Prototype Cost	Not available		
105	External Prototype Cost	Not available		
107	ICO Prototype Cost	Not available		
108	ICO Prototype Income / Revenues	Not available		
110	Other Project Specific Costs	Not available		
115	Prototype Cost (Out) Central Engineering S&T (In)	Not available Not available		
500 140	Patent Department (In)	Not available		
150	Transfer Hour Recording (In)	Not available  Not available		
155	thereof Int. Quality Labs	Not available		
520	Segment Clearing (In)	Not available		
530	Internal Transfers CES / EB (In)	Not available		
170	Other Transfers (In)	Not available		
540	Central Engineering S&T (Out)	Not available		
545	Patent Department (Out)	Not available		
230	Transfer Hour Recording (Out)	Not available		
550	Segment Clearing (Out)	Not available		
560 250	Internal Transfers CES / EB (Out) Other Transfers (Out)	Not available  Not available		
400	Capitalization IAS 38	Not available		
255	Task Not available			
-	Primary R,D&E Costs w/o WIP impact	Trot drainable		
600	Work in progress R,D&E Addition	Change in certain mov.types of corresponding B/S-items		
604	Work in progress BCD9F Balance	Change in certain mov.types of		
601	Work in progress RCD&E Release	corresponding B/S-items		
-	Total Work in Progress Impact	Not available		
-	Primary R,D&E Costs (FIRE)	0311500600 Primary R,D & E costs		
610	thereof CC Imbalance	Not available		
510 602	Variance to Primary Costs FIRE Governmental Grants	Not available Not available		
603	Governmental Grants Transfers	Not available		
603	Governmental Grants Transfers	0311501910 Gov. grants gen. R&D		
-	Governmental Grants for R,D&E (FIRE)	+ 0311501920 Gov. grants applic. eng.		
180	R,D&E Licence Expenses (FIRE)	0311502500 R,D & E licences expenses		
260	R,D&E Licence Income (FIRE)	0311502000 R,D & E licences income		
-	Total R,D&E Costs (Net)	Not available		
320	R,D&E Allocation (In)	0311503100 R,D & E allocation in		
290	R,D&E Allocation (Out)	0311503600 R,D & E allocation out		
810	R,D&E Prior Year R,D&E Expenses (FIRE)	0311504100 R,D & E prior year 0311500000 R,D & E expenses		
-	R,D&E Expenses w/o WIP Impact	Not available		
	1956 Expenses We Will impact	110t available		





No.	GLORIA	FIRE
604	Development Reimbursements (w/o Governm. Grants)	Not available
605	thereof Work in Progress Deviation	Not available
281	Prototype Reimbursements	Not available
282	Reimbursement Transfers	Not available
-	Reimbursements (FIRE)	0312502700 Reimbursements
-	R,D&E Expenses incl. Reimbursements (FIRE report)	Not available
-	R,D&E Exp. incl. Reimb. (FIRE report) w/o WIP Impact	Not available

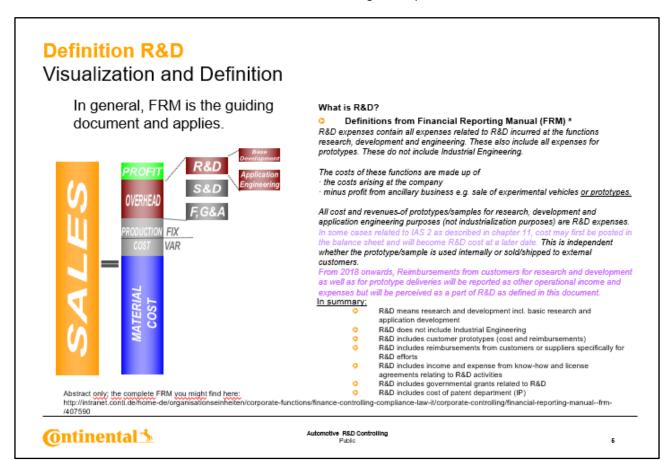
While FIRE shows 1 cost item for Primary R,D&E Costs, GLORIA shows more than 30!

Every GLORIA-item needs to be filled **monthly** for Actual/Forecast and **yearly** for Budget/Strategic Plan. Data can only be entered **manually** for Forecast, Budget and Strategic Plan. The monthly Actual data input is supported by a semi-automated process and can also be done manually. Please see chapter 5 for more details.

### 2. Definitions

#### 2.1. What is R&D

Please refer to the latest version of the R&D Controlling Principles:







#### 2.2. R&D Headcount

- ⇒ R&D headcount includes all internal personal, leased personal and working students on R&D cost centers independent from function or educational background! E.g. team assistants in R&D departments are R&D headcount.
- ⇒ R&D headcount is always fixed headcount, never variable
- ⇒ Activity for logistic, supplier quality assurance, purchasing, business development, ... is not counted as R&D headcount these cost centers can not declare themselves as R&D cost centers
- ⇒ Pure R&D managers leading pure R&D organization (100% R&D headcount) are R&D headcount
- ⇒ Project managers can be R&D headcount or S&D headcount, depending on the organization. Technical project manager are R&D headcount, project managers also responsible for sales related topics are S&D headcount
- ⇒ Shared R&D services (S&T, IES, ASIC development, ...) are defined as R&D headcount
- ⇒ Services like human resources, R&D Controlling etc. are defined as F,G&A headcount
- ⇒ Development of corporate, division and business unit IT tools belong to IT

#### 2.3. Transfers in R&D

- ⇒ Expenses booked from one BU/Segment to another, transfers made via writing hours on R&D projects of other BU/Segments within the same legal entity or transfers made via invoicing to other organizational units in other legal entities (segment clearing) have to be booked on transfer accounts in the operative SAP systems. This leads to reporting under "Primary R,D&E Costs" in FIRE (FS-item 0311500600) and under external transfer in & out cost items in GLORIA.
- ⇒ Expenses booked into or out of R&D (see exceptions "The two Basic Rules") are booked on transfer accounts in the operative SAP systems. This leads to reporting under "Primary R,D&E Costs" in FIRE (FS-item 0311500600) and under secondary cost on cost center item in GLORIA.





#### 2.4. Allocation in R&D

- ⇒ Expenses charged from one legal entity to another within the same segment or BU have to be booked on allocation accounts in the operative SAP systems. This leads to reporting under "R,D&E Allocation in/out" in FIRE (FS-items 0311503100 + 0311503600) and under R,D&E Allocation in/out cost items in GLORIA.
- ⇒ This includes all license payments from certain plants to IP owner (groups) for the right of use of technical know-how (Base IP and Application engineering) for Electronic BU R&D-Allocation and for Brakes & Chassis BU R&D Allocation!

Please also refer to official R&D Definition in the latest version:



## Principles R&D Controlling v2018.2

version mandatory and valid starting Budget 2018.2

Continental Automotive
R&D Controlling
Dr. Jochen Weisse, Christian Ruediger, Horst Kornemann
November, 2017

www.continental-corporation.com

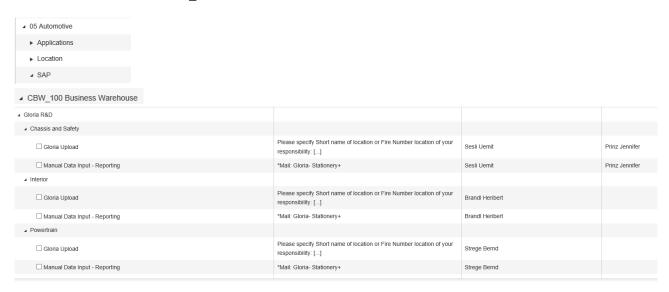




## 3. GLORIA Access

Please use the CART-Tool (Continental Authorization Request Tool) to apply for GLORIA access. Follow this link to enter the workflow  $\Rightarrow$  CART

GLORIA roles are available under following path:
05 Automotive=>SAP=>CBW\_100 Business Warehouse=>Gloria R&D

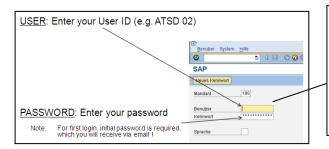


Manual Data Input Reporting - is mandatory task for all Gloria users. Allows you to have access to Data Input area and to Reporting Area. **The Upload function is not granted via this selection.** 

Gloria Upload - is designed mainly for R&D location responsible. It will allow you to use the Semi automated data upload(file upload) per specified location.

## 4. GLORIA First Login & Initial Data Entry

Once GLORIA access has been granted, log on to CBW as shown below (use initial password given for first login).



GLORIA password is <u>not</u> a specific password! It is a password for the login to Business Warehouse (CBW).

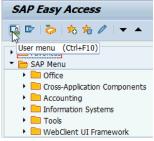
In case you need to reset your password or in case you need a new password please contact your **local IT Helpdesk!** 





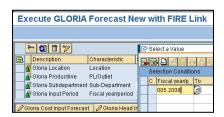
The GLORIA folder should be available in the user menu. The User manu can be accessed as shown

here:



### **NOTE** for initial data entry:

1. Enter correct format for fiscal year period (e.g. "001.2018-013.2018").



2. ALWAYS enter "1" as version! VERY IMPORTANT!

Please contact the GLORIA support colleagues if the version has to be corrected.



## 5. Data Entry

Data entry for **Budget** and **Strategic Plan** needs to be done **manually** (see chapter 5.1.).

Monthly **Forecast** data entry is supported by GLORIA administrator as follows: Once budget data has been entered into GLORIA, it'll be copied by GLORIA administrator to the Forecast 1+11. If necessary, FC 1+11 can be **adjusted manually** (see chapter 5.1.) and will then be copied by GLORIA administrator to the next period. These steps are repeated until FC 11+1.

Monthly **Actual** data entry requires monthly SAP R/3 analysis activities as follows:

- Checking headcount per "Cost Center-Group" (subdep.) for GLORIA headcount item 10, 20, 60 by using R/3-Report "....S\_ALR\_87013611" (e.g. in NZP, AEP, AMP, A2P, etc.).
   SEE CHAPTER 12 FOR DETAILS
- Checking cost center costs per "Cost-Center-Group" (subdep.) for GLORIA primary cost items 10 to 70 by using R/3-Report "....S\_ALR\_87013611".
   SEE CHAPTER 12 FOR DETAILS
- Checking project specific costs per segment for **GLORIA primary cost items 80 to 110** by using PS-Report "/CASWW/PS\_DB\_DISPLAY" (e.g. in NZP, AEP, AMP, A2P, etc.) or "/CASWW/PS5710" (in SPIRIT-systems). **SEE CHAPTER 12 FOR DETAILS**
- Checking Transfers (S&T, Patent, etc.) per segment for GLORIA primary cost item 140, 150, 155, 170, 230, 250, 500, 520, 530, 540, 550, 560 by using report "S\_ALR\_87013611",





"/CASWW/PS\_DB\_DISPLAY", "/CASWW/PS5710" and R/3-Transaction "FAGLB03" (e.g. in NZP, AEP, AMP, A2P, etc.). SEE CHAPTER 12 FOR DETAILS

- Checking R&D License, Reimbursement, Allocation (incl. Prior Year) and Capitalization per segment for GLORIA cost item 180, 260, 280, 281, 282, 290, 320, 400, 810 by using transaction "FAGLB03".

**SEE CHAPTER 12 FOR DETAILS** 

- Transfer of cost and headcount values to GLORIA (manually or by using upload interface).

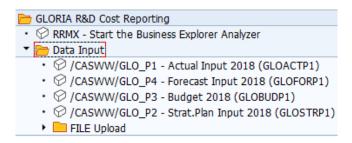
In order to reduce effort for monthly **Actual** data entry, control tables were installed in all SAP R/3 systems worldwide. SAP accounts will be assigned to respective GLORIA head & cost items through these tables.

Before tables can be used, each GLORIA user has to make a configuration based on excel-files for their responsible segment and location. Only after this an overview of GLORIA cost & head items incl. all **Actual** period values can be created from local SAP side.

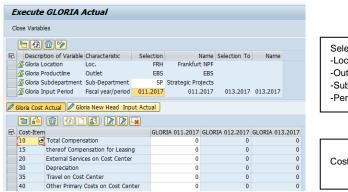
Please see chapter 5.2. for more details about the semi-automated **Actual** data entry process incl. the control table configuration steps. Note that **Actual** data can also be entered manually (see chapter 5.1.).

## 5.1. Manual Data Entry

- For manual data entry, select **Actual**, **Budget**, **Strat.Plan** or **Forecast** transaction.



- **Actual**: Transaction /CASWW/GLO\_P1 - Actual Input 2018 (GLOACTP1). **Forecast**: Transaction /CASWW/GLO\_P4 - Forecast Input 2018 (GLOACTP1). (Note: Steps for **Forecast** and **Actual** data entry are equal!)





Cost input fields

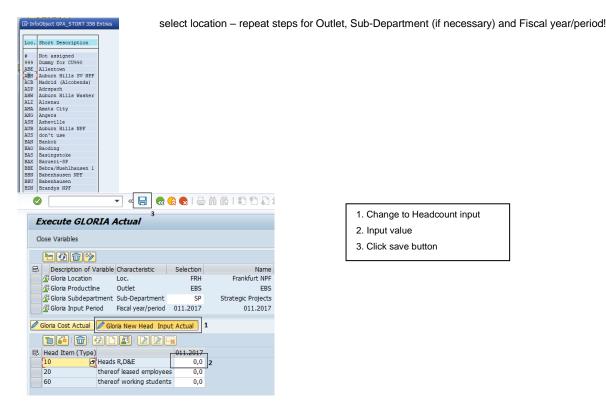






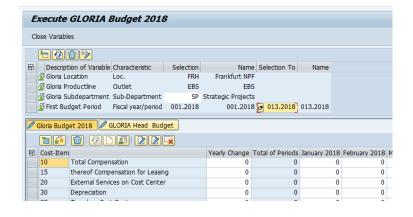
click selection field

then click selection button



- 1. Change to Headcount input
- 2. Input value
- 3. Click save button

<u>Budget</u>: /CASWW/GLO\_P3 – Budget starting 2018 (GLOBUDP1)



- 1. Always select period 1 to 13, only then yearly change column is available
- 2. Option1:

Input of Yearly Change, automatic distribution to months (1/12) after saving

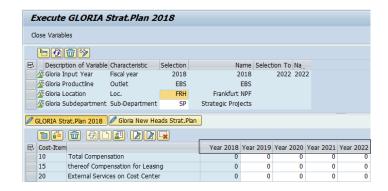
Option 2:

Input of (individual) monthly values Combination of option 1 and 2 is also possible.





- Strat.Plan:-/ CASWW/GLO\_P2 - Strat.Plan Input starting 2018 (GLOSTRP1)

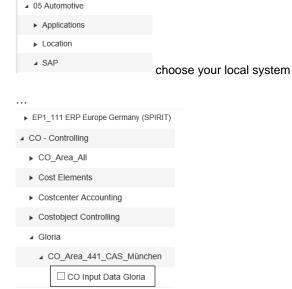


First column shows the Budget year value information,
then input data for +4 years

## 5.2. Semi-Automated Actual Data Entry

Following steps must be done **before** control table in local SAP R/3 system is ready for use of **Actual** data transfer to GLORIA:

- 1. Role CAS\_COOM\_GLORIA\_UPLOAD needs to be assigned to own SAP User ID in your local system (not CBW)
  - ⇒ Please use the CART-Tool to apply for this SAP role ⇒ <u>CART</u> Roles are e.g. available under following path: 05 Automotive=> SAP=>(*Your local SAP system*)=>Controlling=>Gloria







- 2. All 3 configuration excel-files (sent by Central R&D Controlling) needs to be prepared!
  - $\Rightarrow$  See chapter 5.2.1. to 5.2.3.
- 3. All 3 configuration excel-files needs to be uploaded into local SAP R/3!
  - $\Rightarrow$  See chapter 5.2.4.
- 4. Project definitions needs to be defined in local SAP R/3!
  - $\Rightarrow$  See chapter 5.2.5.

Control table is then ready for use (monthly transfer of actual data to GLORIA) as follows:

- 1. Actual data needs to be generated from SAP R/3 by using transaction ...GLO\_0010 !
  - $\Rightarrow$  See chapter 5.2.6.
- 2. File for transfer needs to be created and saved as csv file!
  - $\Rightarrow$  See chapter 5.2.6.
- 3. GLORIA needs to be opened and the upload transaction needs to be selected!
  - $\Rightarrow$  See chapter 5.2.6.
- 4. CSV file needs to be uploaded into GLORIA!
  - $\Rightarrow$  See chapter 5.2.6.

Note: Control table needs to be maintained yearly (update of validity) ⇒ See chapter 5.2.7.

## 5.2.1. Cost center configuration file

Open file "Cost Center Configuration.xlsx" and enter, for each item (line 2-11), your:

- (1) Controlling area in **column A** (e.g. **402** for Frankfurt HQ).
- (2) GLORIA location key in **column D** (e.g. **FRH** for Frankfurt).
- (3) GLORIA outlet key in **column E** (e.g. **FNDH** for Foundation).
- (4) GLORIA subdepartment key in **column F** (e.g. **KP** for KPL). Only if needed/existing! Note: Cost center control table deliver results per subdepartment!
- (5) Single cost center in **column L** (e.g. **028-6600**) <u>or</u> cost center group (e.g. **02-CVG2018**) in **column M** based on own created cost center hierarchy or on standard XX-TOTCC hierarchy
- (6) Copy and paste **line 2 to 11** for configuration of further controlling areas, locations, outlets, subdepartments or cc-groups (see example of cost center config. below)

Note: Do not change cell/file format or add any other information to the configuration sheet!





1	Controlling Area	Valid From	Value Type	Location	Outlet	Subdepartment	Cost	ITEM Head	ITEM Count   Valid To	Dummy_pos	Cost Center CC_Group	Cost Element   CE_Group
2		01.01.2018	4				010	10	31.12.2018	X		GLO-010
3		01.01.2018	4				015	20	31.12.2018	X		GLO-015
4		01.01.2018	4				020	60	31.12.2018	X		GLO-020
5		01.01.2018	4				030		31.12.2018	X		GLO-030
6		01.01.2018	4				035		31.12.2018	X		GLO-035
7	(1)	01.01.2018	4	(2)	(3)	(4)	040		31.12.2018	X	(5)	GLO-040
8	(+)	01.01.2018	4	(2)	(3)	(-)	050		31.12.2018	X	(3)	GLO-050
9		01.01.2018	4				060		31.12.2018	X		GLO-060
10		01.01.2018	4				070		31.12.2018	X		GLO-070
11		01.01.2018	4				610		31.12.2018	X		GLO-610

#### Example of cost center configuration file:



<u>Note</u>: Configuration of patent item 140 is required for specific locations only. Configuration file for item 140 will therefore be prepared by Central R&D Controlling and send to specific locations for upload.

#### 5.2.2. PS configuration file

Open file "PS Configuration.xlsx" and enter, for each item (line 2-12), your:

- (1) Controlling area in **column A** (e.g. **402** for Frankfurt HQ).
- (2) GLORIA location key in **column D** (e.g. **FRH** for Frankfurt).
- (3) GLORIA outlet key in **column E** (e.g. **FNDH** for Foundation).
- (4) GLORIA subdepartment key in **column F** (e.g. **KP** for KPL). Only if needed/existing! Note: PS control table delivers results per outlet only even if subdep. was defined!
- (5) Profit center in column O (e.g. profit center 402028705 for FNDH).



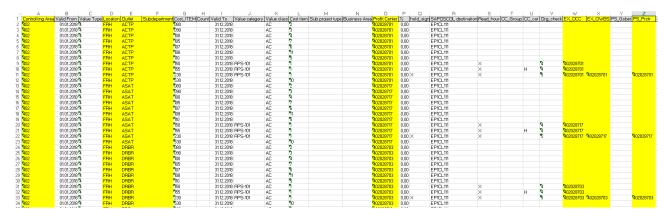


- (6) Profit center in column W (e.g. profit ctr. 402028705 f. FNDH). ONLY LINE 7, 8 & 9 / ITEM 150, 155 & 230 ! Note: Profit center must be equal to profit center in column N !
- (7) Profit center in **column X** (e.g. **profit ctr. 402028705** f. FNDH). **ONLY LINE 9 / ITEM 230!** Note: Profit center **must be equal** to profit center in column N and V!
- (8) Profit center in **column Z** (e.g. **profit ctr. 402028705** f. FNDH). **ONLY LINE 9 / ITEM 230!**Note: Profit center **must be equal** to profit center in column N, V and W!
- (9) Copy and paste **line 2 to 12** for configuration of further controlling areas, locations, outlets, subdepartments or profit centers (see example of PS Configuration file below)!

Note: Do not change cell/file format or add any other information to the configuration sheet!



## Example of PS Configuration file:



### 5.2.3. Accounts configuration file

Open file "Accounts Configuration.xlsx" and enter, for each item (line 2-23), your:

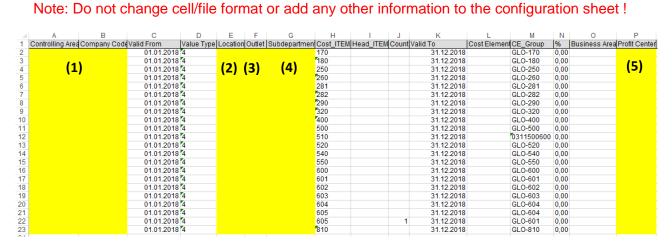
- (1) Controlling area & company code in **column A & B** (e.g. **402** for Frankfurt HQ).
- (2) GLORIA location key in **column E** (e.g. **FRH** for Frankfurt).
- (3) GLORIA outlet key in **column F** (e.g. **FNDH** for Foundation).
- (4) GLORIA subdepartment key in **column G** (e.g. **KP** for KPL). Only if needed/existing! Note: Accounts control table delivers results per outlet only even if subdep. was defined!
- (5) Profit center in column P (e.g. Profit Center 402028705 for FNDH).





(6) Copy and paste line 2 to 17 for configuration of further controlling areas and company codes, Locations, outlets, subdepartments or profit centers (see example of Accounts Configuration file below)!

Note: Do not change cell/file format or add any other information to the configuration sheet!



### Example of Accounts Configuration file:

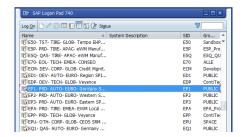




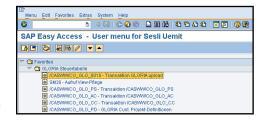


### 5.2.4. Configuration file upload

(1) Login to your local SAP R/3 System (e.g. EP1 for Frankfurt)



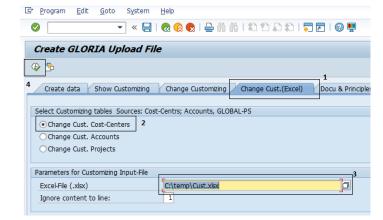
(2) Start transaction /CASWW/CO\_GLO\_0010



(3) Enter your data - Layout type L5 starting 2018!



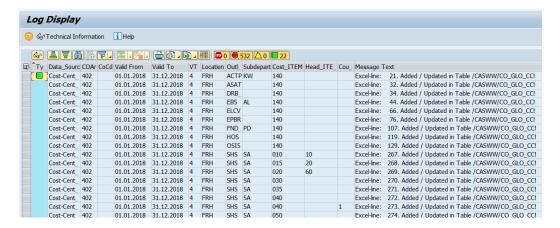
- (4) Select "Change Cust.(Excel)" (pointed 1)
- (5) Select "Change Cust. Cost-Centers" for cost center configuration (pointed 2)
- (6) Select path of cost center configuration file (pointed 3)
- (7) Push execute button (pointed 4)







(8) Check configuration (no error should appear) and then push "back" button



(9) Repeat steps 4 to 7 for upload of Accounts Config. file (select "Change Cust.Accounts" in step 4) and PS Configuration file (select "Change Cust.Projects" in step 4).

#### 5.2.5. Project definitions

For the correct determination of project costs (see PS items in overview on page 27) it is important that project definitions in the control table are set. This can be done once a year or in advance for several years.

The project definitions were maintained centrally for all SAP systems until 2025, so (apart from new locations etc.) there is NO action needed from location responsible!!!

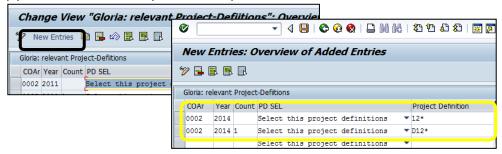
- (1) As above, login to your local SAP R/3 System (e.g. EP1 for Frankfurt)
- (2) Start transaction /CASWW/CO GLO 0010
- (3) Select "Change Customizing" (Pointed 1)
- (4) Select "Relevant Project Definitions" (Pointed 2) and push execute button (Pointed 3)







(5) Select "New Entries" (black framed)



(6) Enter: COAr (controlling area in which project definition is used),

Year (fiscal year in which project definition is valid) → Note that fiscal year for some former VDO systems is equal current year +1 (e.g. for NZP fiscal year = 2017+1=2018)

PD SEL (choose always: "Select this project definitions"),

Project Definition (enter according to your local PS system, e.g. DFRH\*, etc.)

Note: By using the **count** column more than one project definition can be defined for a specific year (example above shows "12\*" and "D12\*" for 2014)!

NOTE: Once all configuration files are uploaded and project definitions are set, control table

is ready for use (see more details in next chapter)!

#### 5.2.6. Use of control table for month end closing

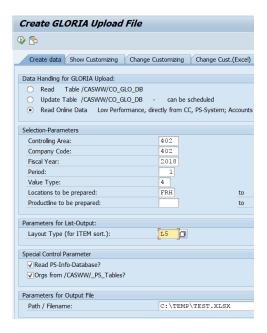
- (1) As above, login to your local SAP R/3 System (e.g. EP1 for Frankfurt)
- (2) Start transaction /CASWW/CO\_GLO\_0010
- (3) Select "Create data"
- (4) Keep "Read Online Data"
- (5) Enter "Controlling Area", "Company Code", "Fiscal Year" and "(SAP)-Period"
- (6) Keep Value Type "4" for Actual (black framed; set by default)
- (7) Enter "Locations to be prepared" (Mandatory! Always enter one GLORIA location!) and "Productline to be prepared" (Mandatory! Enter GLORIA productline you are

responsible for! Multiple selection possible!) (black framed)

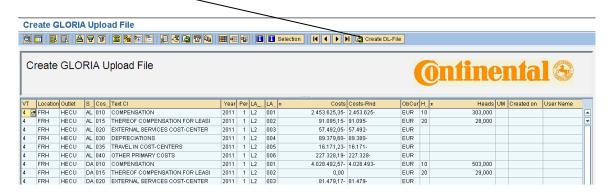
- (8) Use Layout Type "L5" starting 2018
- (9) Keep "Read PS-Info-Database?" and "Orgs from/CAS/WW\_PS\_Tables?"
- (10) Push Execute button



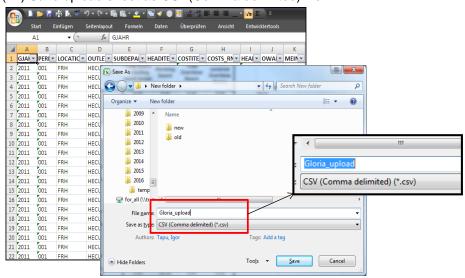




(11) Push "Create DL-File" button



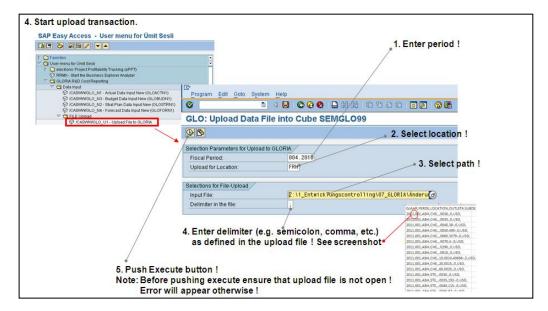
(12) Save upload sheet as CSV(Comma delimited) file

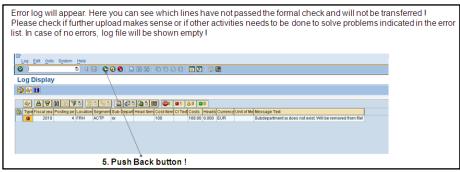


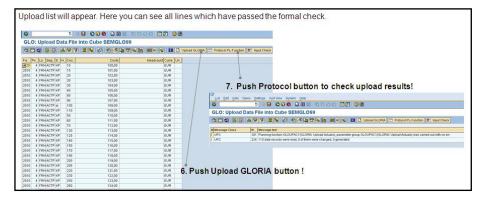
(13) Login to CBW, run GLORIA, start upload transaction and follow steps below











Note: Corrections can be made by a new upload. Please ensure that values of not to be corrected items remains unchanged on the upload sheet!

Alternatively, not to be corrected items can be deleted from the upload sheet! In case of no item upload is possible, please contact the GLORIA Administrator in order to get authorization to the upload interface!

Regarding step (7), it is very important that you choose the productlines which you are responsible for only! Otherwise it may happen that GLORIA values from other productlines gets overwritten through the upload described in step (13)!

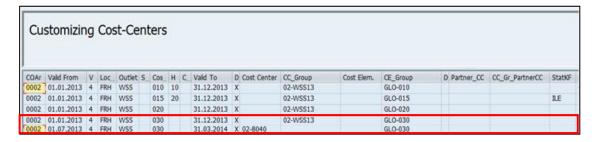




#### 5.2.7. Yearly maintenance of control table

#### I. Update of Configuration files

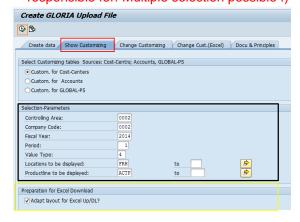
An overlap of validity dates for the configuration of any GLORIA cost item has to be avoided in the control table (see example below). Otherwise, costs in control table are shown twice for this item. Limitation of <u>validity</u> to a <u>calendar year</u> (e.g. 01.01.2018 to 31.12.2018) is therefore mandatory in the control table for any GLORIA head & cost item configuration.



Due to the reasons above, yearly maintenance of control table is required as follows:

EXCEPTION: due to new items starting 2018, please use (at least for accounts configuration) the new templates provided!

- (1) As above, login to your local SAP R/3 System (e.g. EP1 for Frankfurt)
- (2) Select "Show Customizing"
- (3) Start transaction /CASWW/CO\_GLO\_0010 and enter your relevant data (black framed)
  Enter "Locations to be displayed" (Mandatory! Always enter one GLORIA location!) and
  "Productline to be displayed" (Mandatory! Enter GLORIA productline you are
  responsible for! Multiple selection possible!)

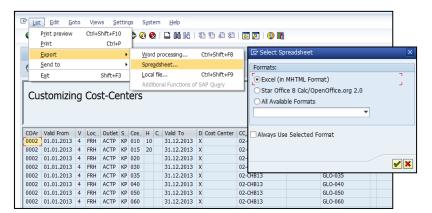


- (4) Select tables to be customized, e.g. "Change Cust. Cost-Centers"
- (5) Select / check "Adapt layout for Excel Up/DL?" (yellow framed)
- (7) Push Execute button





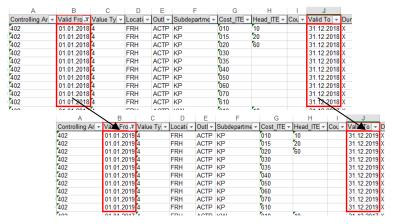
(8) Save output list by selecting **List/Export/Spreadsheet**, "**Excel (in MHTML FORMAT)**" and pushing continue button



- (9) Save output list as excel file (xxx.xlsx)
  - → Note: Very important, otherwise it cannot be used for re-upload!



- (10) Open saved excel file (xxx.xlsx) and change date in column "Valid From" & "Valid to" to next calendar year.
  - → Note: Further changes / updates can be made if necessary (e.g. cost center, cc-group)!



- (11) Save and re-upload file as described in chapter 5.2.4. "Upload configuration files"
- (12) Repeat steps 3 to 11 for customizing of Accounts (select "Custom. for Accounts" in step 3) and PS (select "Custom. for GLOBAL-PS" in step 3).





### 5.2.8. Configuration of item 115 Prototype Cost (Out)

Configuration of item 115 as shown below is to be made only in the following specific case:

- A prototype shop cost center is existing and located in SAP cost center group (TOTCC Hierarchy) within R&D node and
- Existing prototype shop cost center is writing hours to prototype wbs elements (internal, external, ICO) in the same outlet.

Open file "115 Prototype Cost Out Configuration (CC).xlsx" and enter your:

- (1) Controlling area in **column A** (e.g. **402** for Frankfurt HQ).
- (2) GLORIA location key in **column D** (e.g. **FRH** for Frankfurt).
- (3) GLORIA outlet key in **column E** (e.g. **FNDH** for Foundation).
- (4) GLORIA subdepartment key in column F (e.g. KP for KPL). Only if needed/existing!
- (5) Prototype cost center in **column L** (e.g. **028-6600**) <u>or</u> cost center group (e.g. **02-CVR2018**) in **column M** based on own created cost center hierarchy or on standard XX-TOTCC hierarchy

Note: Do not change cell/file format or add any other information to the configuration sheet!



Continue with upload of configuration file like shown in chapter "5.2.4. Configuration file upload" for cost center configuration.





## 6. GLORIA Timing & Due Dates

### Monthly due dates:

- U 8 Last FC copied forward into new period
- **U 8** Period open for data input (Actual, FC)
- **U 2** Due date FC data input for locations (unless other BU specific timing is communicated!)
- U+6 Due date FC data input for BU HQs
- U + 6 Due date Actual data input for all locations and HQs!
- F 1 Period closed for Actual and FC data input

U Ultimo = Last working day in the month

F Divisional FC-Meeting (e.g. for C&S ≈ 9th working day of the month = U+9)
Time All given due dates apply 9.00 AM Central European (Summer) Time / CE(S)T

Note: Time schedule for Budget will be communicated separately!





## 7. GLORIA Standard Reports

GLORIA includes the following BEx standard reports:

Report No.	Report Name	Definition			
GLO 200	BEx Analysis Act.&FC (FX	Overview of Actual and FC vs. Plan for <b>one</b> selected period. Calculated with FAS &			
020_200	Plan)	LCE F/X rate.*			
GLO_225	BEx Analysis Stratplan	Overview of Plan year and the following four Strat.Plan years.			
GLO_230	BEx Analysis Time Series	Overview of Plan year in total and per period (time series).			
GLO_230	Budget	Overview of Flan year in total and per period (time series).			
GLO 300	BEx Analysis Actual &	Overview of Actual and FC vs. Plan for <b>one</b> selected period. Calculated with FAS F/X			
GLO_300	Forecast	rate according to FIRE.*			
GLO 305	BEx Analysis Actual Time	Overview of Actual per period (time series) and Actual YTD vs. Plan.*			
GLO_303	Series	Overview of Actual per period (time series) and Actual 110 vs. Flan.			

Reports as of 2018 are located in the following folder:



Reports are selected as follows:

- 1. Enter year to be reported
- 2. Enter period to be reported

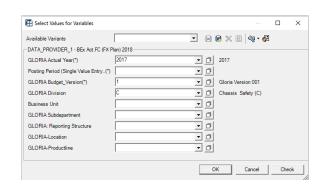
No need to select Division/Location/Productline – already pre-set based on authorization.

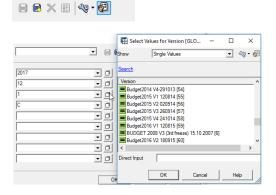
Personal preferences can be saved by using the "Personalize Variables"-button.

3. Enter version to be reported

(always "1", except already frozen Budget versions have to be reported – then select version via the "select values" button)

4. Press "OK" to start the report

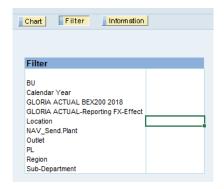








Further selections can be made in the report (standard BEx-Analyzer functions) by using the filter criteria (right mouse click in one of the white boxes):



Note: Depending on chosen report selection criteria may differ.

Difference between GLO-200 and GLO-300 / 305 is the FX conversion. See tables on next two pages for more details:





GLO-200	Actual calculated as follows	FC calculated as follows
Total Compensation	Actual / LCE rate	FC / LCE rate
thereof Compensation for Leasing	Actual / LCE rate	FC / LCE rate
External Services on Cost Centers	Actual / LCE rate	FC / LCE rate
Depreciation Depreciation	Actual / LCE rate	FC / LCE rate
Travel on Cost Center	Actual / LCE rate	FC / LCE rate
Other Primary Costs on Cost Centers	Actual / LCE rate	FC / LCE rate
Total Primary Costs on Cost Center	Actual / LCE rate	FC / LCE rate
IT	Actual / LCE rate	FC / LCE rate
Facility	Actual / LCE rate	FC / LCE rate
Other Secondary Costs on Cost Center	Actual / LCE rate	FC / LCE rate
Total Secondary Costs on Cost Center	Actual / LCE rate	FC / LCE rate
Total Costs on Cost Center	Actual / LCE rate	FC / LCE rate
External Services on Project	Actual / LCE rate	FC / LCE rate
Travel on Projects	Actual / LCE rate	FC / LCE rate
Internal Prototype Cost	Actual / LCE rate	FC / LCE rate
External Prototype Cost	Actual / LCE rate	FC / LCE rate
ICO Prototype Cost	Actual / LCE rate	FC / LCE rate
ICO Prototype Income	Actual / LCE rate	FC / LCE rate
Other Project Specific Costs	Actual / LCE rate	FC / LCE rate
Total Project Specific Costs	Actual / LCE rate	FC / LCE rate
Prototype Cost (Out)	Actual / LCE rate	FC / LCE rate
Trootype cost (cut)	riotaar Eoli rato	1 6 / EGE Tato
Total Engineering Cost	Actual / LCE rate	FC / LCE rate
thereof External Services	Actual / LCE rate	FC / LCE rate
Central Engineering S&T (In)	Actual / LCE rate	FC / LCE rate
Patent Department (In)	Actual / LCE rate	FC / LCE rate
Transfer Hour Recording (In)	Actual / LCE rate	FC / LCE rate
thereof Internal Quality Labs Segment Clearing (In)	Actual / LCE rate Actual / LCE rate	FC / LCE rate FC / LCE rate
Internal Transfers CES / EB (In)	Actual / LCE rate	FC / LCE rate
Other Transfers (In)	Actual / LCE rate	FC / LCE rate
Total External Transfer (In)	Actual / LCE rate	FC / LCE rate
Total External Transfer (III)	Actual / EOE Tate	107 EOE Tale
Central Engineering S&T (Out)	Actual / LCE rate	FC / LCE rate
Patent Department (Out)	Actual / LCE rate	FC / LCE rate
Transfer Hour Recording (Out)	Actual / LCE rate	FC / LCE rate
Segment Clearing (Out)	Actual / LCE rate	FC / LCE rate
Internal Transfers CES / EB (Out)	Actual / LCE rate	FC / LCE rate
Other Transfers (Out)	Actual / LCE rate	FC / LCE rate
Total External Transfers (Out)	Actual / LCE rate	FC / LCE rate
Conitalization IAC 30	Actual / LCE rate	FC /I CF roto
Capitalization IAS 38 Task	Actual / LCE rate Actual / LCE rate	FC / LCE rate FC / LCE rate
Task	Actual/ LCE rate	FC / LGE rate
Primary R,D&E Costs w/o WIP impact	Actual / LCE rate	FC / LCE rate
Work in progress R,D&E Addition	Actual / LCE rate	FC / LCE rate
Work in progress R,D&E Release	Actual / LCE rate	FC / LCE rate
Total Work in Progress Impact	Actual / LCE rate	FC / LCE rate
Primary R,D&E Costs (FIRE)	Actual / LCE rate	FC / LCE rate
thereof CC Imbalance	Actual / LCE rate	FC / LCE rate
Variance to Primary Costs FIRE	Actual / LCE rate	FC / LCE rate
Development Reimbursem. (valid until YE2017)	Actual / LCE rate	FC / LCE rate
thereof Grants (valid until YE2017)	Actual / LCE rate	FC / LCE rate
		F0 /1 05
Governmental Grants  Covernmental Create Transfers	Actual / LCE rate	FC / LCE rate
Governmental Grants Transfers	Actual / LCE rate	FC / LCE rate
Governmental Grants for R,D&E (FIRE)	Actual / LCE rate	FC / LCE rate





R,D&E Licence Expenses (FIRE)	Actual / LCE rate	FC / LCE rate
R,D&E Licence Income (FIRE	Actual / LCE rate	FC / LCE rate
Total R,D&E Costs (Net)	Actual / LCE rate	FC / LCE rate
F/X-Impact	(Total R,D&E Costs (Net) incl. F/X-Impact) - (Total R,D&E Costs (Net))	(Total R,D&E Costs (Net) incl. F/X- Impact) - (Total R,D&E Costs (Net))
Total R,D&E Costs (Net) incl. FX Impact	(YTD actual month / FAS rate actual month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Allocation (In)	(YTD actual month / FAS rate actual month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Allocation (Out)	(YTD actual month / FAS rate actual month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E prior year	(YTD actual month / FAS rate actual month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Expenses (FIRE)	(YTD actual month / FAS rate actual month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Expenses w/o WIP Impact	(YTD actual month / FAS rate actual month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Development Reimbursem. (w/o Governm. Grants)	Actual / LCE rate	FC / LCE rate
thereof Work in Progress Deviation	Actual / LCE rate	FC / LCE rate
Prototype Reimbursements	Actual / LCE rate	FC / LCE rate
Reimbursement Transfers	Actual / LCE rate	FC / LCE rate
Reimbursements (FIRE)	Actual / LCE rate	FC / LCE rate
R,D&E Expenses incl. Reimbursem. (FIRE report)	(YTD actual month / FAS rate actual month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Exp. incl. Reimb. (FIRE report) w/o WIP Impact	(YTD actual month / FAS rate actual month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month

LCE rate = Budget rate FAS rate = Average rate





GLO-300 / 305	Actual calculated as follows	FC calculated as follows
Total Compensation	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
thereof Compensation for Leasing	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
External Services on Cost Centers	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Depreciation	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Travel on Cost Center	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Other Primary Costs on Cost Centers	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Total Primary Costs on Cost Center	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
ІТ	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Facility	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Other Secondary Costs on Cost Center	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Total Secondary Costs on Cost Center	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Total Costs on Cost Center	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
External Services on Project	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Travel on Projects	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Internal Prototype Cost	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
External Prototype Cost	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
ICO Prototype Cost	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
ICO Prototype Income / Revenues	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Other Project Specific Costs	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Total Project Specific Costs	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Prototype Cost (Out)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Total Engineering Cost	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
thereof External Services	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Central Engineering S&T (In)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Patent Department (In)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Transfer Hour Recording (In)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month





thereof Internal Quality Labs	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Segment Clearing (In)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Internal Transfers CES / EB (In)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Other Transfers (In)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Total External Transfer (In)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Central Engineering S&T (Out)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Patent Department (Out)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Transfer Hour Recording (Out)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Segment Clearing (Out)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Internal Transfers CES / EB (Out)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Other Transfers (Out)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Total External Transfers (Out)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Capitalization IAS 38	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Task	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Primary R,D&E Costs w/o WIP impact	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Work in progress R,D&E Addition	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Work in progress R,D&E Release	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Total Work in Progress Impact	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Primary R,D&E Costs (FIRE)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
thereof CC Imbalance	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Variance to Primary Costs FIRE	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Variance to Primary Costs SAP	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Development Reimbursem. (valid until YE2017)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
thereof Grants (valid until YE2017)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Governmental Grants	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Governmental Grants Transfers	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
·		





Governmental Grants for R,D&E (FIRE)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Licence Expenses (FIRE)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Licence Income (FIRE)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Total R,D&E Costs (Net)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
thereof F/X-Impact	((Total R,D&E Costs Net YTD act. month / FAS rate act. month) -  (Total R,D&E Costs Net YTD prev. month / FAS rate prev. month)) -  ((Total R,D&E Costs Net YTD act. month / LCE rate) -  (Total R,D&E Costs Net YTD prev. month / LCE rate))	(Total R,D&E Costs (Net) / FAS rate actual month) - (Total R,D&E Costs (Net) / LCE rate)
D DOE Allegation (In)	(VTD act month / FAC rate act month) (VTD mass month /	FO / FAC rate potential month
R,D&E Allocation (In)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Allocation (Out)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E prior year	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Expenses (FIRE)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Expenses w/o WIP Impact	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Development Reimbursem. (w/o Governm. Grants)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
thereof Work in Progress Deviation	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Prototype Reimbursements	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Reimbursement Transfers	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
Reimbursements (FIRE)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Expenses incl. Reimbursem. (FIRE report)	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
R,D&E Exp. incl. Reimb. (FIRE report) w/o WIP Impact	(YTD act. month / FAS rate act. month) - (YTD prev. month / FAS rate prev. month)	FC / FAS rate actual month
	-	

LCE rate = Budget rate FAS rate = Average rate





## 8. GLORIA Item Definition

No.	GLORIA Item	Definition					
	HEAD ITEMS						
10	Heads R,D&E	Includes all R&D cost center headcount (incl. leased employees and working students). But no allocated headcount!					
20	thereof Leased Employees	Employees of other companies outside the corporation engaged by a corporate company within the framework of a personnel-leasing agreement (leasing personnel). Is a sub-group of Heads R,D&E (thereof)!					
60	thereof Working Students	Working students, interns or related contracts. Is a sub-group of Heads R,D&E (thereof) !  COST ITEMS					
10	Total Compensation	Salaries, fringes, social benefits, employee accruals and expatriates expenses for internal and leased R&D heads.					
15	thereof Compensation for Leasing	According to the definition above, but here especially for leased employees. Is a fraction of Total Compensation (thereof).					
20	External Services on Cost Center	All NON-Project related External Service Cost.  External services are expenses for activities of outside persons doing development or related activities:  "Outside persons" are persons neither having a Continental contract nor a manpower supply (leasing) contract.  "Development or related activity" are activities usually done by Continental R&D personnel (including R&D administration) or activity done by related non-R&D departments directly ordered by R&D departments (e.g. laboratories).  "Usually done" means, activity could be done internally either instantly (category 1) or after set-up of respective R&D department (category 2) if manpower was available.  External NON-R&D service (category 3) must not be shown in this data item but in "Other Primary Costs on cost center" or "Other project specific cost", Non-R&D service are for example consulting activity, office construction, security patrols,!  Furthermore, external Services does not include R&D costs of R&D activities done by e.g. other segments / outlets within the Business Unit (BU), within the division or within Continental Automotive including Continental Engineering Services (CES).					
30	Depreciation	Depreciation of equipment used for development activities (e.g. test benches).					
35	Travel on Cost Center	All NON-Project related travel costs for R&D headcount.					
40	Other Primary Costs on Cost Center	All other primary costs on cost centers which are not explicitly shown in one of the items above (e.g. tools, office material, office equipment, business learning).  All costs for prototypes (materials) have to be booked on R&D projects.					
50	IT	Locally allocated IT costs distributed using an allocation key.					
60	Facility	Rental fee or financing costs for buildings, maintenance of buildings, infrastructure costs, electricity and heating costs.					
70	Other Secondary Costs on Cost Center	Site Services and all other cost center transfers which are not facility or IT-costs (e.g. medical service, canteen).					
80	External Services on Project	All project related external R&D services (see description of line item 20).					
100	Travel on Projects  Internal Prototypes	All project related travel costs for R&D headcount.  Internal prototypes are prototypes used for own development and testing purpose. They are not shipped or sold to external customers. Internal prototypes can be used in the location where they are constructed or they can be shipped to and used by other Continental location as long as there is no invoicing.  Production plants which are delivering raw materials, semi finished goods or finished goods for the purpose of prototype construction are not considered as prototype construction location.					
105	External Prototypes Costs	External prototypes are prototypes shipped and sold to external companies. They can be shipped and sold from the location where they are constructed (prototype construction location) or they can be shipped to other Continental locations and afterwards sold to external customers as long as there is no invoicing.  Production plants which are delivering raw materials, semi finished goods or finished goods for the purpose of prototype construction are not considered as prototype construction location.					
107	ICO Prototype Cost	ICO prototypes are prototypes which are shipped and sold <b>incl. invoicing</b> to <b>other Continental companies</b> .  The prototype category in the receiving location can be internal or <b>external</b> . Production plants which are delivering raw materials, semi finished goods or finished goods for the purpose of prototype construction are not considered as prototype construction location.					
108	ICO Prototype Income / Revenues	Payments from other Continental companies for ICO Prototypes.					
110	Other Project Specific Costs	All other primary costs booked directly on projects which are not explicitly shown above (e.g. car transportation).					
115	Prototype Cost (Out)	Costs following hour recording of prototype cost centers, located in SAP cost center group (TOTCC Hierarchy) within R&D node, to prototype wbs elements (internal, external, ICO) in					





No.	GLORIA Item	Definition			
		the same outlet. ITEM TO BE USED ONLY IN THIS SPECIFIC CASE !!			
500	Central Engineering S&T (In)	Costs transferred IN from Central Automotive Engineering or Central Division Engineering department (S&T).			
140	Patent Department (In)	Costs transferred IN from patent department.			
150	Transfer Hour Recording (In)	Costs following hour recording from cost centers of other segments to own projects.			
155	Thereof Internal Quality Labs	Costs following hour recording from quality lab cost centers. Is a fraction of Transfer Hour Recording (In).			
520	Segment Clearing (In)	Costs transfer IN following the centrally initiated quarterly PS segment clearing process.			
530	Internal Transfers CES / EB (In)	Project related cost transfer IN of all Continental R&D Service Departments which do not participate in the integrated Global PS hour recording process (e.g. CES, EB). Related cost item in Global PS: "Transfers & Internal Services".			
170	Other Transfers (In)	All other transfer IN which are not connected to cost centers or projects and are not explicitly shown in one of the items above (e.g. cost transfers between locations in preparation for R&D cost capitalization).			
540	Central Engineering S&T (Out)	Costs transferred OUT from Central Automotive Engineering or Central Division Engineering department (S&T)			
545	Patent Department (Out)	Costs transferred out of the IP cost centers to outlets.			
230	Transfer Hour Recording (Out)	Costs following hour recording of own cost centers to projects of other segments.			
550	Segment Clearing (Out)	Costs transfer OUT following the centrally initiated quarterly PS Segment Clearing Process.			
560	Internal Transfers CES /EB (Out)	Project related cost transfer OUT to be used only by Continental R&D Service Departments which do not participate in the integrated Global PS hour recording process (e.g. CES, EB).			
250	Other Transfers (Out)	All other transfer OUT which are not connected to cost centers or projects and are not explicitly shown in one of the items above (e.g. cost transfers between locations in preparation for R&D cost capitalization).			
400	Capitalization IAS 38	Capitalization of R&D expenditures (credit) following the Continental regulations.			
255	Task	Cost targets are shown in this item as virtual income.			
600	Work in progress R,D&E Addition	Addition of WIP to Balance Sheet account			
601	Work in progress R,D&E Release	Release of WIP from Balance Sheet account			
610	thereof CC Imbalance	Cost center costs (primary & secondary) which are not charged to projects via hour recording. Is a fraction of total cost center costs (thereof).			
602	Governmental Grants	Governmental grants received for both Base and Application R&D efforts.			
603	Governmental Grants Transfers	Transfer of Governmental Grants received from Central Engineering (S&T) outlet not reported in FIRE to outlets reported in FIRE.			
180	R,D&E Licence Expenses	License fees paid to external companies for the right of using their patents.  Value as reported in FIRE.			
260	R,D&E Licence Income	License fees paid by external companies for the right of using Continental patents.  Value as reported in FIRE.			
320	R,D&E Allocation (In)	Allocation accounts/items in SAP, FIRE and GLORIA are exclusively reserved for booking and reporting of R&D plant allocation (Brakes & Chassis Pooling, Electronic Pooling,). Value as reported in FIRE.			
290	R,D&E Allocation (Out)	Allocation accounts/items in SAP, FIRE and GLORIA are exclusively reserved for booking and reporting of R&D plant allocation (Brakes & Chassis Pooling, Electronic Pooling,). Value as reported in FIRE.			
810	R,D&E Prior Year	Contains all adjustments related to the prior year. R&D Plant allocation is the major reason for adjustment bookings. Please refer also to the respective regulations for R&D plant allocation! Also other corrections related to the prior year have to booked on the respective accounts and be reported in this GLORIA item.  Value as reported in FIRE.			
604	Development Reimbursements (w/o Governm. Grants)	Reimbursements from customers or suppliers for both Base and Application R&D efforts.			
605	thereof Work in Progress Deviation	Development Reimbursements minus release of WIP			
281	Prototype Reimbursements	Payments from external customers for prototypes.			
282	Reimbursement Transfers	Transfer of reimbursements received from Central Engineering (S&T) outlet not reported in FIRE to outlets reported in FIRE.			





# 9. Mapping GLORIA Items to SAP R/3 and FIRE

	GLORIA Item	SAP				
No.		Accounts / Cost Element Groups / Cost Types / Category within PS	Cost Center	PS	SAP Accou nt	FIRE Item
40	Handa D Doc	HEAD ITEMS		1		N1/A
10	Heads R,D&E	NEF Salary fix: Employees  NLE Salaries fix: Leasing				N/A
20	thereof Leased Employees	ILE Leasing People fix				N/A
60	thereof Working Students	WSF Working Students fix  COST ITEMS				N/A
10	Total Compensation	E01-299 Total Labor Costs	Х			0311500600
	thereof Compensation for					Primary R,D & E costs 0311500600
15	Leasing	E01-290 Personnel leasing	Х			Primary R,D & E costs
20	External Services on Cost Center	K5305 GOA Outside services - general K5306 GOA Outside Services - Technical K5904 GOA Cost for development of new products	X X X			0311500600 Primary R,D & E costs
30	Depreciation	E01-345 Depreciation long life	Х			0311500600 Primary R,D & E costs
35	Travel on Cost Center	E01-430 Entertainment/Travel expense	X			0311500600 Primary R,D & E costs
40	Other Primary Costs on Cost Center	E01-300 Tools/Models E01-305 Burden material E01-310 Operating supplies E01-315 Material Maintainance/Projects(obs.) E01-320 Purchased maintenance E01-325 Project costs E01-350 Depreciation short life E01-355 Taxes E01-360 Insurance E01-370 Rental/Leasing E01-375 Utilities E01-385 Sales promotion E01-385 Sales promotion E01-380 Provisions to third partie E01-385 Sales promotion E01-390 Advertising/Fairs E01-400 Customer training E01-405 Public relations E01-410 Outbound freight E01-415 Inbound freight/Customs E01-425 Communication costs E01-442 Additional personnel related expense E01-445 Misc. burden costs E01-457 Material costs - manufacturing E01-457 Material costs - manufacturing E01-467 Material costs - R,D&E E01-495 Secondary costs E01-495 Fees and purchased services	X X X X X X X X X X X X X X X X X X X			0311500600 Primary R,D & E costs
50	ІТ	S87391 PL Information technology S87491 OP Information technology S87291 ZE Information technology S87294 IT Network & Service S87295 IT Other User Costs S87296 IT SAP S87492 OP Informationtechnology	X X X X X			0311500600 Primary R,D & E costs
60	Facility	S87493 OP EHS S87390 PL Infrastructure cost S87630 CD Assess. Plant Administration S87113 Building transfers S87490 OP Infrastructure cost S87290 ZE Infrastructure S87104 Transfer energy/room S87105 Transfer logistic costs S87112 Transfer Area 5 (Plant management)	X X X X X X			0311500600 Primary R,D & E costs
70	Other Secondary Costs on Cost Center	S87262 ZE Accounting, Controlling & Finance S87432 OP Accounting, Controlling & Finance, IT S87420 Flant Assessment Material Management Services from group companies Other expenses from group companies S87320 PL Material Management S87530 Site Assess. Plant Administration S87341 PL Personnal & Social Departments ZE R&D and technical services Other allocation from group companies Other collective functions S87410 Plant assessment Production S87411 OP Production Foundry K6613 Personel Costs From To Site Assess. Material Management S87430 Plant Assessment Plant Administration ZE Material Management	X X X X X X X X X X X X X X X X X X X			0311500600 Primary R,D & E costs





No.	GLORIA Item	SAP				FIRF
		Accounts / Cost Element Groups / Cost Types / Category within PS	Cost Center	PS	SAP Accou	Item
No.	GLORIA Item	S87231 ZE Personnel & Social S87413 OP Production Management S87431 OP Personnel & Social S87561 Site Assess. F,G&A General S87563 Site Assess. F,G&A HR S87510 Site Assess. Production S87540 Site Assess. Production Quality S87521 Site Assess. Production Quality S87551 Site Assess. Material Management Quality S87552 Site Assess. Sales Marketing S87553 Site Assess. Sales Communication S87554 Site Assess. Sales Communication S87565 Site Assess. Sales Quality S87560 Site Assess. F,G&A S87562 Site Assess. Production Quality S87600 Site Assess. Production S87611 CD Assess. Production S87611 CD Assess. Material Management S87621 CD Assess. Material Management S87620 CD Assess. Material Management S87621 CD Assess. Material Management S87621 CD Assess. Sales S87651 CD Assess. Sales S87651 CD Assess. Sales S87651 CD Assess. Sales S87652 CD Assess. Sales S87651 CD Assess. Sales S87651 CD Assess. Sales Ommunication S87654 CD Assess. Sales Ommunication S87655 CD Assess. Sales Quality S87660 CD Assess. Sales Ommunication S87651 CD Assess. Sales Ommunication S87652 CD Assess. Sales Quality S87663 CD Assess. F,G&A General S87664 CD Assess. F,G&A General S87665 CD Assess. F,G&A Controlling, Finance S87666 CD Assess. F,G&A Controlling, Finance S87667 CD Assess. F,G&A Controlling, Finance S87668 CD Assess. F,G&A Controlling, Finance S87669 CD Assess. F,G&A Controlling, Finance S87660 CD Assess. F,G&A Controlling, Finance S87661 CD Assess. F,G&A Controlling, Finance S87662 CD Assess. F,G&A Controlling, Finance S87663 CD Assess. F,G&A Controlling, Finance S87761 SU Alloc Material Management S87721 SU Alloc Material Management S87721 SU Alloc Material Management S87750 SU Alloc Sales S87751 SU Alloc Sales	Center	PS		FIRE
		S87752 SU Alloc Sales Communication S87754 SU Alloc Sales IT S87755 SU Alloc Sales Quality S87760 SU Alloc F,G&A S87761 SU Alloc F,G&A General S87762 SU Alloc F,G&A Controlling, Finance S87763 SU Alloc F,G&A HR K6620 Expenses for specific services received K6626 Specific services rendered group comp	X X X X X X			
80	External Services on Project	S87440 Plant Assessment R&D costs  RPS-102	X	Х		0311500600
90	Travel on Projects	RPS-103		Х		Primary R,D & E costs 0311500600
100	Internal Prototypes	Cost Item category 4		Х		Primary R,D & E costs 0311500600
105	External Prototypes Cost	Cost item category 7		Х		Primary R,D & E costs 0311500600
107	ICO Prototype Cost	Cost item category 6		Х		Primary R,D & E costs 0311500600
108	ICO Prototype Income /	Cost item category 11		X		Primary R,D & E costs 0311500600
110	Revenues Other Project Specific Costs	RPS-105		X		Primary R,D & E costs 0311500600
115	Prototype Cost (Out)	S99122	Х			Primary R,D & E costs 0311500600
500	Central Engineering S&T (In)	M54541 GOA RDE Central Automotive Transfer IN - BASE M54543 GOA RDE Central Automotive Transfer IN - APPL M54545 GOA RDE Central Division Transfer IN - BASE M54547 GOA RDE Central Division Transfer IN - APPL	^		X X X	Primary R,D & E costs  0311500600  Primary R,D & E costs
140	Patent Department (In)	K66280	Х		, , , , , , , , , , , , , , , , , , ,	0311500600 Primary R,D & E costs
150	Transfer Hour Recording (In)	RPS-101		Х		0311500600 Primary R,D & E costs
155	thereof Int. Quality Labs	RPS-101 (only cc type H)		Х		0311500600
520	Segment Clearing (In)	M54521 GOA RDE PS Segment Clearing IN - BASE			X	Primary R,D & E costs 0311500600
530	Internal Transfers CES/EB (In)	M54523 GOA RDE PS Segment Clearing IN - APPLICATION RPS-110		Х	_ X	Primary R,D & E costs 0311500600
170	Other Transfers (In)	M54586 GOA RDE Other Transfer IN - BASE M54581 GOA RDE Other Transfer IN - APPLICATION M54584 GOA RDE capitalization - ICO Transfer IN			X X X	Primary R,D & E costs 0311500600 Primary R,D & E costs
540	Central Engineering S&T (Out)	M54540 GOA RDE Central Autom. Transfer OUT - BASE M54542 GOA RDE Central Autom. Transfer OUT - APPL M54544 GOA RDE Central Division Transfer OUT - BASE M54546 GOA RDE Central Division Transfer OUT - APPL			X X X	0311500600 Primary R,D & E costs





	GLORIA Item	SAP				FIDE
No.		Accounts / Cost Element Groups / Cost Types / Category within PS	Cost Center	PS	SAP Accou nt	FIRE Item
545	Patent Department (Out)	K66280	Х			0311500600 Primary R,D & E costs
230	Transfer Hour Recording (Out)	RPS-101		Х		0311500600 Primary R,D & E costs
550	Segment Clearing (Out)	M54520 GOA RDE PS Segment Clearing OUT - BASE M54522 GOA RDE PS Segment Clearing OUT - APPL.			X X	0311500600 Primary R,D & E costs
560	Internal Transfers CES/EB (Out)	To be used for CES only !				0311500600 Primary R,D & E costs
250	Other Transfers (Out)	M54585 GOA RDE Other Transfer OUT - BASE M54580 GOA RDE Other Transfer OUT - APPLICATION M54583 GOA RDE capitalization - ICO Transfer OUT SM960115 RDE PS-RIC Settlement: Reimbursement ICO			X X X	0311500600 Primary R,D & E costs
400	Capitalization IAS 38	K9971 GOA Capitalization Own Development			Х	0311500600 Primary R,D & E costs
255	Task	-	-	-	-	0311500600 Primary R,D & E costs
610	thereof CC Imbalance	S90912, S90919	Х			0311500600 Primary R,D & E costs
600	Work in progress R,D&E Addition	K99990 R&D Work in Progress Addition BASE K99992 R&D Work in Progress Addition APPL			X X	0311500600 Primary R,D & E costs
601	Work in progress R,D&E Release	K99991 R&D Work in Progress Release BASE K99993 R&D Work in Progress Release APPL			X	0311500600 Primary R,D & E costs
602	Governmental Grants	M45500 RDE gov. grants BASE M45600 RDE gov. grants APPL SM960500 PD-GGB Settl.: R&D gov. grants BASE SM960600 PD-GGA Settl.: R&D gov. grants APPL			X X X	0311501910 Gov. grants for gen. R&D + 0311501920 Gov. grants for applic. eng.
603	Governmental Grants Transfers	M45510 RDE Reimbursement Corrections - BASE M45610 RDE gov. grants APPL Corrections			X X	0311501910 Gov. grants for gen. R&D + 0311501920 Gov. grants for applic. eng.
180	R,D&E Licence Expenses	K5911 GOA RDE Licence Expense K5914 GOA RDE Inventors Gratification			X	0311502500 R,D & E licences expenses
260	R,D&E Licence Income	M31010 GOA RDE Licence Income Domestic M31050 GOA RDE Licence Income International			X X	0311502000 R,D & E licenses income
		K5931 GOA RDE Old IP Allocation In K5932 GOA RDE Base Allocation In K5933 GOA RDE BU Distribution In K5934 GOA RDE Adjustment New Pooling K5935 GOA RDE Other Allocation In K5936 GOA RDE Other Old IP Allocation In K5937 GOA RDE Other Base Allocation In S90918 RDE Cost Center Settlement - ALLOCATION			X X X X X	0311503100 R,D & E allocation in
290	R,D&E Allocation (Out)	M54560 GOA RDE BU Distribution Out M54561 GOA RDE Other Allocation Out M54563 GOA RDE Other Old IP Allocation Out M54564 GOA RDE Other Base Allocation Out M54590 GOA RDE Application Allocation Out M54591 GOA RDE Old IP Allocation Out M54591 GOA RDE Dasse Allocation Out M54592 GOA RDE Base Allocation Out			X X X X X	0311503600 R,D & E allocation out
810	R,D&E Prior Year	N15830 GOA RDE Adjustment New Pooling Prior Year N158330 GOA RDE Adjustment New Pooling Prior Year N158331 GOA RDE Application Allocation Prior Year N158332 GOA RDE Base Allocation Prior Year N158333 GOA RDE Bub Distribution Prior Year N158334 GOA RDE Other Allocation Prior Year N158335 GOA RDE Other Old IP Allocation Prior Year N158336 GOA RDE Other Base Allocation Prior Year			X X X X X X	0311504100 R,D & E prior year
604	Development Reimbursements (w/o Governm. Grants)	M45100 RDE Reimbursements - BASE M45200 RDE Reimbursements - APPLICATION M54524 RDE Seg. Clea. Reimb. OUT - Base M54525 RDE Seg. Clea. Reimb. IN - Base M54526 RDE Seg. Clea. Reimb. OUT - Application M54527 RDE Seg. Clea. Reimb. IN - Application N06331 Oth. op. inc inv. grants for R&D (taxat.) SM960111 RDE PS-RIM Settlement: Reimbursements BA SM960116 RDE PS-RIA Settlement: Reimbursements AP			X X X X X X	0312502700 Reimbursements
281	Prototype Reimbursements	M45300 GOA R&D Prototypes 3rd Party Reimburseme SM960300 PR-CUB Settl.: Proto 3rd Reimb. BASE M45400 GOA R&D Prototypes 3rd Party Reimburseme SM960400 PR-CUA Settl.: R&D Proto 3rd Reimb. APPL			X X X	0311501500 Customer reimb./grants
282	Reimbursement Transfers	M45110 GOA RDE Reimbursement Corrections - BASE M45210 GOA RDE Reimbursement Corrections - APPL.			X X	0311501500 Customer reimb./grants





# 10. Mapping GLORIA Items to Cost Element Group GLO-000

No.	GLORIA Item	GLO-000	Cost Center	P S	SAP Account		
HEAD ITEMS							
10	Heads R,D&E	GLO-HEADS	X				
20	thereof Leased Employees	NLE, ILE	X				
60	thereof Working Students	WSF	X				
		COST ITEMS	·				
10	Total Compensation	GLO-010	X				
15	thereof Compensation for Leasing	GLO-015	X				
20	External Services on Cost Center	GLO-020	X				
30	Depreciation	GLO-030	X				
35	Travel on Cost Center	GLO-035	X				
40	Other Primary Costs on Cost Center	GLO-040	X				
50	IT	GLO-050	X				
60	Facility	GLO-060	X				
70	Other Secondary Costs on Cost Center	GLO-070	Х				
80	External Services on Project	-		Х			
90	Travel on Projects	-		Χ			
100	Internal Prototypes	-		Х			
105	External Prototype Costs	-		Х			
107	ICO Prototype Cost	-		Х			
108	ICO Prototype Income / Revenues	-		Х			
110	Other Project Specific Costs	-		Х			
115	Prototype Cost (Out)	-	X				
500	Central Engineering S&T (In)	GLO-500			X		
140	Patent Department (In)	GLO-140	X				
150	Transfer Hour Recording (In)	-		Χ			
155	thereof Int.Quality Labs	-		X			
520	Segment Clearing (In)	GLO-520			X		
530	Internal Transfers CES /EB (In)	-		Χ			
170	Other Transfers (In)	GLO-170			X		
540	Central Engineering S&T (Out)	GLO-540			Х		
545	Patent Department (Out)	GLO-140	X				
230	Transfer Hour Recording (Out)	-		Х			
550	Segment Clearing (Out)	GLO-550			Х		
560	Internal Transfers CES /EB (Out)	-		Χ			
250	Other Transfers (Out)	GLO-250			X		
400	Capitalization IAS 38	GLO-400		<u> </u>	Х		
255	Task		-	-	-		
600	Work in progress R,D&E Addition	GLO-600 GLO-601		<b> </b>	X		
601 610	Work in progress R,D&E Addition thereof CC Imbalance	GLO-601 GLO-610	X				
602	Governmental Grants	GLO-610 GLO-602	^ ^		Х		
603	Governmental Grants Transfers	GLO-602 GLO-603		<b> </b>	X		
180	R,D&E Licence Expenses	GLO-803			X		
260	R,D&E Licence Expenses  R,D&E Licence Income	GLO-180			X		
320	R,D&E Allocation (In)	GLO-200 GLO-320		1	X		
290	R,D&E Allocation (Out)	GLO-290		1	X		
810	R,D&E Prior Year	GLO-810			X		
604	Development Reimbursements (w/o Governm. Grants)	GLO-604			Х		
281	Prototype Reimbursements	GLO-281			Х		
282	Reimbursement Transfers	GLO-282			Х		





### 11. R&D FIRE Accounts

SA	GLORIA Item				
FIRE 0311500000 #					
FIRE 031150060	FIRE 0311500600 # Primary R,D & E costs				
FIRE 031150					
M54520	GOA RDE PS Segment Clearing OUT - BASE	Segment Clearing (Out)	550		
M54521	GOA RDE PS Segment Clearing IN - BASE	Segment Clearing (In)	520		
M54540	GOA RDE Central Automotive Transfer OUT - BASE	Central Engineering S&T (Out)	200		
M54541	GOA RDE Central Automotive Transfer IN - BASE	Central Engineering S&T (In)	120		
M54544	GOA RDE Central Division Transfer OUT - BASE	Central Engineering S&T (Out)	200		
M54545	GOA RDE Central Division Transfer IN - BASE	Central Engineering S&T (In)	120		
M54585	GOA RDE Other Transfer OUT - BASE	Other Transfers (Out)	250		
M54586	GOA RDE Other Transfer IN - BASE	Other Transfers (In)	170		
M54587	GOA R&D Prototypes ICO Reimb. BASE	ICO Prototype Revenue	108		
K5905	GOA RDE PS Project Settlement - Innovation & Base				
P90914	RDE Cost Center Settlement - PATENT	Patent department (In)	140		
PK960300	PR-CUB Settl.: Proto. 3rd Cost BASE	External Prototype Cost	105		
PK960587	PR-ICB Settl.: R&D Proto ICO Cost BASE	ICO Prototype Cost	107		
PM960587	PR-ICB Settl.: R&D Proto ICO Reimb. BASE	ICO Prototype Revenue	108		
К99990	R&D Work in Progress Addition BASE	Work in progress R,D&E Addition	600		
K99991	R&D Work in Progress Release BASE	Work in progress R,D&E Release	601		

SA	GLORIA Item		
FIRE 031150	 0620 ' Application engineering 		
M54522	GOA RDE PS Segment Clearing OUT - APPLICATIO	Segment Clearing (Out)	550
M54523	GOA RDE PS Segment Clearing IN - APPLICATION	Segment Clearing (In)	520
M54542	GOA RDE Central Automotive Transfer OUT - APPL	Central Engineering S&T (Out)	200
M54543	GOA RDE Central Automotive Transfer IN - APPL	Central Engineering S&T (In)	120
M54546	GOA RDE Central Division Transfer OUT - APPL	Central Engineering S&T (Out)	200
M54547	GOA RDE Central Division Transfer IN - APPL	Central Engineering S&T (In)	120
M54580	GOA RDE Other Transfer OUT - APPLICATION	Other Transfers (Out)	250
M54581	GOA RDE Other Transfer IN - APPLICATION	Other Transfers (In)	170
M54582	GOA R&D Prototypes ICO Reimb. APPL	ICO Prototype Revenue	108
M54583	GOA RDE capitalization - ICO Transfer OUT	Other Transfers (Out)	250
M54584	GOA RDE capitalization - ICO Transfer IN	Other Transfers (In)	170
K5906	GOA RDE PS Project Settlement - Application		
K9971	GOA RDE Capitalization IAS 38	Capitalization IAS 38	400
P90919	RDE Cost Center Settlement - APPLICATION		
PM960115	RDE PS-RIC Settlement: Reimbursement ICO	Other Transfers (Out)	250
PM960582	PR-ICA Settl.: R&D Proto ICO Reimb. APPL	ICO Prototype Revenue	108
PK960400	PR-CUA Settl.: R&D Proto 3rd Cost APPL	External Prototype Cost	105
PK960582	PR-ICA Settl.: R&D Proto ICO Cost APPL	ICO Prototype Cost	107
K99992	R&D Work in Progress Addition APPL	Work in progress R,D&E Addition	600
K99993	R&D Work in Progress Release APPL	Work in progress R,D&E Release	601





SAP P&L Account GLORIA Item					
FIRE FS Item 311501900 Governmental Grants for R, D & E					
FIRE FS Item 0311501910 Governmental grants for generic R&D					
M45500	RDE gov. grants BASE	Governmental Grants	602		
M45510	RDE gov. grants BASE Corrections	Governmental Grants Transfers	603		
PM960500	PD-GGB Settl.: R&D gov. grants BASE	Governmental Grants	602		
FIRE FS Item	FIRE FS Item 0311501920 Gov. grants for application engineering				
M45600	RDE gov. grants APPL	Governmental Grants	602		
M45610	RDE gov. grants APPL Corrections	Governmental Grants Transfers	603		
PM960600	PD-GGA Settl.: R&D gov. grants APPL	Governmental Grants	602		

SAP P&L Account GLORIA Item				
FIRE FS Item 0312502700 Reimbursements				
FIRE FS Item 0312502710 Generic R&D Reimbursements				
M45100	GOA RDE Reimbursements - BASE	Reimbursement	604	
M45110	GDA RDE Reimbursement Corrections - BASE	Reimbursement Transfers	282	
M45300	GOA R&D Prototypes 3rd Party Reimbursements BAS	External Prototype Reimbursemer	281	
PM960111	RDE PS-RIM Settlement: Reimbursements BASE	Reimbursement	604	
PM960300	PR-CUB Settl.: Proto 3rd Reimb. BASE	External Prototype Reimbursemer	281	
M54524	RDE Seg. Cl. Reimb. OUT - BASE	Reimbursement	604	
M54525	RDE Seg. Cl. Reimb. IN - BASE	Reimbursement	604	
FIRE FS Item 0312502720 Application Engineering Reimbursements				
M45200	GOA RDE Reimbursements - APPLICATION	Reimbursement	604	
M45210	GOA RDE Reimbursement Corrections - APPLICATIO	Reimbursement Transfers	282	
M545400	GOA R&D Prototypes 3rd Party Reimbursements APF	External Prototype Reimbursemer	281	
PM960116	RDE PS-RIA Settlement: Reimbursements APPLICAT	Reimbursement	604	
PM960400	PR-CUA Settl.: R&D Proto 3rd Reimb. APPL	External Prototype Reimbursemer	281	
M54526	RDE Seg. Cl. Reimb. OUT – APPL	Reimbursement	604	
M54527	RDE Seg. Cl. Reimb. IN - APPL	Reimbursement	604	

		· · · · · · · · · · · · · · · · · · ·	
SA	GLORIA Item		
FIRE 031150200	0 # R,D & E licences income		
FIRE 031150	2200 ' R&D licenses income		
M31010	GOA RDE Licence Income Domestic	R;D&E Licence Income	260
M31050	GOA RDE Licence Income International	R;D&E Licence Income	260
FIRE 031150	2300 ' Applic.engin.lic.inc.		
FIRE 031150250	0 # R,D & E licences expenses		
FIRE 031150	2700 ' R&D licenses expenses		
K5911	GOA RDE Licence Expense	R;D&E Licence Expenses	180
K5914	GOA RDE Inventors Gratification	R;D&E Licence Expenses	180
FIRE 0311502800 ' Applic.engin.lic.exp.			





SA	P P&L Account	GLORIA Item	
FIRE 03115031	 00 ' R,D & E allocation in 		
K5930	GOA RDE Application Allocation In	R;D&E Allocation (In)	320
K5931	GOA RDE Old IP Allocation In	R;D&E Allocation (In)	320
K5932	GOA RDE Base Allocation In	R;D&E Allocation (In)	320
K5933	GOA RDE BU Distribution In	R;D&E Allocation (In)	320
K5934	GOA RDE Adjustment New Pooling	R;D&E Allocation (In)	320
K5935	GOA RDE Other Allocation In	R;D&E Allocation (In)	320
K5936	GOA RDE Other Old IP Allocation In	R;D&E Allocation (In)	320
K5937	GOA RDE Other Base Allocation In	R;D&E Allocation (In)	320
S90918	RDE Cost Center Settlement - ALLOCATION	R;D&E Allocation (In)	320
FIRE 03115036	 00 ' R,D & E allocation out 		
M54560	GOA RDE BU Distribution Out	R;D&E Allocation (Out)	290
M54561	GOA RDE Other Allocation Out	R;D&E Allocation (Out)	290
M54563	GOA RDE Other Old IP Allocation Out	R;D&E Allocation (Out)	290
M54564	GOA RDE Other Base Allocation Out	R;D&E Allocation (Out)	290
M54590	GOA RDE Application Allocation Out	R;D&E Allocation (Out)	290
M54591	GOA RDE Old IP Allocation Out	R;D&E Allocation (Out)	290
M54592	GOA RDE Base Allocation Out	R;D&E Allocation (Out)	290
FIRE 03115041	00 ' R,D & E prior year		
N15830	GOA RDE Adjustment New Pooling Prior Yea	R;D&E Prior Year	810
N158330	GOA RDE Application Allocation Prior Year	R;D&E Prior Year	810
N158331	GOA RDE Old IP Allocation Prior Year	R;D&E Prior Year	810
N158332	GOA RDE Base Allocation Prior Year	R;D&E Prior Year	810
N158333	GOA RDE BU Distribution Prior Year	R;D&E Prior Year	810
N158334	GOA RDE Other Allocation Prior Year	R;D&E Prior Year	810
N158335	GOA RDE Other Old IP Allocation Prior Year	· • · · · · · ·	810
N158336	GOA RDE Other Base Allocation Prior Year	R;D&E Prior Year	810

## 12. Check of control table results by using specific SAP transactions

The following SAP transactions are to be used for the manual crosscheck of control table results. Please do not use other than this for the manual check. Results may differ otherwise!

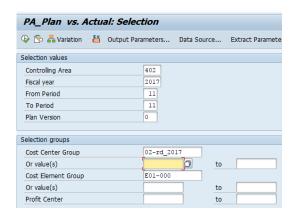
### 12.1. Headcount items

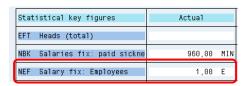
For check of head items 10 Heads R,D&E, 20 thereof Leased Employees and 60 thereof Working Students please login to your local SAP R/3 system and start report S\_ALR\_87013611 or /CASWW/CO\_ZT75 in SPIRIT-systems.





Select Controlling Area, Fiscal Year, Period (from, to), Cost Center Group or value. Enter E01-000 for Cost Element Group and start the report!





- Add existing value of item NEF to item 10 Heads R,D&E
- Add existing value of item NLE to item 20 thereof Leased Employees
- Add existing value of item WSF to item 60 thereof Working Students

#### 12.2. Cost center cost items

For check of cost items 10 Total Compensation, 15 thereof Compensation for Leasing, 20 External Services on Cost Center, 30 Depreciation, 35 Travel on Cost Center, 40 Other Primary Costs on Cost Center, 50 IT, 60 Facility, 70 Other Secondary Costs on Cost Center and 610 thereof CC Imbalance please login to your local SAP R/3 system and start report S\_ALR\_87013611 or /CASWW/CO\_ZT75 in SPIRIT-systems.

Select Controlling Area, Fiscal Year, Period (from, to), Cost Center Group or value. Enter E01-000 for Cost Element Group and start the report!





Cost eleme	ents	Act.costs
	K30001 CHG Salary	5.450,47
5	215 Salaries withou 225 Salaries	5.458,47
	225 Salaries	5.458,47
	S95885 Compens. CC	163,51
	2648 Soc.benef.sala S95010 Vac/Pub.Hol	163,51
	S95815 Annual Bonu	109,01 632,25
	S95020 ExtraPaym. (	032,25
	S95858 SocialSecur	87,21 833,92
	S95125 Subsidy cap	10,90
	S95138 Contrib.Lif	21,88
	\$95135 Exp.mut.ind	43,60
	S95148 Comp. pensi	610,45
**	264 Social benefit	2.512,65
***	295 Compensation	7.963,12
****	299 Total Labor Cos	7.963,12
	K45801 BUX OTTICE	
	K4502 GOA cleanin	
	K4585 GOA EDP/IT-	
	305 Burden material	
	K4814 GOA R&M tra K4812 GOA Rep/mai	
	328 Purchased maint	
	K413 CHG Deprec	
***	345 Depreciation lo	
	K861 60A LVA II	
***	350 Depreciation sh	
	K4462 CHG Leasing	
	K4464 GOA Gains o	
	K4491 60A Ot. ren	
***	378 Rental/Leasing	
	K4652 60A Fuel to	
***	375 Utilities	*************
Name of the last	K6102 GOA Freight	61,74
***	418 Outbound freigh	61,74 38,78
	K5882 68% Telepho	38,78
	K5887 60A Mobile-	34,44
	K5892 GOA Clearin	70.00
0,0.0	425 Communication c K5183 GDA Hospita	73,22
	K5184 60A Hospita	456,60
	K5281 GOA TravelC	25,20 992,21
	438 Entertainment/I	1.474,81
	K5385 GOA Outside	10.000,00
	435 Fees and purcha	10.000,60
	K5501 GOA Advert	
	K5505 GOA Persona	
***	448 Recruitment/Tra	
	K5387 60A Charges	
	K6610 GOA Miscell	
***	445 Misc, burden co	-20000000000000000000000000000000000000
	465 Non-compensatio	11.608.97
	500 Direct cost cen	19.572,09
	S87184 Transf.ener	955,86
	\$87112 Transf.A.5 \$87294 IT Network	397,17 124,76
	587294 II Network S87296 IT SAP	124,76
		329,18 168,32
	587538 Site Assess 528 Transfers in (g	1.876.49
	K6628 60ATExp. sp	1.0/0.43
	535 Transfers in (s	
	545 Transfers in	1.876,49
****	550 All costs	1.876,49
	600 Cost Center Cos	21 448 58
******	618 over-absorption	21.448,58
*******	Debit	21.448,58
		211110100
	S98912 CC Settle -	28,198,82-
vie .	630 Assessments to	28.198,82-
	Credit	20.198,82-
******		
	Over/underabsorptio	1.249,76

- Add existing value of cost element item [299] to item 10 Total Compensation
- Add existing value of cost element item [290] to item 15 thereof Compensation for Leasing
- Add existing values of cost element items K5305, K5306 and 5904 to item 20 External Services on Cost Center
- Add existing value of cost element item [345] to item 30 Depreciation
- Add existing value of cost element item [430] to item 35 Travel on Cost Cent
- Add difference of existing values [500]-[430]-[345]-K5305-K5306-K5904-[299] to item **40 Other Primary Costs on Cost Center**
- Add existing values of cost element items S87294, S87295 and S87296 (Note: cost elements may differ between the locations) to item 50 IT.
- Add existing values of cost element items S87104, S87105 and S87112 (Note: cost elements may differ between the locations) to item 60 Facility
- Add result of following calculation to item 70 **Other Secondary Costs on Cost Center** [545]**+**[595]-S87294-S87295-S87296-S87104-S87105-S87112
- Add existing value of cost element item [610] to item 610 thereof CC Imbalance

NOTE: Sign needs to be reversed for GLORIA!!

Positive value in SAP is to be shown in GLORIA negative!

Negative value in SAP is to be shown in GLORIA positive!

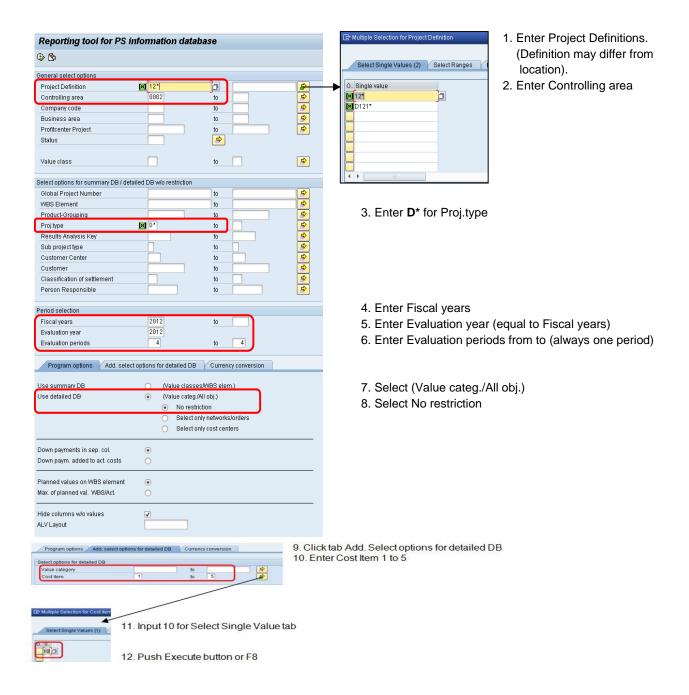
For check of cost item **140 Patent Department** please login to your local SAP R/3 system, start the same report and select your local segment specific patent cost center (if exists). Add value of cost element **[610]** to item **140 Patent Department**. Please reverse sign for GLORIA (see note above).





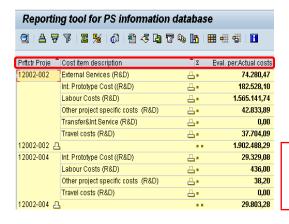
#### 12.3. PS cost items

For check of cost items 80 External Services on Project, 90 Travel on Projects, 100 Prototypes, 110 Other Project Specific Cost and 530 Internal Transfers CES (In), please login to your local SAP PS system and start /CASWW/PS\_DB\_Display or /CASWW/PS5710 (in SPIRIT-systems). Either use variant Z\_RD01 or proceed as follows:









- 13. Change layout by selecting **PrftCtr Project, Cost item** description and **Eval. per.:Actual costs.**
- 14. Check per profit center and:

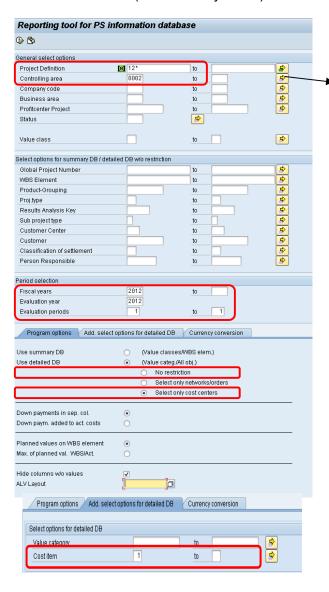
Add existing External Services costs to GLORIA item 80
Add existing Travel costs to GLORIA item 90
Add existing Int. Prototype Cost to GLORIA item 100
Add existing Other project specific cost to GLORIA item 110
Add existing Transfer&Int.Service cost to GLORIA item 530

NOTE: Sign needs to be reversed for GLORIA!!

Positive value in SAP is to be shown in GLORIA negative!

Negative value in SAP is to be shown in GLORIA positive!

For check of cost items 150 Transfer Hour Recording (In) and 230 Transfer Hour Recording (Out), please login to your local SAP PS system and start /CASWW/PS\_DB\_Display, /CASWW/PS5710 (in SPIRIT-systems). Either use variant Z\_RD03 or proceed as follows:



- Enter Project Definitions.
   (Definition may differ from location).
- 2. Enter Controlling area

3. Enter Fiscal years

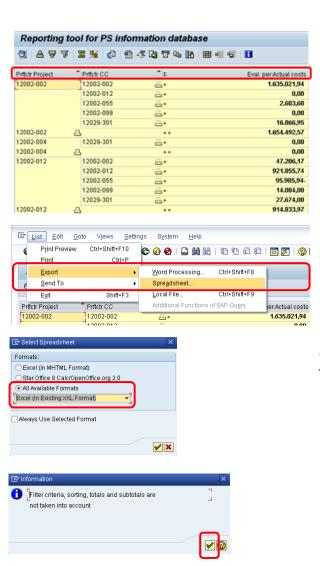
Select Single Values (2) Select Ranges

- 4. Enter Evaluation year (equal to Fiscal years)
- 5. Enter Evaluation periods from to (always one period)
- 6. Select (Value categ./All obj.)
- 7. Select Select only cost centers

- 8. Click tab Add. Select options for detailed DB
- 9. Enter Cost Item 1
- 10. Push Execute button or F8







Microsoft Excel

11. Change layout by selecting PrftCtr Project, PrftCtr CC and Eval. per.:Actual costs

12. Select List/Export/Spreadsheet

- 13. Select All Available Formats
- 14. Select Excel (In Existing XXL Format)
  - 15. Confirm message
  - 16. Select Pivot table and confirm Excel message
  - 17. Save spreadsheet to your local drive and open it.

**✓** ×

Export list object to XXL

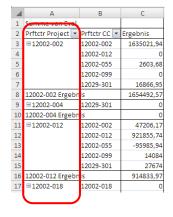
An XXL list object is exported with

4758 lines and 3 columns Choose a processing mode

Pivot table

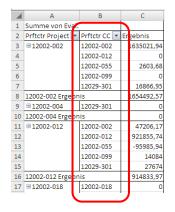


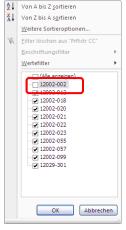
In order to find correct **Transfer Hour Recording (In)** value for specific profit center (e.g. 12002-002), pivot table has to be filtered as follows:



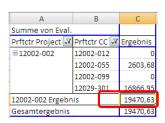


1. Select profit ctr. 12002-002 in column A (Prftctr Project)





2. Unselect profit ctr. 12002-002 in column B (Prftctr CC)



3. Add total for profit ctr 12002-002 to GLORIA item 150

NOTE: Sign needs to be reversed for GLORIA!!

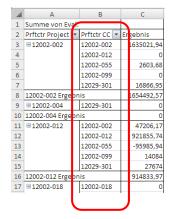
Positive value in SAP is to be shown in GLORIA negative!

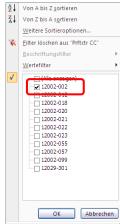
Negative value in SAP is to be shown in GLORIA positive!



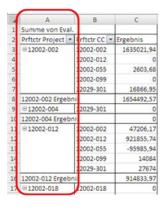


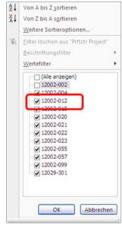
In order to find correct **Transfer Hour Recording (Out)** value for specific profit center (e.g. 12002-002), pivot table has to be filtered as follows:



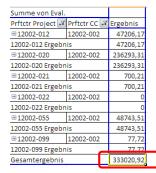


1. Select profit ctr. 12002-002 in column B (Prftctr CC)





2. Unselect profit ctr. 12002-002 in column A (Prftctr Project)



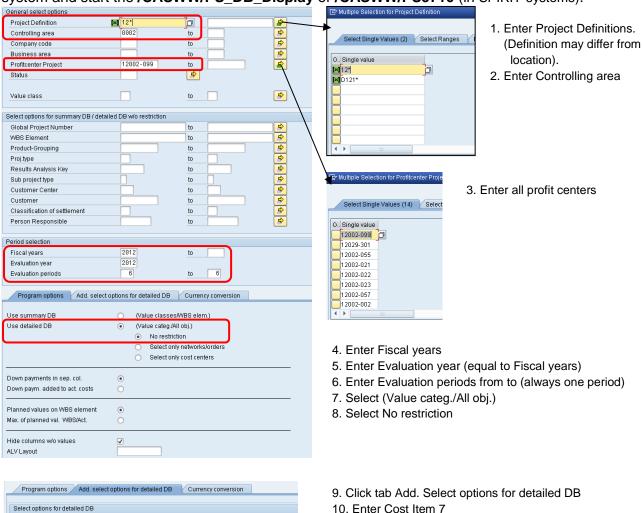
3. Add total for profit ctr 12002-002 to GLORIA item 230

NOTE: Sign needs NOT to be reversed for GLORIA!



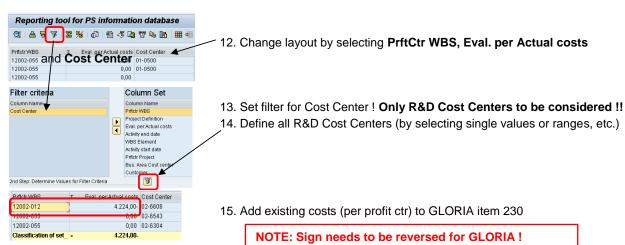


For a complete analysis, booked engineering working hours (EWH) on ext. prototypes and on non-R,D&E projects needs to be checked as well. Therefore, please login to your local SAP PS system and start the /CASWW/PS\_DB\_Display or /CASWW/PS5710 (in SPIRIT-systems).



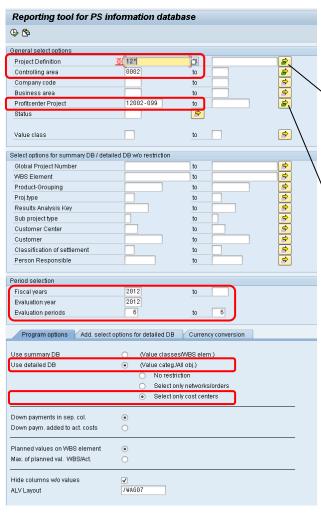


- 10. Enter Cost Item 7
- 11. Push Execute button or F8

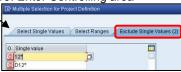




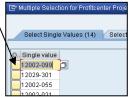




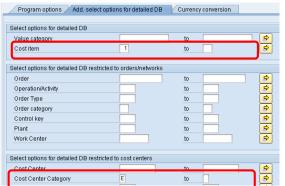
- 16. Restart **DB\_Display** report
- 17. Select Exclude Single Values for Project Definition
- 18. Enter Project Definitions! (Definition may differ from location).
- 19. Enter Controlling area



20. Enter all profit centers



- 21. Enter Fiscal years
- 22. Enter Evaluation year (equal to Fiscal years)
- 23. Enter Evaluation periods from to (always one period)
- 24. Select (Value categ./All obj.)
- 25. Select Select only cost centers



- 26. Click tab Add. Select options for detailed DB
- 27. Enter Cost Item 1
- 28. Enter Cost Center Category E
- 29. Push Execute button or F8

- Prftctr WBS Prftctr Project Σ Eval. per:Actual costs
  12002-055 1.979,50
  12002-055 0,000
  12002-055 0,000
  12002-055 0,000
  12002-055 0,000
  12002-055 0,000
  12002-055 0,000
  12002-055 0,000
  12002-055 0,000
- 30. Change layout by selecting **PrftCtr WBS**, **Prftctr Project** and **Eval. per Actual costs**
- 31. Add existing costs (per profit ctr) to GLORIA item 230

NOTE: Sign needs NOT to be reversed for GLORIA!





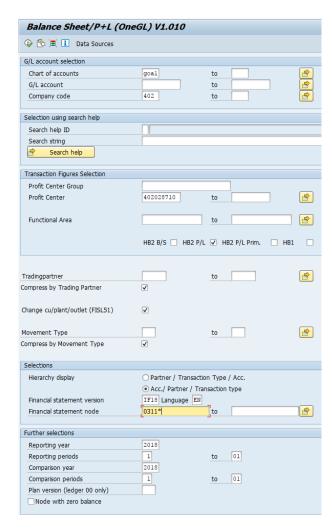
#### 12.4. P&L account cost items

For check of cost items

170 Other Transfers (In), 180 R,D&E Licence Expenses, 250 Other Transfers (Out), 260 R,D&E Licence Income, 281 Prototype Reimbursements, 282 Reimbursements Transfers, 290 R,D&E Allocation (Out), 320 R,D&E Allocation (In), 400 Capitalization IAS 38, 500 Central Engineering S&T (In), 520 Segment Clearing (In), 540 Central Engineering S&T (Out), 550 Segment Clearing (Out), 600 Work in progress R,D&E Addition, 601 Work in progress R,D&E Release, 602 Governmental Grants, 603 Governmental Grants Transfers, 604 Development Reimbursements (w/o Governm. Grants), 810 R,D&E Prior Year

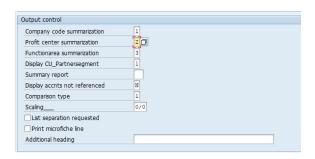
please login to your local SAP R/3 system and start transaction /CASWW/FIGL\_BILA00.

#### Proceed as follows:









Starting 2018, also the new FS-items for reimbursements 0312502710 + 0312502720 have to be considered (no longer part of the 0311\*-items)! Please enter them separately in the field "Financial statement node".

_			
t	FuAr	Texts	Reporting period
r			(01.2017-01.2017)
28710	***	K5905 RDE PS Project Settlement - Innov	7.546.109,09
28710	***	M54520 RDE PS Segment Clearing OUT - BA	1.250.762,38-
28710	***	M54521 RDE PS Segment Clearing IN - BAS	658.092,12
28710	***	M54541 RDE Central Automotive Transfer	732.748,60
28710	***	M54545 RDE Central Division Transfer IN	1.372.271,86
28710	****	P90912 RD&E Cost	366.826,01
28710	***	PK960300 PR-CUB Settl.: Proto. 3rd Cost	8.090,36
28710	****	PK960587 PR-ICB Settl.: R&D Proto ICO C	264.448,04
28710	***	PM960587 PR-ICB Settl.: R&D Proto ICO R	245.471,56-
		-,-,-" R & D costs	9.452.352,14
		0311500610 ' R & D costs	9.452.352,14
28710	***	K5906 RDE PS Project Settlement - Appli	5.800.447,05
28710	***	M54522 RDE PS Segment Clearing OUT - AP	447.135,51-
28710	****	M54523 RDE PS Segment Clearing IN - APP	146.238,23
28710	****	M54547 RDE Central Division Transfer IN	15.695,64
28710	***	M54581 RDE ICO Transfer In - Applicati	613.361,52
28710	****	INDUCTION IN COM BECODE: NAD 11000 C14 C	1.090.865,43
28710	***	PK960582 PR-ICA Settl.: R&D Proto ICO C	3.724,00
		-,-,-" Application engineering	7.223.196,36
		0311500620 ' Application engineering	7.223.196,36
		0311500600 # Primary R,D & E costs	16.675.548,50
28710	****	M45100 RDE Reimbursements - BASE	23.666,50-
28710	****	PM960300 PR-CUB Settl.: Proto 3rd Reim	7.280,00-
		-,-,-" R&D cust. reimb./grants	30.946,50-
00510		0311501700 ' R&D cust. reimb./grants	30.946,50-
28710 28710	****	M45400 R&D Prototypes 3rd Party Reimbur	15.087,66
	****	PM960116 D PS: PS-RIA Erl#s Anwendungse	1.743.404,50-
28710	****	ribotico in con pedorii nab iroto ora n	925.412,68-
		-,-,- Appl.engin.cust.reimb./grants	2.653.729,52-
		0311501800 ' Appl.engin.cust.reimb/gran 0311501500 # Customer reimb. + governm.	2.653.729,52- 2.684.676,02-
28710	****	K5911 Royalty and inventor's bonus	58.943,00
28710	****		99.000,00
20710		-,-,- R&D licenses expenses	157.943,00
		0311502700 ' R&D licenses expenses	157.943,00
		0311502500 # R,D & E licences expenses	157.943,00
28710	****	K5930 RDE Application Allocation In	8.633.219,30
28710	****	K5932 RDE Base Allocation In	3.902.838,44
28710	****	K5934 RDE Adjustment New Pooling	1.531,14
20,20		-,-,- R,D & E allocation in	12.537.588,88
		0311503100 ' R,D & E allocation in	12.537.588,88
28710	****	M54590 RDE Application Allocation Out	13.093.602,33-
28710	****	M54592 RDE Base Allocation Out	14.512.649,29-
		-,-,-" R D & E allocation out	27.606.251,62-
		0311503600 ' R,D & E allocation out	27.606.251,62-
		0311500000 # R,D & E expenses	919.847,26-

NOTE: Sign needs to be reversed for GLORIA!

- Add costs according to accounts mapping overview (see chapter 9) to the mentioned GLORIA items.

