- Business Partner Master Data
- Vendor Master Data
- Customer Master Data

Configuration and End-User

Business Scenario

- The Procurement Department in company code: TUK1 wants to create the master data of their 3 different Local Suppliers/Vendors and 1 Foreign Customer

- The Users want to extend a **Vendor** and a **Customer** in company code: **TST1** in order to process **Stock transport order with delivery and billing document**

- The Users want that the number ranges for the master data should have automatic number creation

- The Users further want to know how they can create One-time Vendor Master with the assignment of manual number assignment at the time of creating their master data

Master Data

- Master Data is the information which remains in the system for a long period of time and does not change so often such as User master data, G/L master data, Profit center master data, Cost center master data, Vendor master data, Customer master data, Material master data, Purchasing Info records etc.

- It represents the business objects that contains agreed upon information which is shared across an organization

- It is non-transactional in nature but is used in transactional documents as an information about a Material master, Vendor master, G/L account etc.
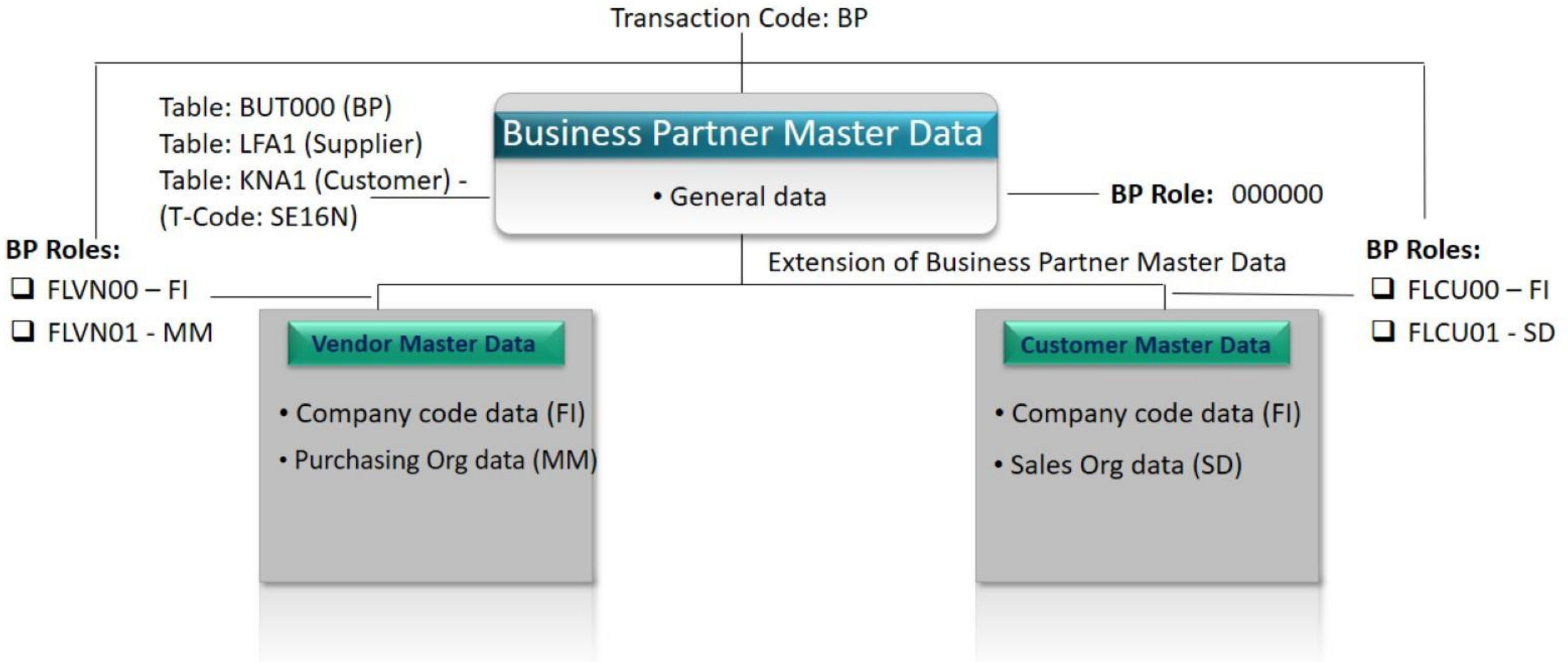
Obsolete Transaction Codes

- The following SAP ECC transactions are no longer available:
  - FD01, FD02, FD03, FD05, FD06, FD0 – FI Customer
  - VD01, VD02, VD03, VD05, VD06 – SD Customer
  - XD01, XD02, XD03, XD05, XD06, XD07 – Customer Centrally
  - FK01, FK02, FK03, FK05, FK06, FK08 – FI Vendor
  - MK01, MK02, MK03, MK05, MK06, MK12, MK18, MK19 – MM Vendor
  - XK01, XK02, XK03, XK05, XK06, XK07 - Centrally

- Redirection to Transaction Code: BP

Business Partner, Vendor & Customer master data

Transaction Code: BP

Table: BUT000 (BP)
Table: LFA1 (Supplier)
Table: KNA1 (Customer) -
(T-Code: SE16N)

Business Partner Master Data

- General data

BP Role: 000000

Extension of Business Partner Master Data

BP Roles:
- ❑ FLVN00 – FI
- ❑ FLVN01 - MM

Vendor Master Data

- Company code data (FI)
- Purchasing Org data (MM)

BP Roles:
- ❑ FLCU00 – FI
- ❑ FLCU01 - SD

Customer Master Data

- Company code data (FI)
- Sales Org data (SD)

Vendor Master - Configuration

- The following steps can be executed to configure Vendor master:
  - **Define Account Groups with Screen Layout (Vendors) – T-code: OBD3**
    - **Menu path:** Display IMG -> Financial Accounting -> Accounts Receivable and Accounts Payable -> Vendor Accounts -> Master Data -> Preparations for Creating Vendor Master Data -> Define Account Groups with Screen Layout (Vendors)
  - **Create Number Ranges for Vendor Accounts – T-code: XKN1**
    - **Menu path:** Display IMG -> Financial Accounting -> Accounts Receivable and Accounts Payable -> Vendor Accounts -> Master Data -> Preparations for Creating Vendor Master Data -> Create Number Ranges for Vendor Accounts
    - Remember Number ranges cannot be overlapped
  - **Assign Number Ranges to Vendor Account Groups – T-code: OBAS**
    - **Menu path:** Display IMG -> Financial Accounting -> Accounts Receivable and Accounts Payable -> Vendor Accounts -> Master Data -> Preparations for Creating Vendor Master Data -> Assign Number Ranges to Vendor Account Groups

BP Master & Link to Vendor Master - Config

- The following steps can be executed to configure Business Partner master:
    - **Define Number Ranges – T-code: BUCF**
        - **Menu path:** Display IMG -> Cross-Application Components -> SAP Business Partner -> Business Partner -> Basic Settings -> Number Ranges and Groupings -> Define Number Ranges
    - **Define Groupings and Assign Number Ranges**
        - **Menu path:** Display IMG -> Cross-Application Components -> SAP Business Partner -> Business Partner -> Basic Settings -> Number Ranges and Groupings -> Define Groupings and Assign Number Ranges
    - **Define Number Assignment for Direction BP to Vendor**
        - **Menu path:** Display IMG -> Cross-Application Components -> Master Data Synchronization -> Customer/Vendor Integration -> Business Partner Settings -> Settings for Vendor Integration -> Field Assignment for Vendor Integration -> Assign Keys -> Define Number Assignment for Direction BP to Vendor

Business Scenario

- The Users in Purchasing Department want the following Partner Functions into the Vendor master data
  - Vendor
  - Delivering Plant
  - Invoicing Party
  - Freight Supplier

Vendor Partner Determination (Configuration)

- **Menu path:** Display IMG -> Materials Management -> Purchasing -> Partner Determination -> **Partner Roles:**
  - Define Partner Roles
  - Define Permissible Partner Roles per Account Group
    - VN – Vendor
    - DP – Delivering Plant
    - PI – Invoicing Party
    - FS – Freight Supplier

- **Menu path:** Display IMG -> Materials Management -> Purchasing -> Partner Determination -> **Partner Settings in Supplier Master Record:**
  - Define Partner Schemas
  - Assign Partner Schemas to Account Groups

- **Menu path:** Display IMG -> Materials Management -> Purchasing -> Partner Determination -> **Partner Settings in Purchasing Documents:**
  - Define Partner Schemas (0002 Standard PO)
  - Assign Partner Schemas to Document Types

Creation of BP and Vendor Master Data

- We have the following options to create Vendor master data:
  - Execute the **Transaction code: BP** in SAP Easy Access screen and create the BP master data first by choosing the **BP Role: 000000** and then extend it to create Vendor master data by choosing the **Role: FLVN00**
  - Execute the **Transaction code: BP** in SAP Easy Access screen and create the Vendor master directly by choosing the **Role: FLVN00**, save it and BP master data will automatically be created
  - Business partner master data can also be created through **SAP Fiori App: Manage Business Partner Master Data** which requires the **Role: SAP_BR_BUPA_MASTER_SPECIALIST** assinged to our Username to access the Fiori app
  - Vendor Master can also be created through **SAP Fiori App: Supplier Master** which requires the **Role: SAP_BR_BUPA_MASTER_SPECIALIST** assinged to our Username to access that SAP Fiori app

Business Scenario

- The Users in Purchasing Department want to set up the terms of payment agreed with the Vendors to pay their invoices i.e.,
    - If the Vendors receive the payment within 14 days, then there will be 3% cash discount to the Company and if the payment is made within 21 days, then there will be 1% cash discount and within 30 days, the full payment is required

Payment Terms – Configuration

- Terms of payment are conditions agreed between business partners for the payment of invoices

- The conditions define the due date and the cash discount offered for payment of the invoice within a certain period

- Some terms of payment are predefined in the system; you can add new ones if necessary

- Terms of payment enable the system to calculate a cash discount and invoice due date

- Payment Terms controls determination of the baseline date, allowed account type, default payment method

- **Transaction code:** OBB8

- **Menu path:** Display IMG -> Materials Management -> Purchasing -> Supplier Master -> Define Terms of Payment

Shipping Conditions (Configuration)

- **Menu path:** Display IMG -> Logistics Execution -> Shipping -> Basic Shipping Functions -> Shipping Point and Goods Receiving Point Determination -> Define Shipping Conditions

- General shipping strategy for the delivery of goods from the vendor

Business Scenario

- The Procurement Department in company code: **TUK1** wants to create the master data of their 3 different Local Suppliers/Vendors and **1 Foreign Customer**

- The Users want to extend a **Vendor** in company code: **TST1** in order to process **Stock transport order with delivery and billing document**

- The Users want that the number ranges for the master data should have automatic number creation

- The Users further want to know how they can create One-time Vendor Master with the assignment of manual number assignment at the time of creating their master data

Creation of BP and Vendor Master Data through SAP Fiori

- Business partner master data / Vendor master data can also be created through **SAP Fiori App: Manage Business Partner Master Data or SAP Fiori App: Supplier Master** that requires the **Role: SAP_BR_BUPA_MASTER_SPECIALIST** or **SAP_BR_AP_Accountant** assinged to our Username (T-code: SU01) to access the Fiori app

Customer Master - Configuration

- The following steps can be executed to configure Customer master:
  - **Define Account Groups with Screen Layout (Customers) – T-code: OBD2**
    - **Menu path:** Display IMG -> Financial Accounting -> Accounts Receivable and Accounts Payable -> Customer Accounts -> Master Data -> Preparations for Creating Customer Master Data -> Define Account Groups with Screen Layout (Customers)
  - **Create Number Ranges for Customer Accounts – T-code: XDN1**
    - **Menu path:** Display IMG -> Financial Accounting -> Accounts Receivable and Accounts Payable -> Customer Accounts -> Master Data -> Preparations for Creating Customer Master Data -> Create Number Ranges for Customer Accounts
    - Remember Number ranges cannot be overlapped
  - **Assign Number Ranges to Customer Account Groups – T-code: OBAR**
    - **Menu path:** Display IMG -> Financial Accounting -> Accounts Receivable and Accounts Payable -> Customer Accounts -> Master Data -> Preparations for Creating Customer Master Data -> Assign Number Ranges to Customer Account Groups

BP Master & Link to Customer Master - Config

- **The following steps can be executed to configure Business Partner master:**
  - **Define Number Ranges – T-code: BUCF**
    - **Menu path:** Display IMG -> Cross-Application Components -> SAP Business Partner -> Business Partner -> Basic Settings -> Number Ranges and Groupings -> Define Number Ranges
  - **Define Groupings and Assign Number Ranges**
    - **Menu path:** Display IMG -> Cross-Application Components -> SAP Business Partner -> Business Partner -> Basic Settings -> Number Ranges and Groupings -> Define Groupings and Assign Number Ranges
  - **Define Number Assignment for Direction BP to Customer**
    - **Menu path:** Display IMG -> Cross-Application Components -> Master Data Synchronization -> Customer/Vendor Integration -> Business Partner Settings -> Settings for Customer Integration -> Field Assignment for Customer Integration -> Assign Keys -> Define Number Assignment for Direction BP to Customer
  - **Field Groupings**
    - **Menu path:** Display IMG -> Cross-Application Components -> SAP Business Partner -> Business Partner -> Basic Settings -> **Field Groupings:**
    - You can maintain here field status controls for Business partners at Client, BP Role, Activity and BP Type level

Creation of BP and Customer Master Data

- We have the following options to create Customer master data:
  - Execute the **Transaction code: BP** in SAP Easy Access screen and create the BP master data first by choosing the **BP Role: 000000** and then extend it to create Customer master data by choosing the **Role: FLCU00**
  - **Menu path:** SAP Easy Access -> Accounting -> Financial Accounting -> Accounts Receivable -> Master Records -> Create
    - It will be redirected to **T-code: BP** as **T-code: FD01** is obsolete OR
  - **Menu path:** SAP Easy Access -> Accounting -> Financial Accounting -> Accounts Receivable -> Master Records -> Maintain Centrally -> Create
    - It will be redirected **to T-code: BP** as **T-code: XD01** is obsolete

Customer Partner Determination

- **Define Partner Roles:**
  - **SP – Sold to Party**
  - **BP – Bill to Party**
  - **SH – Ship to Party**
  - **PY – Payer**
  - **BU – Buyer**