



S/4HANA Configuration Case Phase II – Handbook

This handbook comprises all tasks that need to be executed in the SAP system in order for Global Bike to configure the Materials Management module in general and the procurement process in particular.

Product

S/4HANA 2023
Global Bike

Fiori 3.0

Level

Intermediate
Advanced

Focus

ERP Configuration
Materials Management

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4.3

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MOTIVATION

In the initial Global Bike configuration case, you have identified and analyzed problems as well as developed and discussed possible solutions.

After you implemented basics of Financial Accounting in Phase I, now you configure the enterprise structure necessary for purchasing within the Materials Management module.

After setting up the organization units and process parameters you will create necessary master data and test the business process.

PREREQUISITES

Before you use this case, you should be familiar with navigation in the SAP system.

It is also recommended that you have gone through the Intro to ERP Materials Management exercises and case studies based on Global Bike.

NOTES

This case study uses the Global Bike data set which has been created for SAP UA global curricula exclusively.

ACKNOWLEDGEMENT

This material was prepared with the assistance of student interns at the Seidman ERP program at Grand Valley State University and the SAP Club at CSU Chico as well as student and research assistants at SAP UCC Magdeburg.

Phase II – Materials Management

Learning Objective Understand and configure Materials Management.

Time 290 min

Phase Scenario After configuring Financial Accounting in S/4HANA in Phase I, implement and test enterprise structures and the procurement process within the Materials Management module.

Name (Position)	Bianca Cavarini	(Chief Information Officer)
	Mona Falco	(System Design and Development Manager)
	Sarah Garcia	(Business Analyst 2)
	[external]	(Senior SAP Logistics consultant)
	[external]	(Junior SAP MM consultant)

After **Bianca Cavadini**’s team has analyzed Global Bike’s accounting processes and successfully implemented them in S/4HANA, now the purchasing department is in the spotlight. Two consultants from an external firm are contributing their functional and technical experience in the Materials Management module of the S/4HANA system. Again, three data types need to be implemented in the system: **G** *organizational data* (enterprise structure and process configuration), **G** *master data* and **G** *transactional data*.

Scenario setting

The graphic and table of content below display the four parts of this phase.

Project structure



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General Notes and Cautions

Warning: When working with other classmates at the same time in the same transactions within S/4HANA Configuration (transaction *SPRO*), tables will tend to lock up and you will only be able to display them. This is due to the fact that the system will not let multiple users work in the same transaction at the same time. To get passed this message, wait until the current user is finished in the transaction and then proceed.

The ## Symbol: When working with other classmates at the same time, you will be assigned your own unique identifier which is called the ## Symbol or the “Pound” Symbol. This will be your identifier and is ASSIGNED FOR YOUR OWN USE ONLY!!! Please be cautious about other classmates attempting to use your identifier whether it is on purpose or not and if you suspect other classmates using it, inform your professor immediately so that fixes can be made accordingly. For example, if Ashley has an identifier of 09 and David has an identifier of 13, Ashley’s company code will be US09 and David’s company code will be US13. So, every time you see “##” in this document, it is referring to 09 for Ashley and 13 for David.

The Search Tool: At times in this document, the instructions will ask you to search for something to put in a field. When it does this, simply click on the field itself and click on the icon to the right of it. Clicking on it will bring up another window and you will search from there. You may also search other fields by clicking on the downward arrow that may be on the left or right of the field. It will bring up a drop-down menu that has options to choose from and click.

Please specifically note that when it says *SAP menu* in the navigation, it is referring to the *SAP Easy Access Menu*. This menu is where all of the transactional and master data are entered. The *SAP configuration menu*, also referred to as the *SAP Implementation Guide (IMG)*, is different. For an introduction, please use the navigation exercise (next task).

Saving: In this document, the instructions will tell you to save data and when it does, always press enter to validate. If there are error(s) that occur, they must be corrected before continuing to the next task. You will find errors from a transaction when there are red icons that appear in the message area. Messages that are yellow contain warnings and not errors. At times, these must be fixed in order to move on. However, most of the time, they do not need to be fixed and you can simply press enter to get through them. Green messages are obviously showing that nothing went wrong.

Data Entry: When a data value is in italics then you will need to search for the correct data value using the search tool. When a data value is not italicized then you enter the data as it appears in the tasks. ALWAYS change ## to your identifier. For example: if Data Value is Your Company Code or US## and your identifier is 09, then you would enter US09 into the data field. Also, if the Data Value is United States Dollar, then you would need to use the search tool to locate the appropriate data entry, which will probably be USD.



Introduction to SAP Implementation Guide (IMG)

Task Familiarize yourself with the SAP configuration menu.

Time 10 min

IMG is a menu within the system which lists all configuration activities and tasks. Just like the *SAP Easy Access Menu* for master and transactional data, this menu is the main menu for enterprise structure and process configuration. In contrast to the Easy Access menu, it is not accessible by most employees, but it is used by external consultants or internal key users.

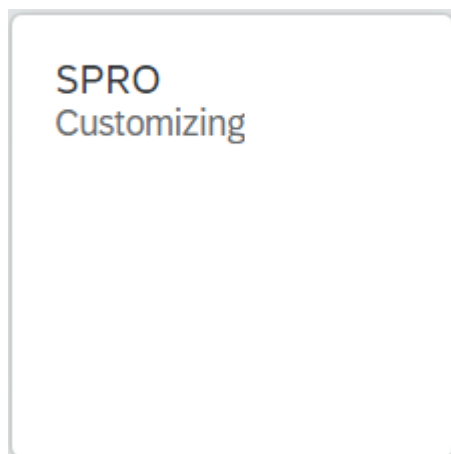
IMG menu

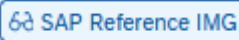
There are three ways to proceed to the IMG menu.

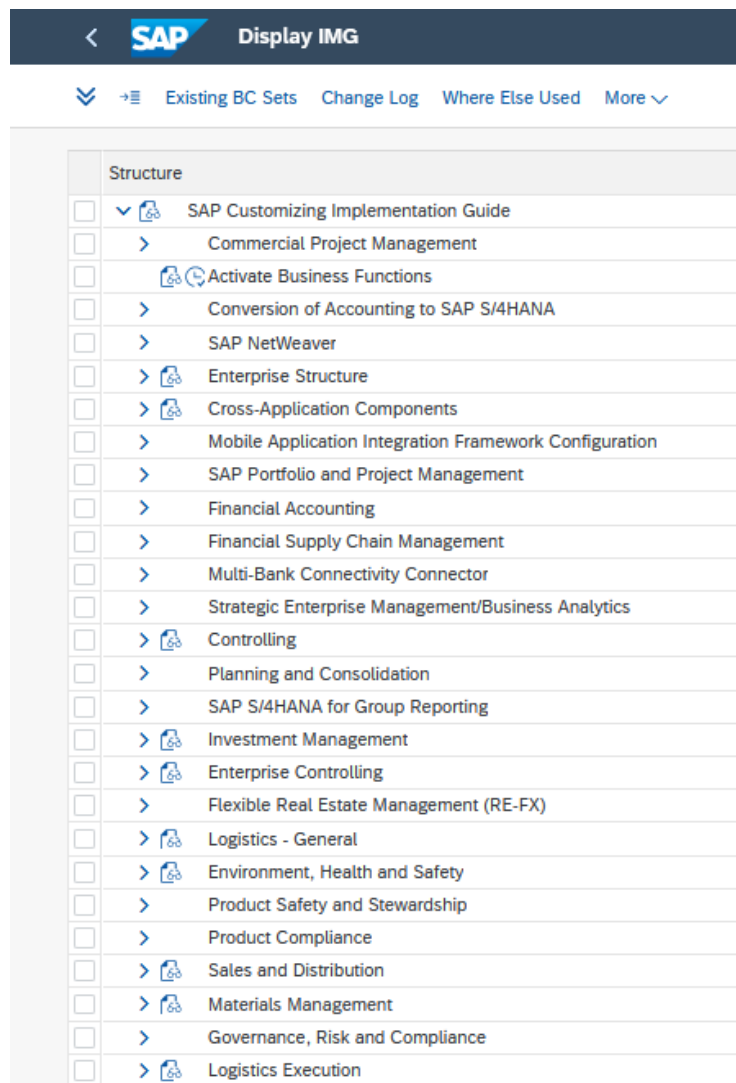
1. in the Fiori Launchpad, in the Customizing area, open the app SPRO

SAP Fiori Menu ► Customizing ► SPRO ► Sap Reference IMG

Menu path



2. In the *Customizing: Execute Project* screen, on the top left click on the  icon.
3. Now, you see the *Display IMG* screen. This is where most tasks will ask you to start from.

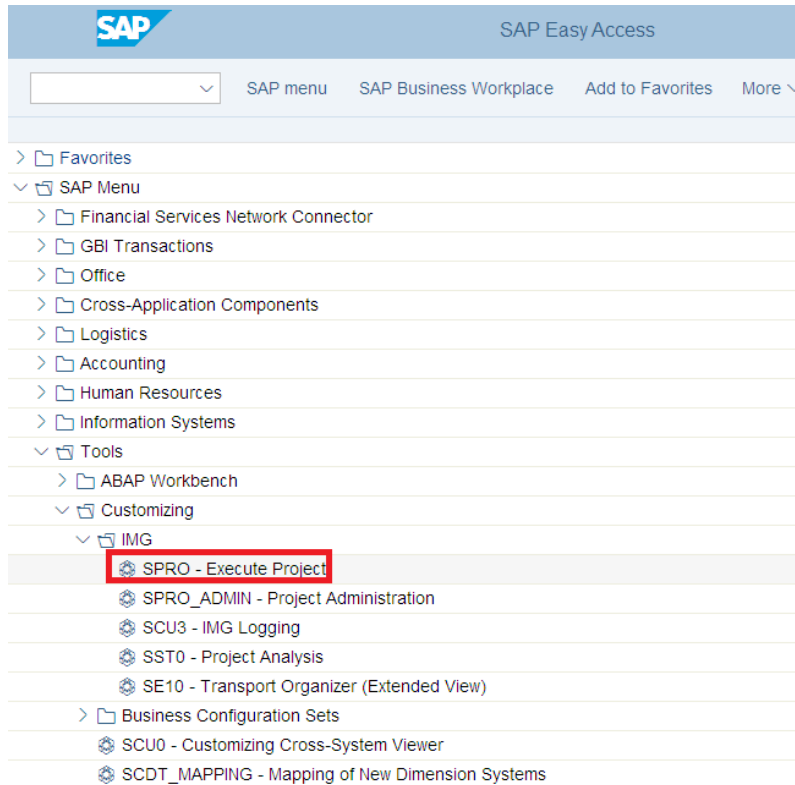


Alternative 1 From the *SAP Easy Access* menu, you may also use the following short cut to start the IMG menu.

1. In the *SAP Easy Access* menu, click on the black arrows on the left to open the following menu path and double-click on *Execute Project*.

SAP Menu ► Tools ► Customizing ► IMG ► Execute Project

Menu path



2. In the *Customizing: Execute Project* screen, on the top left click on the **SAP Reference IMG** icon.
3. Now, you see the *Display IMG* menu. This is where most tasks will ask you to start from.

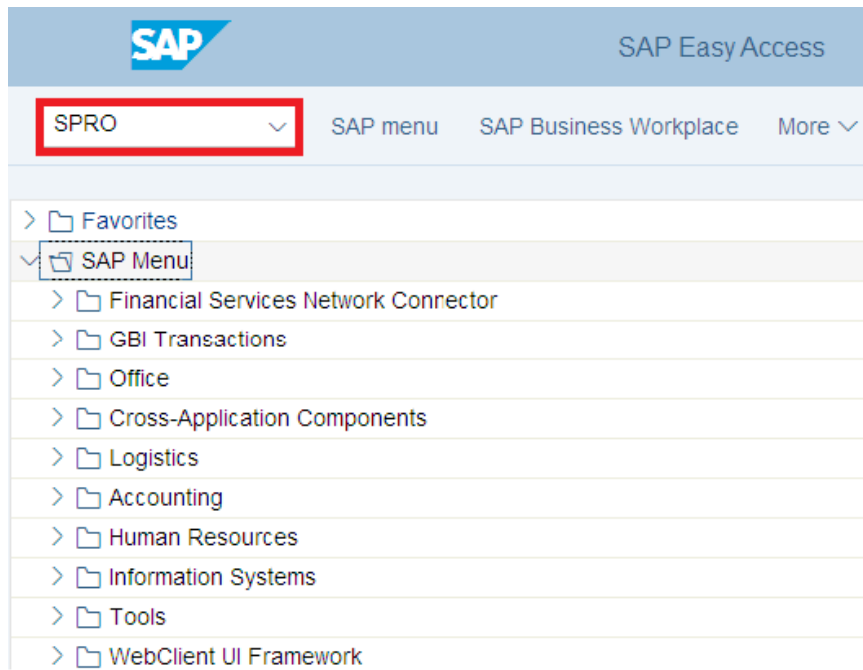


When this handbook later on refers to the definition and the assignment of organization units, it means the Enterprise Structure folder at the beginning of the menu (see above). All folders below contain IMG activities which are configuring business processes within the S/4HANA system.

Note Similar to the *SAP Easy Access Menu* where you as learners see all possible functions in the S/4HANA system, here in the IMG menu you also have access to all configuration activities. In a real company even, external consultants would be restricted to IMG activities related to their specific project and their ERP configuration skills. However, in this case study you will be taking on different project roles and need to see and be able to use the entire ERP system.

Alternative 2 From the *SAP Easy Access* menu, you may also use the following short-cut to start the IMG menu.

1. Locate the transaction code field in the top left corner of your screen and simply type in **SPRO**.



2. Then, press **Enter**.

Enter

3. In the *Customizing: Execute Project* screen, on the top left click on the **SAP Reference IMG** icon.



Phase II.1 – Enterprise Structure

Task Configure Global Bike's enterprise structure for Procurement.

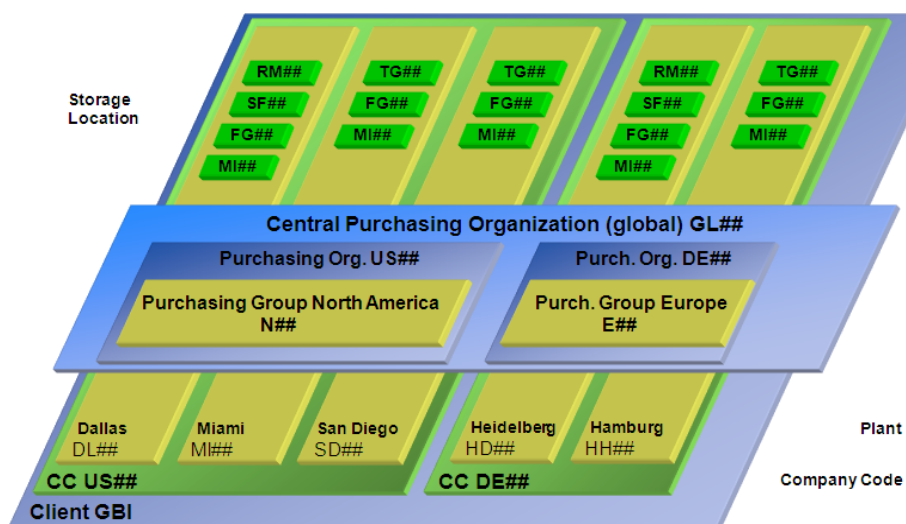
Time 70 min

Short Description Based on Sarah Garcia's results (organizational charts Logistics, S/4HANA) review Global Bike's organizational structure, study the mapping of S/4HANA organizational units and configure them in the system.

Name (Position)	Mona Falco	(System Design and Development Manager)
	Sarah Garcia	(Business Analyst 2)

In the preparation phase, **Sarah Garcia** sketched the organizational charts for Materials Management. Then, she mapped the Global Bike units to ERP terminology and defined a unique number for each object. The below graphic illustrates these configuration objects and their relationship to each other.

Scenario setting
Sarah Garcia [Business Analyst 2]



Organizational chart
S/4HANA
Global Bike Logistics

Note The graphic used in this handbook differs slightly from Sarah’s original as the numbering digits (00) have already been replaced by ##. In all tasks, please make sure to use your own unique identifier instead of the ## symbol.



Project structure

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☐

II.1.1 Maintain Purchasing Organization

Task Define a purchasing organization for Global Bike Inc. in the US.

Time 5 min

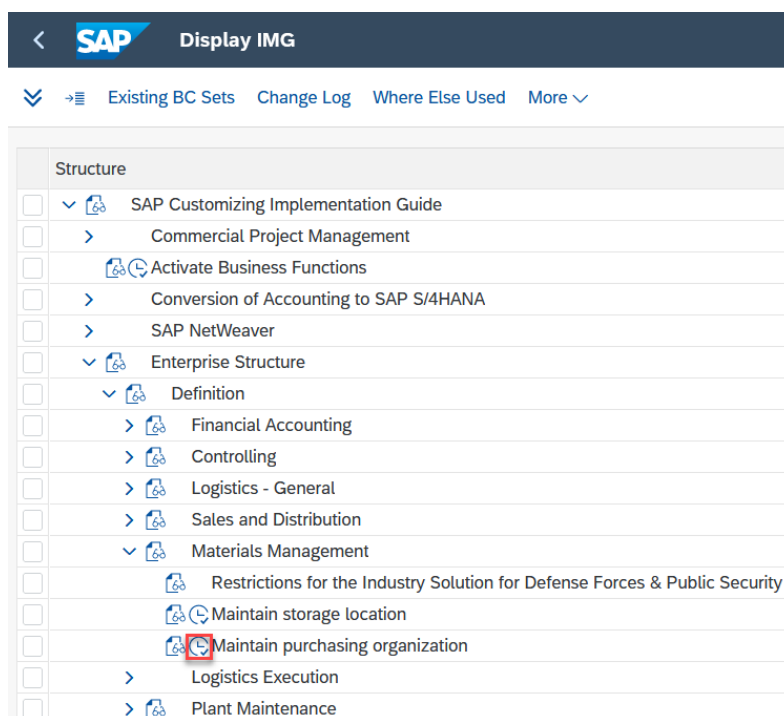
In this step you will define a **G** *purchasing organization* for Global Bike Inc. A purchasing organization is responsible for the procurement activities of one or more company code (depending on its global vs. regional scope). In this case, you will later assign your purchasing organization to the US company code.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Enterprise Structure ► Definition ► Materials Management ► Maintain purchasing organization

Menu path

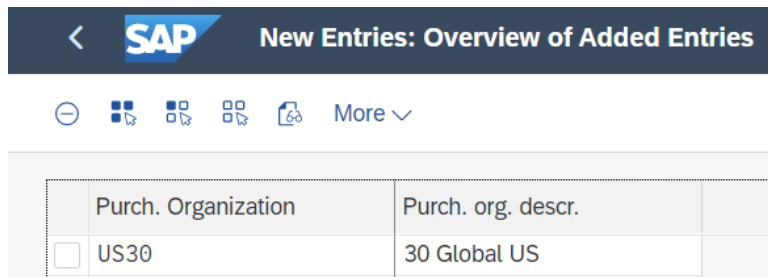


2. In the *Change View “Purchasing Organization”: Overview* screen, click on the **New Entries** icon.

3. In the *New Entries: Overview of Added Entries* screen, enter the following information:

Purch. Organization	Purch. Org. Descr.
US##	## Global US

US##
Global US



The screenshot shows the SAP SPRO menu with the title 'New Entries: Overview of Added Entries'. Below the title is a toolbar with icons for back, SAP logo, and various functions, followed by a 'More' dropdown. A table is displayed with two columns: 'Purch. Organization' and 'Purch. org. descr.'. The table contains one entry with 'US30' in the first column and '30 Global US' in the second column.

Purch. Organization	Purch. org. descr.
US30	30 Global US

4. Click on . You will receive a message that says:
 **Data was saved**.

5. Click  to return to the *SPRO* menu.



II.1.2 Define Plants

Task Define Global Bike plants for Dallas, Miami, and San Diego.

Time 20 min

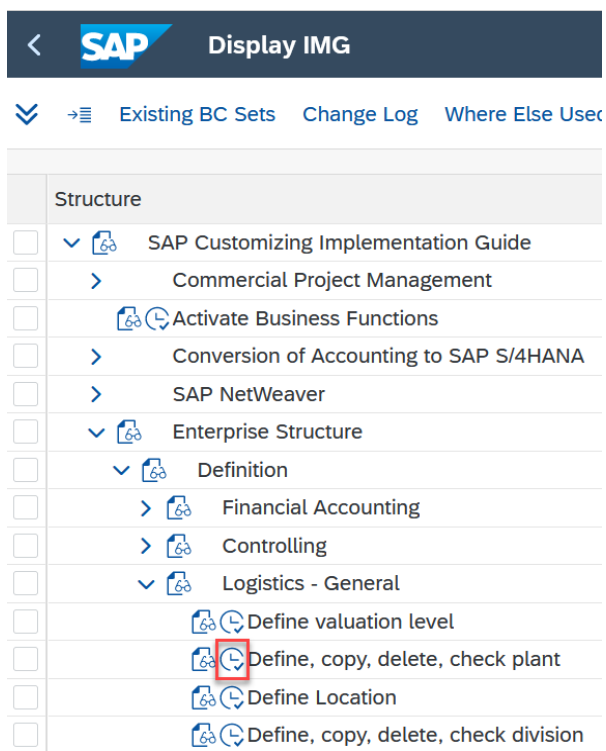
In this task, you will define your own **G** plants (DL##, MI##, and SD##) in the United States. A plant is an organizational unit that performs multiple functions and is relevant to several processes. A plant can be a factory, a warehouse, a regional distribution center, a service center, or an office. A plant is assigned to one company code only; several storage locations will be assigned to the plants in the next task.

Motivation

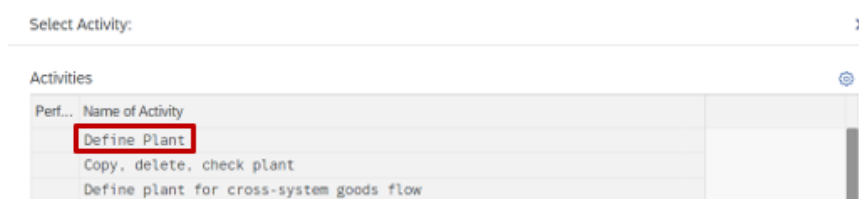
1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Enterprise Structure ► Definition ► Logistics - General ► Define, copy, delete, check plant

Menu path



2. In the *Select Activity* pop-up, double-click on *Define Plant*.



3. In the *Change View "Plants": Overview* screen, click on the icon.

New Entries

< **SAP** Change View "Plants": Overview

 **New Entries**         More ▾

	Plnt	Name 1	Name 2
☐	DL00	Plant Dallas	
☐	DL01	01 Plant Dallas	
☐	DL02	02 Plant Dallas	
☐	DL04	04 Plant Dallas	
☐	DL05	05 Plant Dallas	
☐	DL06	06 Plant Dallas	
☐	DL08	08 Plant Dallas	
☐	DL10	10 Plant Dallas	
☐	DL20	20 Plant Dallas	
☐	DL90	90 Plant Dallas	

4. In the *New Entries: Details of Added Entries* screen, enter the following information:

Attribute	Data value
Plant	DL##
Name 1	## Plant Dallas
Factory Calendar	USA (US)

DL##
Plant Dallas
US

5. Click on Address icon .

< **SAP** New Entries: Details of Added Entries

    More ▾

Plant: DL30

Name 1: 30 Plant Dallas

Name 2:

Detailed information

Language Key:

Street and House No.:

PO Box:

Postal Code:

City:

Country/Region Key:

Region:

County Code:

City Code:

Tax Jurisdiction:

Factory Calendar: US

6. In the *Edit address: DL##* pop-up, enter the following information:

Attribute	Data value
Title	Company
Name	## Plant Dallas
Search term 1 / 2	0##
Street/House Number	5215 N. O'Connor Blvd
Postal Code	75039
City	Dallas
Country	USA (US)
Region	Texas (TX)

Company
Plant Dallas
0##
5215 N. O'Connor Blvd
75039
Dallas
US
TX

7. In the *Street Address* part, click on the  icon, enter the following information:

Attribute	Data value
Jurisdiction code	Texas Jurisdiction Code (TX0000000)

TX0000000

Edit Address: DL30

Name

Title:

Name:

Search Terms

Search term 1/2:

Street Address

Building Code: Room: Floor:

c/o:

Street 2:

Street 3:

Street/House number: Suppl.:

Street 4:

Street 5:

District:

Other City:

Postal Code/City:

* Country: USA Region: Texas

Time zone:

Jurisdiction:

Transportation Zone:

Structure Group:

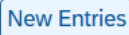
Undeliverable:

8. Click on .

9. In the *New Entries: Details of Added Entries* screen, click on  icon.

10. In the *Edit Address: DL##* pop-up, click on the  icon. You will receive a message that says  Data was saved.

11. In the *New Entries: Details of Added Entries* screen, click on the  icon.

12. In the *Change View “Plants”: Overview* screen, click on the  icon.

13. In the *New Entries: Details of Added Entries* screen, enter the following information:

Attribute	Data value
Plant	MI##
Name 1	## DC Miami
Factory Calendar	USA (US)

MI##
DC Miami
US

14. Click on  (Address).

15. In the *Edit Address: MI##* pop-up, enter the following information:

Attribute	Data value
Title	Company
Name	## DC Miami
Search term 1 / 2	0##
Street/House Number	5341 Blue Lagoon Drive
Postal Code	33126
City	Miami
Country	USA (US)
Region	Florida (FL)

Company
DC Miami
0##
5341 Blue Lagoon Drive
33126
Miami
US
FL

16. In the *Street Address* part, click on the  icon.

17. Enter the following information:

Attribute	Data value
Jurisdict. Code	Florida Jurisdiction Code (FL0000000)

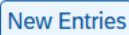
FL0000000

18. Click on .

19. In the *New Entries: Details of Added Entries* screen, click on the  icon.

20. In the *Edit* pop-up, click on the  icon. You will receive a message that says  **Data was saved**.

21. In the *New Entries: Details of Added Entries* screen, click on the  icon.

22. In the *Change View “Plants”: Overview* screen, click on the  icon.

23. In the *New Entries: Details of Added Entries* screen, enter the following information:

Attribute	Data value
Plant	SD##
Name 1	## DC San Diego
Factory Calendar	USA (US)

SD##
DC San Diego
US

24. Click on  (Address).

25. In the *Edit Address: SD##* pop-up, enter the following information:

Attribute	Data value
Title	Company
Name	## DC San Diego
Search term 1 / 2	0##
Street/House number	150 Spear Street
Postal Code	94105
City	San Diego
Country	USA (US)
Region	California (CA)

Company
DC San Diego
0##
150 Spear Street
94105
San Diego
US
CA

26. In the *Street Address* part, click on the  icon.

27. Enter the following information:

Attribute	Data value
Jurisdicht. Code	California Jurisdiction Code (CA00000000)

CA00000000

28. Click on .

29. In the *New Entries: Details of Added Entries* screen, click on the  icon.

30. In the *Edit* pop-up, click on the  icon. You will receive a message that says  Data was saved .

31. Click on  and then  to return to the *SPRO* menu.



II.1.3 Maintain Storage Location

Task Define storage locations for all plants in the US.

Time 20 min

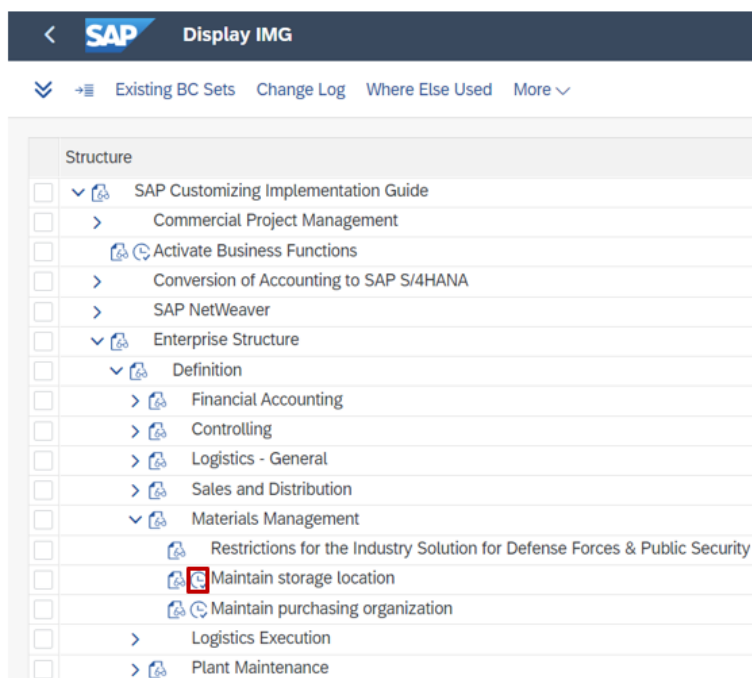
In this task, you will define **G** storage locations (FG##, MI##, RM##, SF##, and TG##) within each plant. There may be one or more storage locations within a plant. A storage location has a description and at least one address; in addition, it can be assigned to a number in the warehouse management system. You can assign more than one storage location to the same warehouse number within a plant. It is possible to store material data specific to a storage location. Stock is managed only on a quantity basis and not on a value basis at storage location level in the system.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Enterprise Structure ► Definition ► Materials Management ► Maintain storage location

Menu path



2. In the *Determine Work Area: Entry* pop-up, enter the following information:

Attribute	Data value
Plant	Your Plant Dallas (DL##)

DL##

3. Click on .

Determine Work Area: Entry ✕

Field Name Work Area

Plant: DL30

✓ Further select cond. Append 🔗 ✕

4. In the *Change View “Storage locations”: Overview* screen, click on the New Entries icon.
5. In the *New Entries: Overview of Added Entries* screen, enter the following information:

SLoc	Description
FG##	## Fin. Goods
MI##	## Misc. Goods
RM##	## Raw Materials
SF##	## Semi-Finished

FG##
Fin. Goods
MI##
Misc. Goods
RM##
Raw Materials
SF##
Semi-Finished

6. Click on Save. You will receive a message that says:
✓ Data was saved .

< SAP New Entries: Overview of Added Entries

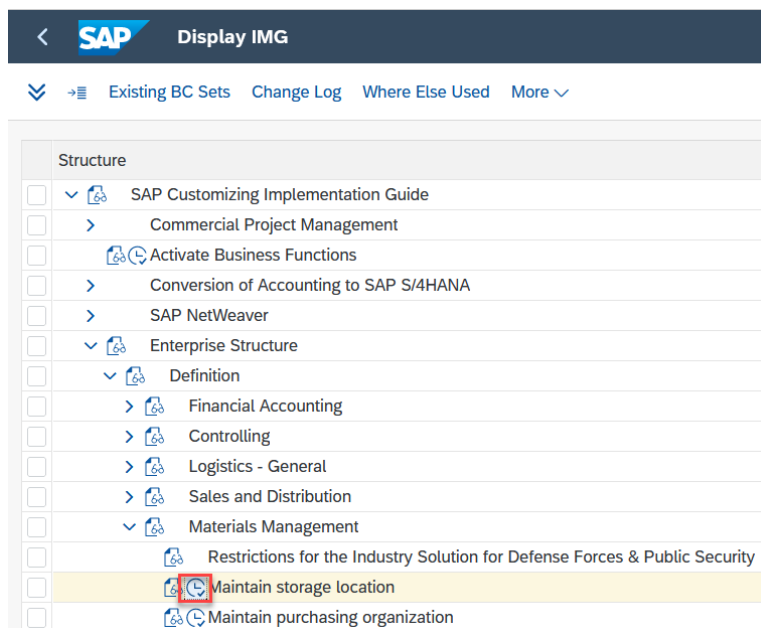
Plant: DL30

Dialog Structure

- ▼ Storage Locations
- Addresses of storage locations
- Business Systems for MES

	SLoc	Description
☐	FG30	30 Fin. Goods
☐	MI30	30 Misc. Goods
☐	RM30	30 Raw Materials
☐	SF30	30 Semi-Finished

7. Click on Exit.
8. In the *Display IMG* screen, click on the ↺ icon next to *Maintain storage location*.



9. In the *Determine Work Area: Entry* pop-up, enter the following information:

Attribute	Data value
Plant	Your DC Miami (MI##)

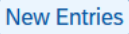
MI##

10. Click on .

Determine Work Area: Entry ✕

Field Name	Work Area
Plant:	MI30

☒ Further select cond.
 Append 
 ✕

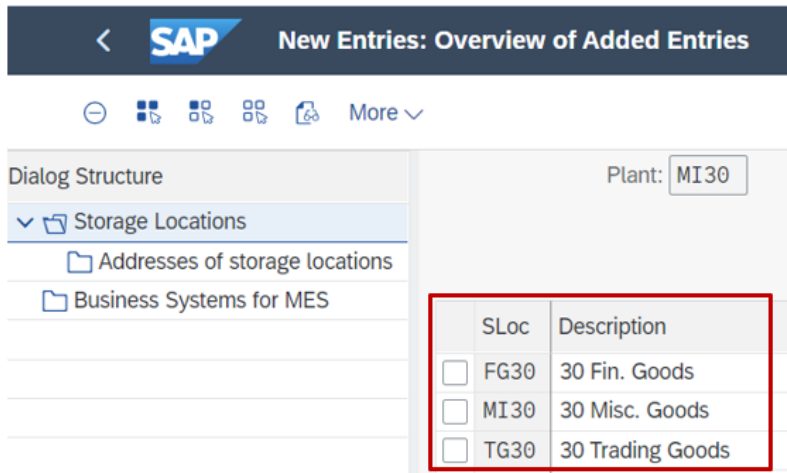
11. In the *Change View "Storage locations": Overview* screen, click on the  icon.

12. In the *New Entries: Overview of Added Entries* screen, enter the following information:

SLoc	Description
FG##	## Fin. Goods
MI##	## Misc. Goods
TG##	## Trading Goods

FG##
 ## Fin. Goods
 MI##
 ## Misc. Goods
 TG##
 ## Trading Goods

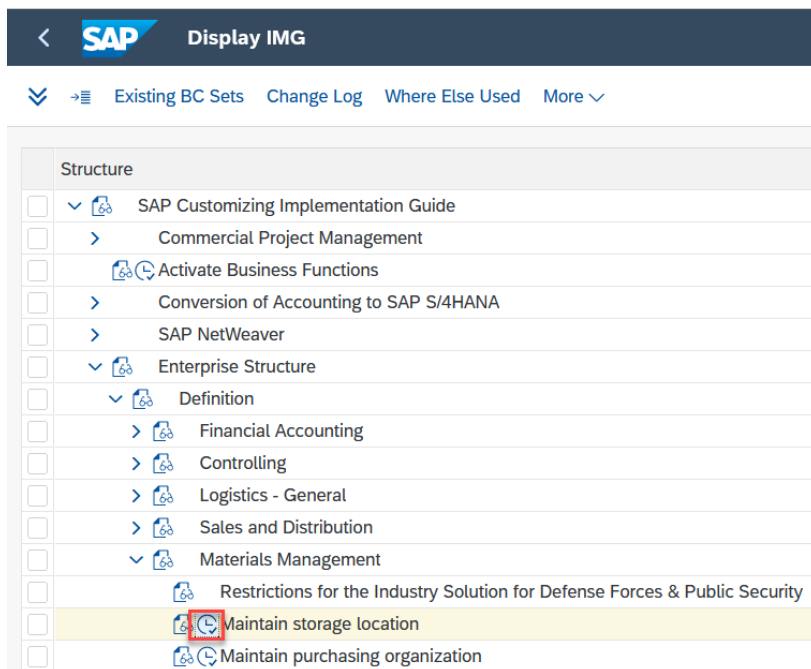
13. Click on . You will receive a message that says  Data was saved



SLoc	Description
☐ FG30	30 Fin. Goods
☐ MI30	30 Misc. Goods
☐ TG30	30 Trading Goods

14. Click on .

15. In the *Display IMG* screen, click on the  icon next to *Maintain storage location*.



Structure	
☐	▼ SAP Customizing Implementation Guide
☐	> Commercial Project Management
☐	 Activate Business Functions
☐	> Conversion of Accounting to SAP S/4HANA
☐	> SAP NetWeaver
☐	▼ Enterprise Structure
☐	▼ Definition
☐	> Financial Accounting
☐	> Controlling
☐	> Logistics - General
☐	> Sales and Distribution
☐	▼ Materials Management
☐	 Restrictions for the Industry Solution for Defense Forces & Public Security
☐	 Maintain storage location
☐	 Maintain purchasing organization

16. In the *Determine Work Area: Entry* pop-up, enter the following information:

Attribute	Data value
Plant	Your DC San Diego (SD##)

SD##

17. Click on .

Determine Work Area: Entry



Field Name

Work Area

Plant:

SD30



Further select cond.

Append



18. In the *Change View “Storage locations”: Overview* screen, click on the **New Entries** icon.

19. In the *New Entries: Overview of Added Entries* screen, enter the following information:

SLoc	Description
FG##	## Fin. Goods
MI##	## Misc. Goods
TG##	## Trading Goods

FG##
Fin. Goods
MI##
Misc. Goods
TG##
Trading Goods

20. Click on **Save**. You will receive a message that says Data was saved .

< **SAP** New Entries: Overview of Added Entries

More ▾

Dialog Structure

- Storage Locations
 - Addresses of storage locations
 - Business Systems for MES

Plant: SD30

	SLoc	Description
☐	FG30	30 Fin. Goods
☐	MI30	30 Misc. Goods
☐	TG30	30 Trading Goods

21. Click on **Exit** to return to the *SPRO* menu.

II.1.4 Create Purchasing Group

Task Define a purchasing group for North America.

Time 5 min

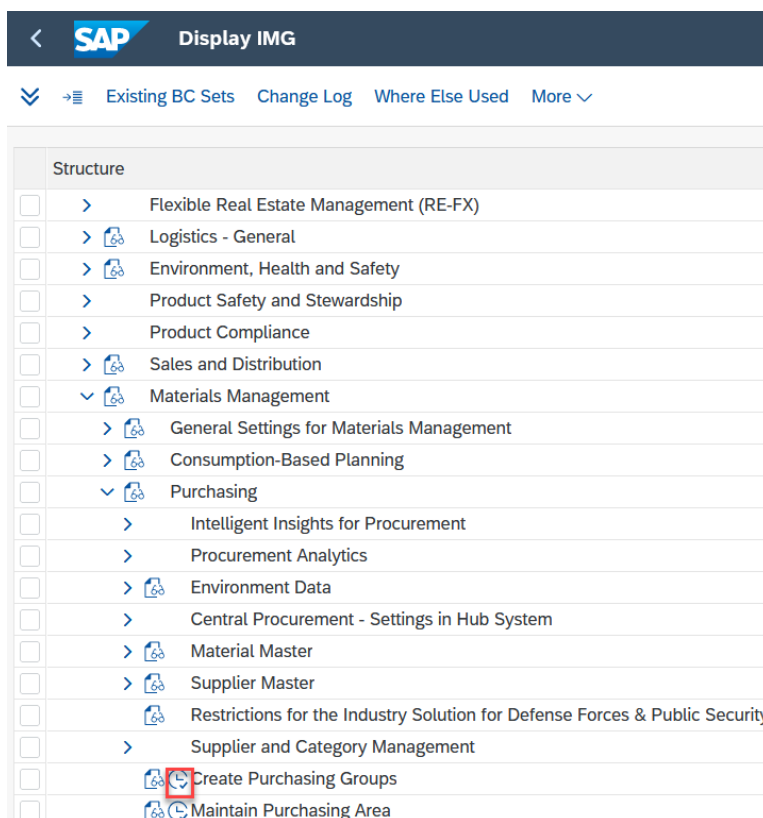
In this task, you create your **G purchasing group** (N##). A purchasing group is a buyer or group of buyers who are responsible for internal procurement of a material or class of materials and the principal channel for how Global Bike Inc. deals with its vendors.

Motivation

1. In the *Display IMG* screen, follow the menu path:

Menu path

SAP Customizing Implementation Guide ► Materials Management ► Purchasing ► Create Purchasing Groups



2. In the *Change View “Purchasing Groups”: Overview* screen, click on the **New Entries** icon.

3. In the *New Entries: Overview of Added Entries* screen, enter the following information:

Purchasing Group	Desc. Pur. Grp
N##	## North America

N##
North America

< **SAP** New Entries: Overview of Added Entries

⊖ ☐ ☐ ☐ ☐ ☐ More ▾

Purchasing Groups

Pu...	Desc. Pur. Grp	Tel.No. Pur.Grp	Fax number
☐ N30	30 North America		

4. Click on **Save** . You will receive a message that says  Data was saved .
5. Click on **Exit** to return to the *SPRO* menu.



Assign purchasing organization to company code

Task Assign your US purchasing organization to your Global Bike Inc. company. **Time** 5 min

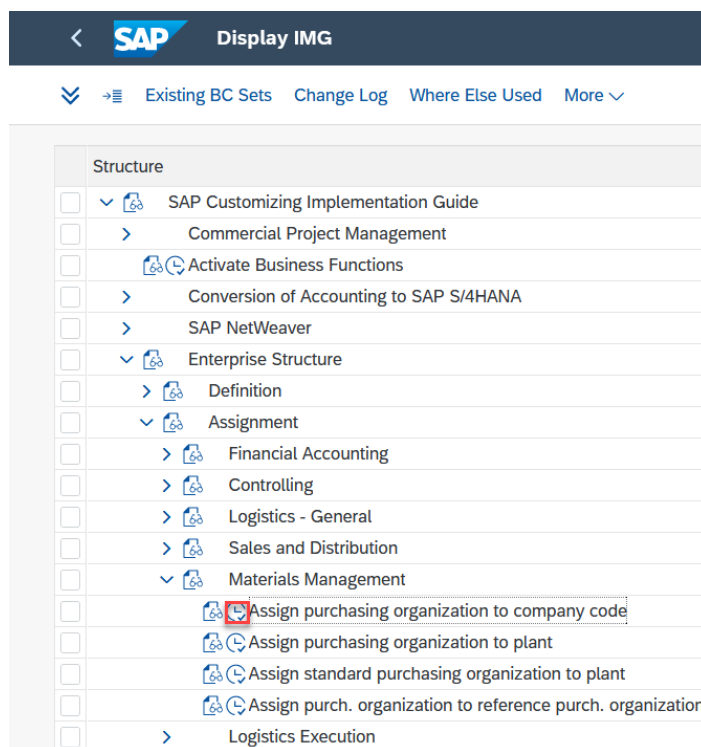
In this task, you assign the purchasing organization to your US company. From the materials management view, the purchasing organization is responsible for the complete processing of procurement activities (such as requests for quotations and purchase orders).

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ▶ Enterprise Structure ▶ Assignment ▶ Material Management ▶ Assign purchasing organization to company code

Menu path



2. In the *Change View “Assign Purchasing Organization -> Company Code”*: *Overview* screen, enter the following information:

POrg	CoCd
Your GBI US (US##)	Your Global Bike Inc. (US##)

US##

3. Click on **Save**. You will receive a message that says Data was saved.

< **SAP** Change View "Assign Purchasing Organization -> Company Code": Overview

⏮ ⏭ ⏮ ⏭ ⏮ ⏭ ⏮ ⏭ More ▾

Assign Purchasing Organization -> Company Code

	POrg	Description	CoCd	Company Name	Status
☐	DE00	Global Bike Germany	DE00	Global Bike Germany GmbH	
☐	GL00	Global Bike Group			Description is missing
☐	US00	Global Bike US	US00	Global Bike Inc.	
☐	US01	01 Global US	US01	01 GlobalBike Inc.	
☐	US02	02 Global US	US02	02 Global Bike Inc.	
☐	US04	04 Global US	US04	04 Global Bike Inc.	
☐	US05	05 Global US	US05	05 Global Bike Inc.	
☐	US06	06 Global US	US06	06 Global Bike Inc.	
☐	US08	08 Global US	US08	08 Gobal Bike Inc.	
☐	US10	10 Global US	US10	10 Global Bike Inc.	
☐	US20	20 Global US	US20	20 Global Bike Inc.	
☐	US30	30 Global US	US30	30 Global Bike Inc.	
☐	US90	90 Global US	US90	90 Global Bike Inc.	

4. Click on  to return to the *SPRO* menu.



II.1.6 Assign Plants to Company Code

Task Assign all your plants to Global Bike Inc.

Time 5 min

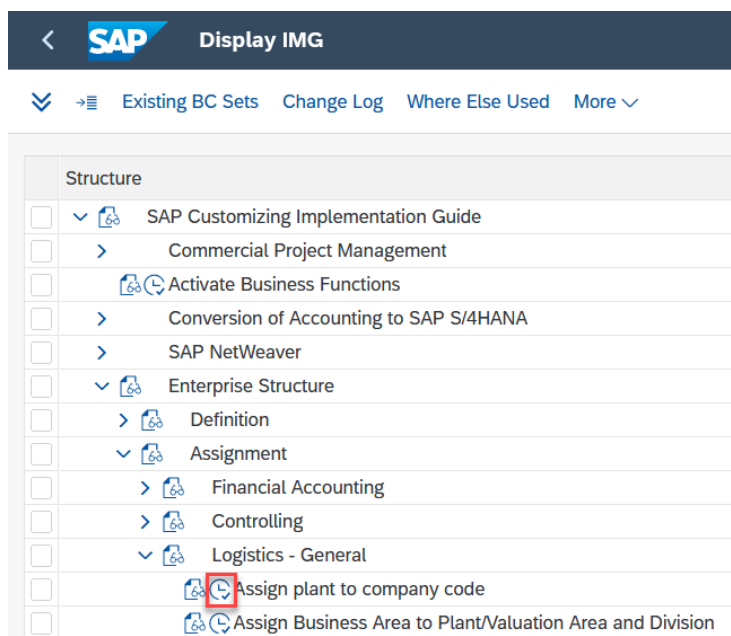
In this task, you assign your three plants to your US company code. Each company within the enterprise is represented by a company code and each plant is a facility under that specific company code. Each plant can only be assigned to one company code.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Enterprise Structure ► Assignments ► Logistics - General ► Assign plant to company code

Menu path



2. You are in the *Change View “Assignment Plant – Company Code”*: Overview screen, click on the [New Entries](#).
3. In the *New entries: Overview of Added Entries* screen, enter the following information:

CoCd	Plnt
Your Global Bike Inc. (US##)	Your Plant Dallas (DL##)
Your Global Bike Inc. (US##)	Your DC Miami (MI##)
Your Global Bike Inc. (US##)	Your DC San Diego (SD##)

US##
US##
US##
DL##
MI##
SD##

< **SAP** New Entries: Overview of Added Entries

⊖ ☐ ☐ ☐ ☐ More ▾

Assignment Plant - Company Code

	CoCd	Plnt	Name of Plant	Company Name
☐	US30	DL30		
☐	US30	MI30		
☐	US30	SD30		

4. Click on **Save**. You will receive a message that says  Data was saved.
5. Click on **Exit** to return to the *SPRO* menu.



II.1.7 Assign Purchasing Organization to Plants

Task Assign your US purchasing organization to all Global Bike Inc. plants.

Time 5 min

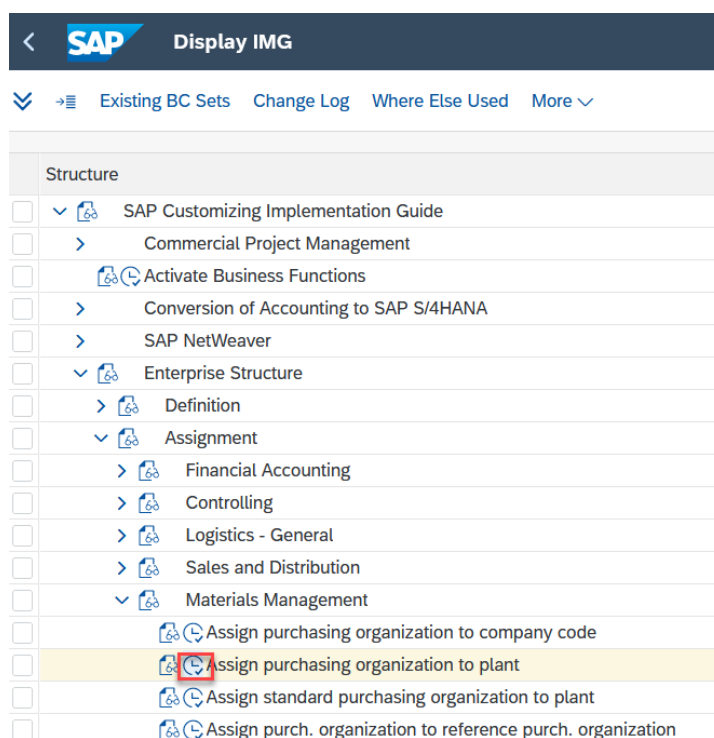
In this task, you assign your plants to your purchasing organization. A purchasing organization is an organizational unit in procurement of the materials management module. A purchasing organization is responsible for all procurement activities.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Enterprise Structure ► Assignments ► Materials Management ► Assign purchasing organization to plant

Menu path



2. In the *Change View “Assign Purchasing Organization to Plant”*: Overview screen, click on the **New Entries** icon.

3. In the *New Entries: Overview of Added Entries* screen, enter the following information:

POrg	Plnt
Your GBI US (US##)	Your Plant Dallas (DL##)
Your GBI US (US##)	Your DC Miami (MI##)
Your GBI US (US##)	Your DC San Diego (SD##)

US##
US##
US##
DL##
MI##
SD##

< **SAP** New Entries: Overview of Added Entries

⊖ ☐ ☐ ☐ ☐ More ▾

Assign Purchasing Organization to Plant

	POrg	Description	Plnt	Name 1
☐	US30		DL30	
☐	US30		MI30	
☐	US30		SD30	

4. Click on **Save**. You will receive a message that says  Data was saved .
5. Click on **Exit** to return to the *SPRO* menu.



II.1.8 Group Together Valuation Areas

Task Group valuation areas for G/L account determination.

Time 5 min

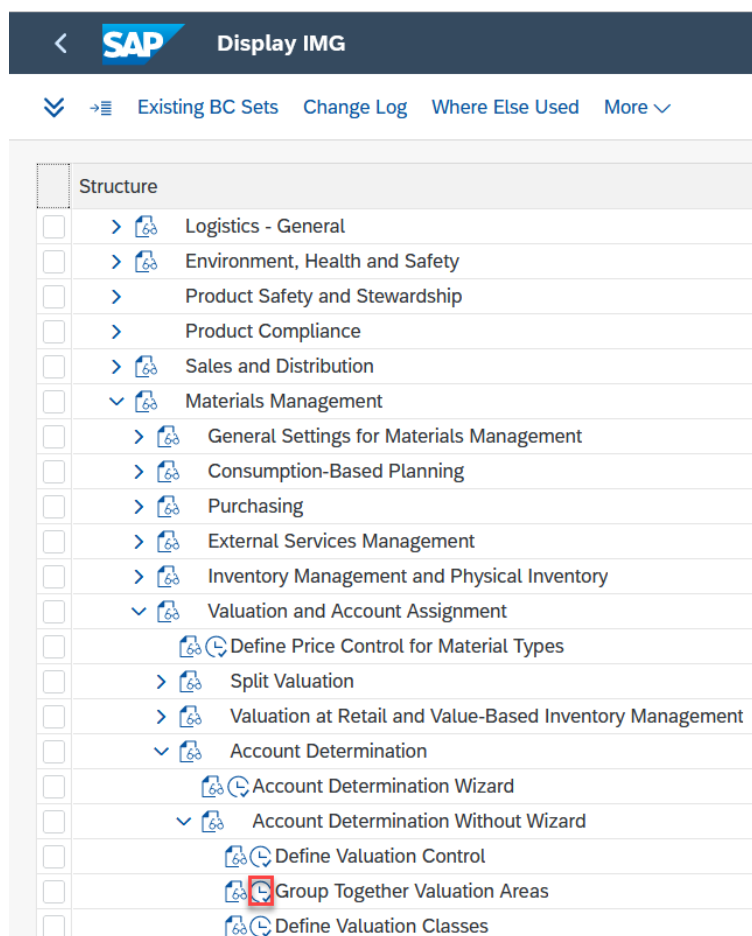
In this task, you specify a valuation grouping key for **G valuation areas** that will aid you in setting up automatic postings to the general ledger. The valuation grouping code makes it easier to set automatic account determination. It determines the general ledger accounts to which a goods movement is posted. Within the chart of accounts, you can assign the same valuation grouping code to the valuation areas you want to assign to the same account.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Materials Management ► Valuation and Account Assignment ► Account Determination ► Account Determination Without Wizard ► Group Together Valuation Areas

Menu path



2. In the *Change View “Acct Determination for Val. Areas”: Overview* screen, enter the following information

Val. Area	CoCode	Company Name	Chrt/Accts	Val.Grpg Code
DL##	Your Global Bike Inc. (US##)	## Global Bike Inc.	Your GBI COA (GL##)	0001
MI##	Your Global Bike Inc. (US##)	## Global Bike Inc.	Your GBI COA (GL##)	0001
SD##	Your Global Bike Inc. (US##)	## Global Bike Inc.	Your GBI COA (GL##)	0001

0001

0001

0001

 Change View "Acct Determination for Val. Areas": Overview

 More ▾

Val. area	CoCode	Company Name	Chrt/Accts	Val.Grpg Code
☐ DL30	US30	30 Global Bike Inc.	GL30	0001
☐ DL90	US90	90 Global Bike Inc.	GL90	0001
☐ HD00	DE00	Global Bike Germany GmbH	GL00	0001
☐ HH00	DE00	Global Bike Germany GmbH	GL00	0001
☐ MI00	US00	Global Bike Inc.	GL00	0001
☐ MI01	US01	01 GlobalBike Inc.	GL01	0001
☐ MI02	US02	02 Global Bike Inc.	GL02	0001
☐ MI04	US04	04 Global Bike Inc.	GL04	0001
☐ MI05	US05	05 Global Bike Inc.	GL05	0001
☐ MI06	US06	06 Global Bike Inc.	GL06	0001
☐ MI08	US08	08 Gobal Bike Inc.	GL08	0001
☐ MI10	US10	10 Global Bike Inc.	GL10	0001
☐ MI20	US20	20 Global Bike Inc.	GL20	0001
☐ MI30	US30	30 Global Bike Inc.	GL30	0001
☐ SD01	US01	01 GlobalBike Inc.	GL01	0001
☐ SD02	US02	02 Global Bike Inc.	GL02	0001
☐ SD04	US04	04 Global Bike Inc.	GL04	0001
☐ SD05	US05	05 Global Bike Inc.	GL05	0001
☐ SD06	US06	06 Global Bike Inc.	GL06	0001
☐ SD08	US08	08 Gobal Bike Inc.	GL08	0001
☐ SD10	US10	10 Global Bike Inc.	GL10	0001
☐ SD20	US20	20 Global Bike Inc.	GL20	0001
☐ SD30	US30	30 Global Bike Inc.	GL30	0001
☐ SD90	US90	90 Global Bike Inc.	GL90	0001

3. Click on  . You will receive a message that says  Data was saved .

4. Click on  to return to the *SPRO* menu.



Phase II.2 – Process Configuration

Task Configure GBI's core procurement processes.

Time 120 min

Short Description Based on the results of the project preparation by both Global Bike employees and external consultants, essential settings for the Purchasing department now need to be made in the S/4HANA system.

Name (Position)	Mona Falco	(System Design and Development Manager)
	Sarah Garcia	(Business Analyst 2)
	[external]	(Senior SAP Logistics consultant)

In the preparation phase, **Mona Falco** analyzed the business processes in Global Bike's purchasing department and identified issues which will be overcome by the ERP system. Together with her colleague **Sarah Garcia** and a Logistics consultant of an external firm she has studied the SAP system and found configuration settings that are needed now that the enterprise structure has been created in the previous phase.

Scenario setting

Mona Falco
[System Design and
Development Manager]

Sarah Garcia
[Business Analyst 2]

Project structure



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II.2.1 Assign Material Ledger Types to Valuation Area

Task Determine the valuations kept in the material ledger for the US valuation areas.

Time 5 min

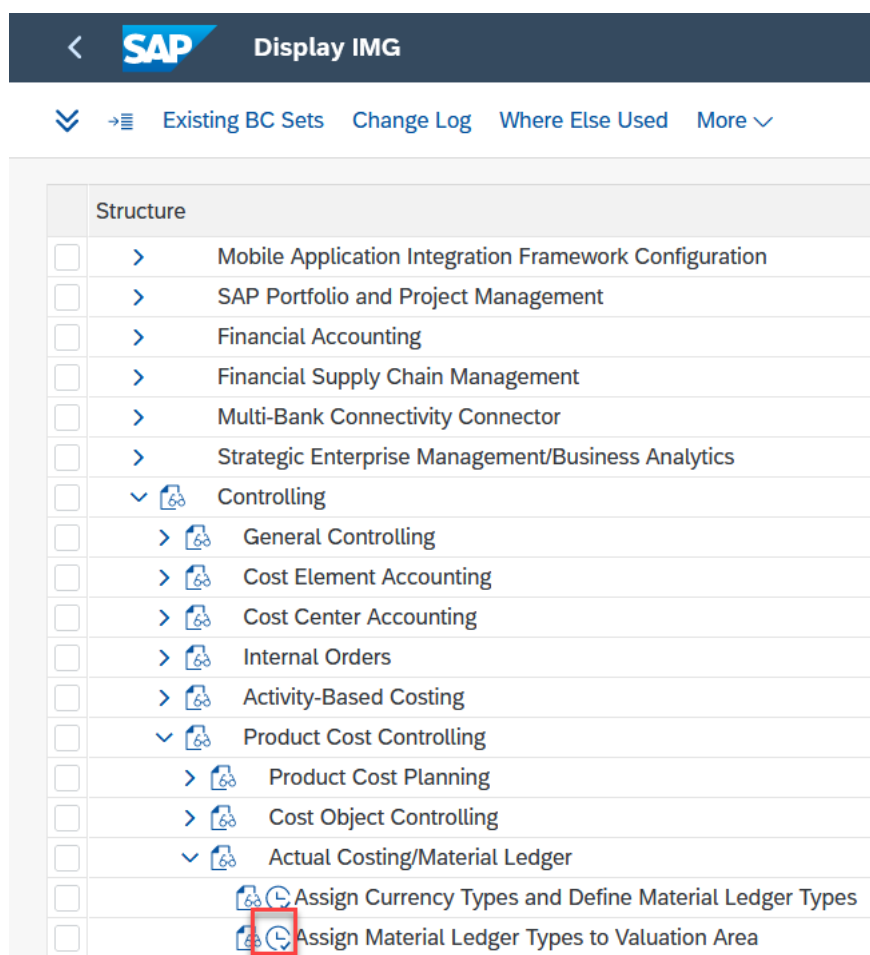
In this task, you assign **G** material ledger types to valuation area. For the US## company code, the same material ledger type is assigned within this single company code.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Controlling ► Product Cost Controlling ► Actual Costing/Material Ledger ► Assign Material Ledger Types to Valuation Area

Menu path



2. In the *Change View "Assignment of Material Ledger Types to Valuation Areas"* screen, click **New Entries**.

SAP Change View "Assignment of Material Ledger Types to Valuation Areas":

New Entries

Valuation area	Company Code	* Mat. ledger type	Status
☐ DL00	US00	9000	☒
☐ DL01	US01	9000	☒
☐ DL02	US02	9000	☒
☐ DL04	US04	9000	☒
☐ DL05	US05	9000	☒
☐ DL06	US06	9000	☒
☐ DL08	US08	9000	☒
☐ DL10	US10	9000	☒
☐ DL20	US20	9000	☒

3. In the *New Entries: Overview of Added Entries* screen, enter the following information:

Valuation area	Mat. ledger type
MI##	9000
DL##	9000
SD##	9000

MI##
DL##
SD##
9000
9000
9000

SAP New Entries: Overview of Added Entries

More

* Valuation area	Company Code	* Mat. ledger type	Status
☐ MI30		9000	☒
☐ DL30		9000	☒
☐ SD30		9000	☒

4. Click on **Save**. You will receive a message that says Data was saved .
5. Click on **Exit** to return to the *SPRO* menu.

II.2.2 Activate Material Ledger Types for Valuation Areas

Task Activate the material ledger for the US valuation areas.

Time 5 min

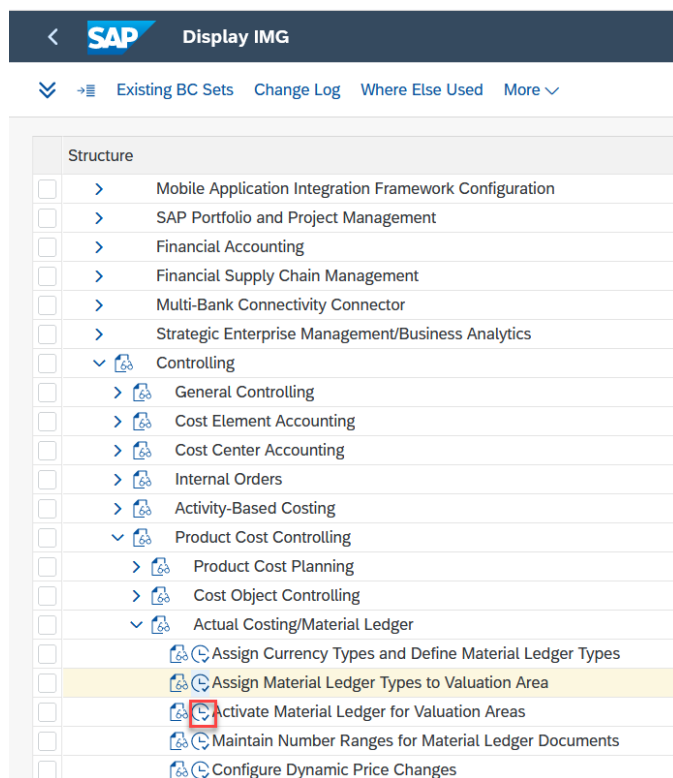
In this task, you activate the material ledger types for the US valuation areas. For the US company code, valuation is set at plant level, however the material ledger is not activated automatically for newly created plants. You will therefore need to activate the material ledger for the plant (valuation area) and then set the valuation area as productive.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Controlling ► Product Cost Controlling ► Actual Costing/Material Ledger ► Activate Material Ledger for Valuation Areas

Menu path



2. In the *Select Activity* pop-up, double-click *Activate Material Ledger*.

Select Activity:

Activities

Perf...	Name of Activity
	Check Material Ledger Settings
✓	Activate Material Ledger

3. In the *Change View "Activation of Material Ledger": Overview* screen, enter the following information:

2
2
2

Valuation Area	ML Act.	Price Deter.
DL##	<i>Selected</i>	<i>2 (Transaction-Based)</i>
MI##	<i>Selected</i>	<i>2 (Transaction-Based)</i>
SD##	<i>Selected</i>	<i>2 (Transaction-Based)</i>

 Change View "Activation of Material Ledger": Overview

 More

☐	Valuation Area	Company Code	Mat...	Status	ML Act.	Price Deter.	Price Det. Binding in Val Area
☐	DL10	US10	9000		☒	2	☐
☐	DL20	US20	9000		☒	2	☐
☐	DL30	US30	9000		☒	2	☐
☐	DL90	US90	9000		☒	2	☐
☐	HD00	DE00	9000		☒	2	☐
☐	HH00	DE00	9000		☒	2	☐
☐	MI00	US00	9000		☒	2	☐
☐	MI01	US01	9000		☒	2	☐
☐	MI02	US02	9000		☒	2	☐
☐	MI04	US04	9000		☒	2	☐
☐	MI05	US05	9000		☒	2	☐
☐	MI06	US06	9000		☒	2	☐
☐	MI08	US08	9000		☒	2	☐
☐	MI10	US10	9000		☒	2	☐
☐	MI20	US20	9000		☒	2	☐
☐	MI30	US30	9000		☒	2	☐
☐	SD05	US05	9000		☒	2	☐
☐	SD06	US06	9000		☒	2	☐
☐	SD08	US08	9000		☒	2	☐
☐	SD10	US10	9000		☒	2	☐
☐	SD20	US20	9000		☒	2	☐
☐	SD30	US30	9000		☒	2	☐
☐	SD90	US90	9000		☒	2	☐

4. Click on . If you receive an *Information* pop-up, click  to proceed.
5. You will receive a message that says  Data was saved.
6. Click on  and then  to return to the *SPRO* menu.



II.2.3 Set Valuation Areas as Productive

Task Set Valuation Areas as Productive.

Time 5 min

In this task you will set the valuation areas as productive to ensure that live data is converted. This ensures consistency of the valuation data and the material internally as being in production.

Motivation

- In the *customizing* area, open the app:

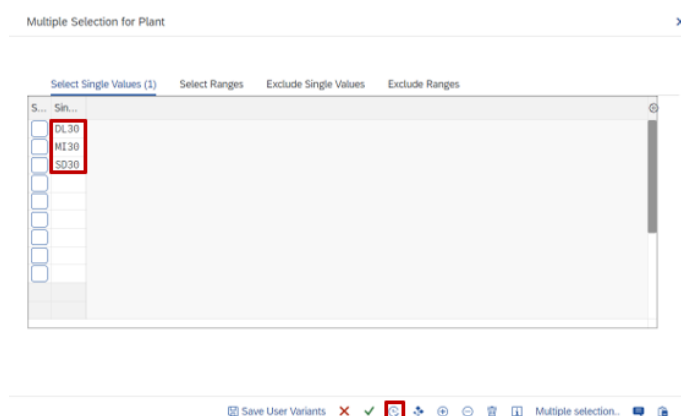
Menu path



- In the *Production Startup of Mat. Ledger* screen, enter **DL##** in the *Plant* field and click on the  *Multiple Selection* icon.
- In the *Multiple selection for plant* - popup, enter all three valuation areas (**DL##**, **MI##**, **SD##**) and click the  (Copy) icon.

DL##

DL##
MI##
SD##



- In the *Production Startup of Mat. Ledger* screen, ensure that the *Background processing* and the *Test Run* checkbox is **deselected** and click

deselected

Execute

Processing Options

Background Processing: ☐

Test Run: ☐

4. You will get a message saying:

✓ The material ledger can be reconciled with FI in valuation area US30

5. Click three times on [Exit](#) until you return to the *Customizing*.



II.2.4 Determine Tax Version

Task Determine how many tax amounts and tax codes are allowed in the US.

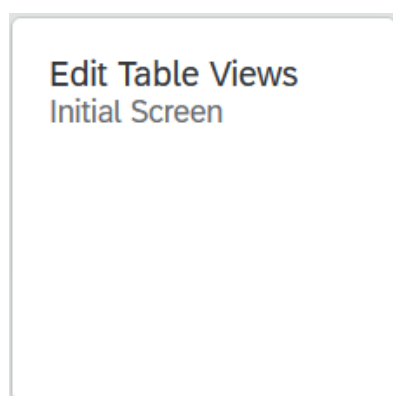
Time 5 min

In this task, you set the number of tax rates that can be entered directly on the vendor screen. Using the tax version, you determine how many tax amounts and tax codes are to be inputted.

Motivation

- In the Customizing area, open the App:

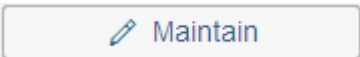
Menu path

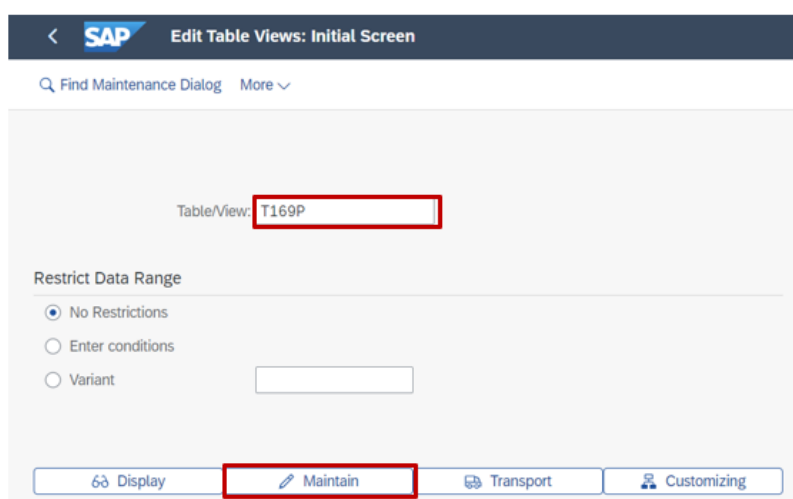


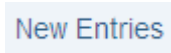
- In the *Edit Table Views: Initial Screen*, enter the following information:

Attribute	Data value
Table/View	T169P

T169P

- Click on .



- In the *Change View “Parameters, Invoice Verification”: Overview* screen, click on the  icon.

4. In the *New Entries: Details of Added Entries* screen, enter the following information:

Attribute	Data value
Company Code	<i>Your Global Bike Inc. (US##)</i>
Tax Version	<i>One tax amount and tax code</i>

US##
One tax amount and tax
code

< **SAP** New Entries: Details of Added Entries

Company Code: **US30**

Parameters, Invoice Verification

☐ PO text

☐ Automatic MAIL

☐ Stoch. block

☐ Check amount

Threshold value:

Stoch. block %:

Tax version: **0801 One tax amount and tax code**

Version itmlist:

☐ Price carr. over

☐ CorrInvsCompletd

ID del. costs:

Activate ExchRtDiff:

ExRateType:

☐ Display logo

URL:

☐ Check Co. Code

☐ Check Inv. Date

☐ Check Reference

Tax: inv. reductn:

5. Click on **Save**. You will receive a message that says Data was saved.
6. Click twice on **Exit** to return to the *Customizing*.

II.2.5 Define Tax Accounts

Task Define tax accounts in the US to which the system automatically posts to.

Time 10 min

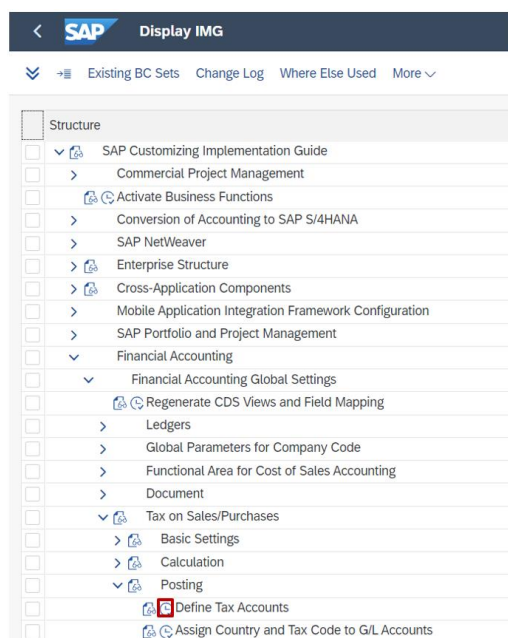
In this task, you specify the **G** *G/L accounts* to which tax types are posted. The system will automatically post to the tax accounts specified in this task.

Motivation

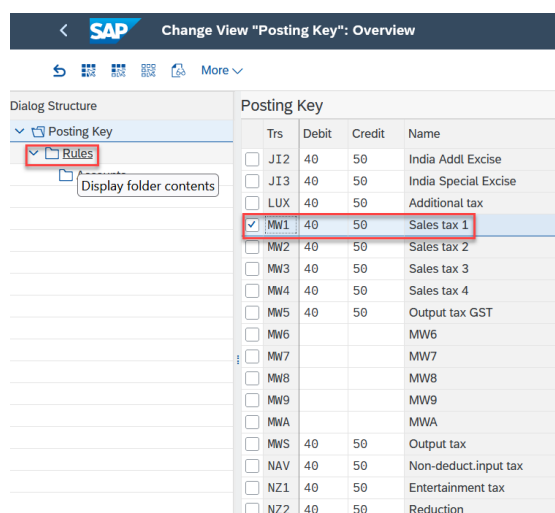
1. In the *Display IMG* screen, follow the menu path:

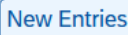
Menu path

SAP Customizing Implementation Guide ► Financial Accounting ► Financial Accounting Global Settings ► Tax on Sales/Purchases ► Posting ► Define Tax Accounts

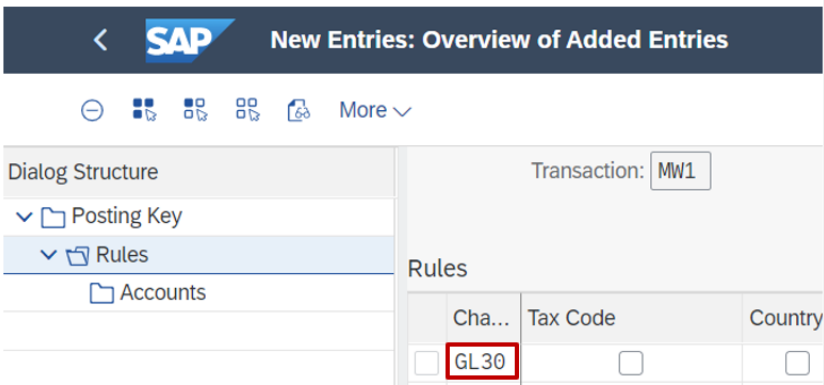


2. In the *Change View "Posting Key": Overview* screen, highlight the **MW1** entry and double-click **Rules**.

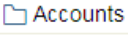
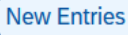


3. In the *Change View “Rules”: Overview* screen, click  .
4. In the *New Entries: Overview of Added Entries* enter **GL##** under *Chart of Accounts*.

GL##



Cha...	Tax Code	Country
GL30		

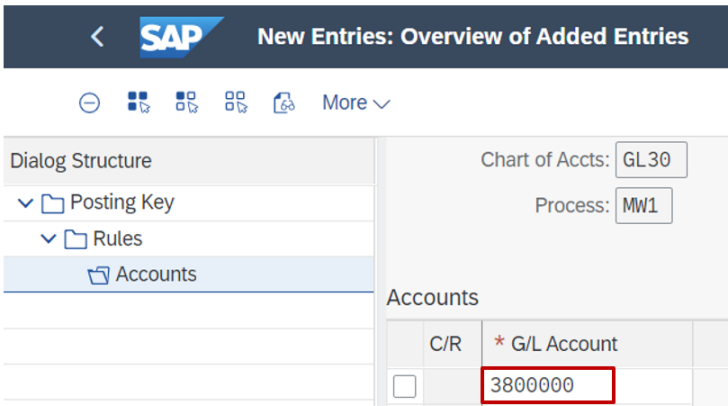
5. Click on  . You will receive a message that says  Data was saved .
6. In the *New Entries: Overview of Added Entries* screen, select the **GL##** and double-click  .
7. In the *Change View “Accounts”: Overview* screen, click  and enter the following information:

GL##

Attribute	Data value
G/L Account	Your VAT account (3800000)

3800000

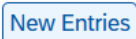
8. Click on  . You will receive a message that says  Data was saved .



C/R	* G/L Account
	3800000

9. Click three times on  .
10. In the *Change View “Posting Key”: Overview* screen, highlight the **VS1** entry and double-click  .

VS1

11. In the *Change View “Rules”: Overview* screen, click 

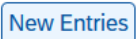
12. Enter **GL##** under *Chart of Accounts*.

GL##

13. Click . You will receive a message that says  Data was saved .

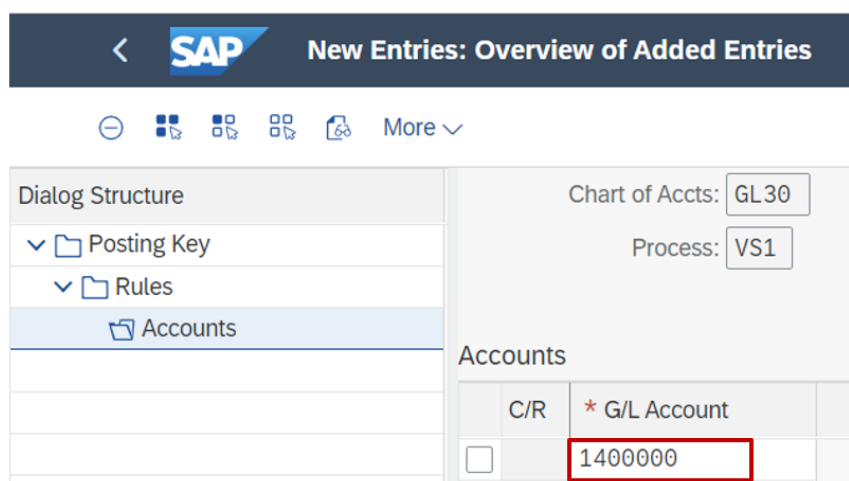
14. In the *New Entries: Overview of Added Entries* screen, select the **GL##** and double-click  **Accounts**.

GL##

15. In the *Change View “Accounts”: Overview* screen, click  and enter the following information:

Attribute	Data value
G/L Account	Your Deductible input tax (1400000)

1400000



Dialog Structure	
▼	Posting Key
▼	Rules
▼	Accounts

Chart of Accts: GL30
Process: VS1

Accounts	
C/R	* G/L Account
☐	1400000

16. Click on . You will receive a message that says  Data was saved .

17. Click on  to return to the *SPRO* menu.



II.2.6 Configure Automatic Postings

Task Set up automatic posting from materials management to financial accounting.

Time 20 min

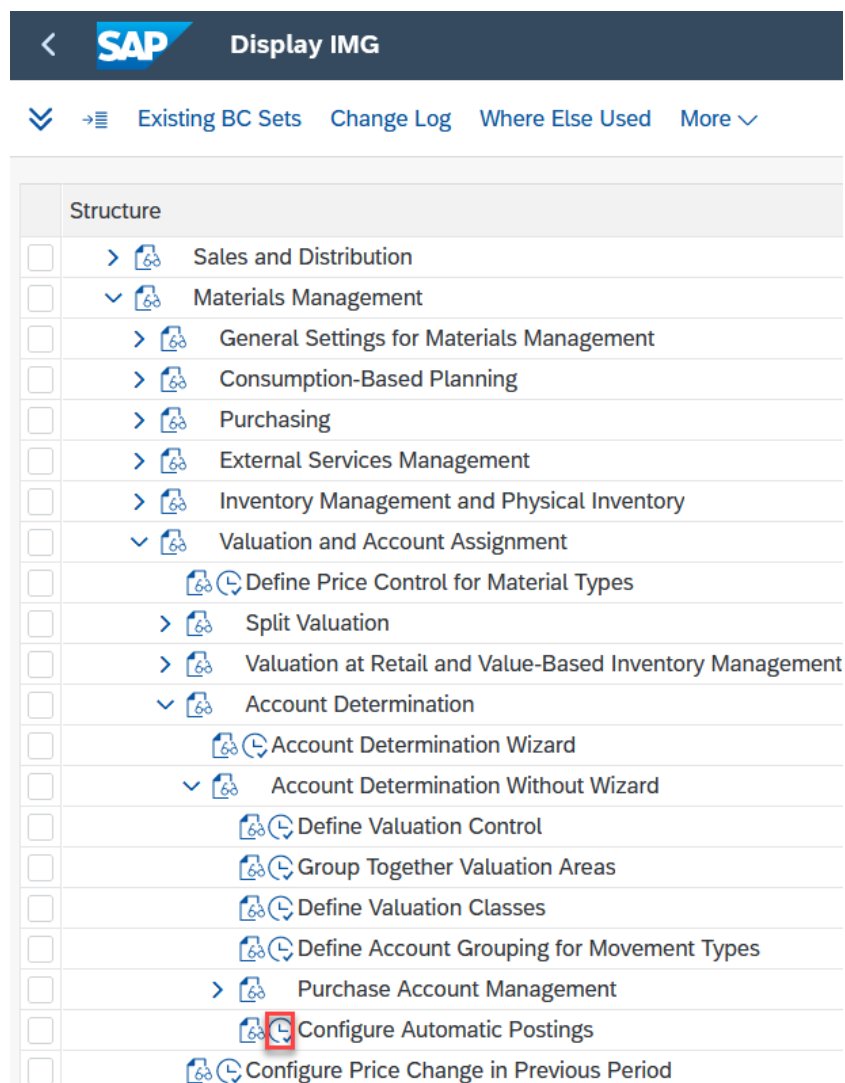
In this task, you enter the system settings for inventory management and invoices. Configuring automatic postings will automatically determine the account assignment for transactions in materials management that make postings to G/L accounts in financial accounting. Rules will also be determined for the postings made into financial accounting.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Materials Management ► Valuation and Account Assignment ► Account Determination ► Account Determination Without Wizard ► Configure Automatic Postings

Menu path



If the NY00 Valuation Area image appears, click Cancel.

NY00 Valuation Area

Valuation

Valuation area: NY00

CoCode reference: US00 Global Bike Inc.

Chart of Accounts: GL00 Global Bike Group

Val. group code:

Plant

Plant: NY00 DC New York City

Val. area reference: NY00

Next Entry **Cancel**

2. In the *Automatic Posting* screen, click on the **Account Assignment** icon.

3. In the *Configuration Accounting Maintain: Automatic Post – Procedures* screen, double-click on **BSX**.

BSX

Configuration Accounting Maintain : Automatic Post

Group: RMK Materials Management postings (MM)

Description	Transaction	Ac
OP2 < missing >	OP2	
OPA < missing >	OPA	
Rev.from agency bus.	AG1	
Sales fr.agency bus.	AG2	
Exp.from agency bus.	AG3	
Expense/revenue from consign.mat.consum.	AKO	
Expense/revenue from stock transfer	AUM	
VF: Bonus Accrual	BAC	
Subsequent settlement of provisions	B01	
Subsequent settlement of revenues	B02	
Provision differences	B03	
Inventory posting	BSD	
Inventory Value Adjustment	BSK	
Change in stock account	BSV	
Inventory posting	BSX	

4. In the *Enter Chart of Accounts* pop-up enter **GL##** and click .

GL##

5. In the *Configuration Accounting Maintain: Automatic Posts – Rules* screen, enter the following information:

Attribute	Data value
Valuation modif.	<i>Selected</i>
Valuation class	<i>Selected</i>

Selected
Selected

< **SAP** Configuration Accounting Maintain : Automatic Posts - Rules

< > Accounts Posting Key More ▾

Chart of Accounts: **GL30** 30 GBI COA

Transaction: **BSX** Inventory posting

Accounts are determined based on

Debit/Credit: ☐ Not changeable

Valuation modif.: ☒

Valuation class: ☒

6. Click on **Save**. You will receive a message that says  **Changes have been made**

7. In the *Configuration Accounting Maintain: Automatic Posts- Accounts* screen, enter the following information:

Valuation modif.	Valuation class	G/L account
0001	Raw materials I (3000)	Your Inventory-Raw Materials (1000000)
0001	Trading Goods (3100)	Your Inventory-Trading Goods (1140000)
0001	Finished products (7920)	Your Inventory-Finished Goods (1110000)
0001	Semifinished products (7900)	Your Inventory-Semi-Finished Goods (1040000)

1000000
1140000
1110000
1040000

8. Click on **Save**. You will receive a message that says  **Changes have been made**.

< **SAP** Configuration Accounting Maintain : Automatic Posts - Accounts

< >   Posting Key  Procedures Rules More ▾

Chart of Accounts: **GL30** 30 GBI COA

Transaction: **BSX** Inventory posting

Account assignment

Valuation mo...	Valuation class	Account
0001	3000	1000000
0001	3100	1140000
0001	7900	1040000
0001	7920	1110000

9. Click on .

10. In the *Configuration Accounting Maintain: Automatic Posts- Procedures* screen, double-click on *DIF*

DIF

< **SAP** Configuration Accounting Maintain : Automatic Posts - Procedures

More ▾

Group: Materials Management postings (MM)

Procedures

Description	Transaction	Account Determ.
Revaluation of other consumables	COC	☒
Del credere	DEL	☒
Materials management small differences	DIF	☒
Purchase account	EIN	☒
Purchase offsetting account	EKG	☒
ESA < missing >	ESA	☒
ESE < missing >	ESE	☒
Freight clearing	FR1	☒

11. . If the *Enter Chart of Accounts* pop-up appears, enter **GL##** and click on .

GL##

12. In the *Configuration Accounting Maintain: Automatic Posts - Rules* screen, click on **Save**. You will receive a message that says  **Changes have been made**.

< **SAP** Configuration Accounting Maintain : Automatic Posts - Accounts

< > ⌂ Posting Key Procedures Rules More ▾

Chart of Accounts: 30 GBI COA

Transaction: Materials management small differences

13. You are in the *Configuration Accounting Maintain: Automatic Posts- Accounts* screen, enter the following information:

Attribute	Data value
Account	Your Purchase Price Difference (7430000)

7430000

14. Click on **Save**. You receive a message that says,  **Changes have been made**.

< **SAP** Configuration Accounting Maintain : Automatic Posts - Accounts

< > ⌂ Posting Key Procedures Rules More ▾

Chart of Accounts: 30 GBI COA

Transaction: Materials management small differences

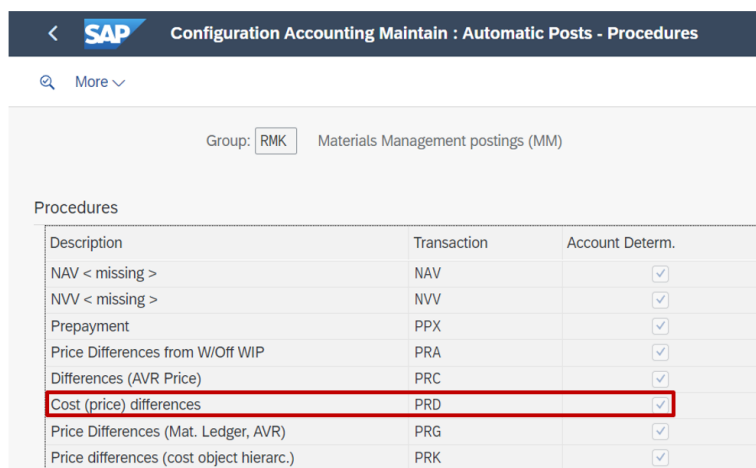
Account assignment

Account	7430000
---------	--------------------------------------

15. Click on  (Back).

16. In the *Configuration Accounting Maintain: Automatic Posts - Procedures* screen, double-click on **PRD**.

PRD



Description	Transaction	Account Determ.
NAV < missing >	NAV	☒
NVV < missing >	NVV	☒
Prepayment	PPX	☒
Price Differences from W/Off WIP	PRA	☒
Differences (AVR Price)	PRC	☒
Cost (price) differences	PRD	☒
Price Differences (Mat. Ledger, AVR)	PRG	☒
Price differences (cost object hierarc.)	PRK	☒

17. If the *Enter Chart of Accounts* pop-up appears, enter **GL##** and click on .

GL##

18. In the *Configuration Accounting Maintain: Automatic Posts – Rules* screen, enter the following information:

Attribute	Data value
Valuation modif.	<i>Selected</i>
Valuation class	<i>Selected</i>

Selected
Selected

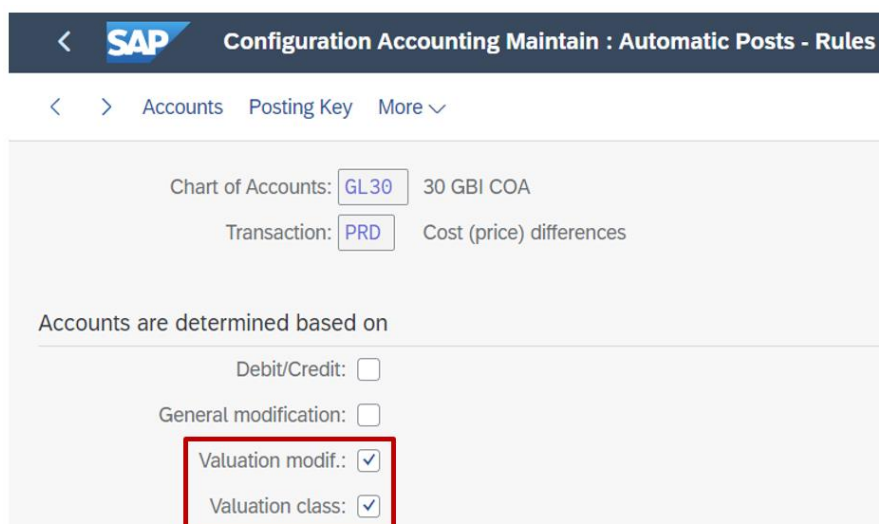


Chart of Accounts: **GL30** 30 GBI COA
Transaction: **PRD** Cost (price) differences

Accounts are determined based on

Debit/Credit: ☐

General modification: ☐

Valuation modif.: ☒

Valuation class: ☒

19. Click on . You will receive a message that says  **Changes have been made**.

20. You are in the *Configuration Accounting Maintain Automatic Posts – Accounts* screen. Enter the following information:

Valuation modif.	Valuation class	G/L account
0001	Raw materials 1 (3000)	Your Purchase Price Difference (7430000)
0001	Operating Supplies (3030)	Your Purchase Price Difference (7430000)
0001	Trading goods (3100)	Your Purchase Price Difference (7430000)

0001
0001
0001
3000
3030
3100
7430000
7430000
7430000

21. Click on . You receive a message that says  **Changes have been made**.

SAP Configuration Accounting Maintain : Automatic Posts - Accounts

Chart of Accounts: **GL30** 30 GBI COA
Transaction: **PRD** Cost (price) differences

Account assignment

Valuation mo...	Valuation class	Account
0001	3000	7430000
0001	3030	7430000
0001	3100	7430000

22. Click on  (Back).

23. In the *Configuration Accounting Maintain: Automatic Posts – Procedures* screen, double-click on **WRX**.

WRX

SAP Configuration Accounting Maintain : Automatic Posts - Procedures

Group: **RMK** Materials Management postings (MM)

Procedures

Description	Transaction	Account Determ.
Inv.reductions from log.inv.verification	RKA	☒
Neutral provisions	RUE	☒
Brazilian taxes for transfer posting	TXI	☒
Brazilian taxes for transfer posting	TXO	☒
Gain/loss from revaluation	UMB	☒
Gain/loss from revaluation	UMD	☒
Unplanned delivery costs	UPF	☒
Purchase input tax	VST	☒
WGB < missing >	WGB	☒
Goods issue inflation revaluation	WGI	☒
Goods receipt inflation revaluation	WGR	☒
WIP from Price Differences (Int. Acty)	WPA	☒
WIP from Price Differences (Material)	WPM	☒
GR/IR clearing account	WRX	☒
GR/IR clearing acct (mat. ledger) (old)	WRY	☒

24. In the *Configuration Accounting Maintain: Automatic Posts - Rules* screen, enter the following information:

Attribute	Data value
Valuation modif.	<i>Selected</i>
Valuation class	<i>Selected</i>

Selected
Selected

25. Click on **Save**. You will receive a message that says  **Changes have been made**.

26. You are in the *Configuration Accounting Maintain: Automatic Posts - Accounts* screen, enter the following information:

Valuation modif.	Valuation class	G/L account
0001		Your Goods Receipt/ Invoice receipt Account (9100000)
0001	Raw Materials I (3000)	Your Goods Receipt/ Invoice receipt Account (9100000)
0001	Operating supplies (3030)	Your Goods Receipt/ Invoice receipt Account (9100000)
0001	Trading goods (3100)	Your Goods Receipt/ Invoice receipt Account (9100000)
0001	Semifinished products (7900)	Your Goods Receipt/ Invoice receipt Account (9100000)
0001	Finished products (7920)	Your Goods Receipt/ Invoice receipt Account (9100000)

27. Click on **Save**. You receive a message that says  **Changes have been made**.

SAP Configuration Accounting Maintain : Automatic Posts - Accounts

< >    Posting Key  Procedures Rules More ▾

Chart of Accounts: **GL30** 30 GBI COA

Transaction: **WRX** GR/IR clearing account

Account assignment

Valuation mo...	Valuation class	Account
0001		9100000
0001	3000	9100000
0001	3030	9100000
0001	3100	9100000
0001	7900	9100000
0001	7920	9100000

28. Click **Terminate** and then **Exit** to return to the *SPRO* menu.



II.2.7 Maintain Default Values for Tax Codes

Task Set up tax code default values for vendor invoices.

Time 5 min

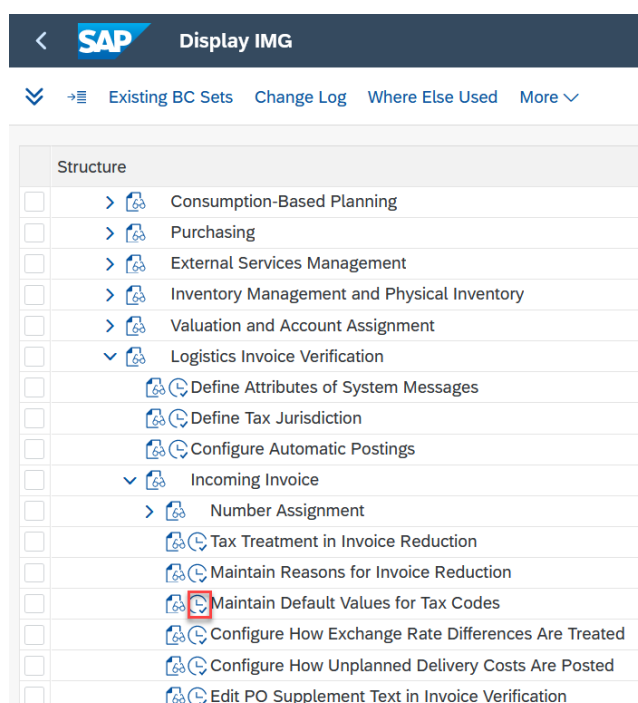
In this task, you maintain default values for **G** tax codes in your company code. In order to speed up invoice verification process, it is advisable to enter default tax codes.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Materials Management ► Logistics Invoice Verification ► Incoming Invoice ► Maintain Default Values for Tax Codes

Menu path



2. You are in the *Change View “Tax Defaults in Invoice Verification”*: Overview screen. Click on **New Entries**.
3. In the *New Entries: Details of Added Entries* screen, enter the following information:

Attribute	Data value
Company Code	Your Global Bike Inc. (US##)
Tax Code	Input Tax (XI)

US##
XI

4. Click on **Save**. You will receive a message that says Data was saved.

<

SAP

New Entries: Details of Added Entries

⊖

↶

↷

More ▾

Company Code:

US30

30 Global Bike Inc.

Defaults, Domestic

Tax Code:

XI

Input Tax

Default Value Unplanned Delivery Costs

Tax Code:

Jurisdiction Code:

5. Click

Exit

 to return to the *SPRO* menu.

II.2.8 Set Tolerance Limits for Purchase Orders

Task Define upper and lower limits for price tolerance in purchase orders.

Time 5 min

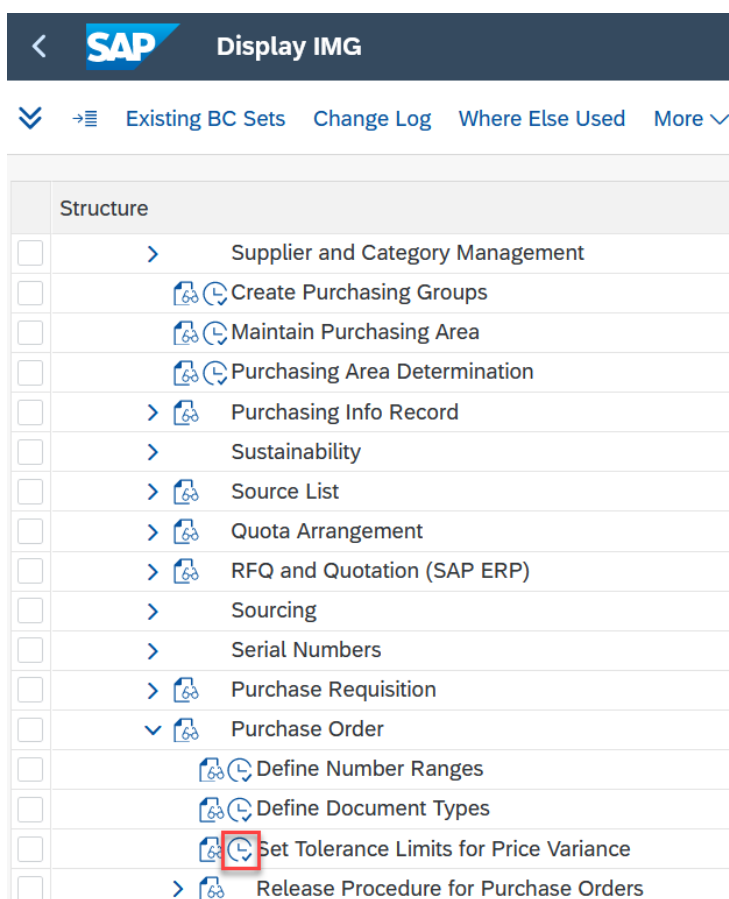
In this task, you set tolerance limits for price variances. When processing a **G** *purchase order*, the effective price of a purchase order item is compared with the valuation price in the material record. You will be setting the tolerance limit for the variability.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Materials Management ► Purchasing ► Purchase Order ► Set Tolerance Limits for Price Variance

Menu path



2. In the *Change View "Tolerance Limits": Overview* screen, click on the **New Entries** icon.
3. In the *New Entries: Details of Added Entries* screen, enter the following information:

Attribute	Data value
Tolerance key	<i>Price variance: purchasing (PE)</i>
Company Code	<i>Your Global Bike Inc. (US##)</i>
Lower limit Percentage Check limit	<i>Selected</i>
Lower limit Percentage Tolerance limit %	<i>20</i>
Upper limit Percentage Check limit	<i>Selected</i>
Upper limit Percentage Tolerance limit %	<i>10</i>

PE
US##
Selected
20
Selected
10

< **SAP** New Entries: Details of Added Entries

More ▾

Tolerance Key: PE
Company Code: US30
Amounts in:

Lower Limit

Absolute: ☒ Do Not Check ☐ Check Limit
Value:

Percentage: ☐ Do Not Check ☒ Check Limit
Tolerance Limit %: 20

Upper Limit

Absolute: ☒ Do Not Check ☐ Check Limit
Value:

Percentage: ☐ Do Not Check ☒ Check Limit
Tolerance Limit %: 10

4. Click on *Next Entry* icon  and enter the following information:

Attribute	Data value
Tolerance Key	<i>Max. cash disc. deduction (purchasing) (SE)</i>
Company Code	<i>Your Global Bike Inc. (US##)</i>

SE
US##

5. Click on **Save**. You will receive a message that says  **Data was saved**.
6. Click **Exit** on to return to the *SPRO* menu.

II.2.9 Set Tolerance Limits for Goods Receipts

Task Set up limits for price variance warnings and errors for good receipts.

Time 5 min

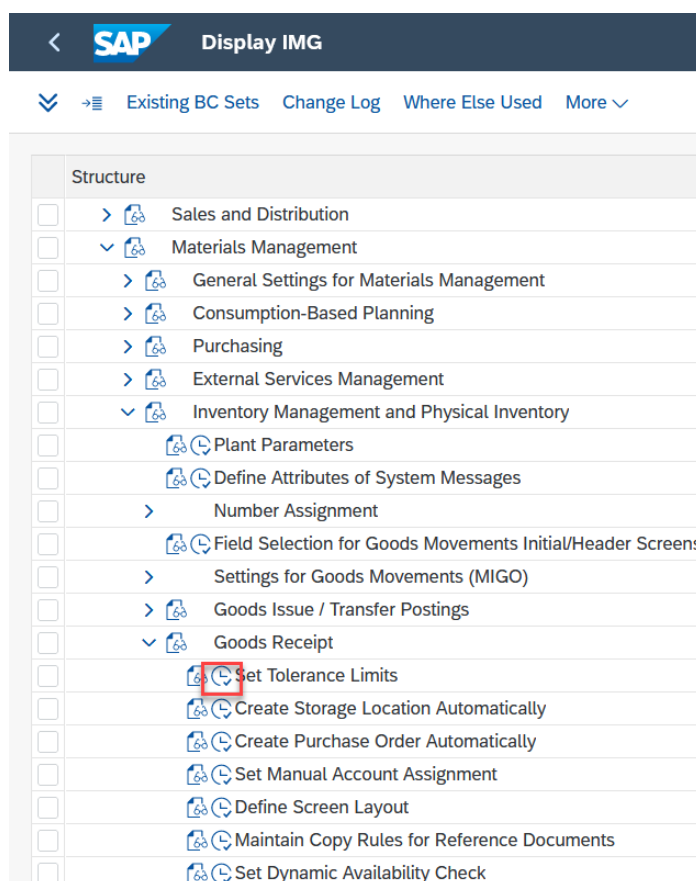
In this task, you set restrictions on **G** *goods receipt* variances. When processing a goods receipt, the system checks each item to determine whether the goods receipt varies.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Materials Management ► Inventory Management and Physical Inventory ► Goods Receipt ► Set Tolerance Limits

Menu path



2. In the *Change View "Tolerance Limits": Overview* screen, click on the **New Entries** button.
3. In the *New Entries: Details of Added Entries* screen, enter the following information:

Attribute	Data value
Tolerance Key	<i>Order price qty variance (GR)/ E-MSG (B1)</i>
Company Code	<i>Your Global Bike Inc. (US##)</i>

B1
US##

4. Click on *Next Entry* icon .

5. Enter the following information:

Attribute	Data value
Tolerance Key	<i>Order price qty variance (GR)/ W-MSG (B2)</i>
Company Code	<i>Your Global Bike Inc. (US##)</i>

B2
US##

6. Click on *Next Entry* icon .

7. Enter the following information:

Attribute	Data value
Tolerance Key	<i>Moving average price variance (VP)</i>
Company Code	<i>Your Global Bike Inc. (US##)</i>

VP
US##

8. Click on . You will receive a message that says  *Data was saved*.

9. Click  on to return to the *SPRO* menu.



II.2.10 Set Tolerance Limits for Invoices

Task Set up limits for price variance warnings and errors for good receipts.

Time 10 min

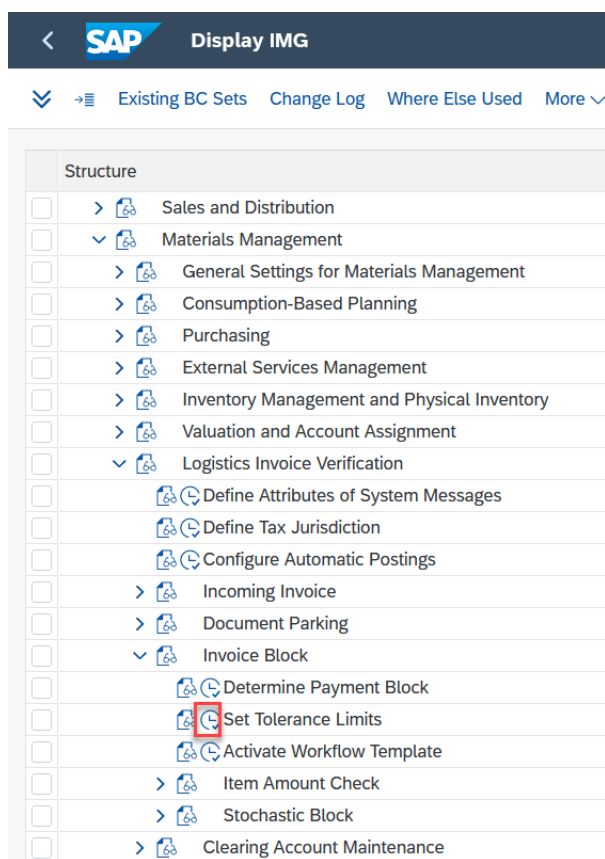
In this task, you set restrictions on variances between the purchase order and its related **G** vendor invoice. When processing an invoice, the system checks each item for variances.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Materials Management ► Logistics Invoice Verification ► Invoice Block ► Set Tolerance Limits

Menu path



2. In the *Change View “Tolerance Limits”: Overview* screen, click on the

New Entries

3. In the *New Entries: Overview of Added Entries* screen, enter the following information:

Attribute	Data value
Tolerance Key	Amount for item without order reference (AN)
Company Code	Your Global Bike Inc. (US##)

AN
US##

4. Click on *Next Entry* icon .

5. Repeat steps 3. to 4. for the following tolerance keys:

Tolerance key	Description
AP	Amount for item with order reference
BD	Form small differences automatically
BR	Percentage OPUn variance (IR before GR)
BW	Percentage OPUn variance (GR before IR)
DQ	Exceed amount: quantity variance
KW	Var. from condition value
PP	Price variance
PS	Price variance: estimated price
ST	Date variance (value x days)

6. Click on . You will receive a message that says  *Data was saved*.

7. Click on  to return to the *SPRO* menu.



II.2.11 Set Tolerance Limits for Outgoing Payments

Task Define tolerance limits for manual outgoing payments.

Time 10 min

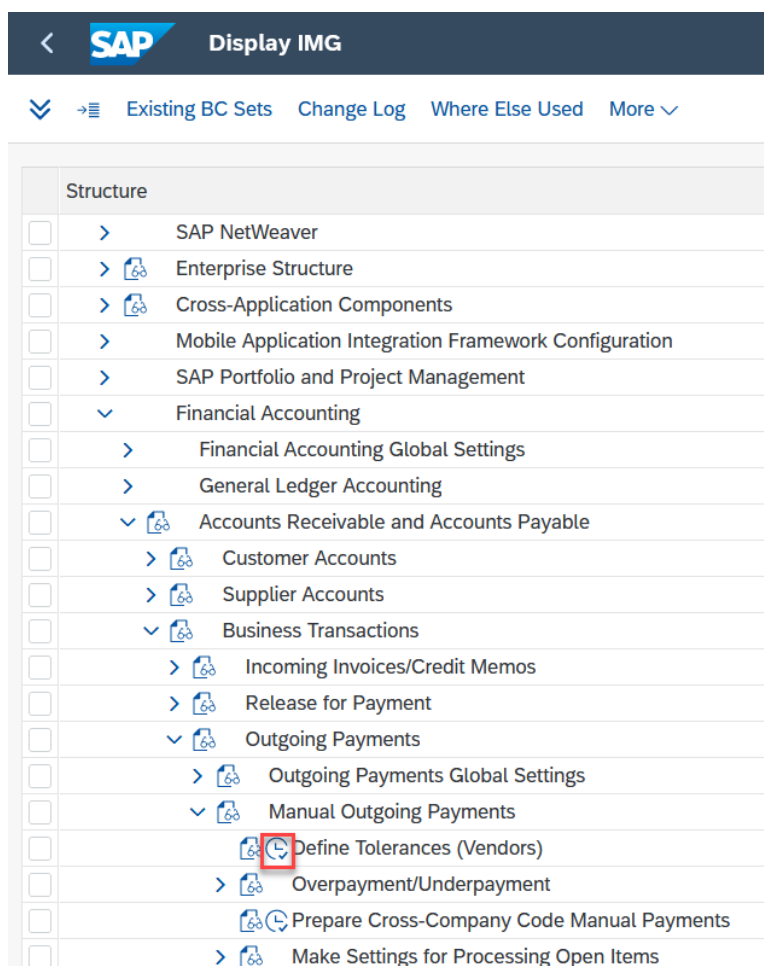
In this task, you provide a maximum amount allowed to be posted in documents. You specify the tolerances for vendors. These tolerances are used for dealing with differences in payment and residual items which can occur during payment settlement in the system.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Financial Accounting ► Accounts Receivable and Accounts Payable ► Business Transactions ► Outgoing Payments ► Manual Outgoing Payments ► Define Tolerances (Vendors)

Menu path



2. In the *Change View “Customer/Vendor Tolerances”: Overview* screen, click on the **New Entries**.

3. In the *New Entries: Details of Added Entries* screen, enter the following information:

Attribute	Data value
Company Code	<i>Your Global Bike Inc. (US##)</i>
Tolerance group	<i>Leave empty</i>
Name of Tolerance Group	<i>## GBI Default</i>
Permitted Payment Differences - Rev. Amount	<i>10</i>
Permitted Payment Differences - Rev. Percent	<i>1</i>
Permitted Payment Differences - Loss Amount	<i>1</i>
Permitted Payment Differences - Loss Percent	<i>1</i>
Payment Term from Invoice	<i>Selected</i>
Only Grant Partial Cash Disc.	<i>Selected</i>

US##
 Leave Blank
 ## GBI Default
 10
 1
 1
 1
 Selected
 Selected

SAP New Entries: Details of Added Entries

Company Code: **US30**
 Currency:
 Tolerance Group: **30 GBI Default**

Specifications for Clearing Transactions
 Grace Days Due Date:
 Arrears Base Date:
 Cash Discount Terms Displayed:
 Permitted Payment Differences

	Amount	Percent	Adjust Discount By
Rev.:	10	1 %	
Loss:	1	1 %	

Permitted Payment Differences for Automatic Write-Off (Function Code AD)

	Amount	Percent
Rev.:		%
Loss:		%

Specifications for Posting Residual Items from Payment Differences

☒ Payment Term from Invoice
☒ Only Grant Partial Cash Disc.

Fixed Payment Term:
 Dunning Key:
 Next Entry icon

4. Click on *Next Entry* icon .

5. Enter the following information:

Attribute	Data value
Company Code	<i>Your Global Bike Inc. (US##)</i>
Tolerance group	<i>GBI</i>
Name of Tolerance Group	<i>## Global Bike Inc.</i>
Permitted Payment Differences - Rev. Amount	<i>20</i>
Permitted Payment Differences - Rev. Percent	<i>2</i>
Permitted Payment Differences - Loss Amount	<i>2</i>
Permitted Payment Differences - Loss Percent	<i>2</i>
Payment Term from Invoice	<i>Selected</i>
Only Grant Partial Cash Disc.	<i>Selected</i>

US##
 GBI
 ## Global Bike Inc.
 20
 2
 2
 2
 Selected
 Selected

SAP New Entries: Details of Added Entries

Company Code: **US30**
 Currency:
 Tolerance Group: **GBI** 30 Global Bike Inc.

Specifications for Clearing Transactions
 Grace Days Due Date:
 Arrears Base Date:
 Cash Discount Terms Displayed: ☐

Permitted Payment Differences

	Amount	Percent	Adjust Discount By
Rev.:	20	2 %	
Loss:	2	2 %	

Permitted Payment Differences for Automatic Write-Off (Function Code AD)

	Amount	Percent
Rev.:		%
Loss:		%

Specifications for Posting Residual Items from Payment Differences

☒ Payment Term from Invoice Fixed Payment Term:
☒ Only Grant Partial Cash Disc

Dunning Key: ☐

6. Click on **Save**. You will receive a message that says Data was saved .
7. Click on **Exit** to return to the *SPRO* menu.

II.2.12 Define Default Values for Inventory

Task Define posting key defaults for invoice verification.

Time 5 min

In this task, you update the keys used in the invoice verification process. For each storage type to be inventoried, you specify which data appears on the warehouse inventory list and define the layout of the *Enter Inventory Count* screen.

Motivation

- in the customizing area, open the app....

Menu path

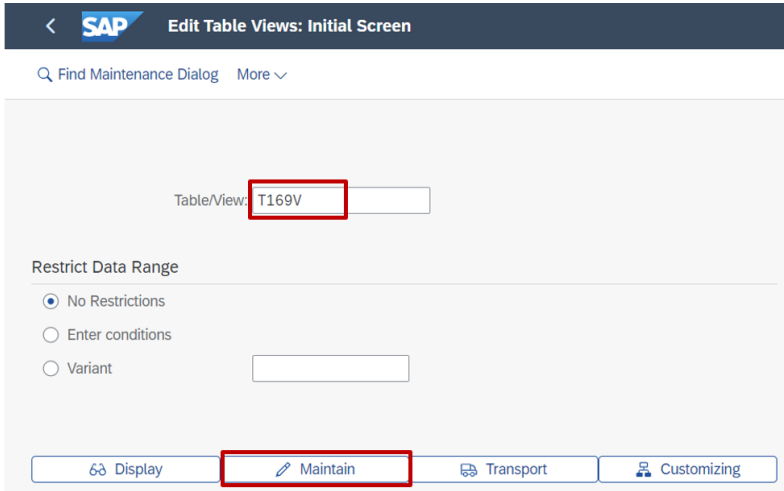
Tabellenpflege -
Einstieg
SM30

- In the *Edit Table Views: Initial Screen* screen, enter the following information:

Attribute	Data value
Table/View	T169V

T169V

- Click on .



< **SAP** Edit Table Views: Initial Screen

Find Maintenance Dialog More ▾

Table/View: T169V

Restrict Data Range

☒ No Restrictions

☐ Enter conditions

☐ Variant

Display Maintain Transport Customizing

- You are in the *Change View “Default Values, Invoice Verification”*: *Overview* screen. Enter the following information:

Attribute	Data value
CoCd	<i>Your Global Bike Inc. (US##)</i>
Credit	<i>Invoice (31)</i>
Debit	21
Credit	<i>Credit entry (50)</i>
Debit	<i>Debit entry (40)</i>
Credit	<i>Stock outwd movement (99)</i>
Debit	<i>Stock inwrd movement (89)</i>
Credit	<i>Credit asset (75)</i>
Debit	<i>Debit asset (70)</i>

US##
31
21
50
40
99
89
75
70

< **SAP** Change View "Default Values, Invoice Verification": Overview

New Entries  More

CoCd	Credit	Debit	Credit	Debit	Credit	Debit	Credit	Debit	Tx	Tx	Tx	Tx	TCdDC	Jurisdiction Co
☐ DE00	31	21	50	40	99	89	75	70	V1				V1	
☐ US00	31	21	50	40	99	89	75	70						
☐ US01	31	21	50	40	99	89	75	70	XI					
☐ US02	31	21	50	40	99	89	75	70	XI					
☐ US04	31	21	50	40	99	89	75	70	XI					
☐ US05	31	21	50	40	99	89	75	70				XI		
☐ US06	31	21	50	40	99	89	75	70	XI					
☐ US08	31	21	50	40	99	89	75	70	XI					
☐ US10	31	21	50	40	99	89	75	70	XI					
☐ US20	31	21	50	40	99	89	75	70	XI					
☐ US30	31	21	50	40	99	89	75	70	XI					
☐ US90	31	21	50	40	99	89	75	70	XI					

4. Click on **Save**. You will receive a message that says
 Data was saved.

5. Click twice on **Exit** to return to the *Fiori Launchpad*.



II.2.13 Define Default Values for Plants

Task Define default values for inventory management in your three US plants.

Time 10 min

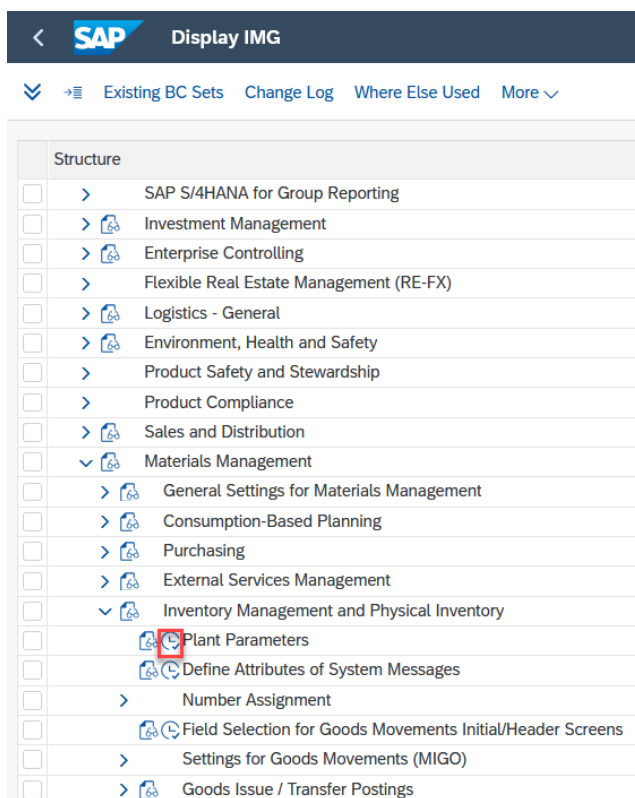
In this task, you set some parameters for managing material inventories. This will determine the amount of time that materials can be retained. It will also be determined if movement is allowed and for how much time it is allowed within the system.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Material Management ► Inventory Management and Physical Inventory ► Plant Parameters

Menu path



2. You are in the *Change View “General plant settings in Inventory Management”*: *Overview* screen, click on the **New Entries** icon.
3. In the *New Entries: Details of Added Entries* screen, enter the following information:

Attribute	Data value
Plant	<i>Your Plant Dallas (DL##)</i>
Create SLoc. automat.	<i>Selected</i>
Del. compl. default	<i>Selected</i>
Movement allowed	<i>Selected</i>
Days mvt allowed	<i>30</i>
Retention period	<i>30</i>

DL##
Selected
Selected
Selected
30
30

SAP

New Entries: Details of Added Entries

More

Plant: DL30

Goods Movements

Create SLoc. automat.: ☒

Del. compl. default: ☒

Miss. parts active: ☐

Summarize miss.parts: ☐

BaWU deactivated: ☐

BaWU synchron.postng: ☐

BBD/Prod. Date: ☐

BOM Usage: ☐

BOM Application:

Trans./Event Type:

GR/GI slip number:

BchNo.auto.GR AcAsst:

Physical Inventory

Stock type:

Alternative Unit:

Batch in Background:

Change Document:

Adj. Book Inventory:

Reason f. Difference:

Reservations

Movement allowed: ☒

Days mvt. allowed:

Retention period:

4. Click on .

5. Enter the following information:

Attribute	Data value
Plant	<i>Your Plant DC Miami (MI##)</i>
Create SLoc. Automat.	<i>Selected</i>
Del. Compl. Default	<i>Selected</i>
Movement Allowed	<i>Selected</i>
Days mvt allowed	<i>30</i>
Retention period	<i>30</i>

MI##
Selected
Selected
30
30

6. Click on .

7. Enter the following information:

Attribute	Data value
Plant	<i>Your Plant DC San Diego (SD##)</i>
Create SLoc. Automat.	<i>Selected</i>
Del. Compl. Default	<i>Selected</i>
Movement Allowed	<i>Selected</i>
Days mvt allowed	<i>30</i>
Retention period	<i>30</i>

SD##
Selected
Selected
Selected
30
30

8. Click on . You will get a message that says  Data was saved .
9. Click on  to return to the *SPRO* menu.



II.2.14 Define Attributes of Material Types

Task Define system parameters for material types.

Time 20 min

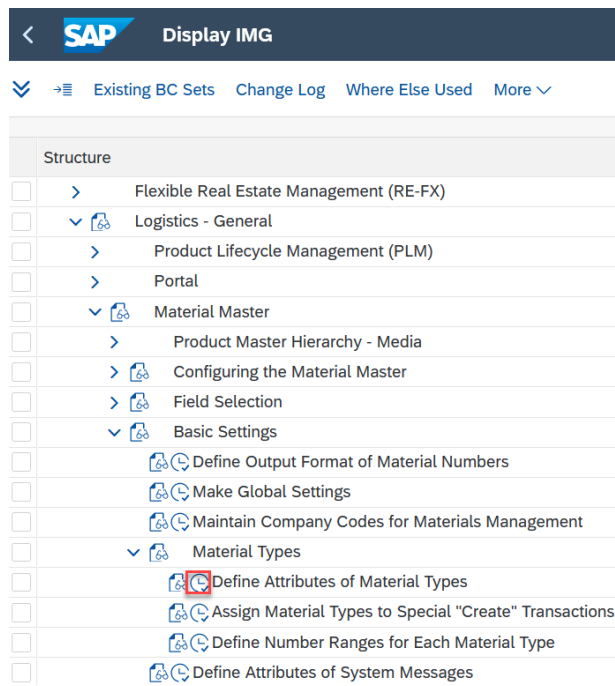
In this task, you define specific settings for different **G** material types. When you create a **G** material master record, you must assign it to a material type. A material type is a grouping together of materials with the same basic attributes such as raw materials or finished products.

Motivation

1. In the *Display IMG* screen, follow the menu path:

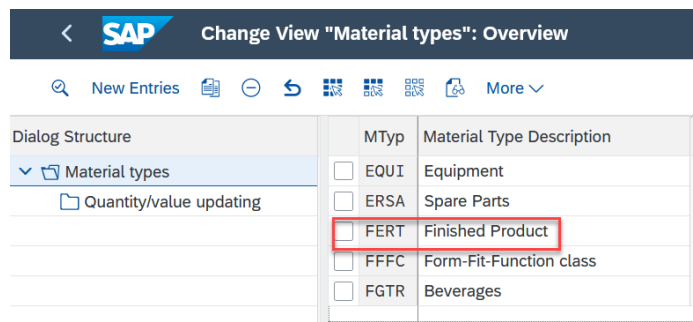
SAP Customizing Implementation Guide ▶ Logistics – General ▶ Material Master ▶ Basic Settings ▶ Material Types ▶ Define Attributes of Material Types

Menu path



2. In the *Change View “Material types”: Overview* screen, double-click on **FERT**.

FERT



3. In the *Change View “Material types”: Details* screen double-click on **Quantity/value updating**.

SAP Change View "Material types": Details

Material type: FERT Finished Product Product Type Group:

General data

Field reference: FERT X-Plant Mat. Status:

SRef. material type: ROH Item category group: NORM

Authorization group: With Qty Structure:

External no. assignment w/o check: Initial Status:

4. In the *Change View "Quantity/value updating": Overview* screen, enter the following information:

Attribute	Data value
Val. Area	Your Plant Dallas (DL##)
Matl type	Finished Product (FERT)
Qty updating	Selected
Value updating	Selected
Attribute	Data value
Val. Area	Your DC Miami (MI##)
Matl type	Finished Product (FERT)
Qty updating	Selected
Value updating	Selected
Attribute	Data value
Val. Area	Your DC San Diego (SD##)
Matl type	Finished Product (FERT)
Qty updating	Selected
Value updating	Selected

DL##
FERT
Selected
Selected

MI##
FERT
Selected
Selected

SD##
FERT
Selected
Selected

SAP Change View "Quantity/value updating": Overview

Quantity/value updating

Val...	Mat...	Qty updating	Value updating	Pipe.mand.	PipeAllowed
☐ DL10	FERT	☒	☒	☐	☐
☐ DL20	FERT	☒	☒	☐	☐
☒ DL30	FERT	☒	☒	☐	☐
☐ DL90	FERT	☒	☒	☐	☐
☐ HD00	FERT	☒	☒	☐	☐
☐ HH00	FERT	☒	☒	☐	☐
☐ MI00	FERT	☒	☒	☐	☐
☐ MI01	FERT	☒	☒	☐	☐
☐ MI02	FERT	☒	☒	☐	☐
☐ MI04	FERT	☒	☒	☐	☐
☐ MI05	FERT	☒	☒	☐	☐
☐ MI06	FERT	☒	☒	☐	☐
☐ MI08	FERT	☒	☒	☐	☐
☐ MI10	FERT	☒	☒	☐	☐
☐ MI20	FERT	☒	☒	☐	☐
☒ MI30	FERT	☒	☒	☐	☐
☐ MI90	FERT	☒	☒	☐	☐
☐ MU00	FERT	☒	☒	☐	☐
☐ NY00	FERT	☒	☒	☐	☐
☐ SD00	FERT	☒	☒	☐	☐
☐ SD01	FERT	☒	☒	☐	☐
☐ SD02	FERT	☒	☒	☐	☐
☐ SD04	FERT	☒	☒	☐	☐
☐ SD05	FERT	☒	☒	☐	☐
☐ SD06	FERT	☒	☒	☐	☐
☐ SD08	FERT	☒	☒	☐	☐
☐ SD10	FERT	☒	☒	☐	☐
☐ SD20	FERT	☒	☒	☐	☐
☒ SD30	FERT	☒	☒	☐	☐
☐ SD90	FERT	☒	☒	☐	☐

5. Click on . You will receive a message that says

 Data was saved .

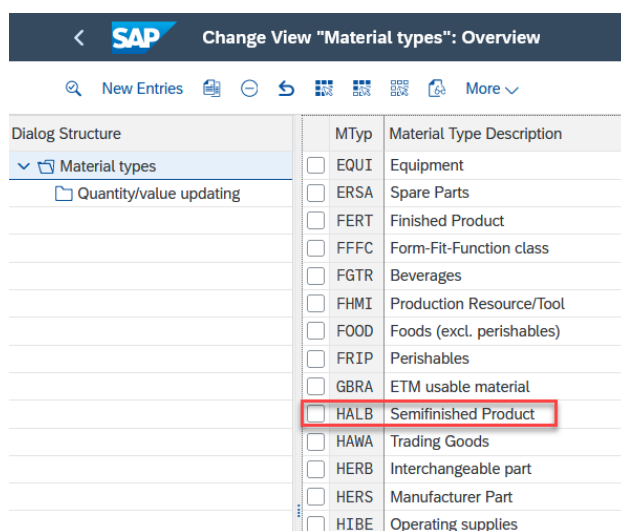
If you receive this message:

 Changing the quantity/value update may cause inconsistencies

Confirm the message by clicking again on , you will receive a message saying  Data was saved .

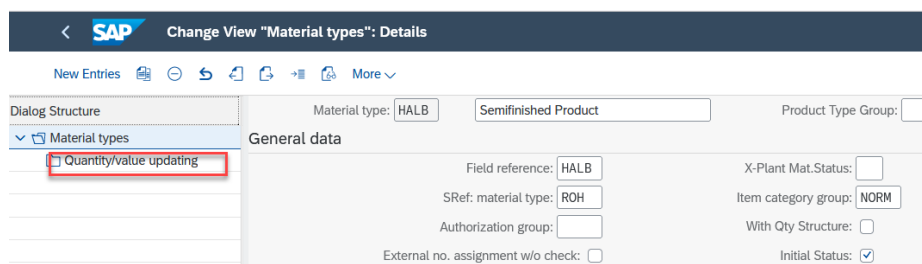
6. Click on  twice.

7. In the *Change View “Material types”: Overview* screen, double-click on **HALB**.



Dialog Structure	MTyp	Material Type Description
Material types	☐ EQUI	Equipment
Quantity/value updating	☐ ERSA	Spare Parts
	☐ FERT	Finished Product
	☐ FFFC	Form-Fit-Function class
	☐ FGTR	Beverages
	☐ FHMI	Production Resource/Tool
	☐ FOOD	Foods (excl. perishables)
	☐ FRIP	Perishables
	☐ GBRA	ETM usable material
	☐ HALB	Semifinished Product
	☐ HAWA	Trading Goods
	☐ HERB	Interchangeable part
	☐ HERS	Manufacturer Part
	☐ HIBE	Operating supplies

8. In the *Change View “Material types”: Details* screen double-click on **Quantity/value updating**.



Dialog Structure	Material type: HALB	Semifinished Product	Product Type Group:
Quantity/value updating	General data		
	Field reference: HALB	X-Plant Mat.Status:	
	SRef: material type: ROH	Item category group: NORM	
	Authorization group:	With Qty Structure:	
	External no. assignment w/o check:	Initial Status:	

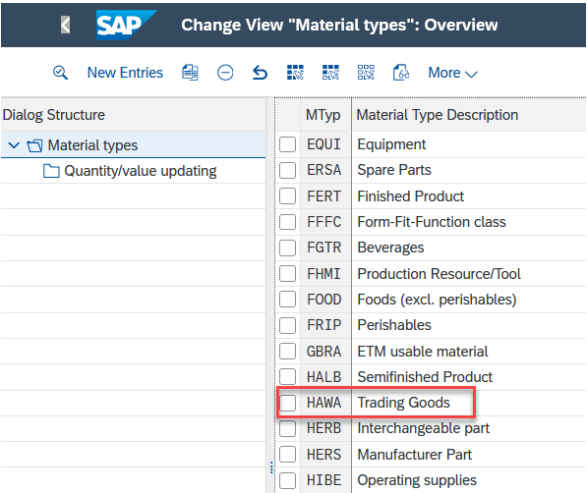
9. In the *Change View “Quantity/value updating”: Overview* screen, enter the following information:

Confirm the message by clicking again on , you will receive a message saying  **Data was saved** .

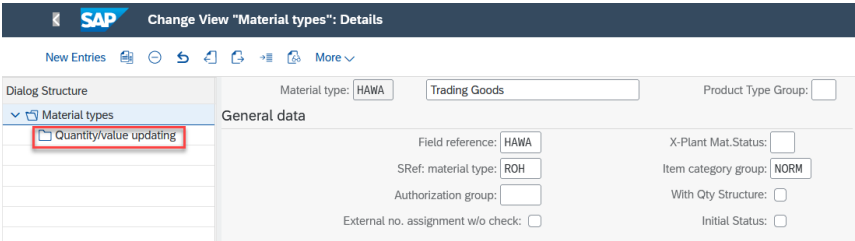
11. Click on  twice.

12. In the *Change View “Material types”: Overview* screen, double-click on **HAWA**.

HAWA



13. In the *Change View “Material types”: Details* screen double-click on **Quantity/value updating**.



14. In the *Change View “Quantity/value updating”: Overview* screen, enter the following information:

Attribute	Data value
Val. Area	Your Plant Dallas (DL##)
Matl type	Trading Goods (HAWA)
Qty updating	Selected
Value updating	Selected
Attribute	Data value
Val. Area	Your DC Miami (MI##)
Matl type	Trading Goods (HAWA)
Qty updating	Selected
Value updating	Selected
Attribute	Data value
Val. Area	Your DC San Diego (SD##)
Matl type	Trading Goods (HAWA)
Qty updating	Selected
Value updating	Selected

DL##
HAWA
Selected
Selected

MI##
HAWA
Selected
Selected

SD##
HAWA
Selected
Selected

Change View "Quantity/value updating": Overview

Dialog Structure

- Material types
 - Quantity/value updating

Val...	Mat...	Qty updating	Value updating	Pipe.mand.	PipeAllowed
☐ DL20	HAWA	☒	☒	☐	☐
☒ DL30	HAWA	☒	☒	☐	☐
☐ DL90	HAWA	☒	☒	☐	☐
☐ HD00	HAWA	☒	☒	☐	☐
☐ HH00	HAWA	☒	☒	☐	☐
☐ MI00	HAWA	☒	☒	☐	☐
☐ MI01	HAWA	☒	☒	☐	☐
☐ MI02	HAWA	☒	☒	☐	☐
☐ MI04	HAWA	☒	☒	☐	☐
☐ MI05	HAWA	☒	☒	☐	☐
☐ MI06	HAWA	☒	☒	☐	☐
☐ MI08	HAWA	☒	☒	☐	☐
☐ MI10	HAWA	☒	☒	☐	☐
☐ MI20	HAWA	☒	☒	☐	☐
☒ MI30	HAWA	☒	☒	☐	☐
☐ MI90	HAWA	☒	☒	☐	☐
☐ MU00	HAWA	☒	☒	☐	☐
☐ NY00	HAWA	☒	☒	☐	☐
☐ SD00	HAWA	☒	☒	☐	☐
☐ SD01	HAWA	☒	☒	☐	☐
☐ SD02	HAWA	☒	☒	☐	☐
☐ SD04	HAWA	☒	☒	☐	☐
☐ SD05	HAWA	☒	☒	☐	☐
☐ SD06	HAWA	☒	☒	☐	☐
☐ SD08	HAWA	☒	☒	☐	☐
☐ SD10	HAWA	☒	☒	☐	☐
☐ SD20	HAWA	☒	☒	☐	☐
☒ SD30	HAWA	☒	☒	☐	☐

15. Click on . You will receive a message that says

Data was saved .

If you receive this message:

Changing the quantity/value update may cause inconsistencies

Confirm the message by clicking again on , you will receive a message saying Data was saved .

16. Click on twice.

17. In the *Change View “Material types”: Overview* screen, double-click on **ROH**.

ROH

18. In the *Change View “Material types”: Details* screen double-click on **Quantity/value updating**.

19. In the *Change View “Quantity/value updating”: Overview* screen, enter the following information:

Attribute	Data value
Val. Area	Your Plant Dallas (DL##)
Matl type	Raw materials (ROH)
Qty updating	Selected
Value updating	Selected
Attribute	Data value
Val. Area	Your DC Miami (MI##)
Matl type	Raw materials (ROH)
Qty updating	Selected
Value updating	Selected
Attribute	Data value
Val. Area	Your DC San Diego (SD##)
Matl type	Raw materials (ROH)
Qty updating	Selected
Value updating	Selected

DL##
ROH
Selected
SelectedMI##
ROH
Selected
SelectedSD##
ROH
Selected
Selected

SAP Change View "Quantity/value updating": Overview

Dialog Structure

- Material types
 - Quantity/value updating

Val...	Mat...	Qty updating	Value updating	Pipe.mand.	PipeAllowed
☐ DL20	ROH	☒	☒	☐	☐
☐ DL30	ROH	☒	☒	☐	☐
☐ DL90	ROH	☒	☒	☐	☐
☐ HD00	ROH	☒	☒	☐	☐
☐ RH00	ROH	☒	☒	☐	☐
☐ M100	ROH	☒	☒	☐	☐
☐ M101	ROH	☒	☒	☐	☐
☐ M102	ROH	☒	☒	☐	☐
☐ M104	ROH	☒	☒	☐	☐
☐ M105	ROH	☒	☒	☐	☐
☐ M106	ROH	☒	☒	☐	☐
☐ M108	ROH	☒	☒	☐	☐
☐ M110	ROH	☒	☒	☐	☐
☐ M120	ROH	☒	☒	☐	☐
☐ M130	ROH	☒	☒	☐	☐
☐ M190	ROH	☒	☒	☐	☐
☐ MU00	ROH	☒	☒	☐	☐
☐ NY00	ROH	☒	☒	☐	☐
☐ SD00	ROH	☒	☒	☐	☐
☐ SD01	ROH	☒	☒	☐	☐
☐ SD02	ROH	☒	☒	☐	☐
☐ SD04	ROH	☒	☒	☐	☐
☐ SD05	ROH	☒	☒	☐	☐
☐ SD06	ROH	☒	☒	☐	☐
☐ SD08	ROH	☒	☒	☐	☐
☐ SD10	ROH	☒	☒	☐	☐
☐ SD20	ROH	☒	☒	☐	☐
☐ SD30	ROH	☒	☒	☐	☐
☐ SD90	ROH	☒	☒	☐	☐

20. Click on **Save**.

If you receive this message:

⚠ Changing the quantity/value update may cause inconsistencies

Confirm the message by clicking again on **Save**, you will receive a message saying ✅ Data was saved.

21. Click on **Exit** to return to the *SPRO* menu.



Phase II.3 – Master Data

Task Enter or load Global Bike master data.

Time 40 min

Short Description Migrate Global Bike’s master data for procurement from the legacy system to the S/4HANA system.

Name (Position)	Mona Falco	(System Design and Development Manager)
	Sarah Garcia	(Business Analyst 2)
	[external]	(Junior SAP MM consultant)

After the enterprise structure and the business processes for the purchasing department were configured in the system, now the purchasing master data needs to be migrated from the old system(s).

Scenario



Project structure

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II.3.1 Define MRP Controllers

Task Define MRP Controllers for the trading goods in the system.

Time 5 min

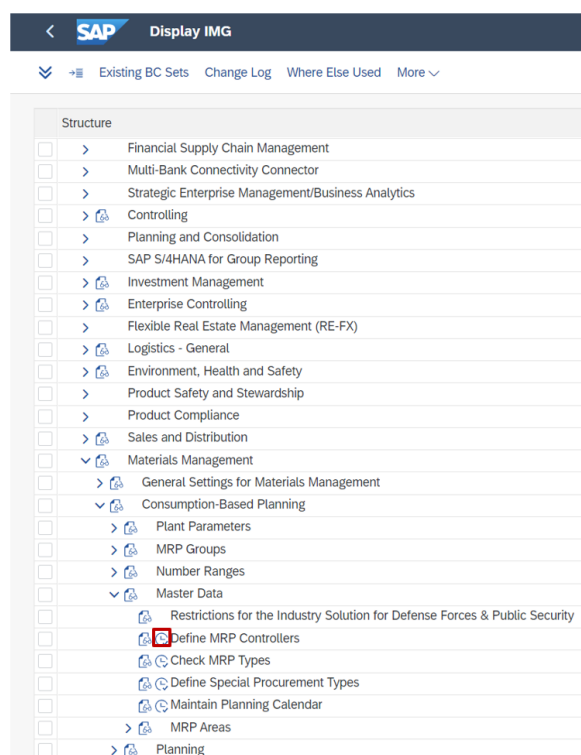
In this task you define MRP Controllers for the trading goods in the system in order to reallocate the trading goods afterwards.

Motivation

1. In the *Display IMG* screen, follow the menu path:

SAP Customizing Implementation Guide ► Materials Management ► Consumption-Based Planning ► Master Data ► Define MRP Controllers

Menu path

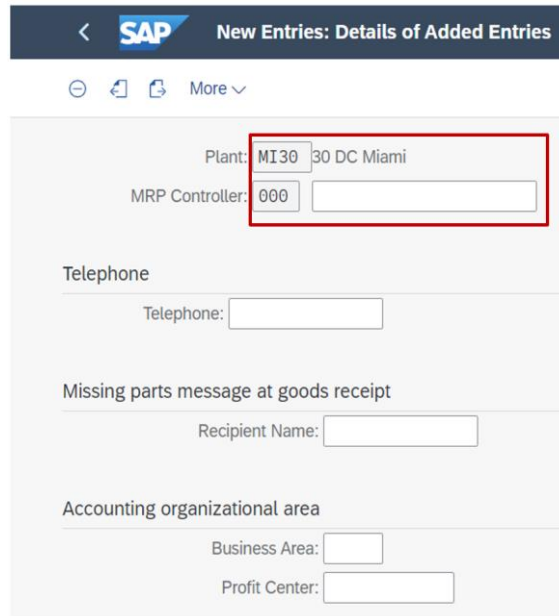


2. In the *change View “MRP Controllers”: Overview* screen, click on the **New Entries** icon.

3. In the *New Entries: Details of Added Entries*, enter the following information:

Attribute	Data value
Plant	Your plant Miami (MI##)
MRP Controller	000 (MI MRP Controller)

MI##
000



< **SAP** New Entries: Details of Added Entries

⊖ ⌂ ↻ More ▾

Plant: MI30 30 DC Miami

MRP Controller: 000

Telephone

Telephone:

Missing parts message at goods receipt

Recipient Name:

Accounting organizational area

Business Area:

Profit Center:

4. Click on **Save** . You will get a message that says  Data was saved .
5. Click on **Exit** to return to the *SPRO* menu.

II.3.2 Define Floats (Scheduling Margin key)

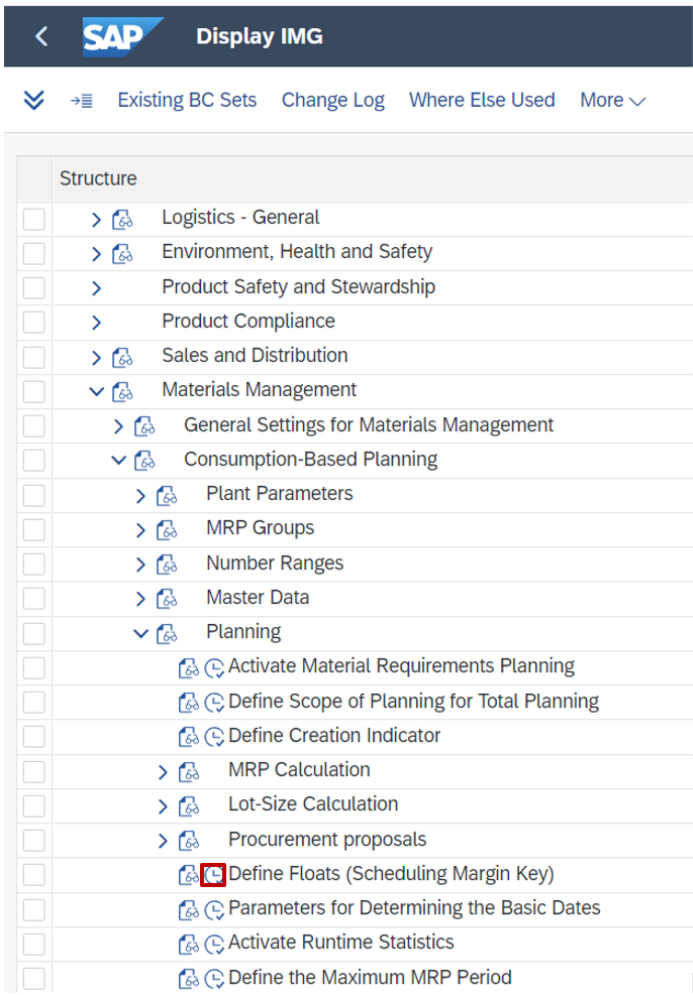
Task Set the scheduling for the trading goods in the system.

Time 5 min

In this task, you define the horizons for scheduling the trade goods in the system.

Motivation

1. In the *Display IMG* screen, follow the menu path:
- SAP Customizing Implementation Guide ► Materials Management ► Consumption-Based Planning ► Planning ► Define Floats (Scheduling Margin Key)
- Menu path



2. In the *change View “Floats for Scheduling”*: *Overview* screen, click on the New Entries icon.
3. In the *New Entries: Details of Added Entries*, enter the following information:

Attribute	Data value
Plant	<i>Your plant Miami (MI##)</i>
Marg.-Scheduling Margin Key: Float	<i>001</i>

MI##
001

< **SAP** New Entries: Overview of Added Entries

⌕ ⚙ ⚙ ⚙ ⚙ More ▾

* P...	Name 1	* M.. Op. ...	Fl Bef.
☐ MI30		☐ 001	

4. Click on **Save**. You will get a message that says  **Data was saved**.

5. Click on **Exit** to return to the *SPRO* menu.



II.3.3 Create Trading Goods

Task Create trading goods materials master records in the system.

Time 30 min

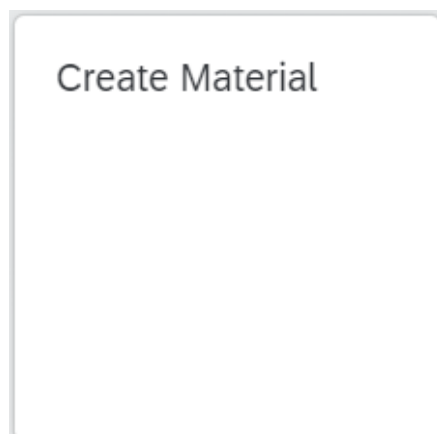
In this task, you create your  *trading goods*. Trading goods are movable goods intended for commercial exchange. Examples of trading goods are market goods, consumption goods, and durable goods. Trading goods are always bought and re-sold by your company. The material master record for trading goods therefore always contains purchasing data and sales data.

Motivation

Trading goods are managed in the system using the key HAWA. In this task, you create your own trading goods by copying necessary material master data from existing trading goods. Original materials do not include identifiers. For example, EPAD1000 is the original Elbow Pad. Your materials will include your identifier (example, EPAD10##). Be sure you “Copy from” the ORIGINAL.

To create the trading goods, use the *Create Material* app in the *Quality Management* area in the *Warehouse Supervisor* role.

Fiori App



In the *Create Material (Initial Screen)* screen, enter the following information:

Attribute	Data value
Material	EPAD01##
Industry sector	Retail
Material type	HAWA Trading Goods
Copy from...Material	EPAD1000

EPAD10##
Retail
HAWA Trading Goods
EPAD1000

SAP Create Material (Initial Screen)

Select View(s) Org. Levels Data More ▾

Material: EPAD0130

Industry Sector: 1 Retail

Material type: HAWA Trading Goods

Change Number:

Copy from...
Material: EPAD1000

A

Click on

Continue

In the *Select View(s)* pop-up, highlight the *Basic Data 1*, *Purchasing* and *Accounting 1* rows.

Select View(s) ✕

View	
☒ Basic Data 1	
☐ Basic Data 2	
☐ Sales: Sales Org. Data 1	
☐ Sales: Sales Org. Data 2	
☐ Sales: General/Plant Data	
☐ Extended SPP Basic Data	
☐ International Trade: Export	
☐ Sales Text	
☒ Purchasing	
☐ International Trade: Import	
☐ Purchase Order Text	
☐ MRP 1	
☐ MRP 2	
☐ MRP 3	
☐ MRP 4	
☐ Advanced Planning	
☐ Extended SPP	
☐ Forecasting	
☐ General Plant Data / Storage 1	
☐ General Plant Data / Storage 2	
☐ Warehouse Management 1	
☐ Warehouse Management 2	
☐ Quality Management	
☒ Accounting 1	
☐ Accounting 2	

☐ View selection only on request

☒ Create views selected

✓ Org. Levels Data Default Setting ✕

Click on

Default Setting

(Save as Default Values) and click on ✓.

In the *Organizational Levels* pop-up, enter the following information:

Attribute	Data value
Plant	Your DC Miami (MI##)
Copy from Plant	MI00

MI##
MI00

Organizational Levels

Organizational levelsCopy from

Plant: MI3030 DC MiamiMI00

Valuation type:

☒ Org. levels/profiles only on request

☒ Select View(s)Default Setting

Click on  **Default Setting** (Save as Default Values) and click on  .

In the *Create Material EPAD01##* screen, now switch to the Purchasing area and enter the following information:

Attribute	Data value
Material Description (Short Text)	## Elbow Pads
Purchasing Group	Your North America (N##)

Elbow Pads
N##

Create Material EPAD0130 (Trading Goods)

→ Additional DataOrg. LevelsCheck Screen DataServices for ObjectMore

Basic data 1Basic data 2Sales: sales org. 1Sales: sales org. 2Sales: General/PlantExt. SPP Basic DataIntl Trade: ExportSales textPurchasing

Material: EPAD0130

* Descr: 30 Elbow Pads

Plant: MI3030 DC Miami

General Data

Base Unit of Measure: EAeachOrder Unit:Var. OU:

Purchasing Group: N30Material Group: SFTY

Plant-Sp.Matl Status:Valid From:

Tax ind. f. material:Qual.f.FreeGoodsDis:

Material freight grp:Autom. PO:

Batch management:

Batch management(Plant):

Click on  . You will get a message that says  **Material EPAD0130 created** .

See Appendix B to create the rest of the trading goods.
(RHMT01##, RKIT01##, OHMT01##, KPAD01##)

II.3.4 Create Vendor

Task Create a new vendor master record in the US.

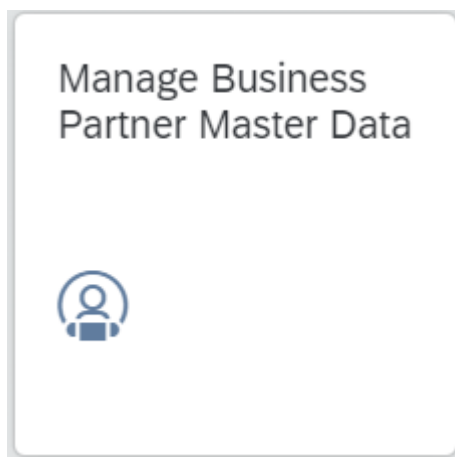
Time 10 min

In this task, you create **G** vendor (1010##) from whom you will procure your goods. The vendor master database contains information about the vendors that supply an enterprise. This information is stored in individual vendor master records. A vendor master record contains the vendor's name and address, as well as data such as the currency used for ordering from the vendor.

Motivation

To create a new Vendor, use the *Manage Business Partner Master Data* app in the *Materials Management* area in the *Contract Manager* role.

Fiori App



You will now see the following screen:

In the *Manage Business Partner* screen, select **Create** and then *Organization*.

Organization

In the *Create organization* pop-up, leave the Business partner field blank. The system will generate a unique number later. Click in the BP Role field on . Then select in the *Select: BP Role* pop-up: **BP role vendor (FLVN00)**.

FLVN00

Select **Company** for the Organization Titel and enter **## Olympic Protective Gear** as the Name 1. Compare your entries with the screenshot below.

Company
Olympic Protective
Gear

Create Organization

General Data

Business Partner:

Grouping:

BP Category:
2

BP Role:
FLVN00

Organization Title:
Company

Name 1:
30 Olympic Protective Gear

Name 2:

Standard Address

Street:

House Number:

City:

Postal Code:

Country:

Region:

Language:

OK

Cancel

Click on **OK**.

In the *Business Partner* screen, enter your three-digit number (0##) as *search term 1* in the *Basic Data* area.

Go to the *Address* section and enter **2100 Summit Blvd.** in the *Street* field, **30319** in the *Postal Code* field, and **Atlanta** as the *City*. Continue to select **USA (US)** as the *country* and **GA** as the *region*. Under *Standard Communication*, select **English (EN)** as the *language*. Compare your entries with the following screenshot.

< SAP Business Partner

New Business Partner

Basic Data Roles Address Bank Accounts Payment Cards Identification Contacts Attachments

Standard Address

Street: 2100 Summit Blvd.

Postal Code: 30319

Country: USA (US)

House Number:

City: Atlanta

Region: GA

Standard Communication

Language: English (EN)

Cell Phone Country:

Telephone Country:

Switch to the *Identification* section and click on **Create** in the *Tax numbers* section. Enter **US1** for *Tax Category* and **12-3456##** for the *Tax number*, replace ## with your number

Tax Numbers

Tax Category: US1

Tax Number: 12-345630

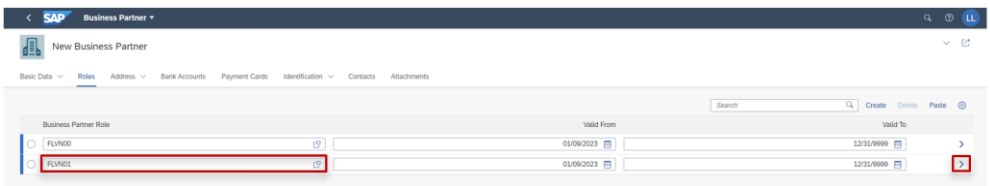
Switch back to the *Roles* section and click on **Create**. Enter **Vendor (FLVN01)** as the *business partner role*

Click on **>** in the row of the new business partner role you just created.

2100 Summit Blvd
30319
Atlanta
US
GA
EN

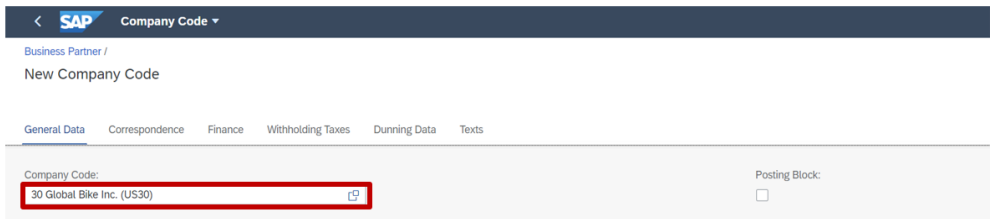
US1
12-3456##

FLVN01

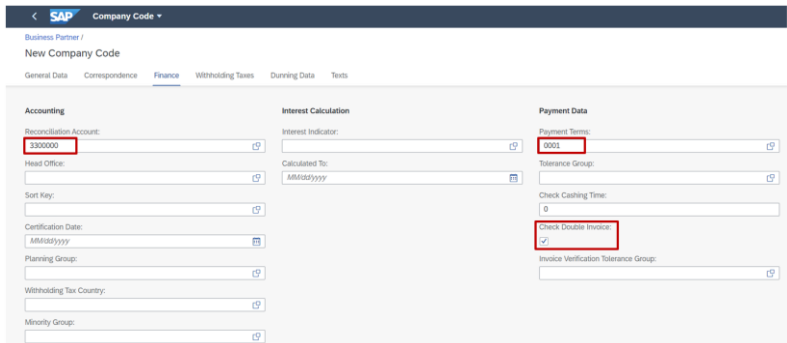


Now you can maintain company code specific data for your business partner in the role of Vendor. Switch to the Company Codes area and click on [Create](#)

On the *Company Code* screen, enter **US##** in the *Company Code* field. Select the value in the selection help that appears automatically. Confirm with Enter.



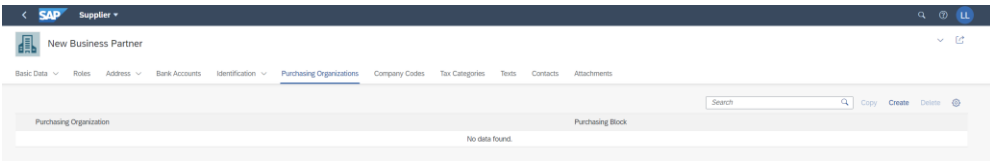
Switch to the *Finance* section and enter **3300000 (Trade payables)** for *Reconciliation account*. In the *Payment Data* section, enter **0001** for *Payment terms* and select **Check Double Invoice**. Compare your entries with the screenshot below.



Now switch to the *Correspondence* section. Enter **your name** as the *clerk ID at supplier* and then click on [Apply](#) .

Your name

Back on the *Supplier* screen, switch to the *Purchasing Organizations* section to add purchasing-specific data to your ## Olympic Protective Gear business partner.



Click on [Create](#) . In the *Purchasing Organization* screen, enter **US##** for the *Purchasing Organization* field.

US##

In the *Purchasing Organizations* section, enter **USD** as the *order currency* and use the F4 help to find the *payment term Payable immediately Due net (0001)*.

USD
Payable immediately
Due net (0001)

Purchasing Organizations

Conditions

Order Currency:

United States Dollar (USD)

Minimum Order Value:

0.00

USD

Schema Group:

Payment Terms:

Payable immediately Due net (0001)

Pricing Date Control:

Navigate to the *Partner Functions* section. Click on **Create** and enter the partner function **LF** for supplier and press Enter.

LF

SAP

Purchasing Organization

Business Partner / New Purchasing Organization

General DataPurchasing OrganizationsPartner FunctionsTests

Partner Function (1)

Partner Function

Partner Number

Description

Default Partner

LF

Click to **Apply** to transfer their purchasing-specific data for their business partner.

Then click on **Apply** and then click on **Create**. The system will automatically assign a unique number to your supplier.

SAP

Business Partner

30 Olympic Protective Gear

1003180

Grouping: Internal number assignment (0001)

Standard Address

Standard Communication

Business Partner Category: Organization (2)

2100 Summit Blvd. 30319 Atlanta US

LF

Click on the Home icon **SAP** to go to the Fiori Launchpad overview.



Phase II.4 – Process Execution

Task Execute an end-to-end procurement process in the SAP system.

Time 50 min

Short Description Test your system configuration by creating purchasing transactional data.

Name (Position) Sarah Garcia (Business Analyst 2)

After organizational data (enterprise structure & process configuration) and master data have been implemented in S/4HANA, it is time to test the system by creating transactional data.

Scenario setting



Project structure

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II.4.5 Pay Vendor	101



II.4.1 Create Purchase Requisition

Task Create a purchase requisition in the newly configured system.

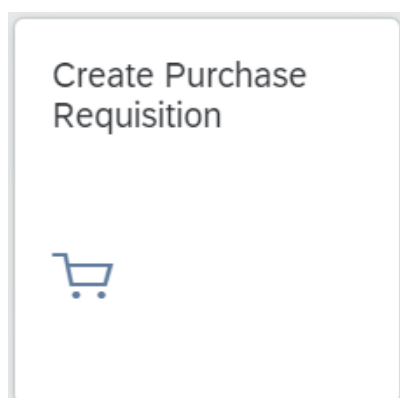
Time 10 min

In this task, you create a **G** *purchase requisition* in your new procurement process configuration. A purchase requisition is a request to procure a certain quantity of a material or a service so that it is available at a certain point in time. A purchase requisition consists of a number of items, for each of which a procurement type is defined. Some procurement types are standard, subcontracting, consignment, stock transfer, or external service. In this task, the purchase requisition is created for internal purposes only. It is recommended that you keep several windows opened.

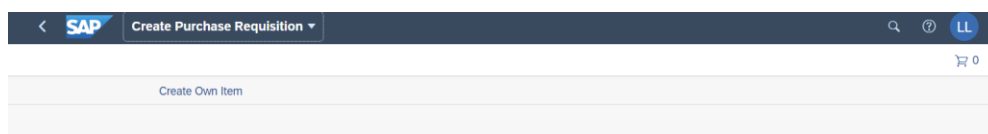
Motivation

To create a purchase requisition, use the *Create Purchase Requisition* app in the *Materials Management* area in the *Inventory Supervisor* role.

Fiori App



You should now see the following screen.



Click on **Create Own Item**.

Enter the *material* **EPAD01##** (## - replace with your number), as the *valuation price* **37.50 USD**, as the *price unit* **1** and as the *Quantity Requested* **50**. For the *delivery date*, select **one week from today**.

EPAD01##
37,50 USD
1
50

One week from today

Note Quantity Requested is displayed with three decimal places. Your 50 is therefore displayed as 50,000.

SAP Create Own Item ▾

General Data

Material: **EPAD0130**

Short Text: 30 Elbow Pads

Material Group: SFTY Safety Gear

Supplier Material Number:

Valuation Price: 3,750.00 USD

Price Unit: 1 EA

Quantity Requested: 50.000 EA

Delivery Date: 01/16/2023

At the very end, in the *Notes* section of the *Item text* tab, enter the following message:

"Global Bike is formally requesting quotes for the following material. Quotes will be accepted until [01st day of next month]."

Notes

Item text Item note Delivery text Material PO text

Global Bike is formally requesting quotes for the following material. Quotes will be accepted until 01/02/2023.

Click on **Add to Cart**. You will get the following message:

Item added to cart

In the upper right corner, you will see the position in the shopping cart.

1

Purchase Requisition Overview

30 Elbow Pads

Supplier Name:

Supplier:

Delivery Date: 01/16/2023

Quantity: 50.000 EA

1,875.00 USD

Total: 1,875.00 USD

Order View Cart

Click on **View Cart** to view your purchase requisition.

< SAP My Purchase Requisition

1,875.00 USD
Saved

Purchase Requisition for Learn-420 Learn-420

General Information

Purchase Requisition Name: Learn-420 Learn-420 01/09/2023

Requestor: 00000489 Learn-420 Learn-420

Items (1)

30 Elbow Pads

Supplier Name:

Supplier:

Delivery Date: 01/16/2023

50.000

EA

37.50 USD per 1 EA

1,875.00 USD

In the *Items* area, click on the line of their elbow pad to add some details. On the *Item Details* screen, enter **N##** as the *purchasing group*, **US##** as the *purchasing organization*, **US##** as the *company code*, and **MI##** as the *plant*.

N##
US##
US##
MI##

< SAP Item Details

General Data

Material: EPAC0130

Short Text: 30 Elbow Pads

Product Type Group: Material

Material Group: SFTY

Supplier Material Number:

Valuation Price: 37.50 USD

Price Unit: 1 EA

Quantity Requested: 50.000 EA

Delivery Date: 03/16/2023

Purchasing Group: N30

Purch. Organization: US30

Company Code: US30

Plant: MI30

Account Assignment Category:

Click on

Save

.

You will get the following message:

The item is updated

Click twice on

<

 to go back to the *Create own Item* screen and repeat the steps for the following materials:

Attribute	Data Value
Material	Your Knee Pads (KPAD01##)
Valuation Price	37.5 USD
Quantity Requested	50
Delivery Date	One week from today
Purchasing Group	N##
Purch. Organization	US##
Company Code	US##
Plant	MI##

KPAD01##
37.5 USD
50
One week from today
N##
US##
US##
MI##

Attribute	Data value
Material	<i>Your Road Helmet (RHMT01##)</i>
Valuation Price	<i>25 USD</i>
Quantity Requested	<i>50</i>
Delivery Date	<i>One week from today</i>
Purchasing Group	<i>N##</i>
Purch. Organization	<i>US##</i>
Company Code	<i>US##</i>
Plant	<i>MI##</i>
Attribute	Data value
Material	<i>Your Brake Kit (RKIT01##)</i>
Valuation Price	<i>16 USD</i>
Quantity Requested	<i>50</i>
Delivery Date	<i>One week from today</i>
Purchasing Group	<i>N##</i>
Purch. Organization	<i>US##</i>
Company Code	<i>US##</i>
Plant	<i>MI##</i>
Attribute	Data value
Material	<i>Your Off Road Helmet (OHMT01##)</i>
Valuation Price	<i>25 USD</i>
Quantity Requested	<i>50</i>
Delivery Date	<i>One week from today</i>
Purchasing Group	<i>N##</i>
Purch. Organization	<i>US##</i>
Company Code	<i>US##</i>
Plant	<i>MI##</i>

RHMT01##
 37.5 USD
 50
 One week from today
 N##
 US##
 US##
 MI##

RKIT01##
 16 USD
 50
 One week from today
 N##
 US##
 US##
 MI##

OHMT01##
 16 USD
 50
 One week from today
 N##
 US##
 US##
 MI##

Click on  .

The item is updated

Click on  and then select  to confirm the request.

The system creates its own document number.

 Order Confirmed

Purchase requisition created 10000072

[Close](#)

Remember your order number for the next step

Close the message and then click  to go to the SAP Fiori Launchpad.



II.4.2 Create Purchase Order

Task Create a purchase order referencing to a purchasing requisition.

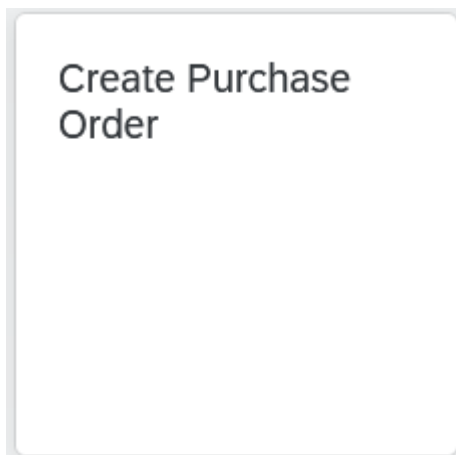
Time 10 min

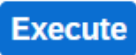
In this task, you create a purchase order from the purchase requisition and send it to the vendor. A purchase order is document issued by a buyer to a seller, indicating types, quantities, and agreed prices for products or services the seller will provide to the buyer. A purchase request is a precise document generated to notify the purchasing department of items it needs to order.

Motivation

To create a purchase order, use the Create Purchase Order app in the Materials Management area in the Purchasing Agent role.

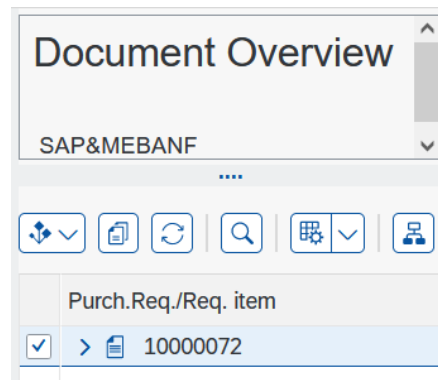
Fiori App



1. In the *Create Purchase Order* screen, click on the [Document Overview On](#) icon.
2. Click on  (Selection Variant) and select *Purchase Requisitions*.
3. In the *Purchase Requisitions* screen, delete all contents from the fields. In the Plant field, enter **MI##**.
4. Click on .
5. In the *Create Purchase Order* screen click on your purchase requisition number and click on  (Adopt).

Purchase Requisitions

MI##



6. Enter the following information:

Attribute	Data value
Supplier	Your Supplier (## Olympic Protective Gear)

7. Enter the following information in the *Item Overview*  :

Attribute	PO Quantity	Net Price	Stor. Location
Your Elbow Pads (EPAD01##)	50	37.5	TG##
Your Knee Pads (KPAD01##)	50	37.5	TG##
Your Road Helmet (RHMT01##)	50	25	TG##
Your Off-Road Helmet (OHMT01##)	50	25	TG##
Your Repair Kit (RKIT01##)	50	16	TG##

8. Click on .

9. Ignore any notes regarding the delivery date.

10. You will receive a message that says:

 Standard PO created under the number 4500000021

Remember your order number for the next step

11. Click on  to return to the Fiori Launchpad.



II.4.3 Create Goods Receipt

Task Create a goods receipt after verifying an incoming shipment.

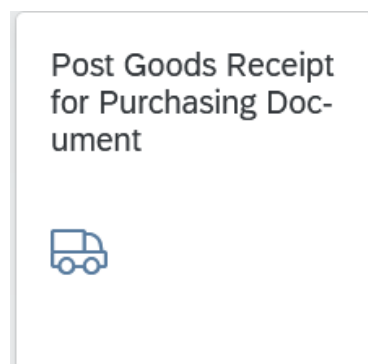
Time 5 min

In this task, you verify that you received the correct shipment via the purchase order. Using the purchase order created in the previous task you will be able to view information such as the inventory received from the vendor as well as the vendor balance. After successful goods receipt verification the system creates a **G** *material document* which records the goods movement. Parallel to this material document, the system creates a related **G** *accounting document* recording the posting line items for G/L accounts (here: debit **G** *material account* and credit **G** *GR/IR clearing account*) by the value of the goods receipt.

Motivation

To create goods receipt, use the Post Goods Receipt for Purchasing Document app in the Materials Management area in the Goods Receipt Clerk role.

Fiori App



The *Post Goods Receipt for Purchasing Document* screen appears.

Choose the F4 help in the *Purchasing document* field.

Enter your number *0## and click on **Go**. In the *Select: Purchasing Document* pop-up please search for your Purchasing Document.

*0##

Select: Purchasing Document

*030

Purchasing Document Category:

Items

Purchasing D...	Purchasing D...	Purchasing D...	Supplier	Supplier Name	City	Supplying Plant	Name of Supp...	Material	Material Short...
4500000002	Purchase Order	Standard PO	1003069	Mid-West Sup...	Lincoln			CHLK1030	Chain Lock 030
4500000006	Purchase Order	Standard PO	1003120	20 Olympic Pr...	Atlanta			OHMT0120	20 Off Road H...
4500000007	Purchase Order	Standard PO	1003120	20 Olympic Pr...	Atlanta			RHMT0130	Road Helmet
4500000019	Purchase Order	Standard PO	1003155	06 Olympic Pr...	Atlanta			RHMT0106	Road Helmet
4500000021	Purchase Order	Standard PO	1003180	30 Olympic Pr...	Atlanta			RHMT0130	30 Road Helmet

Select the Purchasing Document with a double click. The following screen is displayed. In the Items tab, the positions of the order are listed.

Purchasing Document: 4500000021

30 Olympic Protective Gear

Purchasing Document: 4500000021
Purchasing Document Type: Standard PO NB

General Information Items Attachments

Printing: No print
Bill of Lading:
Note:
Delivery Note:
Document Date: 01/10/2023
Posting Date: 01/10/2023

Items (5)

Material	Open Quantity	Delivered	Distribution	Plant	Storage Location	Stock Type
30 Elbow Pads EPAD0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use
30 Knee Pads KPAD0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use
30 Road Helmet RHMT0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use
30 Repair Kit RKRT0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use
30 Off Road Helmet ORHMT0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use

Make sure that the storage location **TG## (## Trading Goods)** and the stock type **Unrestricted-Use** are maintained in all items.

TG##
Unrestricted-Use

Click on the position line of your *knee pads* to check the entries.

Select the checkbox for **Delivery Completed**.

Delivery Completed

30 Knee Pads
KPAD0130

Progress of Goods Receipt for Purchasing Document: 50,000

Quantity Storage Location / Stock Type Additional Information

Delivered (Unit of Entry): 50,000 EA
Open Quantity: 50,000 EA
Ordered: 50,000 EA

Delivery Completed: ☒

Storage Location / Stock Type

Plant: 30 DC Miami
Storage Location: 30 Trading Goods

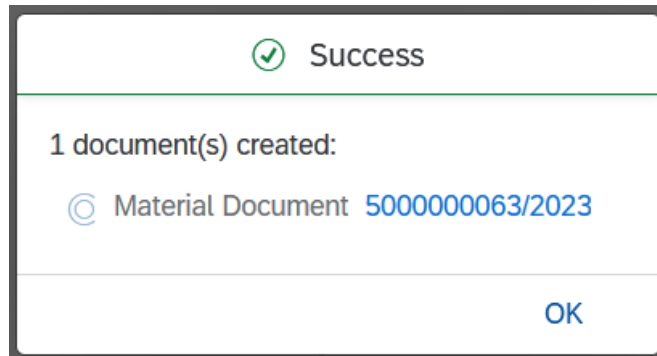
Stock Type: Unrestricted-Use
Special Stocks:
Supplier: 30 Olympic Protective Gear (1003180)

Additional Information

Now click on **Apply** and repeat the step for all positions. Make sure that all lines are selected and click on **Post**.

Material	Open Quantity	Delivered	Distribution	Plant	Storage Location	Stock Type
30 Elbow Pads EPAD0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use
30 Knee Pads KPAD0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use
30 Road Helmet RHMT0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use
30 Repair Kit RKRT0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use
30 Off Road Helmet ORHMT0130	50,000 EA	50,000 EA	+	30 DC Miami	30 Trading Goods	Unrestricted-Use

You will receive the following message, with your material document number.



Close the message and click on  to go to the SAP Fiori Launchpad.



II.4.4 Receive Invoice

Task Create a vendor invoice for the shipment in the previous task.

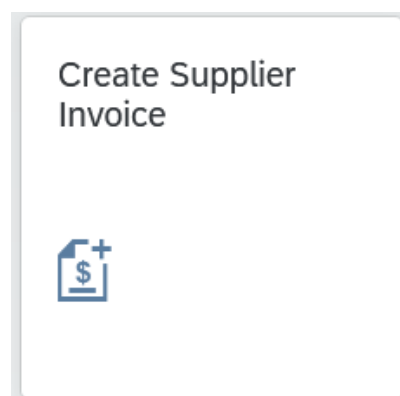
Time 10 min

In this task, you receive the bill from your vendor. The logistics invoice verification verifies incoming invoices in terms of their content, prices, and arithmetic. The system then updates the data saved in the invoice document in materials management and financial accounting. A **G** *vendor invoice* is a bill received from the vendor whom you have purchased goods/services. In contrast, a **G** *customer invoice* is a bill sent to the company who has purchased goods/services from your company. In this task, you receive the bill from your vendor.

Motivation

To create a vendor invoice, use the Create Supplier Invoice app in the AP Accountant role in the Materials Management tab.

Fiori App



In the *Create Supplier Invoice* screen, enter **today's date** as the *invoice date* by pressing F4 and then Enter. Verify that the *company code* **US##** is selected. In the *Gross Invoice Amount* field, enter the amount of the above invoice (**7,050.00**). Enter your vendor number (**## Olympic Protection Gear**) as the *invoicing party*. Now enter your **purchase order number** as the *Purchase Order/Scheduling Agreement*. The Invoicing Party field has now been automatically populated with your vendor number.

today's date
US##
7,050.00
Olympic Protection
Gear
Purchase order number

In the Invoice Items tab, review the following information:

Invoice Item	Short Text	Amount	Quantity
1	Elbow Pads	1.875,00	50
2	Knee Pads	1.875,00	50
3	Road Helmet	1250,00	50
4	Off Road Helmet	1.250,00	50
5	Repair Kit	800,00	50

Then click on **Simulate** to check if your entries are correct.

Finally, click on **Post**. The system will generate a unique supplier invoice number.

✓ Success

Documents have been created.

Supplier invoice: [5105600121/2023](#)

Do you want to create a new supplier invoice?

[Yes](#) [No](#)

Click on NO to go to the SAP Fiori Launchpad.



II.4.5 Pay Vendor

Task Post a payment to your vendor.

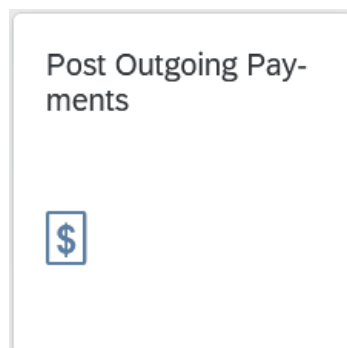
Time 10 min

In this task, you post the **G** *vendor payment* according to the invoice you have received from your vendor. An outgoing payment in financial accounting documents that the vendor is being paid for one/more (partial) of all (full payment) line items.

Motivation

To post payment to a vendor, use the Post Outgoing Payments app in the Materials Management area in the AP Accountant role.

Fiori App



In the *Post Outgoing Payments* screen, select **## Global Bike Inc (US##)** as the *Company Code*, for *Posting Date* and *Journal Entry Date*, select the **current date**, and for *Period*, select the **current period**. For *G/L account*, enter **1810000** (Bank 1) and the *amount* **7050 USD**.

US##
Current date
Current period
1810000
7050 USD

Make sure that the *Journal Entry Type* **KZ (vendor payment)** is selected. Check your entries using the following screenshot.

KZ

Under *Open Item Selection*, enter your vendor number for **## Olympic Protective Gear** (use F4 Help if necessary) as the Account.

Olympic Protective Gear

Open Item Selection

Account Type/Account ID:

Supplier

1003180

[Show Items](#)

Click on

[Show Items](#)

At the top right you can see that the open balance is 7,050.00 USD.

Balance: 7,050.00 USD

Click on

[Clear >>](#)

to pay the invoice.

Note the confirmation that the open items are cleared.

[Clear](#)

The open balance is now 0.00 USD.

Balance: 0.00 USD

Click on

[Post](#)

to post your payments to ## Olympic Protective Gear. The system will assign a unique voucher number to your vendor payment.

Success

Journal entry 1500000000 (2023, US30) successfully posted

[Display](#)[Post Next Payment](#)

With Display you can view, edit or cancel the booking you have made.

Click on



to go to the SAP Fiori Launchpad.

