Multiple Branches
SAP Business One 9.1

July, 2014

SAP

Welcome to the Multiple Branches topic.

Objectives

At the end of this topic, you will be able to:

- Explain the options available when working with the multi-branch feature.
- Define the settings for working with multi branches.
- Create transactions for a specific branch.
- Run a report for a selected branch.

After completing this topic, you will be able to:
- Explain the options available when working with the multi-branch feature.
- Define the settings for working with multi branches.
- Create transactions for a specific branch.
- Run a report for a selected branch.

Enhancements, Benefits, and Motivation

OEC Computers

Enhancements:

- The branches may share master data such as users and business partners.

- Master data, such as warehouses and business partners, can be also assigned to specific branches.

Benefits:

- Work across branches on one company database and access authorized data.

- Assign transactions to a specific branch.

- Run accounting and financial reports per branch.

Motivation: share information and manage business units.

- With the multi branch feature you can work across branches on one company database.
- The branches may share master data such as users and business partners.
- According to the working process in the company, master data, such as warehouses and business partners, can be assigned to specific branches. If, for example, a vendor supply equipment to the main branch only, you can assign this vendor to the main branch and not to the other branches.
- From a single company database you can work across multiple branches and access authorized data.
- Using the branches setup you can automatically assign transactions to a specific branch.
- You can then run accounting and financial reports per branch.
- In summary, you can share information between branches to avoid duplications while managing and monitoring separated business units.

Comparison -
Intercompany and Multiple Branches

There is an existing solution called Intercompany Integration Solution for SAP Business One:

• **The Intercompany solution allows you to:**
  • Manage intercompany transactions between partner companies running different SAP Business One installations.
  • Work with cross localization, multiple currencies and different chart of accounts.
 • Manage different authorization setups.
  • Assign license for users and business units.

• **The multi-branches feature is suitable for:**
  • Simple business scenarios.
  • Sales business units.
  • Single database.
  • Automatic allocation of transactions to a branch.
  • Accounting and financial reports per branch.

• There is an existing solution called Intercompany Integration Solution for SAP Business One. Here is a comparison between the Intercompany solution and the multi-branch feature.

• The Intercompany solution allows you to:

  • Manage intercompany transactions between partner companies running different SAP Business One installations.

  • Work with cross localization, multiple currencies and different chart of accounts.

  • Manage different authorization setups and assign license for users and business units.

• The multi-branch feature is suitable for simple business scenarios of sales units using one company database.

• It allows automatic allocation of transactions to a branch using user defaults.

• The user can then run accounting and financial reports per branch.

• Refer to the appendix of the presentation to learn more about the differences between the Intercompany Integration Solution for SAP Business One and the multiple branches feature.

Business Example - Multiple Branches
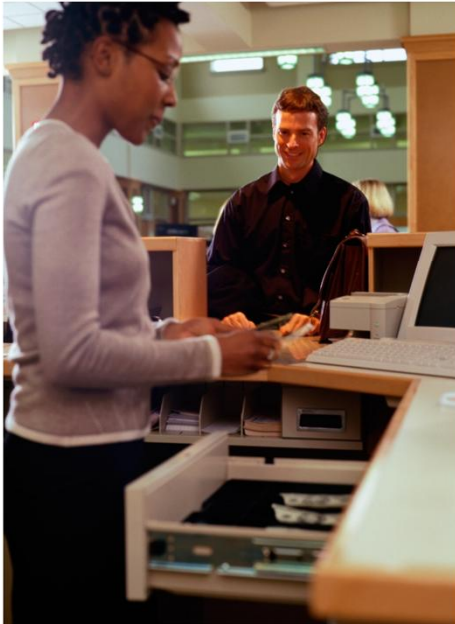
OEC Computers operates their main branch store in the city center.

In addition they run two branch stores in the city suburbs.

The branch stores sell a smaller range of items, mainly common goods that customers want to purchase locally.

All branches work on the same database that is installed on the server in the main branch.

By using multi-branch, OEC Computers only needs to maintain a single company database for all stores. Although the data is centralized in one database, the data for each individual store can also be manipulated and reported separately.

- Let us look at a business example:
  - OEC Computers operates their main branch store in the city center.
  - In addition they run two branch stores in the city suburbs.
  - The branch stores sell a smaller range of items, mainly common goods that customers want to purchase locally.
  - All branches work on the same database that is installed on the server in the main branch.
  - By using multi-branch, OEC Computers only needs to maintain a single company database for all stores. Although the data is centralized in one database, the data for each individual store can also be manipulated and reported separately.

The Working Process with Multiple Branches

Process Overview:

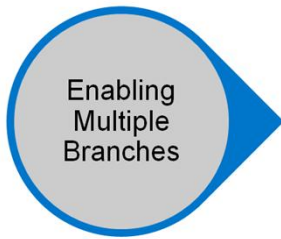| Enabling Multiple Branches | ▶ | Defining Branches | ▶ | Assigning Master Data to Branches | ▶ | Creating Transactions for Branches | ▶ | Generating Reports for Branches |

Note

➢ Currently, the centralized payment functionality is available only for Brazil.

- Let us review the working process with multiple branches:
  - First, you need to enable the multiple branches feature.
  - Then, you should define a branch for each business unit.
  - Next, you assign the relevant master data to the respective branches according to the working process in the company.
  - During everyday work, documents are created for a specific branch using the master data that were assigned to this branch.
  - You can use branches as a selection criteria for generating various reports.
- In the next slides we will go through the different steps.
- Note that currently, the centralized payment functionality is available only for Brazil.

Enabling Multiple Branches - Prerequisites

Enabling
Multiple
Branches

Before enabling the multiple branches option you need to make sure that the company manages the inventory by warehouse:

- *Administration → System Initialization → Document Settings → General* tab → select the *Manage Inventory by Warehouse* checkbox.
- *Administration → System Initialization → Company Details → Basic Initialization* tab, do **one** of the following:
    - Select the *Use Perpetual Inventory* and *Manage Item Cost per Warehouse* checkboxes.
    - Deselected the *Use Perpetual Inventory* checkbox.

- Before enabling the Multiple Branches option you need to make sure that the company manages the inventory by warehouse.
- You will then assign the warehouses to the relevant branches.
- For that purpose do the following:
    - In the *Document Settings* window, on the *General* tab, select the *Manage Inventory by Warehouse* checkbox.
    - In addition, in the *Company Details* window, on the *Basic Initialization* tab, according to the business need do **one** of the following:
        - Select the *Use Perpetual Inventory* and *Manage Item Cost per Warehouse* checkboxes. Or,
        - Deselected the *Use Perpetual Inventory* checkbox.
    - Note that if the settings of some items contradict the configurations described above, you need to change the item settings first. For more information, see SAP Note 1691012.

Enabling Multiple Branches

Administration → System Initialization → Company Details →
Basic Initialization tab.
- Check the *Enable Multiple Branches* option.
- Copy existing company information to the default main branch that will be
  created after multiple branches are activated.

8

- To activate the *Multiple Branches* option, choose the menu path shown
  on the graphic. Then, check the option to enable multiple branches.
- When you enable multiple branches, a default main branch is created.
  The system will ask you whether or not to copy existing company
  information to the default main branch that will be created after multiple
  branches are activated:
  - The result of both choices is the same except for the address
    information.
  - If you choose *Yes,* the company name and address, as well as
    existing transactions, will be assigned to the default main branch.
  - When choosing *No*, the company name, as well as existing
    transactions, will be assigned to the default main branch.
- Accordingly, a default main branch is created with the following data
  assigned to it:
  - Existing transactions, whether open or closed.
  - Business partner and warehouse master data.

Enabling Multiple Branches

- If there is any existing transaction, the *Branch Registration Number* window appears allowing you to:
  - Enter a unique registration number provided by the government for the branch, or
  - Enter an internal number to identify the branch.

- If there is any existing transaction, the *Branch Registration Number* window appears. Enter a unique registration number provided by the government for the branch, or enter an internal number to identify the branch.
- Note, that the registration number for the default main branch cannot change after activating multiple branches because transactions exist with the branch. Therefore, ensure that you enter the correct or appropriate registration number in this step.

Defining Branches

Defining Branches
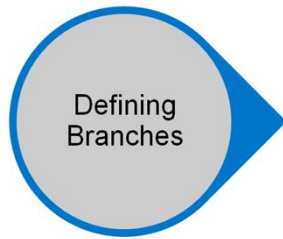
Administration → Setup → Financials → Branches
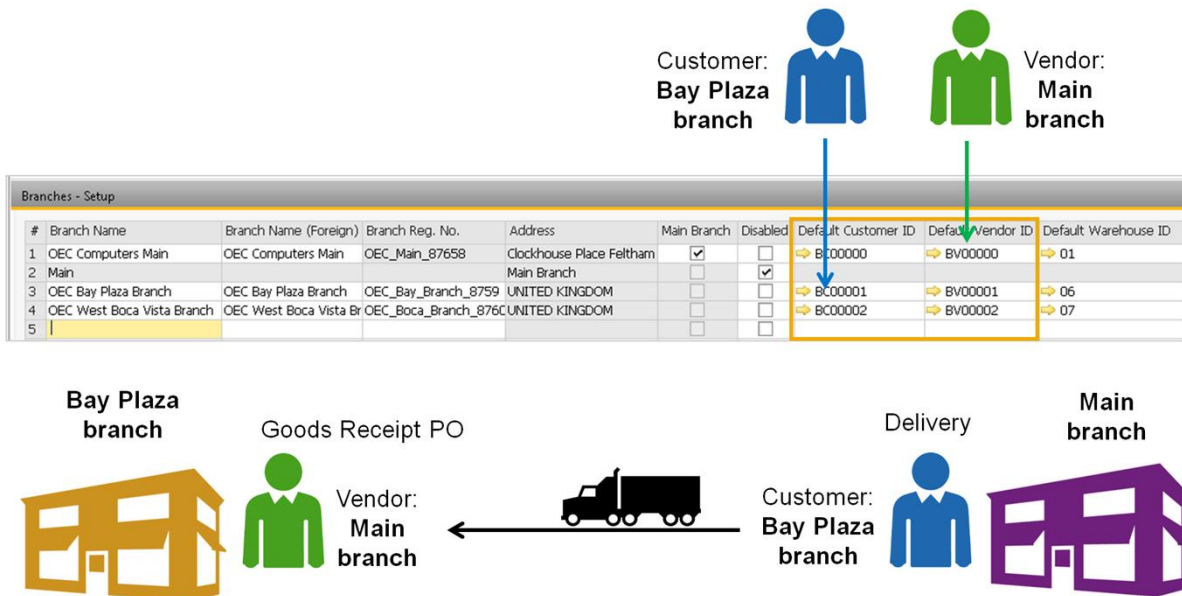
Branches - Setup

#	Branch Name	Branch Name (Foreign)	Branch Reg. No.	Address	Main Branch	Disabled	Default Customer ID	Default Vendor ID	Default Warehouse ID
1	OEC Computers Main	OEC Computers Main	OEC_Main_87658	Clockhouse Place Feltham	✔	☐	➡ BC00000	➡ BV00000	➡ 01
2	Main			Main Branch	☐	✔			
3	OEC Bay Plaza Branch	OEC Bay Plaza Branch	OEC_Bay_Branch_8759	UNITED KINGDOM	☐	☐	➡ BC00001	➡ BV00001	➡ 06
4	OEC West Boca Vista Branch	OEC West Boca Vista Br	OEC_Boca_Branch_876C	UNITED KINGDOM	☐	☐	➡ BC00002	➡ BV00002	➡ 07
5					☐	☐			

- In the *Branch - Setup* window define a branch for each business unit.
- The following fields are mandatory:
  Branch Name, Default Warehouse ID, Country
- ➢ Note that specifying a default warehouse does not mean the system automatically assigns the warehouse to the branch. You must go to the corresponding *Warehouse - Setup* window to assign the branch to the default warehouse.

- In the *Branch - Setup* window define a branch for each business unit.
- The following fields are mandatory: *Branch Name*, *Default Warehouse ID*, and *Country*.
- Note that specifying a default warehouse does not mean the system automatically assigns the warehouse to the branch. You must go to the corresponding *Warehouse - Setup* window to assign the branch to the default warehouse. We will discuss this definition later in the course.

Defining Branches – Existing Branches

- When you enable the multiple branches feature the system merges any existing branches to the new table and set them as *Disabled*.
- You can decide to continue using the old branches by deselecting the *Disabled* box and adding the missing additional information.

Branches - Setup								
#	Branch Name	Branch Name (Foreign)	Branch Reg. No.	Address	Main Branch	Disabled	Default Customer ID	Default Vendor ID	Default Warehouse ID
1	OEC Computers Main	OEC Computers Main	OEC_Main_87658	Clockhouse Place Feltham	✔	☐	➡ BC00000	➡ BV00000	➡ 01
2	Main			Main Branch	☐	✔			
3	OEC Bay Plaza Branch	OEC Bay Plaza Branch	OEC_Bay_Branch_8759	UNITED KINGDOM	☐	☐	➡ BC00001	➡ BV00001	➡ 06
4	OEC West Boca Vista Branch	OEC West Boca Vista Br	OEC_Boca_Branch_876C	UNITED KINGDOM	☐	☐	➡ BC00002	➡ BV00002	➡ 07
5					☐	☐			

- Regardless of the multiple branches feature, SAP Business One allows you to define branches for users and employee master data. For that purpose, the system always creates a default branch with the value *Main*.
- When you enable the multiple branches feature the system merges any existing branches to the new table and set them as *Disabled*.
- In the example shown only the default **Main** branch was included in the system before we enabled the multi branch option.
- Do not confuse the new default main branch you have created when enabling the branches feature with the existing system branch named **Main**. The default main branch uses the company name and is enabled and the existing system branch is disabled.
- You can decide to continue using the old branches by deselecting the *Disabled* box and adding the missing additional information.

Defining Branches - Default Customer and Vendor

- Customer and vendor master data need to be setup for each branch to represent the branch in case of a transaction between the branches.

Customer:
Bay Plaza branch

Vendor:
Main branch

Branches - Setup

#	Branch Name	Branch Name (Foreign)	Branch Reg. No.	Address	Main Branch	Disabled	Default Customer ID	Default Vendor ID	Default Warehouse ID
1	OEC Computers Main	OEC Computers Main	OEC_Main_87658	Clockhouse Place Feltham	✔	☐	➡ BC00000	➡ BV00000	➡ 01
2	Main			Main Branch	☐	✔			
3	OEC Bay Plaza Branch	OEC Bay Plaza Branch	OEC_Bay_Branch_8759	UNITED KINGDOM	☐	☐	➡ BC00001	➡ BV00001	➡ 06
4	OEC West Boca Vista Branch	OEC West Boca Vista Br	OEC_Boca_Branch_876C	UNITED KINGDOM	☐	☐	➡ BC00002	➡ BV00002	➡ 07
5					☐	☐			

- Define these master data as default customer and vendor to be used in centralized payments as intermediary accounts (currently, the centralized payment functionality is available only for Brazil).
- For other transactions between branches, it is recommended to use the default customer and vendor, but they are not automatically defaulted as business partners for business documents.

- Customer and vendor master data need to be setup for each branch to represent the branch in case of a transaction between the branches.
- Define these master data as default customer and vendor to be used in centralized payments as intermediary accounts. Note that currently, the centralized payment functionality is available only for Brazil.
- For other transactions between branches, it is recommended to use the default customer and vendor, but they are not automatically defaulted as business partners for business documents.

Defining Branches - Default Customer and Vendor

Customer: **Bay Plaza branch**

Vendor: **Main branch**

Branches - Setup

#	Branch Name	Branch Name (Foreign)	Branch Reg. No.	Address	Main Branch	Disabled	Default Customer ID	Default Vendor ID	Default Warehouse ID
1	OEC Computers Main	OEC Computers Main	OEC_Main_87658	Clockhouse Place Feltham	✔	☐	⇨ BC00000	⇨ BV00000	⇨ 01
2	Main			Main Branch	☐	✔			
3	OEC Bay Plaza Branch	OEC Bay Plaza Branch	OEC_Bay_Branch_8759	UNITED KINGDOM	☐	☐	⇨ BC00001	⇨ BV00001	⇨ 06
4	OEC West Boca Vista Branch	OEC West Boca Vista Br	OEC_Boca_Branch_876(	UNITED KINGDOM	☐	☐	⇨ BC00002	⇨ BV00002	⇨ 07
5					☐	☐			

Bay Plaza branch Goods Receipt PO

Vendor: **Main branch**

Delivery **Main branch**

Customer: **Bay Plaza branch**

13

- For example, if **OEC Computers main branch** is the major supplier for the **Bay Plaza** branch, then you can set up the main branch as a vendor account and the **Bay Plaza** branch as a customer account.
- Then, when the **Bay Plaza** branch requires stock from the main branch, the main branch is used for creating a Delivery or an A/R Invoice with the customer ID of the **Bay Plaza** branch, and the **Bay Plaza** branch is used for creating Good Receipt PO with the vendor ID of the main branch.
- For details on additional fields in the *Branch - Setup* window and country-specific fields, refer to the Online Help.

Assigning Master Data to Branches

You assign the relevant master data to the respective branches:

OEC Computers

- Users
- Business Partners — Assign to more than one branch

- Warehouses
- Employees — Assign to only one branch

- G/L accounts
- Numbering series — Assign to one particular branch or set them as available for all branches (recommended)
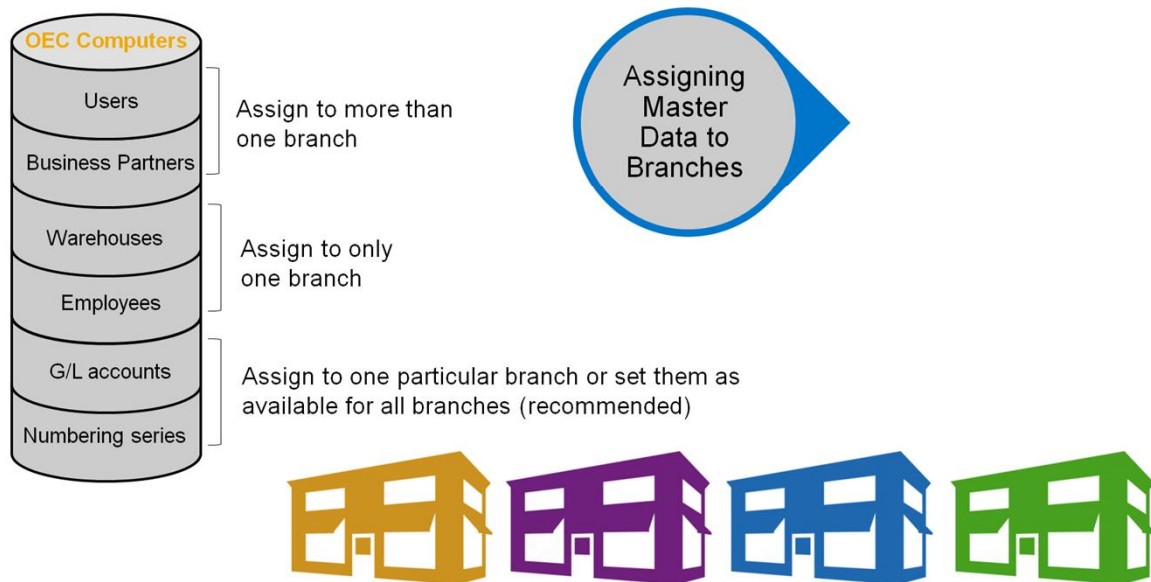
Assigning Master Data to Branches

14

- Next, you assign the relevant master data to the respective branches according to the working process in the company:
- You can assign users and business partners to more than one branch.
- Warehouses and employees can be assigned to only one branch.
- Assign G/L accounts and numbering series to one particular branch or set them as available for all branches.
- In order to assign the different master data to the branches you need to have the appropriate authorization to the corresponding master data. In addition, you need to be assigned to the branch to which you want to assign the master data.
- In the next slides we will review the assigning master data options.

Assign Users

OEC Computers / Users
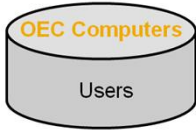
Administration → Setup → General → Users

Every user must be assigned to at least one branch to be able to create any document.

Assign Users:
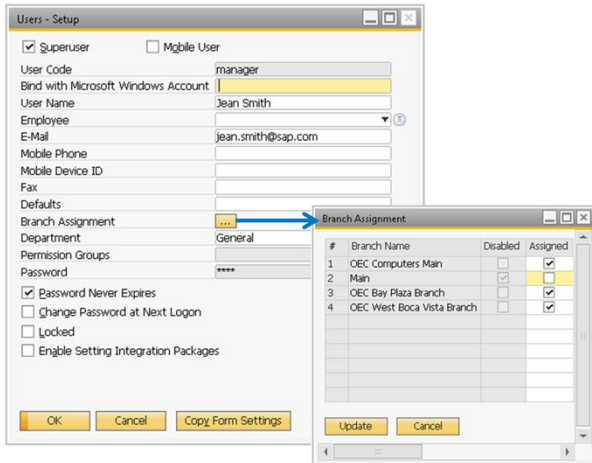
Results:

- You can create documents only for branches to which you are assigned.

- When creating documents, you can use only master data that share branches with you.

➤ Note that if you are assigned to more than one branch, it is recommended to assign one branch as default.

- Every user must be assigned to at least one branch to be able to create any document. If you are not assigned to any branch, you can access existing documents as read-only.
- In the *Users - Setup* window, find the user you need to assign.
- Choose the button of the *Branch Assignment* field.
- In the *Branch Assignment* window, in the *Assigned* column, select the required branches.
- As a result, you can create documents only for branches to which you are assigned. Note that if you create documents based on other documents, you must also be assigned to the branches to which the base documents belong.
- When creating documents, you can use only master data that have branches to which you are assigned.
- Note that if you are assigned to more than one branch, it is recommended to assign one branch as default. You can do that when logging on to the system. Then, whenever you log on to the database the default branch will automatically become the active branch.

Assign Business Partners

OEC Computers / Business Partners

Business Partner → Business Partner Master Data

By default, business partners are automatically assigned to all active branches.

Assign Business Partners

Results:

- You can add a transaction for a branch when the selected business partner is assigned to this branch.

- You must assign each business partner to at least one branch.
- By default, business partners are automatically assigned to all active branches, regardless of whether the business partners are created before or after the branches.
- In the Business *Partner Master Data* window, find the business partner you need to assign.
- On the *General* tab, choose the button of the *Branch Assignment* field.
- In the *Branch Assignment* window, in the *Assigned* column, select the required branches.
- As a result, you can add a transaction for a branch when the selected business partner is assigned to this branch.

Assign Warehouses

Administration → Setup → Inventory → Warehouses

You can assign a warehouse to only one branch.

By default, warehouses that exist before you enable the multiple branches feature are automatically assigned to the main branch.

Assign Warehouses

Warehouses-(Default) - Setup	
Warehouse Code 01	Warehouse Name General Warehouse

General

☐ Inactive   ☐ Drop-Ship

Location   Feltham   ▾   ☑ Nettable

Branch   OEC Computers Main ▾   Branch Reg. No. OEC_Main_87658
Address Type
Street/PO Box   Clockhouse Place   ☐ Enable Bin Locations
Street No.
Block   Bedfont Road

Zip Code   TW14 8HD
City   Feltham
County   Middlesex
Country   United Kingdom   ▾
State   ▾
Federal Tax ID
GLN   Show Location in Web Browser

[OK] [Cancel]

Results:

- This branch is being used in transactions where the warehouse is selected.

Note:

➢ You cannot reassign a warehouse when it is used in any open document.

➢ Branch can manage inventory if at least one warehouse is associated to it.

➢ Branch can have more than one warehouse assigned to it, this is why you defined a default warehouse ID for each branch in the *Branch - Setup* window.

- You can assign a warehouse to only one branch.
- By default, warehouses that exist before you enable the multiple branches feature are automatically assigned to the main branch.
- In the *Warehouses — Setup window*, find the warehouses you want to assign.
- On the *General* tab, from the *Branch* dropdown list, select a branch.
- As a result, this branch is being used in transactions where the warehouse is selected.
- For example, whenever warehouse code **01** appears by default or being selected in a document row then **OEC Computers Main** branch is selected for this row. If you choose a different warehouse, then the related branch will be selected for this row.
- Note that you cannot reassign a warehouse to another branch when it is used in any open document.
- In addition, branch can manage inventory if at least one warehouse is associated to it.
- Branch can have more than one warehouse assigned to it, this is why you have defined a default warehouse ID for each branch in the *Branch - Setup* window.

Assign Employees

OEC Computers

Employees

Human Resources → Employee Master Data
You can assign an employee to only one branch.

Assign Employees

Results:

- Employees can perform an inventory counting only if they are assigned to the relevant branch.

- For other transactions, there is no validation on the employee master data assignment. It can be used for informative purposes.

- You can assign an employee to only one branch.
- In the *Employee Master Data* window, for each employee, select a branch from the dropdown list.
- As a result, employees can perform an inventory counting only if they are assigned to the relevant branch.
- For other transactions, there is no validation on the employee master data assignment. It can be used for informative purposes.

Assign G/L Accounts

OEC Computers
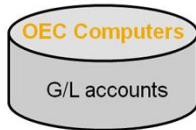
G/L accounts

Financials → Chart of Accounts → select the G/L account →
Account Details **button**

If your company requires a different account set for each branch, you can assign branches to accounts.

Assign G/L Accounts
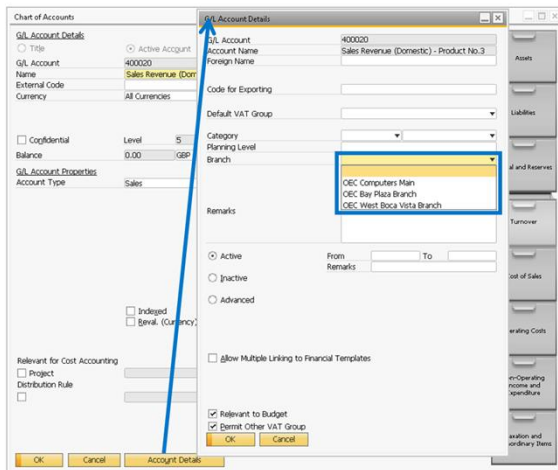
Note:

➢ You can set a branch or change the branch assignment of a G/L account if:

- There are no postings to the G/L account. Or,

- The G/L account is assigned to a branch but there have been no postings to the account since the assignment.

- If your company requires a different account set for each branch, you can assign branches to accounts.
- In the *G/L Account Details* window, from the Branch dropdown list, select a branch.
- You can set a branch or change the branch assignment of a G/L account if:
  - There are no postings to the G/L account. Or,
  - The G/L account is assigned to a branch but there have been no postings to the account since the assignment.

Assign G/L Accounts
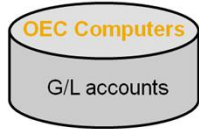
- Note that assigning G/L accounts to branches is needed in rare cases only.
- Documents are created for the branch selected in the document header.
- To ensure that automatic journal entries will be registered to the selected branch, the system validates that:
  - The accounts selected in the document are not assigned to any branch and therefore will be assigned to the branch specified in the document header.
  - Or, the accounts are assigned to the same branch specified in the document header.

- Note that assigning G/L accounts to branches is needed in rare cases only.
- Consider the fact that documents are created for the branch selected in the document header.
- To ensure that automatic journal entries will be registered to the selected branch, the system validates that:
  - The accounts selected in the document are not assigned to any branch and therefore will be assigned to the branch specified in the document header.
  - Or, the accounts are assigned to the same branch specified in the document header.
- Remember these validations when you assign G/L accounts to branches.
- Also remember that using branch specific G/L accounts might require complex customizing including advanced G/L account determination rules.
- We will see how to create marketing documents for branches in the following slides.

Assign Numbering series

OEC Computers
Numbering series

Administration → System Initialization → Document Numbering → Double-click a document type

Depending on the company needs, numbering series can be assigned to each branch and document type.

Assign Numbering series

Document Numbering - Setup

Document	Default Series	First No.	Next No.	Last No.	Change Menu Names
Business Partners - Customer	Manual				
Business Partners - Vendor	Manual				
Items	Manual				
Resource Master Data	Manual				
A/R Invoices	Primary	1	359		
A/R Credit Memos	Primary	1	10		
Deliveries	Primary	1	384		
Returns	Primary	1	16		
Sales Orders	Primary	1	368		
A/P Invoices	Primary	1	399		
A/P Credit Memos	Primary	1	11		
Goods Receipt PO	Primary	1	422		
Goods Return	Primary	1	9		
Purchase Order	Primary	1	410		

Series - A/R Invoices - Setup

		Number			String						
#	Name	First No.	Next No.	Last No.	Prefix	Suffix	Remarks	Group	Period Ind.	Cancellation	Lock	Branch
1	Primary	1	359					1 ▼	Default ▼	☐	☐	▼

OEC Computers Main
OEC Bay Plaza Branch
OEC West Boca Vista Branch

Results:

- You can add transactions for a branch only when the selected numbering series is assigned to the branch.

Note:

➢ Assigning numbering series to branches is needed in rare cases.

➢ If you decide to assign one numbering series to a branch, all other numbering series must also be assigned to branches.

➢ If you do not assign numbering series to branches, the numbering series are available for all branches.

- Depending on the company needs, numbering series can be assigned to each branch and document type.
- From the *Branch* dropdown list of a numbering series, select a branch.
- As a result, you can add transactions for a branch only when the selected numbering series is assigned to the branch or is available for all branches.
- Note that assigning numbering series to branches is needed in rare cases only.
- If you decide to assign one numbering series to a branch, all other numbering series must also be assigned to branches. If you do not assign numbering series to branches, all numbering series are available for all branches.
- Also note that companies that use Folio numbers, can define Folio numbering series for each document numbering series. These Folio numbering series are in turn assigned to the branch to which the document numbering series is assigned.

Creating Transactions for Branches

Documents are created for a specific branch with the master data that were assigned to this branch

- After completing assigning the different master data to the relevant branches you can start running business processes across branches.
- Documents are created for a specific branch with the master data that were assigned to this branch.
- The user **Jean Smith** in our example, can create marketing documents for branches to which she is assigned to, using the master data that were assigned to those branches.
- Let us review this process.

Creating Marketing Documents for Branches

When the user logs on to the Business One database the default branch defined during the last log-on becomes the active branch.

- During the process of creating documents for branches, the system verifies that the transactions are added within the selected branch.

- For this purpose it validates that the involved master data are assigned to the same branch.

- When the user logs on to the Business One database the default branch defined during the last log-on becomes the active branch. In our example, when **Jean**, the sales manager at OEC computers, logs on to the company database her default branch, that is the main branch, becomes active.
- She can change the default branch and work with another branch if necessary.
- During the process of creating documents for branches, the system verifies that the transactions are added within the selected branch. For this purpose it validates that the involved master data are assigned to the same branch.
- Note that to work across multiple branches, the user must have the correct authorization. The authorization profile is defined in the general authorization window.

Creating Marketing Documents for Branches

- When the user opens a document form, an A/R invoice in our example, the active branch of the current login is automatically selected in document header.
- If the user is assigned to more than one braches, he can select another branch for the document.
- To add more than one document for another branch, it is recommend to change the default branch.
- To change the default branch, choose the *Window* menu and then the *Select Default Branch* option. Or, choose the *Default Branch Selection* icon from the tool bar.
- Note that changing the selected branch from the base to the target document, is possible only if no journal entry was created by the base document.

Creating Marketing Documents for Branches

The business partner master data and the series in the document have to be assigned to the selected branch.

Note:

➤ By default, business partners are automatically assigned to all active branches.

➤ If you do not assign numbering series to branches, all numbering series are available for all branches.

- The business partner master data and the series in the document have to be assigned to the selected branch.
- Remember that, by default, business partners are automatically assigned to all active branches, regardless of whether the business partners were created before or after the branches.
- Also remember that if you do not assign numbering series to branches, all numbering series are available for all branches.

Creating Marketing Documents for Branches

You can add a document only if the warehouse and the accounts in the rows, are assigned to the branch selected in the document header.

Note:

➤ If you choose a different warehouse or G/L account it needs to be assigned to the branch defined in the document header.

- You can add a document only if the warehouse and the accounts in the rows, are assigned to the branch selected in the document header.
- So if you choose a different warehouse or G/L account it needs to be assigned to the branch defined in the document header.

Creating Marketing Documents for Branches

The automatic journal entry is assigned to the branch specified in the document.

- You can see that the automatic journal entry created by the A/R invoice is assigned to the branch specified in the document.

Creating Inventory Transfers and Production Orders For Branches

Inventory transfers and production orders are only allowed within the same branch.

Note:

➤ To transfer inventory between warehouses assigned to different branches, you need to issue a Delivery for the sending branch and a Goods Receipt PO for the receiving branch.

28

- Inventory transfers and production orders are only allowed within the same branch. That is, the sending and the receiving warehouses are assigned to the same Branch.
- The warehouses can be different from row to row, like in the example shown, as long as they are all assigned to the branch displayed in the header area.
- In order to transfer inventory between warehouses assigned to different branches, you need to issue a Delivery for the sending branch and a Goods Receipt PO for the receiving branch.

Creating Manual Journal Entries and Journal Vouchers For Branches

In manual journal entries and journal vouchers the branch selected in header defaults to the rows.

• You can post a journal entry to more than one branch as long as it is balanced per branch.

Note:

➢ When selecting a different branch in a row it defaults to the next row.

• In manual journal entries and journal vouchers the branch selected in header defaults to the rows.
• You can post a journal entry to more than one branch as long as it is balanced per branch.
• Note that when you select a different branch in a row it defaults to the next row.

Generating Reports for Branches

- You can use branches as **basic** selection criteria for the customer receivables aging and the vendor liabilities aging reports.

- You can use branches as **expanded** selection criteria for the following reports:

    - General ledger

    - Document journal

    - Balance sheets

    - Trial balance

    - Profit and loss statements

    - Trial balance comparison

    - Profit and loss statement comparison

Generating Reports for Branches

- You can use branches as **basic** selection criteria for the customer receivables aging and the vendor liabilities aging reports.
- You can use branches as **expanded** selection criteria for the following reports:
    - General ledger
    - Document journal
    - Balance sheets
    - Trial balance
    - Profit and loss statements
    - Trial balance comparison and Profit and loss statement comparison

Generating Reports for Branches

Generate the report for selected branches:

- To use branches as selection criteria for generating reports, open the report selection criteria or the expanded selection criteria window, choose the button of the *Branch* field.
- In the *List of Branches* window, select required branches.
- Then, proceed to define other selection criteria and generate the report for the selected branches.

Topic Summary
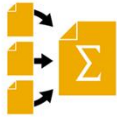
- With the multiple branch feature you can work across branches on one company database.
- The branches may share master data such as users and business partners but you can also assign a master data to a specific branch.
- To work across multiple branches, the user must have the correct authorization. This authorization is defined in the general authorization window.
- When you enable the multiple branches feature a default main branch is created with all existing transactions, business partners and warehouses. You should define the other branches.
- During the process of creating documents for branches, the system verifies that the transactions are added within the selected branch.
- For this purpose it validates that the involved master data are assigned to the same branch.
- Inventory transfers and production orders are only allowed within the same branch. To move goods between branches, use delivery and goods receipt PO documents.
- You can post a journal entry to more than one branch as long as it is balanced per branch.
- You can also use branches as selection criteria for generating reports.

- You can also use branches as selection criteria for generating reports.

32

Related Information

For more information on topics discussed in this lesson, see the following references:

- 9.1 Online Help

For more information on topics discussed in this lesson, see the 9.1 Online Help.

Thank you

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Thank you for your time.

Appendix

Comparison -

Intercompany and Multiple Branch/ Business Units in SAP Business One

Comparison (1)

Functional and process comparison between Multi Branches for SAP Business One and Intercompany Integration Solution for SAP Business One

Process/Feature	Intercompany Integration for SAP Business One	Multi Branch/ Business Unites in SAP Business One
Complex business scenario e.g. different productions sites	Yes	No
Handling different business processes/ Industries	Yes	No
Simple business scenario	Yes	Yes
Suitable for sales units	Yes	Yes
Cross Localization	Yes	No
Multiple Currencies	Yes	No
Different Chart of Accounts	Yes	No
Restricted to single database	No	Yes

Comparison (2)

Process/Feature	Intercompany Integration for SAP Business One	Multi Branch/ Business Unites in SAP Business One
Master data sharing	Yes	Yes
Item Master Data allocation	Yes	No
Manage business partner access	Yes	No
Access right handling for different business units	Yes	No
Manage different authorization setups/ concepts	Yes	No
License assignment for user and business unit	Yes	No
Consolidated credit limit check	Yes	Yes
Credit limit check per business unit	Yes	No
Different inventory valuation per business unit	Yes	No
Automated document exchange cycle	Yes	No

Comparison (3)

Process/Feature	Intercompany Integration for SAP Business One	Multi Branch/ Business Unites in SAP Business One
Intercompany Workflow	Yes	No
Accounting Reports	Yes	Yes
Inventory Reports	Yes	Yes
Sales Analysis Report	Yes	No
Standard process for Year End Closing for different companies or independent branches	Yes	No
Tax reporting for different business units	Yes	No

Important:
The SAP Business One License agreement is only for the usage of one Legal Entity per User and our License Mechanism is working accordingly. If the Multi Branch functionality is activated in a SAP Business One Database and more than one Legal Entity is setup, the license key is not covering this scenario. The purchased user can only be used for the company SAP has a license agreement with the customer.

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