L&T Infotech	Vendor Payment	TECHNIC SPRING AND THOMAS LIGHTS V.S. CHICAMAGAGAAA POST TROST, TUTCOMS
Port Department	Accounts department	
Responsibility	Finance users	
Transaction Code	F-53	

Exercise

Vendor Partial Payment

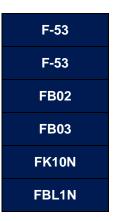
Vendor Full Payment

Change Document

Display Document

Vendor Balance display

Vendor line item display



Tasks

Use the appropriate procedure and data provided to complete the following tasks:

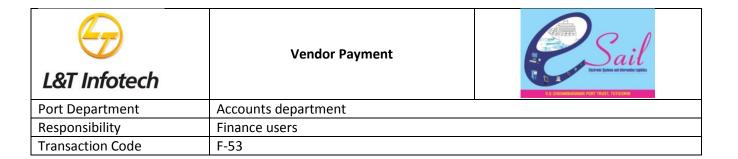
- 1. Vendor Partial Payment
- 2. Vendor Full Payment
- 3. Change Document
- 4. Display document
- 5. Vendor Balance display
- 6. Vendor Line item display

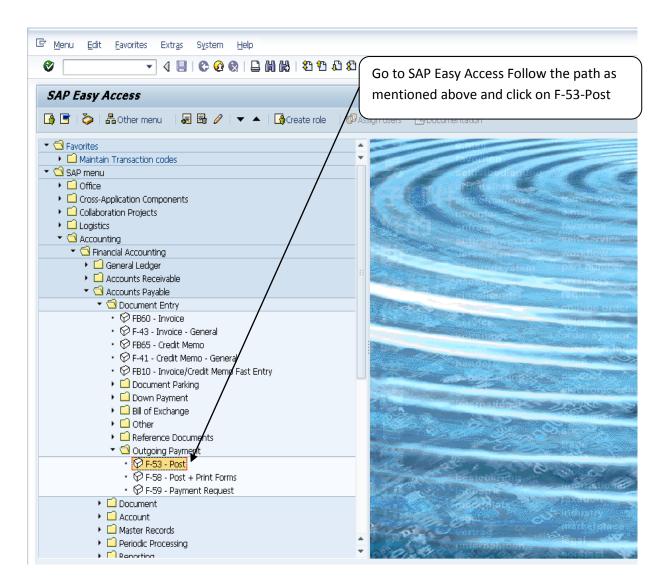
1. Vendor Partial payment

2. To post Vendor Partial Payment, access the transaction using one of the options below:-

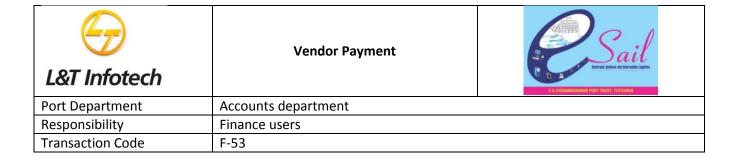
SAP R/3 Menu Path	SAP Easy Access->Accounting -> Financial Accounting ->Accounts Payable -> Document Entry -> Outgoing payment->F-53-Post
Transaction code	F-53

The following screen displays:





By Pressing Enter key post Vendor partial and full payment as below:-

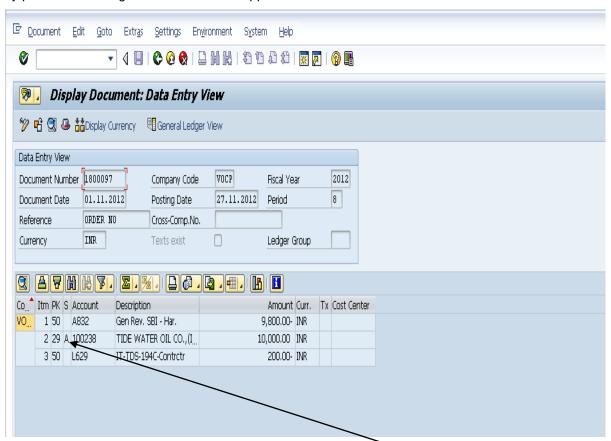


Before posting vendor Payment:

1. Check up any advance payment was posted like below:

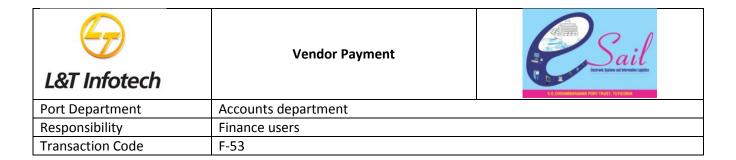
Check up: document no:1800097, Company code: VOCP & Fiscal year:2012

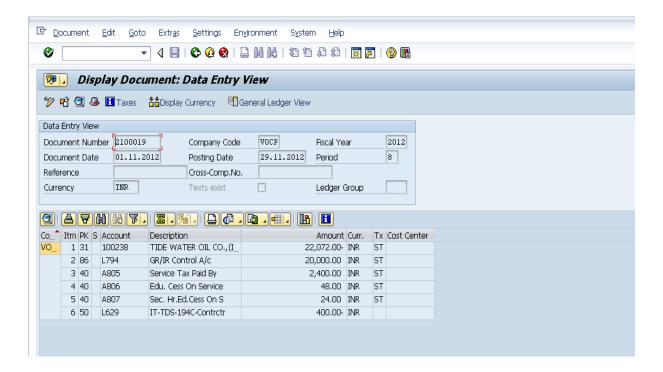
By press enter and go to next screen as appears below



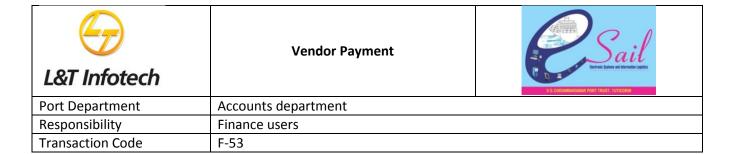
Advance payment document always with special gl indicator: "A"

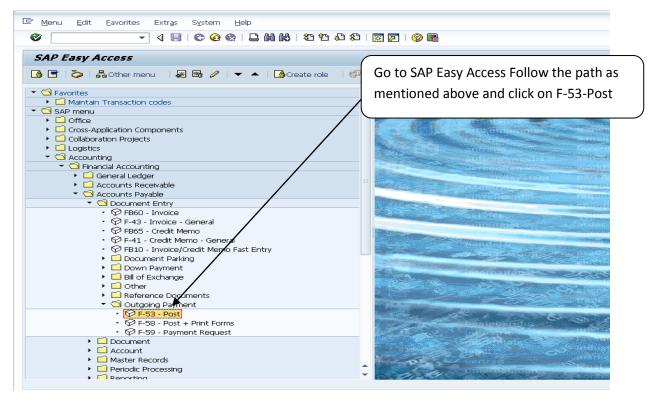
2.Invoice document should be posted as below screen



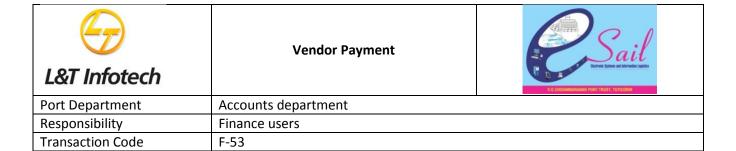


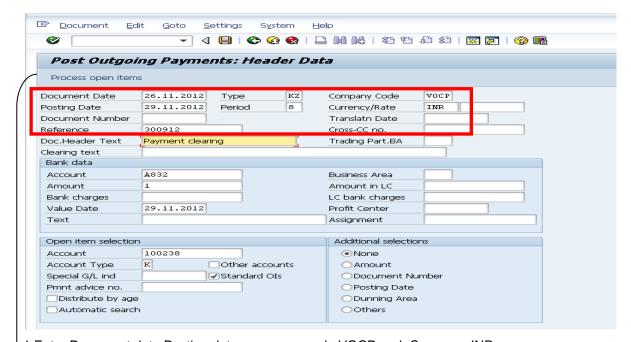
3.Make partial payment and Go below screen





The following screen comes as below;

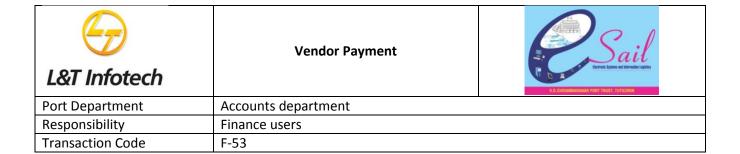


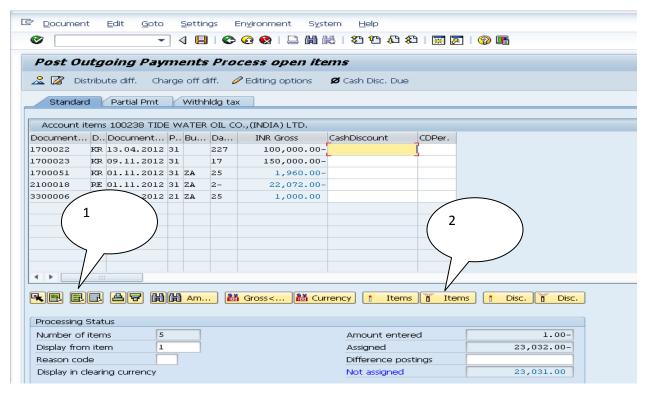


- 1.Enter Document date, Posting date, comapacy code: VOCP and Currency: INR
- 2. Under bank data: Enter Bank gl a/c : A832 mean from which bank making payment
- 3.enter Amount as 1/-(if you know ,you can enter)
- 4. Under Open item selection:

Enter Vendor code;100238

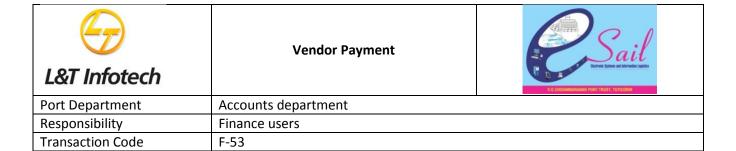
Click on Process Open Items

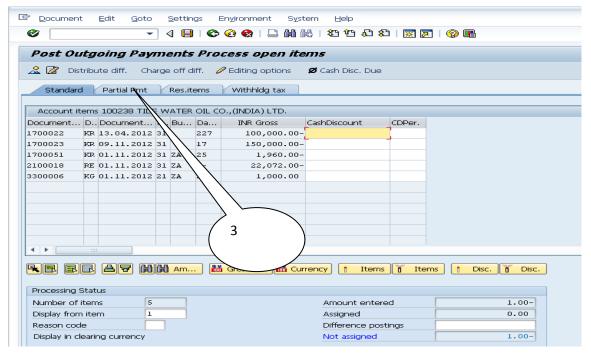




- 1.Click on select all icon
- 2.Click on Deactivate icon

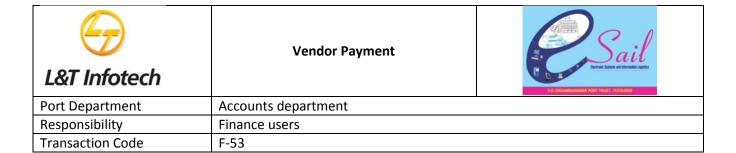
Belwo screen comes

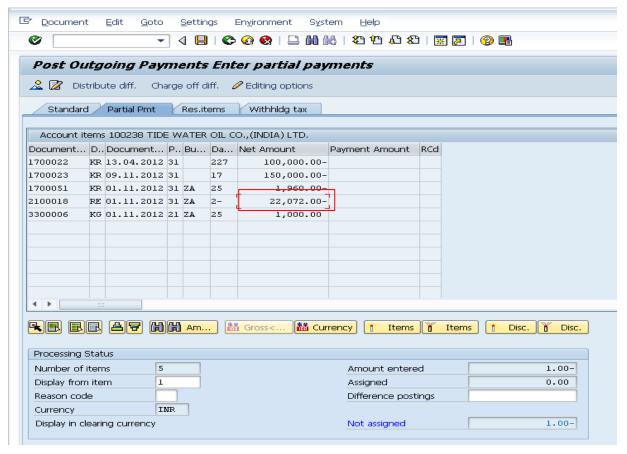




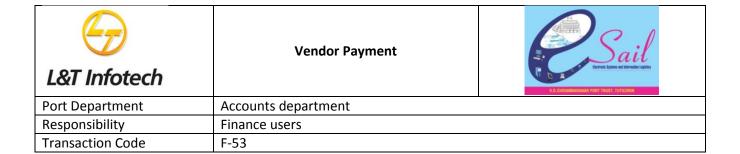
3.Click on Partial payment tab

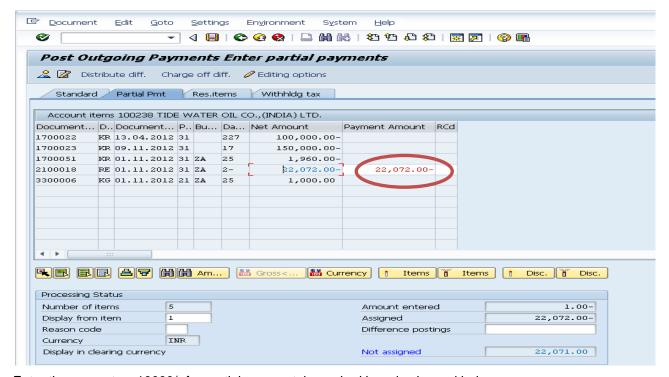
Below screen comes



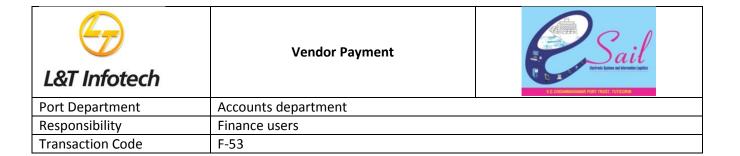


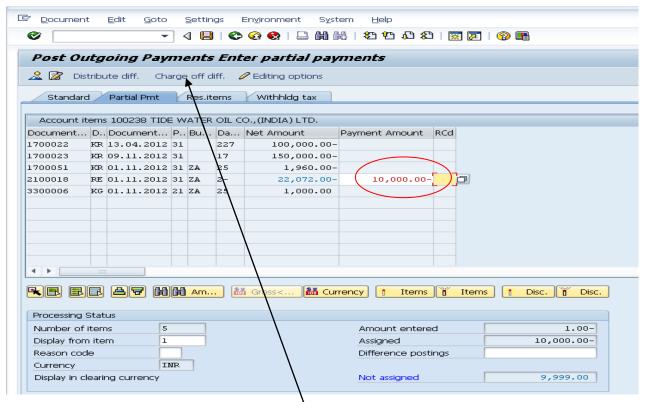
Double click on RE or KE invoice document amount marked in red color Below screen comes





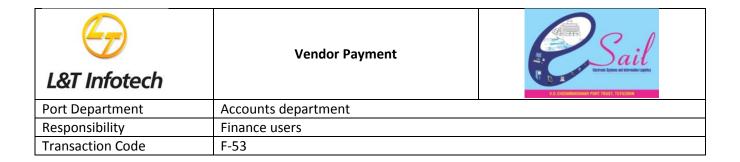
Enter the amount as 10000/- for partial payemnt in marked in red color and below screen comes

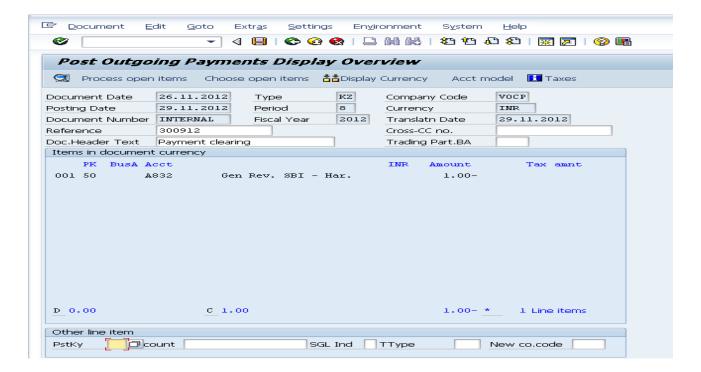




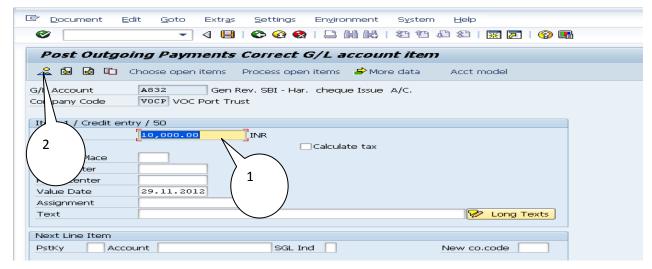
Once entered amount as 10000/- and click on charge off diff. tab

Below screen comes

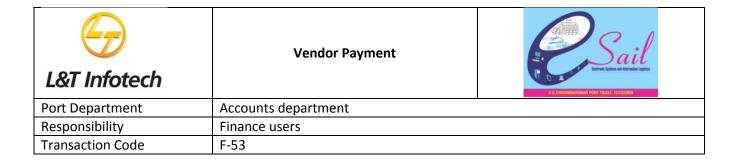


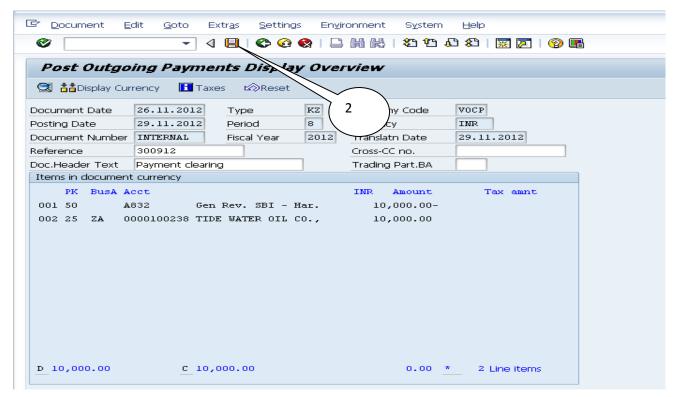


Double click on 1/-rupee amount and below screen comes



- 1.In amount field....Enter '*'star icon and Press enter amount will comes
- 2.Click on document over view iconand below screen comes

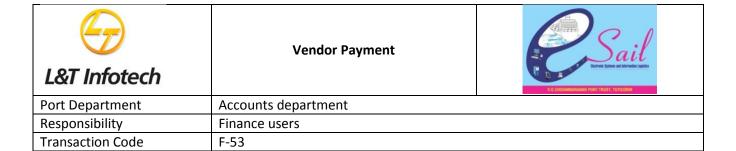


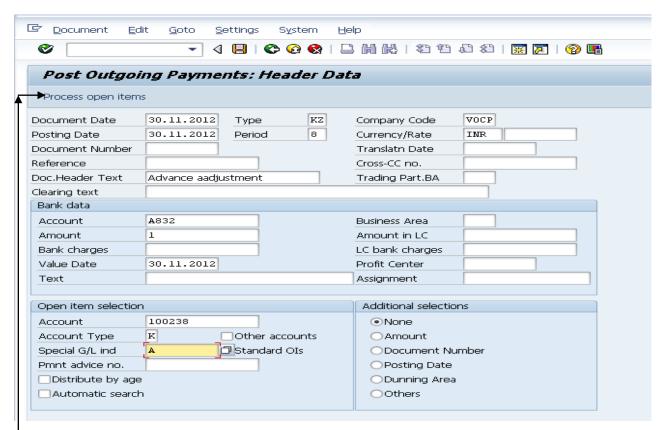


- 1. Check the debit and credit line items as per 10,000/- amount for part payment.
- 2.Click on Save Icon and below message comes

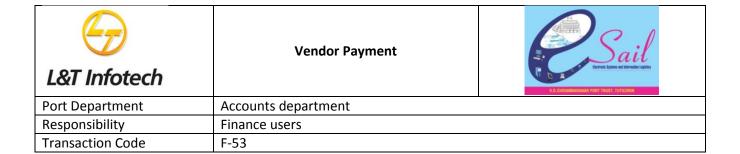


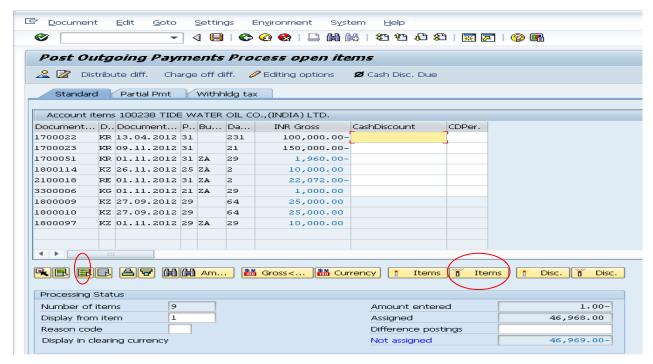
4. Make Advance payemnt adjustment with payment:





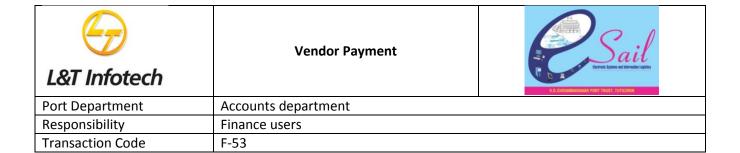
- Enter Document date, Posting date, comapacy code: VOCP and Currency: INR
- 4. Under bank data: Enter Bank gl a/c : A832 mean from which bank making payment
- 3.enter Amount as 1/-(if you know ,you can enter)
- 4.Under Open item selection:
- Inter Vendor code;100238 and enter Special glidcator "A" or choose by press f4
- Click on Process Open Items and below screen comes

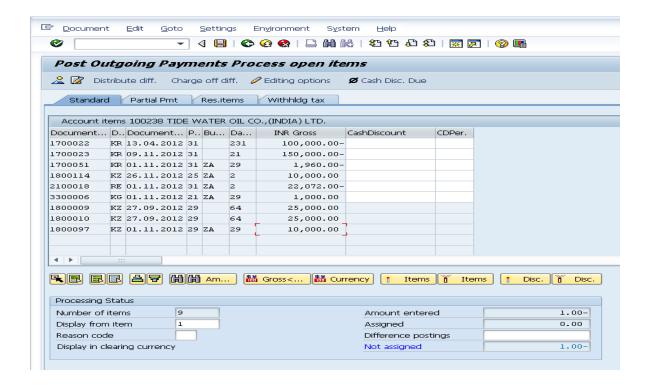




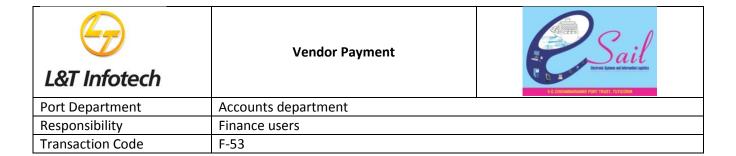
Click on select all icon and click on deactivate icon

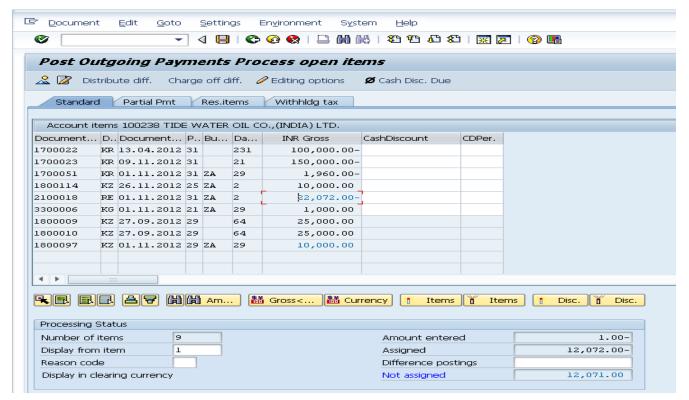
Below screen comes



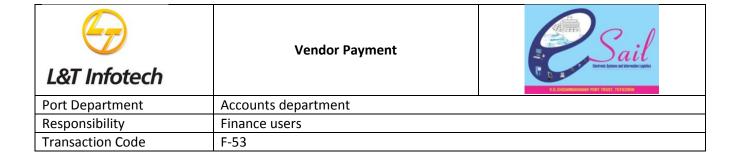


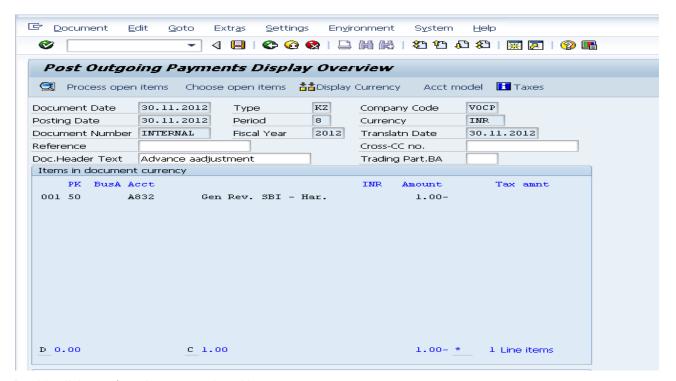
Double click on 22072/- and 10000/- and get below screen





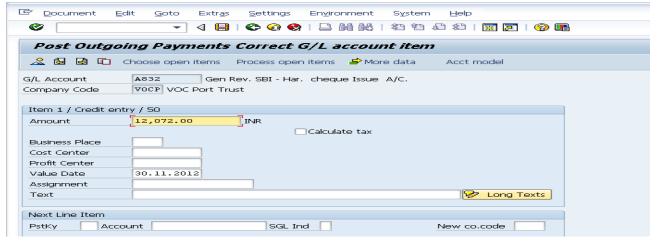
As per above screen doble click on invoice document and advance payment doc.no And click on Charge off Diff Tab below screen comes



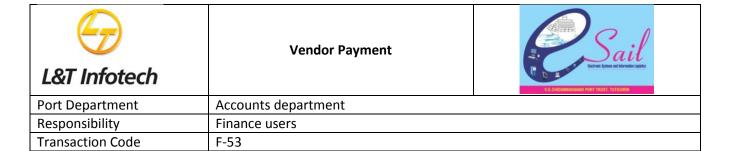


Double click on 1/- and enter star * and by press enter

Below screen comes



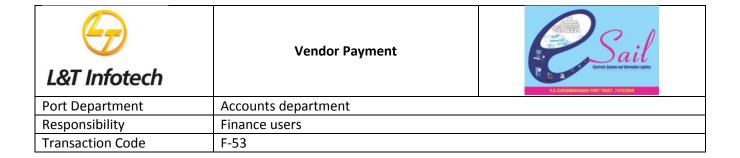
By press enter amount will come



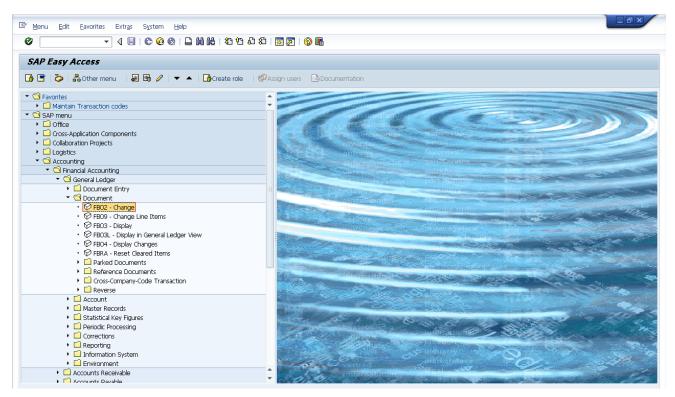


Click on Save icon or (Ctrl + s) and get below message





2.Change Document :T.code:Fb02

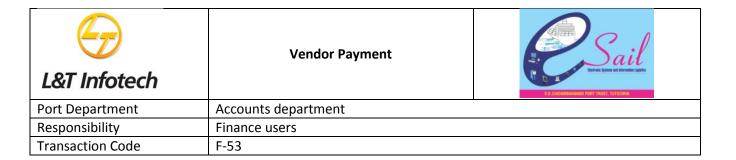


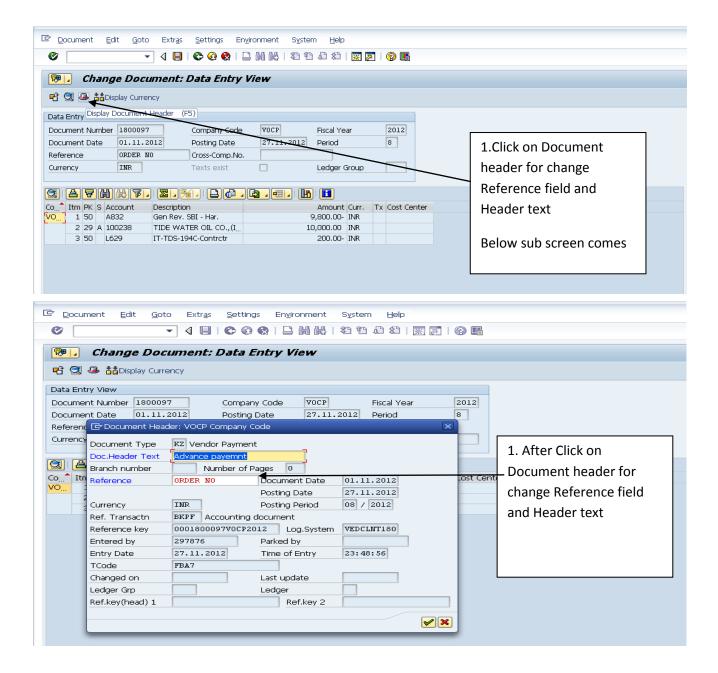
The following screen displays:



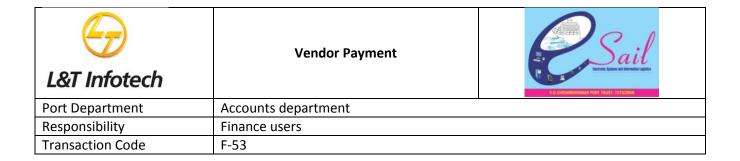
Enter document no:1800097, Company code: VOCP & Fiscal year:2012

By press enter and go to next screen as appears below

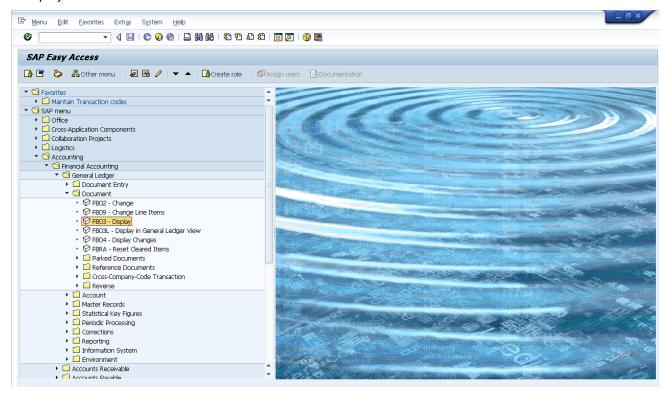




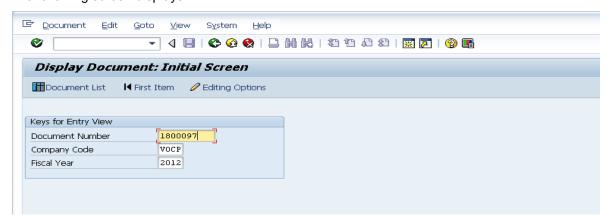
By press enter and comes to change document and click on save lcon(ctrl+s)



3. Display Document-T.code FB03



The following screen displays:



Enter document no:1800097, Company code: VOCP & Fiscal year:2012

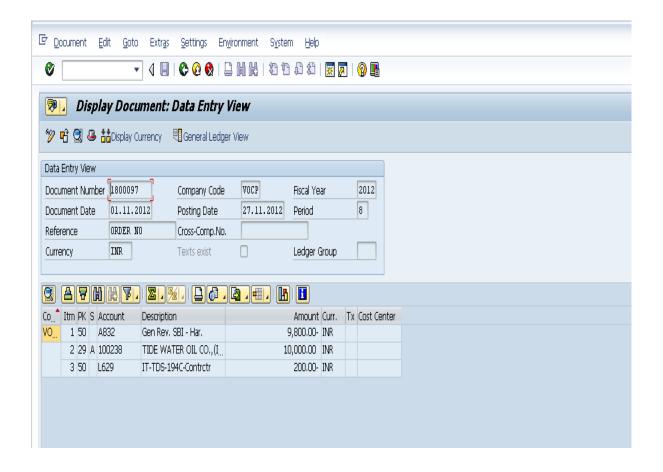
By press enter and go to next screen as appears below

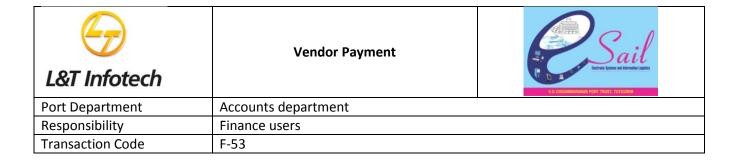


Vendor Payment



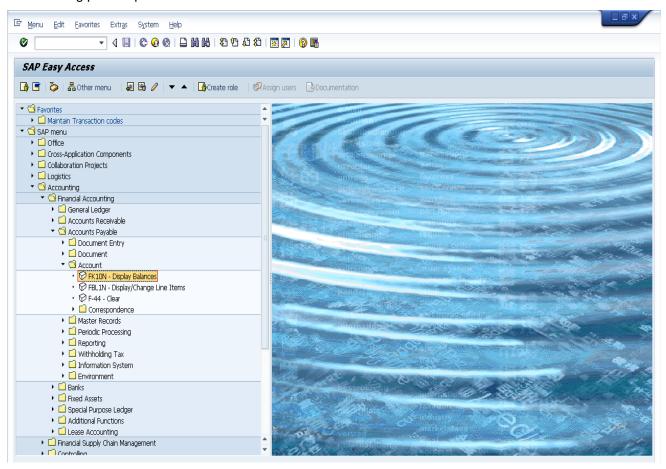
Port Department	Accounts department	
Responsibility	Finance users	
Transaction Code	F-53	



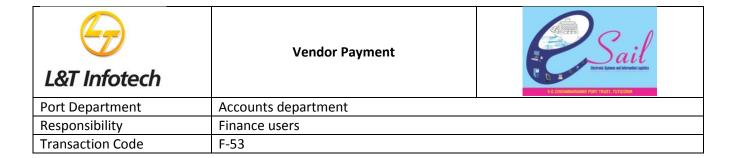


4. Vendor Balance Display-FK10N

The following path as per screen:

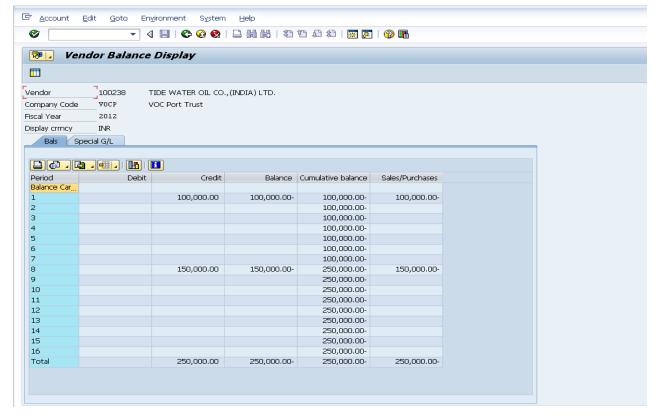


The following screen displays:

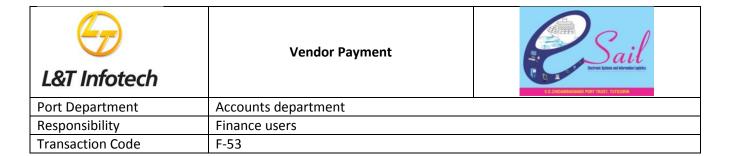


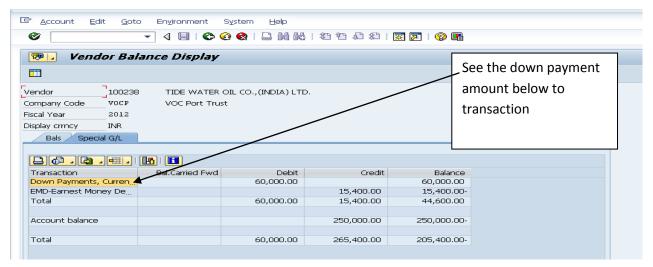


Enter Vendor code:100238,Company code:vocp and Fiscal year:2012 and click on execute or F8 Below screen comes



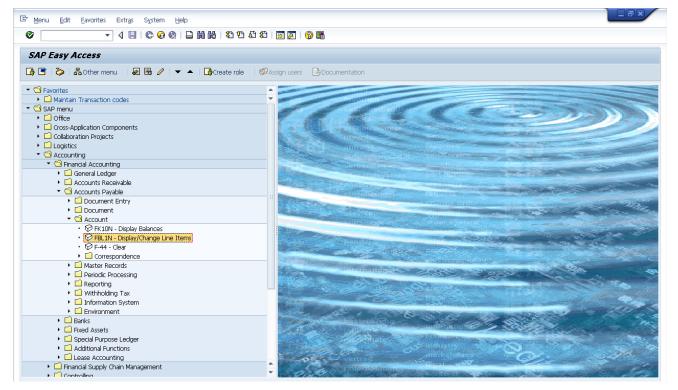
In above screen period wise vendor balance display and for vendor dvance payment ,go to special gl tab to display Advance amount and below screen comes



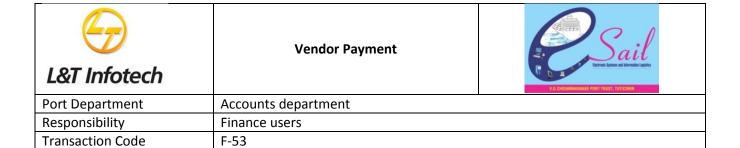


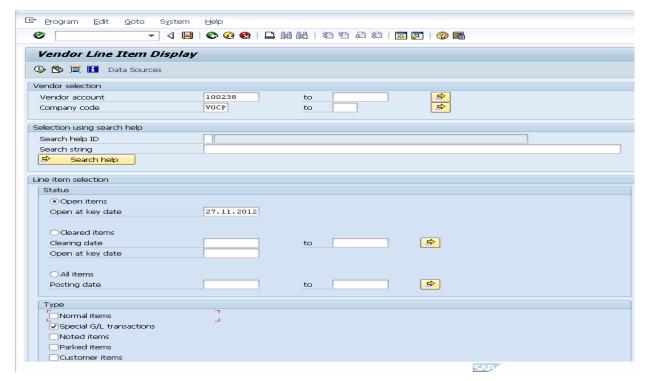
5. Vendor Line items display: FBL1N for each type of davance payments

The following screen path in sap



The following screen displays:





Enter Vendor code:100238 and company code:vocp

Select Open items Radio button and Select normal and Special GI transactions check box

Click on Execuite icon or press F8 and Below screen comes

