

ERP - PROJECT

SUGAMYA

END USER DOCUMENT

FOR

**FINANCIAL ACCOUNTING &
CONTROLLING**

MANAGEMENT ADJUSTMENTS

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1 DOCUMENT CONTROL

This is a controlled document and will be maintained on UJVNL portal.

Changes to this document will be recorded below and must be published to all interested parties.

1.1 DOCUMENT HISTORY

Version	Date	Author	VERSION DETAILS
V01	07-02-2018	Durgarao Tirumani & Abhishek Sharma	First ISSUE

1.2 DISTRIBUTION

Date	Name	Purpose
07-02-2018	Madhur Rastogi	For Information

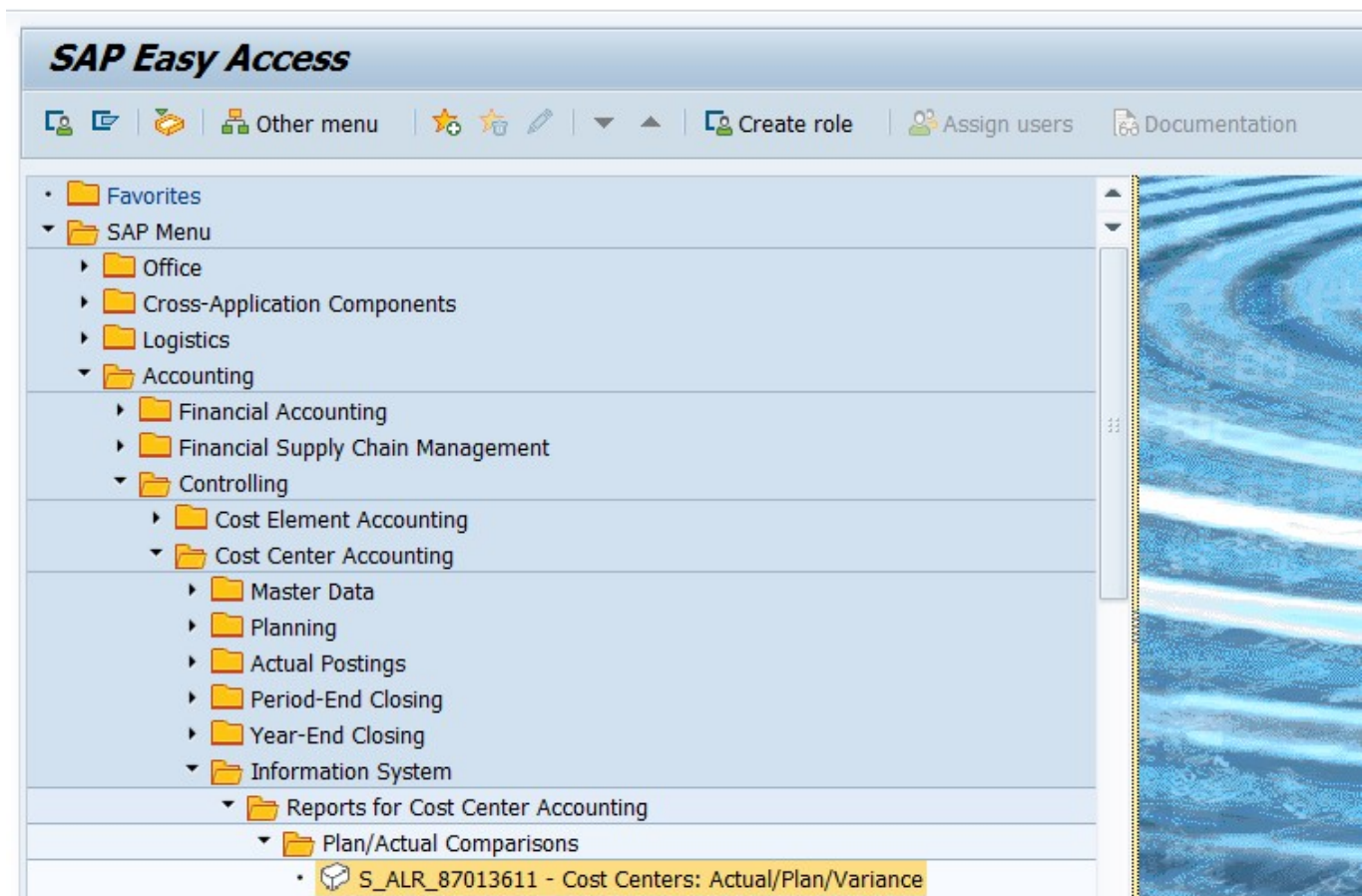
2 COST CENTERS: ACTUALS/PLAN/VARIANCE

2.1 OVERVIEW

Cost centers actual values planned values and the variances will be stored in report: S_ALR_87013611

2.2 MENU PATH

Menu Path	SAP MENU > Accounting > Controlling > Cost center accounting > Information system > Reports for cost center accounting > Plan/Actual comparison > S_ALR_87013611- Cost centers-actual/plan/variance
Transaction Code	S_ALR_87013611



2.3 STEPS

On running S_ALR_87013611, we get the initial screen as shown below:

Cost Centers: Actual/Plan/Variance: Selection

Data Source...

Selection values

Controlling Area	1000
Fiscal Year	2017
From Period	1
To Period	12
Plan Version	0

Selection groups

Cost Center Group	UJVNL_HIER			
Or value(s)	<input type="text"/>	to	<input type="text"/>	
Cost Element Group	<input type="text"/>			
Or value(s)	<input type="text"/>	to	<input type="text"/>	

Enter the following data

S.NO	Field	Description	User Action and Values
Selection values			
1	Controlling area	Specify the controlling area	1000
2	Fiscal year	Specify the fiscal year	2017
3	From period	Specify the from period	1(April)
4	To period	Specify the to period	12(March)
Selection group			
5	Cost center group	Specify the cost center group	UJVNL_HIER
6	Or values	Specify the cost center values either individual or in multiple (Randomly). And give either of group or values for cost centers.	
7	Cost element group	Specify the cost element group	
8	Or values	Specify the cost element values either individual or in multiple (Randomly). And give either of group or values for cost element.	

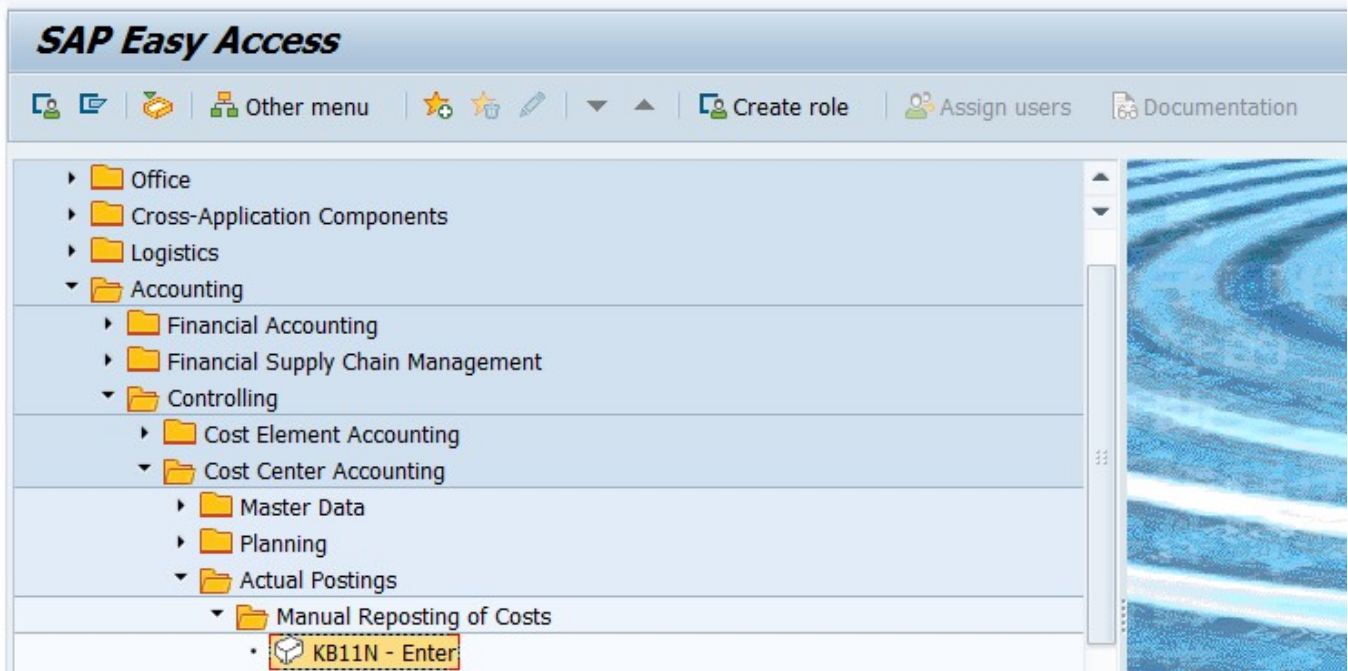
3 REPOSTING OF COST

3.1 OVERVIEW

Transaction code KB11N is used for reposting of costs.

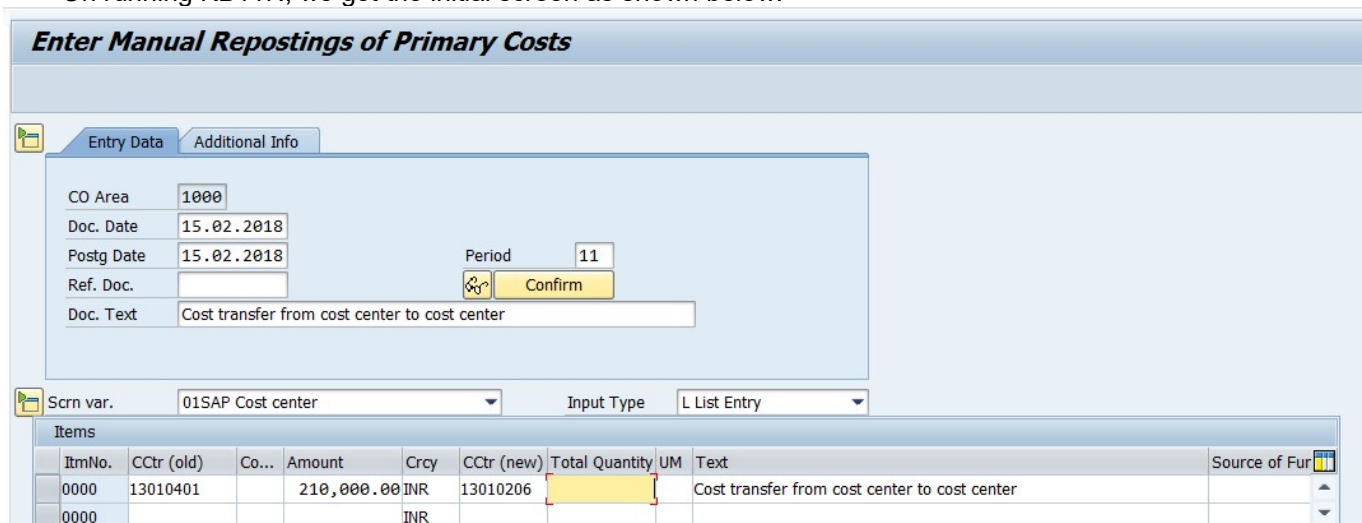
3.2 MENU PATH

Menu Path	SAP MENU > Accounting > Controlling > Cost center accounting > Actual posting > MENU al reposting of cost > KB11N-Enter
Transaction Code	KB11N



3.3 STEPS

On running KB11N, we get the initial screen as shown below:



Enter the following data

S.NO	Field	Description	User Action and Values
Entry data			
2	Document date	Give the date of document	15.02.2018
3	Posting date	Give the posting date i.e., systems date	15.02.2018
4	Posting Text	Narration	Cost transfer from cost center to cost center
5	Screen variant	Specify screen variant	01 SAP Cost centers
6	Input type	Specify input type of entry	L List type
Items			
5	Cost center (Old)	Specify the cost center from where the cost has to be settled	13010401
6	Cost element	Specify the cost element	74203000
7	Amount	Specify the amount	210000
8	Cost center (New)	Specify the cost center to where exactly the cost has to be send.	13010206
9	Text	Narration in line item level	Cost transfer from cost center to cost center

Click on Save button or Ctrl+s
Document is posted.

Document is posted under number 6000000100

4 REPOSTING OF LINE ITEMS

4.1 OVERVIEW

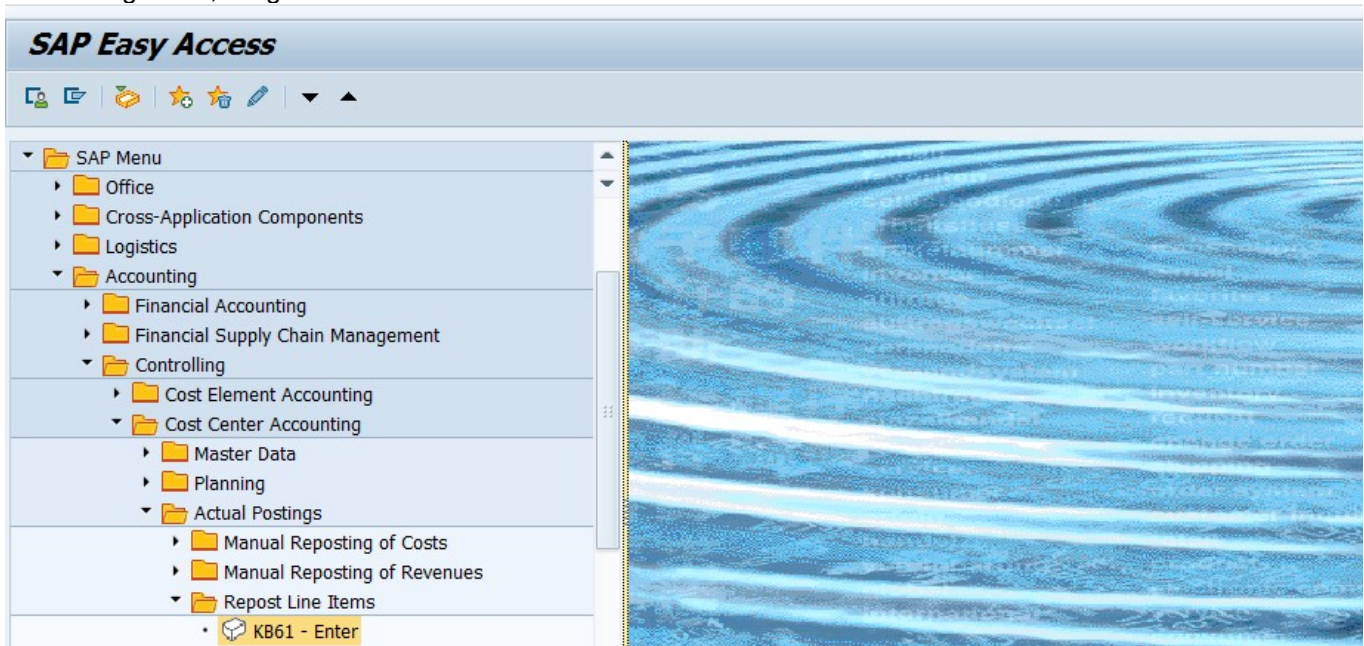
Transaction code KB61 is used for reposting of line items.

4.2 MENU PATH

Menu Path	SAP MENU > Accounting > Controlling > Cost center accounting > Actual postings > Reposting of line items > KB61-Enter
Transaction Code	KB61

4.3 STEPS

On running KB61, we get the initial screen as shown below:



Execute, and fill as follows and enter



S.NO	Field	Description	User Action and Values
1	NA	NA	NA

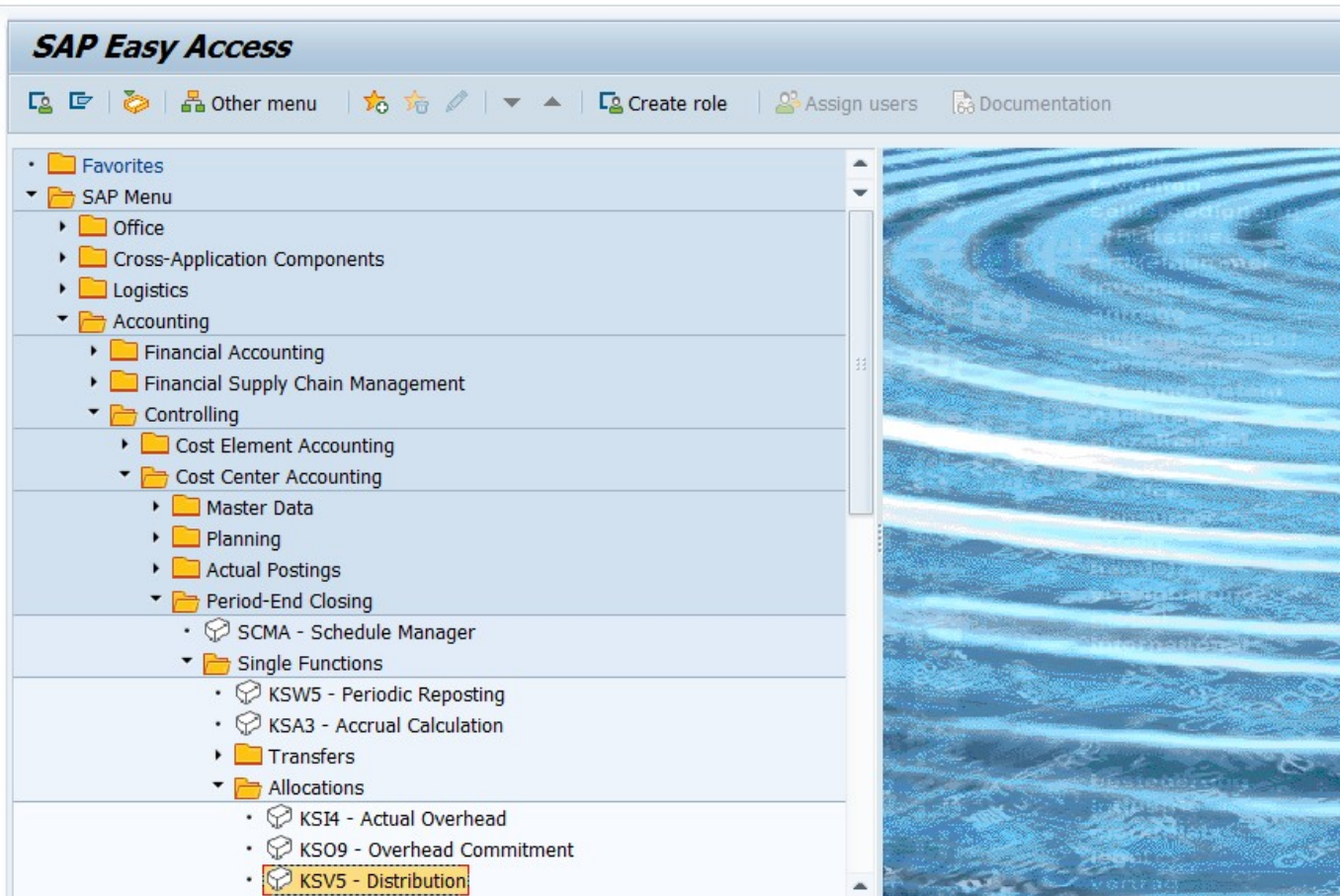
5 ACTUAL DISTRIBUTION CYCLE

5.1 OVERVIEW

Transaction code: KSV5 is used for distribution of overheads. Distribution is created for transfer of primary cost from a cost center to any controlling cost object. During distribution cost centers can be used as sender. And in this process the cost element remains same.

5.2 MENU PATH

Menu Path	SAP Menu → Accounting → Controlling → Cost center accounting → Period end closing → Single functions → Allocations → KSV5-Distribution
Transaction Code	KSV5-Distribution





5.3 STEPS

On running KSV5, we get the initial screen as shown below:



Execute Actual Distribution: Initial Screen


 Settings

Parameters

Controlling Area

Period To

Fiscal Year


Processing Options


Background Processing


Test Run

Detail Lists

Additional Functions

 Lock Segments for Test Run

 Display Documents and Simulations

 Show Executions in Schedule Manager

Cycle **Start Date**

<input type="text" value="TESTD1"/>	<input type="text" value="01.02.2018"/>	<input type="text" value="Actual distribution testing-02"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Step No	Field Name	Description	User Action and Values
1	Controlling area	Specify the controlling area	1000
2	Period	Specify the from and to periods	1 to 12
3	Fiscal year	Select the fiscal year	2017
4	Test run	Specify the test run check	Specify the test run check
5	Detail list	Select this option	Select this option
6	Cycle	Specify the distribution cycle	TESTD1

Execute and see the report.

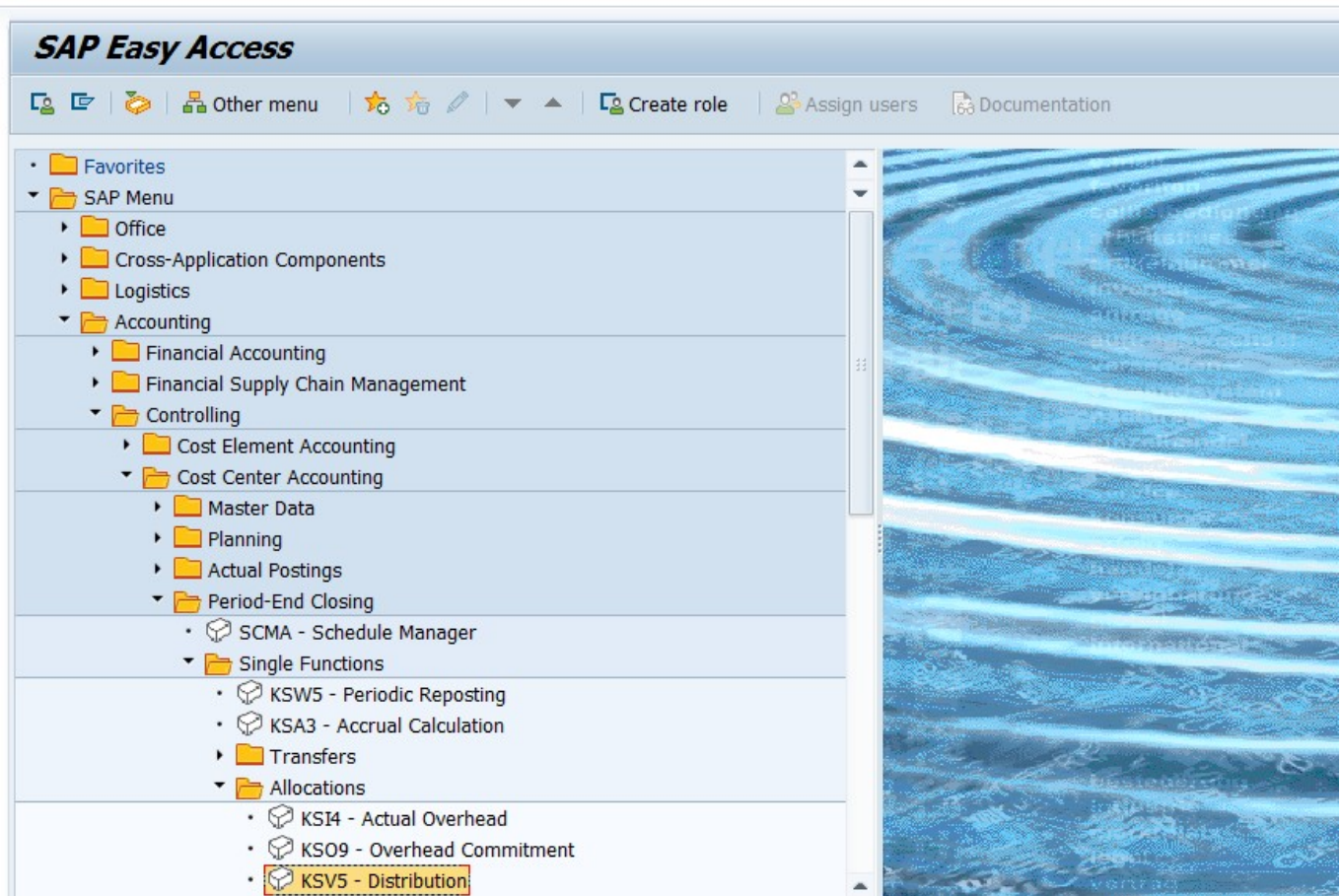
6 ACTUAL ASSESSMENT CYCLE

6.1 OVERVIEW

Transaction code: KSU5 is used for assessment. Assessment is created to transfer primary and secondary costs from cost center to controlling cost object. Here cost centers are used as sending objects. During assessment run the all the secondary cost elements with cost element category 42 are summarized into assessment cost elements and after execution it will not show any cost element in receiving cost object.

6.2 MENU PATH

Menu Path	SAP Menu → Accounting → Controlling → Cost center accounting → Period end closing → Single functions → Allocations → KSU5-Assessment
Transaction Code	KSU5-Assessment




6.3 STEPS

On running KSU5-Assessment, we get the initial screen as shown below:



Execute Actual Assessment: Initial Screen

 Settings

Parameters

Controlling Area

Period To

Fiscal Year


Processing Options


Background Processing


Test Run

Detail Lists List selection

Additional Functions

 Lock Segments for Test Run

 Display Documents and Simulations

 Show Executions in Schedule Manager

Cycle **Start Date**

Step No	Field Name	Description	User Action and Values
1	Controlling area	Specify the controlling area	1000
2	Period	Specify the from and to periods	1 to 12
3	Fiscal year	Select the fiscal year	2017
4	Test run	Specify the test run check	Specify the test run check
5	Detail list	Select this option	Select this option
6	Cycle	Specify the distribution cycle	TEST_1

Execute and see the report.

7 GLOSSARY

FI	Financial Accounting module
CO	Controlling module
Company code	SAP term for legal entity for which a complete self-contained set of accounts can be drawn up for external statutory reporting
Controlling Area	SAP organization element used to cover those company codes that share common cost accounting principles and processes
Cost Element	Cost elements classify an organization's valuated consumption of production factors within a controlling area. A cost element corresponds to a cost-relevant item in the chart of accounts.
Plant	In Logistics, a plant is an organizational unit for dividing an enterprise according to production, procurement, maintenance, and materials planning. A place where materials are produced, or goods and services are provided.
Profit Centre	A profit center is a SAP organizational unit in accounting that reflects a management-oriented structure of the organization for internal Management Accounting controls
SAP	Systems, Applications and Products (in data processing)
NMP	No MENU Path

8 APPENDIX

8.1 T - CODES FOR REOPRTS

T-Code	Description
S ALR_87013611	Cost centers: Plan/Actual/Variance
KB11N	Reposting of cost
KB61	Reposting of line items
KSV5	Actual distribution
KSU5	Actual assessment