

SAP FICO COURSE CONTENT

INTRODUCTION

- ✓ ERP Concepts
- ✓ Role of SAP Consultant & End User
- ✓ Why SAP is in demand?
- ✓ What is configuration and Business Transactions?

GENERAL SETTINGS

- ✓ Define Company, Company Code, Credit Control Area, Business Area, Chart of Accounts and Fiscal Year. Assign Company Code to Company, Chart of Accounts and Fiscal Year, Create Tax Procedure and Attach to the Country

POSTING PERIOD

- ✓ Define Posting Period Variant
- ✓ Assign Posting Period Variant to company code
- ✓ Define Open and Close Posting periods

DOCUMENT

- ✓ Define Document Types and Number Ranges

ACCOUNT GROUP AND RETAINED EARNING ACCOUNT

- ✓ Define Account Group and Retained Earning Account

FIELD STATUS VARIANT:

- ✓ Maintain Field Status Variant
- ✓ Assign Field Status Variant to Company Code

TOLERANCE GROUP

- ✓ Tolerance Group for GL Accounts
 - ❖ Tolerance Group for Employees
 - ❖ Assigning Users to Tolerance Groups

OTHER BASIC STEPS

- ✓ Enable Fiscal Year Default
- ✓ Enable Default Value Date
- ✓ Check Company Code settings in Global parameters

GENERAL LEDGER ACCOUNTING (NEW)

- ✓ Creating a Chart of Accounts
- ✓ Types of Chart of Accounts
- ✓ Assigning Company code to Chart of Accounts
- ✓ Defining Account Group
- ✓ Defining Retained Earning Accounts
- ✓ Edit/Create G/L Master Data
- ✓ Blocking/Unblocking of an GL Account
- ✓ Changing of GL Master
- ✓ Display Changes/What Changes/how it was done
- ✓ Commonly used Business Transactions

REFERENCE DOCUMENTS

- ✓ Sample document
- ✓ Recurring Entries

REVERSAL OF DOCUMENT

- ✓ Normal Reversal/Individual Reversal
- ✓ Mass Reversal
- ✓ Reversal of the Reversed documents
- ✓ Accrual document and reversal of accrual document

POSTING FOREIGN CURRENCY TRANSACTION

INTEREST CALCULATION

NEW GL CONCEPT (DOCUMENT SPLITTING & PARALLEL ACCOUNTING)

ACCOUNTS RECEIVABLE (AR)

- ✓ Account Group Creation
- ✓ Field Status
- ✓ Customer Number Ranges
- ✓ Assigning Number Range to Account Group
- ✓ Tolerance Group for Customers/Vendors
- ✓ GL Accounts and Customer Master Creations
- ✓ Document Types and No. Ranges
- ✓ Down payment
- ✓ Commonly used Business Transactions:

1. Customer invoice,
2. Customer credit memo,

3. Customer clearing,
4. Customer (Incoming) payment &
5. Down payment received from customer

Run Dunning Program

Interest Calculation

ACCOUNTS PAYABLE (AP)

- ✓ Account Group Creation
- ✓ Field Status
- ✓ Customer Number Ranges
- ✓ Assigning Number Range to Account Group
- ✓ Tolerance Group for Customers/Vendors
- ✓ GL Accounts and Customer Master Creations
- ✓ Document Types and No. Ranges
- ✓ Down payment
- ✓ Commonly used Business Transactions:
 1. Vendor invoice,
 2. Vendor credit memo,
 3. Vendor clearing,
 4. Vendor (outgoing) payment & APP run
 5. Down payment paid to vendor

BANK ACCOUNTING

- ✓ Manual Bank Statement
- ✓ Electronic Bank Statement
- ✓ Cash Journal

ASSET ACCOUNTING

- ✓ Chart of Depreciation
- ✓ Account Determination
- ✓ Screen Layout
- ✓ Asset Class
- ✓ Depreciation Keys
- ✓ AO21, AO90 – GL account assignment & OAYZ – Asset/class/depreciation areas assignment

- ✓ Creation of Asset master Data
- ✓ Creation of Asset sub number
- ✓ Asset explorer
- ✓ Year change
- ✓ Commonly used Business Transactions:
 1. Asset acquisition,
 2. Transfer of asset,
 3. Depreciation posting,
 4. Asset sold to customer (with revenue),
 5. Asset scrapping (without revenue) &
 6. Asset under Construction process

TAX ON SALES & PURCHASES

CONTROLLING

- ✓ Defining Controlling Area
- ✓ Defining Number Ranges for Controlling Documents
- ✓ Maintain Versions

COST ELEMENT ACCOUNTING

- Creating Cost Element Groups
- Manual Creation of Primary and Secondary Cost Elements
- Automatic Creation of Primary and Secondary Cost Elements

COST CENTER ACCOUNTING

- Creating Cost Center Hierarchy Key
- Creating Cost Center Groups
- Creating Cost Centers
- Posting to cost center
- Manual Repost Line Items
- Allocation methods
- Assessment
- Distribution
- Period Lock

PROFIT CENTER ACCOUNTING

- Creating Profit Center Hierarchy
- Creating Profit Center Groups
- Creating Dummy Profit Center

- Creating Profit Centers

INTERNAL ORDERS

- Creating Order Types
- Creating Number Ranges
- Creating Internal Orders
- Settlement of Internal orders

FI-MM & FI-SD INTEGRATION

TRIAL BALANCE

FINANCIAL STATEMENT VERSION & FINANCIAL STATEMENT

CARRY FORWARD OF BALANCE TO RETAINED EARNINGS A/C