

SIEVE SOFTWARE

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SAP-FI/CO with CIN

Introduction:

SAP Over view

ERP Products

SAP Functional Modules/Technical Modules/Techno-Functional Modules

Introduction to ERP SAP R/3 System

Over view on System Landscape

SAP FI/CO Introduction, Organizational Structures.

SAP-FINANCE (FI):

Basis Settings of SAP-FI:

A) Organization Structure (Enterprise Structure)

- Define Company
- Define Company Code
- Assign Company Code to Company
- Define Business Area
- Maintain consolidation business area
- Assign business area to consolidation business area
- Define Credit Control Area
- Assign company code to credit control area
- Maintain FM Area
- Assign company code to financial management area
- Define Segment

B) GL Accounting Structure

- Define Chart of Accounts List
- Assign Company Code to Chart of Accounts List
- Define Accounts Groups
- Define Retained Earning A/C
- Define Tolerance Group for GL Accounts
- Define Tolerance Group for Employees

C) Global Structure

- Maintain Fiscal Year Variant
- Assign Company Code to Fiscal Year
- Define Posting Periods
- Assign Posting Periods to Company Code
- Open and Close Posting Periods

- Define Field Status Group
- Assign Company Code to Field Status Group
- Enter Global Parameters

GL Masters (SAP-FI GL):

A) GL Postings:

- 1) Creation of GL Masters
- 2) Define Document Types and Number Ranges
- 3) GL Posting with Normal
- 4) Display Posted Documents and Ledgers
- 5) Types of Documents
 - a) Held Document
 - i) How to creation of held document
 - ii) How view held document (Report)
 - iii) How to delete held document
 - iv) How to convert held document into final document
 - v) Reports
 - b) Park Document
 - i) How to creation of park document
 - ii) How view park document (Report)
 - iii) How to delete park document
 - iv) How to convert park document into final document
 - v) Reports
- 6) Types of Reference Documents
 - a) Recurring Document
 - i) Creation of number ranges for recurring document
 - ii) How to create recurring document
 - iii) How to view recurring document (Report)
 - iv) How to delete recurring document
 - v) How to post a document by using recurring document
 - vi) Reports
 - b) Sample Document
 - i) Creation of number ranges for sample document
 - ii) How to create sample document
 - iii) How to view sample document (Report)
 - iv) How to delete sample document
 - v) How to post a document by using sample document
 - vi) Reports
- 7) Documents Reversals
 - A) Individual Reversal
 - B) Mass Reversal
 - C) Reversal of Reversal

- 8) Reports

B) Foreign Currency Translation

- Define Exchange Rate Types
- Define Translation Ratio

- Define Exchange Rates
- Define Accounting Principles
- Assign Accounting Principle to Ledger Groups
- Define Valuation Methods
- Define Valuation Areas
- Assign Valuation Areas and Accounting Principles
- Creations of GL Accounts
- Prepare Automatic Postings for Foreign Currency Valuation
- Assign Exchange rate type to Document Type(SA)
- FC Loan Receipt
- Month End Enter Exchange Rates
- Foreign Currency Valuation (New) for Month End
- Year End Enter Exchange Rates
- Foreign Currency Valuation (New) for Year End
- Reports

Account Payable (SAP-FI AP):

1.1) Basic Settings for Accounts Payables:

- Define Vendor Accounts groups (With Screen Layout)
- Define Number Ranges for Vendor Accounts Group
- Assign Number Ranges for Vendor Accounts Group
- Define Tolerances Group for Vendors
- Creation of Vendor Masters
- Define Number Ranges for Vendor Posting
- Purchases Invoice posting
- Outgoing Payment:
 - Standard Payment
 - Partial Payment
 - Residual Payment
- Display of Vendor Accounts

1.2) Down Payment Made Vendors (Special GL Transactions)

- Creation of GL Accounts (Special GL Account)
- Link between the Reconciliation Account and Special GL Account
- Down payment Made to Vendor
- Purchases Invoice / Inventory Invoice
- Transfer Advance Amount From Special GL A/C to Reconciliation A/C
- Zero Balance Open Item Clearing belongs to Vendors
- REPORTS

1.3) Bank Accounting:

- Define House Bank and Bank Accounts
- Creation of Check Lot with Number Ranges
- Manual Check Updating
- Check Register
- Check Encashment
- Cancellation of Checks:
 - Unused Checks Cancellation

- Issued Checks Cancellation
- Cancel Payment
- Reports

1.4) Automatic Payment Program (APP)

- Set Up All Company Codes for Payment Transactions
- Set Up Paying Company Codes for Payment Transactions
- Set Up Payment Methods per Country for Payment Transactions
- Set Up Payment Methods per Company Code for Payment Transactions
- Set Up Bank Determination for Payment Transactions
- Manual APP (1:1)
- Automatic APP (1:N)
- REPORTS

1.5) Terms of Payments (OR) Payment Terms Vendors

- Maintain Payment Terms
- Creation of GL Accounts
- Define Accounts for Cash Discount Taken
- Assign Payment Terms to Vendor Master Data
- Purchase Invoice Posting / Inventory Invoice Posting
- Outgoing Payment for Vendor
- REPORTS

1.6) Credit Memo for Vendors

Account Receivables (SAP-FI_AR):

1.1) Basic Settings for Accounts Receivables:

- Define Customer Accounts groups (With Screen Layout)
- Define Number Ranges for Customer Accounts Group
- Assign Number Ranges for Customer Accounts Group
- Define Tolerances Group for Customers
- Creation of Customer Masters
- Define Number Ranges for Customer Posting
- Sales Invoice posting
- Incoming Payment:
 - Standard Payment
 - Partial Payment
 - Residual Payment
- Display of Customer Accounts

1.2) Down Payment Receipt Customers (Special GL Transactions)

- Creation of GL Accounts (Special GL Account)
- Link between the Reconciliation Account and Special GL Account
- Down payment Receipt From Customers
- Sales Invoice Posting
- Transfer Advance Amount From Special GL A/C to Reconciliation A/C
- Zero Balance Open Item Clearing belongs to Customers

1.4) Interest Calculation:

1.4.1) Balance Interest Calculation

- Define Interest Calculation Types for balance interest calculation
- Prepare Account Balance Interest Calculation
- Define Reference Interest Rates for balance interest calculation
- Define Time-Dependent Terms for balance interest calculation
- Enter Interest Values for balance interest calculation
- Creation of GL Accounts for balance interest calculation
- Prepare G/L Account Balance Interest Calculation
- Loan Receipt Entry
- Balance Interest Calculation for the first month
- Reports

1.4.2) Item Interest Calculation

- Define Interest Calculation Types for Item Interest Calculation
- Define Number Ranges for Item Interest Calculation Forms
- Prepare Item Interest Calculation
- Define Reference Interest Rates for Item Interest Calculation
- Define Time-Dependent Terms for Item Interest Calculation
- Enter Interest Values for Item Interest Calculation
- Creation of GL Accounts for Item Interest Calculation
- A/R: Calculation of Interest on Arrears
- Assign ITEM INTEREST CODE to Customer Master Data
- Sales Invoice posting
- Item Interest Calculation
- Reports

1.5) Dunning

- Define Dunning Areas
- Define Dunning Procedures _ Dunning Levels= 9 (8+1)
- Assign Dunning Procedure to Customer Master Data
- Sales Invoice Posting
- Reports
- DUNNING LETTER

1.6) Credit Memo for Customers

1.7) Terms of Payments (OR) Payment Terms _ Customers

- Maintain Payment Terms
- Creation of GL Accounts
- Define Accounts for Cash Discount Allowed
- Assign Payment Terms to Customer Master Data
- Sales Invoice Posting
- Incoming Payment for Vendor
- REPORTS

CIN-(Country India Version)

CIN we have in 3 modules as follow:

SAP FI/CO-CIN
SAP MM-CIN

SAP SD-CIN

In our SAP FI/CO __ CIN:

- 1) Sales Tax
- 2) Purchases Tax
- 3) Extended withholding Tax (TDS)

Tax on Sales, Purchases and Services

- Define Condition Types (SAP SD)
- Check and Change Settings for Tax Processing
- Check Calculation Procedure
- Assign Country to Calculation Procedure
- Define Tax Codes for Sales and Purchases
- Creation of GL accounts
- Define Tax Accounts
- Assign Tax Codes for Non-Taxable Transactions
- Activate Tax Code for Sales GL A/C and Inventory GL A/C
- Sales Invoice Posting (Without Tax)
- Sales Invoice Posting (With VAT)
- Sales Invoice Posting (With CST)
- Purchases Invoice Posting (without TAX)
- Purchases Invoice Posting (with VAT)
- Purchases Invoice Posting (with CST)
- Sales Invoice Posting (With Services Tax)
- REPORTS

Extended With Holding Tax:

- Maintain Calendar (SAP-HR or SAP-HCM)
- Check Withholding Tax Countries
- Define Withholding Tax Keys
- Define Business Places (Define Section Code)
- Assign Factory Calendars to Business Places
- Define Business Places
- Define Section Codes (Assign Business Place to Section Code)
- Define Withholding Tax Type for Invoice Posting
- Define Withholding Tax Type for Payment Posting
- Define Withholding Tax Codes
- Check Recipient Types
- Maintain Tax Due Dates
- Assign Withholding Tax Types to Company Codes
- Activate Extended Withholding Tax
- Maintain Company Code Settings (SAP-SD)
- Creation of GL Accounts
- Define Accounts for Withholding Tax to be Paid Over

Asset Accounting (SAP-FI_AA):

- Copy and Modify Chart of Depreciation
- Define 0% Tax Codes
- Assign Tax Codes to Non-Trancable Acquisitions
- Assign Chart of Depreciation to Company Code
- Specify Account Determination
- Create Screen Layout
- Create Number Ranges Intervals for Asset Master Data

- Define Asset Classes
- Creation of GL Accounts for Asset Masters
- Integration of Asset Master to GL Accounts
- Specify Intervals and Posting Rules
- Specify Rounding of Net Book Value and/or Depreciation
- Define Base Methods
- Define Declining-Balance Methods
- Define Multi-Level Methods
- Maintain Period Control Methods
- Maintain Depreciation Key
- Determine Depreciation Areas in the Asset Class
- Define Screen Layout for Asset Master Data
- Define Screen Layout for Asset Depreciation Areas
- Define Document Types and No.Ranges for Asset Masters
- Creation of Main Asset Master Data with reference to Asset Class
- Creation of Sub-Asset Master Data with reference to Main Asset
- External Acquisition of Asset with Vendors
- Depreciation Posting
- Sale of Asset
- Transfer of Asset
- Display Asset Balances
- Asset Explorer/ Asset History
- Reports

SAP-CONTROLLING (CO):

1) General Controlling:

- Maintain Controlling Area
- Activate Components for Controlling Area
- Assignment of Company Code to Controlling Area
- Maintain Number Ranges for Controlling Area Documents
- Maintain Versions and Settings for Fiscal Year

2) Cost Element Accounting (SAP-CO CEA):

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

3) Cost Center Accounting (SAP-CO CCA):

- Activate Cost Center Accounting in Controlling Area
- Define Standard Hierarchy for Cost Center
- Define Cost Center Categories
- Define Cost Center Groups
- Creation of Cost Centers
- Planning Cost Center wise at SAP _ CO Level
- Actual Cost Posting at SAP _ FI Level
- Repost of Cost at SAP _ CO Level
- SAP _ FI_ Reports

- SAP _ CO _ Reports
- 4) Statistical key figures
 - Create statistical key figures
 - Maintain statistical key figures
 - 5) Assessment and distribution
 - Creation of assessment cycle
 - Execution of assessment cycle
 - 6) Budgeting and availability control
 - Maintain number ranges for budgeting
 - Define tolerance limits for availability control
 - Maintain budget manager
 - Budget order wise
 - End user activities
 - 7) Internal Orders (SAP-CO IO):
 - Activate Order Management in Controlling Area
 - Maintain Budget and planning Profiles
 - Define Order Types
 - Number Ranges for Orders
 - Creation of Real and Statistical Orders
 - Planning Internal Order wise
 - Actual costing posting at SAP _ FI level
 - SAP _ FI _ Reports
 - SAP _ CO _ Reports
 - 8) Real orders:
 - Creation of field status for Ro
 - Creation of GI master
 - Creation of secondary cost element
 - Maintain allocation structure
 - Maintain settlement profile
 - Creation of order types
 - End user activities
 - 9) Profit Center Accounting (SAP-CO PCA):
 - Set Controlling Area
 - Maintain Standard Hierarchy
 - Maintain Controlling Area Settings
 - Create Dummy Profit Centre
 - Set Control Parameters for Actual Data
 - Maintain Plan Versions
 - Define Profit Centre
 - Assign Profit Centre to Cost Centres
 - Creation of Revenue Elements (SAP_FI)
 - Define Number Ranges for Local Documents
 - Maintain Automatic Account Assignment of Revenue Element

- Choose Additional Balance Sheet and P&L Accounts 3KEH
- Define Account Groups (Balance sheet Statement, Profit & Loss Statement)
- Planning Profit Centre wise for Account Groups (Balance Sheet Statement, Profit & Loss Statement)
- Posting of a Transaction to Profit Centers at SAP _ FI Level
- Reports SAP _ FI
- Reports SAP _ CO

10) Profitability Analysis (SAP-CO PA):

- Maintain Operating Concern
- Maintain Value Fields
- Define Profitability Segment
- Define Derivation Rules
- Setting for Data Flow from SD
- Setting for Data Flow from FI and MM
- Display Reports in CO-PA

11) Over view about Product Cost:

- Define Cost Sheet for Overhead Calculation
- Define Cost Component Structure
- Define Transfer Structure
- Maintain Material Cost Estimate with Quantity Structure
- Check Variance Variant
- Calculate Variance for Order
- Number Ranges for Variance Documents and Settlement Documents
- Define Material Master
- Define Plant

NEW GENERAL LEDGER ACCOUNTING:

- Segment Reporting
- Parallel currencies
- Document splitting
- Parallel accounting

CROSS COMPANY CODES MAINTANANCE

- Creation of clearing accounts
- Defining cross company code settings
- Enduser activities

VALIDATIONS

- Creation of validation rules
- Testing of validations

ASAP METHODOLOGY:

- Phase 1: Project Preparation
- Phase 2 :Business Blueprint
- Phase 3: Realization
- Phase 4 :Final Preparation
- Phase 5 :Go Live and Support

INTEGRATION:

- 1.1) SAP-FI/CO Integration with SAP-MM (Material Management)
- 1.2) SAP-FI/CO Integration with SAP-SD (Sales&Distribution)

REAL TIME CONCEPTS:

- 1.1) Month End Closing Activities
 - 1.1.1) By SAP FI/CO
 - a) Recurring document Posting
 - b) Accrual Entries Posting
 - c) Depreciation Posting
 - d) Interest Calculation
 - e) Closing Old Period
 - f) Open New Period
- 1.2) Year End Closing Activities
 - 1.2.1) By SAP FI/CO
 - a) Creation of New Fiscal Year
 - b) Carry Forward the Balances:
 - I. Vendor Balances
 - ii. Customer Balances
 - iii. Asset Closing Balances
 - iv. GL Account Balances
- 1.3) Standard Reports (like Trail Balance, Profit & Loss Account, Balance Sheet, Etc.....)
- 1.4) How will extract the data from SAP to MS Excel (For MIS Reporting Purpose)

NOTE: UPDATED SAP GST OVERVIEW

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