



SAP-FI/CO COURSE CONTENT

1. Introduction

- Introduction to SAP R/3
- Introduction to ERP, Advantages of SAP over other ERP Packages
- Introduction to SAP R/3 FICO

2. Financial Accounting Basic Settings

- Creation and assignment of company and company code
- Creation of business area
- Defining and assignment of fiscal year variant
- Defining and assignment of posting period variant
- Defining open and closing posting periods
- Defining document type & number ranges
- Maintenance and assignment of field status variants
- Taxes on Sales & Purchases (input & output)
- Creation of chart of Accounts
- Defining Accounts Groups
- Defining Retained Earnings Account.
- Defining tolerance groups for G/I accounts

3. General Ledger Accounting

- Creation of General Ledger Master (with and without reference)
- Display/Change/Block/Unblock of general ledger master
- Document Entry posting normal postings posting with reference
- Display and change of documents
- Display of GL balances and Line items

- Parked documents & hold documents
- Creation of Sample Document and posting
- Defining recurring entry document and posting
- Creation of account assignment model and posting
- Configuration of line layouts for display of GL line items
- Reversal of individual documents, mass reversal , reversal of cleared items and reversal of accrual and deferral documents
- Defining Exchange Rate types and Translation ratios
- Define Exchange rates & posting of foreign currency transactions

4. Accounts Payable

- Creation of vendor account groups and assignment of number ranges
- Creation of vendor master (display/change/block/unblock of vender master)
- Posting of vendor transactions (invoice posting, payment posting, credit memo)
- Settings for advance payments to parties (down payment) and clearing of down payment against invoices (special GL transactions)
- Posting of partial Payment & Residual Payment
- Creation of payment terms,
- Creation of house banks and account ids.
- Creation of check lots and maintenance of check register
- Configuration of automatic payment program
- Payment to vendors through APP
- Un-issued & issued checks cancellation and reversal of issued checks.

5. Accounts receivable

- Creation of customer account groups and assignment of number ranges
- Creation of customer master (display/change/block/unblock of vender master)
- Posting of customer transactions (sales invoice posting, payment posting, debit memo)
- Settings for advance payment from parties (down payment)
- Configuration of settings for dunning

6. Asset Accounting

- Defining chart of depreciation
- Defining account determination, screen layout, number ranges and asset classes.

- Integration with General Ledger & Posting rules
- Creation of asset master and sub asset master (change/display/block/unblock)
- Defining Depreciation key (base, declining, multilevel, period control methods)
- Acquisition or purchase of assets

7. Tax on sales and purchases

- Basic settings
- Calculation
- Posting

8. Extended withholding Tax

- Basic settings
- Calculation
- Posting

CONTROLLING

1. Introduction

- Basic settings for controlling
- Defining Controlling Area
- Defining Number ranges for Controlling Area
- Creation of Primary and Secondary Cost Elements
- Creation of Cost Element Groups
- Primary cost element categories and secondary cost element categories

2. Cost Center Accounting

- Defining Cost Center Standard Hierarchy
- Creation of Cost Centers and cost center groups
- Planning for cost center, posting to cost centers
- Repost of Costs
- Cost center reports

3. Cost Element Accounting

- Defining costing element types
- Creation of Primary and secondary Cost Element accounting
- Repost of Cost Element accounting
- Cost center reports

4. Internal Orders

- Defining order types
- Creation of internal orders
- Planning of internal orders
- Postings to internal order
- Report of Variance analysis
- statistical internal orders

5. Profit Center Accounting

- Basic Settings for Profit Center Accounting
- Creation of Dummy Profit Centers
- Maintaining versions for profit centers
- Creation of profit centers and profit center groups
- Creation of revenue cost elements
- Automatic Assignment of Revenue elements for Profit Centers Postings to profit centers, planning and variance reporting

6. Profitability analysis

- Defining the operating concern
- Activating the profitability analysis
- Creation of data structures
- Follow of actual values
- Creation of reports
- Execution of reports.