

SAP - FI/CO (Financial and Controlling)

1. IN FINANCE

Define Company

- Define Company Code
- Define Business Areas
- Define Consolidation Business Areas
- Define Financial Management Areas
- Define credit control area
- Define Functional Area

2. IN LOGISTICS

- Define Plant
- Define storage locations

3. IN PURCHASES

Define purchase organization

4. IN SALES

Define Sales organization

- Define Distribution centers
- Define Divisions

5. Financial Accounting basic settings

Define Fiscal Year Variant

- Assign Company Code to Fiscal Year
- Variant Posting Periods
- Define Variant for Open Posting Periods
- Assign Variants to Company Code
- Open and Close Posting Periods
- Define Document Type and Analization
- Define Field Status Variant
- Assign Company Code to Field Status
- Variant Define Tolerance and Groups
- Define Tolerance Groups for General Ledger Accounts.
- Define Tolerance Groups for Employees
- Enter Global Parameters

6. General ledger basic settings

Define Chart Of Accounts List

- Assign Company Code to Chart Of
- Accounts Define Account Group
- Define Retain Earnings Group
- Creation of general ledger accounts
- Making changes to G/L accounts

- View the balances
- Document lists
- Block/Unblock of G/L accounts

7. Posting the transactions using different applications

Parked documents

- Normal documents
- Recurring documents
- Hold documents
- Accrual/deferral documents
- Sample documents

8. OPEN ITEM MANAGEMENT

View line items

- Payment types
- Foreign currency Define exchange rates
- Transaction Ratios For Currency
- Transaction Define Exchange Rates
- Exchange rate key
- Valuation
- Postings related foreign currency
- Bank accounting Creation of House bank
- Cheque lot creation
 - Manual
 - Automatic
- Define check numbers
- Check register
- Check encashment
- Check cancellation
- Check issue
- Issue check cancellation
- Display Cheque Information
- Display Payment Document Cheques
- Renumber Cheques
- Reprint Cheques
- Bank reconciliation
- Process Manual Bank Statement
- Create Account Symbols
- Create Key For Posting Rules
- Define posting rules
- Define Variant For Manual Bank Statement

9. Accounts receivable

- Creation of Accounts group
- Number ranges for customer master
- records Tolerance limits
- Creation of customer master records
- Invoice & payment posting
- Statement of Account, Maintain
- Statement Request For Correspondence
- View reports, balances

10. Accounts payable

- Creation of Accounts group
- Number ranges for vendor master
- records Tolerance limits
- Creation of vendor master records
- Invoice & payment posting
- Statement of Account, Maintain
- Statement Request For Correspondence
- View reports, balances

11. Advance configuration steps

- Reconciliation Account
- Special G/L indicator
- Automatic postings

12. Dunning

- Dunning procedures
- Dunning levels
- Dunning run

13. Bills of Exchange

- Bills receivable
- Bills payable

14. Interest calculation

- Interest calculation types
- Interest Indicators
- Balance interest
- Item interest
- Prepare Account Balance Interest
- Calculation Time Dependent Terms
- Automatic postings
- Loan Receipt Entry
- Interest Run
- Batch input run
- Assign Forms for Interest Indicators
- Customer Interest Calculation Run

15. Taxes

- Value added tax

16. ASSET ACCOUNTING



- Create Chart of Depreciation
- Specify Chart of Depreciation
- Copy/Delete Chart of Depreciation Areas
- Assign Chart of Depreciation to
- Company code Specify Account Determination
- Define screen layout rules
- Define number ranges for dep areas
- Define Asset Classes
- Define Dep Area in the asset class
- Assign G/L Accounts for automatic
- postings to FI
- Specify Document type for posting of Depreciation
- Specify Intervals and posting rules
- Specify rounding off and / or Depreciation
- Define Base Method
- Define Multi Level Method
- Define Period Control Method
- Define Declining Balance Method

17. CONTINUATION OF ASSET ACCOUNTING

- Define Depreciation Key
- Define Screen layout for Asset Master data .
- Define Screen layout for Depreciation Areas
- Create Asset Masters
- Create SUB-Asset master
- Asset purchase posting
- Sub Asset purchase posting
- View Individual Asset
- View Asset balances by Business Area
- Asset Sale posting
- Asset Transfer
- Asset Scraping

- PAYMENT TERMS
- REVERSALS
- CASH JOURNAL

18. Controlling

- Define Controlling Area
- Define Number ranges for controlling documents
- Versions
- Cost Element Accounting Types of Cost elements
- Different types of cost elements
- Different types of defining cost elements
- Primary cost elements
- Secondary cost elements

- Make changes of cost elements
- Defining Cost element group
- Posting using cost elements

19. **Cost center Accounting**

- Defining cost centers
- Define Cost center group
- Cost center standard hierarchy
- Repost cost
- Repost controlling line items
- Line item display
- Cost center wise report
- Settlement & Distribution
- Define Cost cycle
- Cost center wise variance report
- Defining cost center under field status group as a required entry
- Posting of the documents using cost elements and cost centers

20. **Internal orders**

- Define different types of internal orders
- Create Internal order & Groups
- Repost cost
- Repost controlling line items
- Line item display
- View Internal order wise report
- Profit center Accounting
- Create Dummy Profit Center & Profit center
- Set control parameters for actual data
- Maintain Plan versions
- Define number ranges for local
- documents Maintain Automatic Account Assignment of revenue elements
- Choose Additional balance sheets and p l a/c's
- Derivation rules
- Profit center wise planning
- Expenditure & revenue posting for profit center
- Profit center wise variance report for B/Sheet a/c's & p&l a/c's.

21. **Profitability Analysis**

- Define Operating concern
- Types of Profitability Analysis
- Characteristics and value field
- Activate Profitability Analysis
- Maintain Assignment of SD Conditions to CO-PA Value fields.
- Maintain PA transfer structure for direct postings
- Define form for profitability report
- Create profitability report

Product costing

- Define Cost sheet

- Define Cost variant
- Define credits
- Define overhead rates & groups
- Define calculation bases

