SAP Controlling Configuration

SAP R/3 ENTERPRISE 4.7

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INTRODUCTION

Welcome to the SAP FICO Configuration kit. We will ensure that we will take you by the hand and help you configure both Controlling and Finance Module for you. In this document we will be configuring the basics of Controlling and also cover the Cost Center accounting Module.

The controlling area configuration is the starting point of configuration in the CO module, which will enable us to configure profit center, product costing and then the profitability analysis module.

In this document we will configure controlling area 9100 (A Group). To help us better understand the configuration let us take the below scenario:

The management of **A group** is desirous of having a single controlling area, so that they can have cross company code controlling. A Group is fast expanding group and will be setting various companies across the globe in the future.

Each company code in the above case will be attached to this controlling area. Currently A Group has only one company called as 9100 (A Ltd). This company code is attached to controlling area 9100. A group is located in Germany. The controlling area currency is configured as group currency EUR.

A Group requires the following modules within controlling to be implemented:-

- 1) Cost center accounting
- 2) Product costing
- 3) Profit center accounting
- 4) Profitability analysis

So lets now grind in further of how to configure the basics of controlling and the Cost Center in this document.

1 Organizational Structures

For doing the configuration we use the following path on the SAP application screen:-

SAP Menu à Tools à AcceleratedSAP à Customizing à SPRO - Edit Project à

Configuration for all the modules will be done here. The above path will not be referred henceforth; we will directly refer to the IMG node.

1.1 Maintain Controlling Area

IMG à Controlling à General Controlling à Organization à Maintain Controlling Area

Double click Maintain Controlling Area

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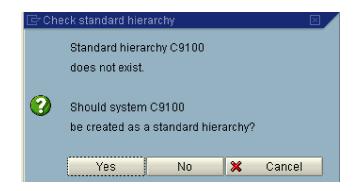
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| | Assignment Control CoCd->CO Area | Cross-company-code cost accounting | | |
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| | Other Settings Chart of Accts Fiscal Year Variant CCtr Std. Hierarchy | YCCA K4 C9100 | | |
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Group Currency definition comes from the client currency. A currency needs to be maintained for the client (when a client is created) in transaction SCC4.

Update document type SA

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Click Yes to create a standard hierarchy.

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Click on New entries

A grp requires the following modules withing controlling:-

- 1) Cost center accounting
- 2) Internal orders (order management)
- 3) Profit center accounting
- 4) Profitability analysis (we will update at a later stage)

It does not want activity based costing, further it wants commitments management to be activated.

Accordingly we update the following: -

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| | Order Management Commit. Management | Component active | |
| | ProfitAnalysis Acty-Based Costing | Component not active | |
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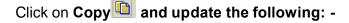
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1.2 Maintain Number Ranges for Controlling Documents

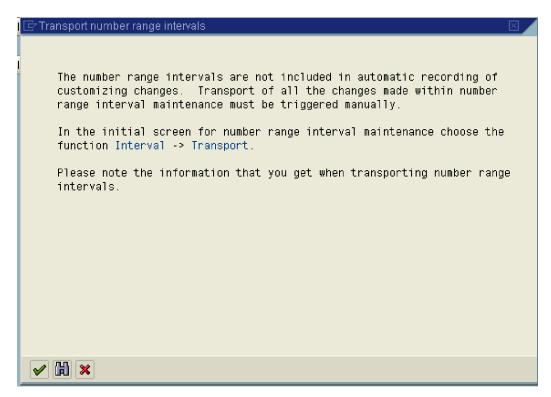
IMG à Controlling à General Controlling à Organization à Maintain Number Ranges for Controlling Documents

We will copy number ranges from the SAP delivered controlling area 001.



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| | |
| From | 0001 |
| То | <mark>9100</mark> 3 |
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Click on 🛄



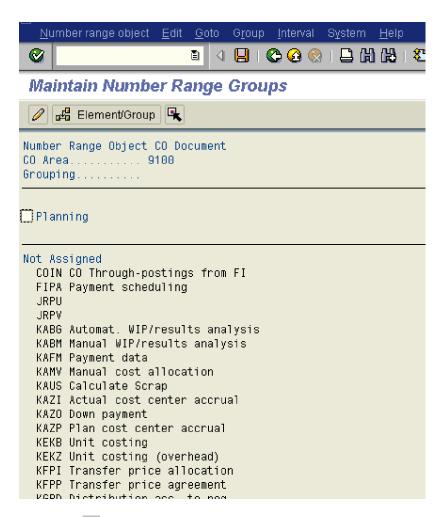
Note that the number intervals are not included in the customizing request they need to be transported manually. Click on Interval à Transport

To ensure data consistency, you should not transport number ranges for CO documents, but rather create them manually in the target system.

|] | 🖻 Insert Group | | | \boxtimes |
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Or else you can create from scratch.

Click 🖪



Click on 📙

Now assign the various business transaction to planning as follows:-

Position the cursor on KSPO Plan split costs

Click 🖳

Select Planning





Similarly you have to assign various business transactions to this group.

Finally the groups along with the business transaction will be as follows:-



It is tedious to maintain the number range and number range group manually. It is better to copy from the SAP controlling area 0001

<u>Note: To ensure data consistency, you should not transport number</u> <u>ranges for CO documents, but rather create them manually in the target</u> <u>system.</u>

1.3 Maintain Versions

IMG à Controlling à General Controlling à Organization à Maintain Versions

Click on Extras à Set Controlling area

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| 🗀 Settings for Each | 3 | | - | ╼╧ | ✓ | | |
| 🗀 Delta version: Bu | | Plan version 3 | | | | | |
| Settings for Progress | 4 6 | Plan version 4 | | | | | |
| | 0 10 | Cost Estimate Maint. Orders | | | | | |
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| | 21 40 | Plan Reconcil. CO-OM Result | | | | | _ |
| | | ABC Version | | | | | |
| | 50 | ABC Version | | | | | |
| | 70 | Planning Integration LMRP | | | | | -11 |
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| | 100 | CO-PA IDES plan version | | | | | |
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| | 102 | CO-PA Plan w/ Plan Structure | | | | | |
| | 110 | Sales Planning | | | | | |
| | 111 | CO-PA Current Forecast | | | | | |
| | 112 | CO-PA Planning Management | | | | | |
| | 113 | CO-PA Planning Sales Personnel | | | | | |
| | 125 | CO-PA: top-down distribution | • | | | | |
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And update 9100 as the controlling area.

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| Controlling Area | Work Area 9100 🕝 | |
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Select Version 0

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And Double Click

Version 0 is automatically created in controlling area 9100

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Double Click Settings for Each Fiscal Yea

Versions are automatically created for 5 fiscal years.

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Click on Price calculation and update the following: -

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| | Diagnosis | |
| | The "Change version" function you chose for | |
| | version 000 requires checks that could last a | |
| | long time. | |
| | The system checks, amongst other things, whether | |
| | transaction data has been posted in version 000. | |
| | If this is so the function "Change version" | |
| | cannot be executed for this version. | |
| | Recommendation | |
| | Execute the checks and the function "Change | |
| | version" in the background. | |
| | - | |
| | Notes for Processing in the Background | |
| | o Background processing can only be carried | |
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| Ø | Do you want to execute the "Change version | |
| | " function in the background? | |
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| | Yes No 🔀 Cancel | Ē. |

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Similarly update the values for the remaining fiscal year.

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2. Multiple Valuation Approaches/Transfer Prices (Optional)

2.1 Maintain Currency and Valuation Profile

IMG à Controlling à General Controlling à Multiple Valuation Approaches/Transfer Prices à Basic Settings à Maintain Currency and Valuation Profile

We only need the currency and valuation profiles if we want to manage various valuations in parallel in our system.

We have to take the following rules into account when we maintain the currency and valuation profiles because they are checked when we activate the C&V profile in the controlling area.

Ø Managing the company code currency in legal valuation is mandatory.

Ø In addition, we can always manage two further valuation approaches

In valuation, we can select among group valuation (1) and profit center valuation (2),

In the currency, we can select among company code currency (10) and group currency (30).

All valuation approaches we manage in controlling must also be managed correspondingly in the material ledger.

<u>All standard SAP report in controlling are shown in the reporting currency (controlling area currency), to get the object currency (Co. code currency) you will need to define new reports.</u>

| Click on New entries a | n | l update | e the following: - | | | | | | |
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Click on Save 📙

2.2 Assign Currency and Valuation Profile to Controlling Area

IMG à Controlling à General Controlling à Multiple Valuation Approaches/Transfer Prices à Basic Settings à Assign Currency and Valuation Profile to Controlling Area

We assign the currency and valuation profiles with which we want to represent scenarios for transfer prices to the respective controlling area. For this purpose, we must ensure that the controlling area currency of the affected controlling area corresponds to either the group currency (currency type = 30) or the company code currency (currency type = 10).

The assignment of the currency and valuation profiles indicates that we want to use transfer prices in the controlling area. It enables us to create actual versions for different valuations.

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| Cont | rolling Area: Currencies and Va | lua | tions | _ | | | | | | |
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| AT01 | CO Europe | 2 | EUR | 30 | | | | - | | |
| CH01 | Switzerland | 1 | CHF | 10 | | | | | | |
| CP | Food & Beverage | 2 | USD | 20 | | | | | | |
| F100 | CA European Banks | 2 | EUR | 20 | | | | | | |
| F300 | CA Banks of United States | 2 | USD | 20 | | | | | | |
| R100 | IDES Retail Europe | 1 | EUR | 10 | | | | | | |

Assign C+V prof 9100 to controlling area 9100.

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| Controlling Area: Currencies and V | /alua | tions | | | | | | | |
| CO Name | С | Crcy | C. | C+V Prof. | Text | Act | E | | |
| 9100 A Grp Controlling area | 2 | EUR | 30 | 9100 | A Grp Valuation prof | | | | |
| AT01 CO Europe | 2 | EUR | 30 | | | | Ŀ | | |
| CH01 Switzerland | 1 | CHF | 10 | | | | | | |
| CP Food & Beverage | 2 | USD | 20 | | | | | | |
| F100 CA European Banks | 2 | EUR | 20 | | | | | | |
| F300 CA Banks of United States | 2 | USD | 20 | | | | | | |
| R100 IDES Retail Europe | 1 | EUR | 10 | | | | | | |
| R300 IDES Retail INC US | 2 | USD | 20 | | | | | | |
| S300 IDES Services | 2 | USD | 10 | | | | | | |
| | | | | | | | | | |

Click on Save 📙

2.3 Create Versions for Valuation Methods

IMG à Controlling à General Controlling à Multiple Valuation Approaches/Transfer Prices à Basic Settings à Create Versions for Valuation Methods

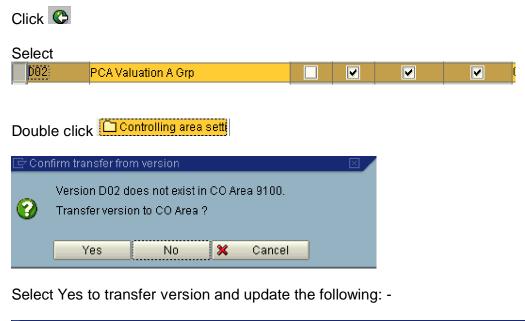
Click on New Entries

Update the following:-

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| Image: Contract Version Definition Image: Contract Version Definition | | | | | | | | | | |
| Dialog Structure C. General version definitio Settings in operating C. Settings for Profit Cel C. Controlling area setti C. Settings for Each C. Delta version: Bu C. Settings for Progress | Version D01 D02 G | sion Overview Name Group Valuation A Grp PCA Valuation A Grp | Plan Act. WiF | //RA Variance [✓ ✓ ✓ (✓ ✓ ✓ (✓ ✓ (↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ ↓ | | | | | | |

| Click on 📙 | | | | | | |
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| Select | | | | | | |
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| D01 Group Valuation A | Grp | | | | | l |
| And Double Click on Click on | | ettings | × | | | |
| Version D01 does not e Transfer version to CO / Yes No | Area ? | | | | | |
| Click Yes | | | | | | |
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| General Version Definition | | | | | | |
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| Dialog Structure C General version definitio Settings in operating | Version Settings in Controlling Area | ntrolling area | Zaluation |
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| Click on Save | | | |
| Select Version Name | /aluation A Grp | Plan Act. Wil | P/RA Variance |

Double click C Settings for Each

| 🖙 Determine Work Area: Entry | |
|---------------------------------|----------------------------------|
| Controlling Area | Work Area <mark>9100</mark> 🕑 |
| Version | D01 |
| | |
| 🖌 Further select cond. Append 🗳 | (|
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Click on New Entries

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| 년 <u>T</u> able View <u>E</u> dit <u>G</u> oto <u>C</u> l | noose Utilities S <u>y</u> stem <u>H</u> elp | |
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| New Entries: Details | of Added Entries | |
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| Dialog Structure General version definitio Settings in operating Settings for Profit Cel Controlling area setti Settings for Each Delta version: Bu Settings for Progress | Planning Price calculation | |
| | Plan Method Periodic price | 1 |
| | | 1 |
| | Cost Comp. Str. | |

Similarly maintain for version D02

2.4 Define Valuation Clearing Account

IMG à Controlling à General Controlling à Multiple Valuation Approaches/Transfer Prices à Level of Detail à Define Valuation Clearing Account

Here we specify profit and loss accounts for valuation differences that arise in business transactions between group companies.

When we use parallel valuation approaches/transfer prices, payables and receivables are only posted using legal valuation, since that represents the amount in which the payment is made. If, however, we want to record other valuation approaches in the valuation clearing account, we need to post the difference to accounts for intercompany profits so that this amount appears in the group report. The system assigns the valuation difference for each item to the corresponding profit center.

With this function we can designate valuation-clearing accounts in which to record valuation differences separately for each company code and partner company.

Update the following: -

| 🖙 Determine Work Area: Entry | | | | |
|--|--|--|--|--|
| Work Area Posted in company code 9100 | | | | |
| ✓ Further select cond. Append | | | | |
| Click 🗹 | | | | |
| Click on New entries | | | | |
| Update the following:- | | | | |

| ট able Viewditoto | <u>S</u> election | Utilities | System <u>H</u> elp | | | |
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| New Entries: Overv | iew of | Addeo | l Entries | | | |
| 🦻 🖬 🖪 🖪 | | | | | | |
| Posted in CoCd 9100 A | Ltd. | | | | | |
| | | | | | | |
| Tr.Prt Company name | Debit P+I | _ acct: | Short text | Credit | Cred. acct | Short text |
| 9200 A1 Ltd 4 | 0 464 | 015 | Losses/Gain -Val | 50 | 464015 | Losses/G: 📥 |

The trading partner 9200 is the company created for company code 9200.

Click on Save 日

2.5 Multiple Valuation Approaches: Check / Execute Activation

IMG à Controlling à General Controlling à Multiple Valuation Approaches/Transfer Prices à Activation à Multiple Valuation Approaches: Check/Execute Activation

Enter the controlling area 9100 and click to check activation.

We also need to maintain the settings in profit center accounting Thereafter, we can activate the currency and valuation profile.

If Plant is assigned to the company code, then Material ledger needs to be activated for the plant. Further Material Ledger type needs to be assigned to the valuation area.

| L⊆ ProgramEditGotoSystem | <u>H</u> elp |
|-------------------------------|---|
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| Currency and Valuation | Profile: Check and Activate in Controlling Ar |
| Ð | |
| Controlling area | 9100 🕞 |
| Check activation | • |
| Activate in controlling area | 0 |
| | |
| | |
| | |
| | |

Click on 🕒 to check activation. The message given is as follows

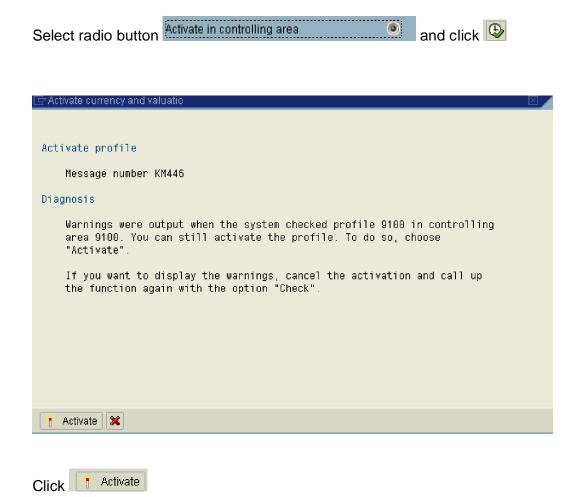
| 🖻 Document lines: Display messages 🛛 🛛 🗵 | | | | |
|--|----------|------------|--|------|
| | уp | Ite | Message text | LTxt |
| | . | 000 000 | Prof. Center Accounting control settings incomplete in controlling ar Create a results analysis version for valuation view 9100 | 8 |
| 9 | / | 2 | &~ K ◀ ▶ ▶ \$7 🖴 🗟 🔁 🔂 🔛 📾 0 🔳 1 △ 1 ④ 0 🖪 | × |

Therefore we need to first maintain the profit center settings and then execute this step.

After maintaining the profit center settings we will get the following message.

| Ľ | ₿Do | cume | ent lines: Display messages | \boxtimes |
|---|----------|----------|---|-------------|
| | | | | |
| | Тур | Ite | Message text | LT |
| | Δ | 000 | Create a results analysis version for valuation view 9100 | 2 |
| | | | | |
| | • • | | | 4 🕨 |
| | V | ? | & K ◀ ▶ ▶ 〒 🛆 🗟 🗟 🕒 🛗 🔀 😳 0 🗖 0 🛆 1 👁 0 🔳 | × |

We need to create result analysis version 0 in the product cost controlling component. Nevertheless we can still activate the currency and valuation profile.



3 Production Start-Up Preparation

3.1 Set "Update All Currencies" Indicator

IMG à Controlling à General Controlling à Production Start-Up Preparation à Set "Update All Currencies" Indicator

In this step we activate or reset the update all currencies indicator. The Update all currencies indicator enables us to reduce the amount of memory used when posting data to CO objects (for example, cost centers or orders). However, it only works if our database system compresses empty fields. If you are not sure whether your database system compresses empty fields, you should **always** activate this indicator.

This is automatically set when we create the controlling area which can be seen below



As such this step is not required

In case it is not set we need to the following steps.

| Click on | Click on Set controlling area | | | | |
|-------------------------|-------------------------------|--|--|--|--|
| | | | | | |
| 🔄 Set Con | ntrolling Area 🛛 🖂 🖊 | | | | |
| Controlling Area 9100 🔿 | | | | | |
| | _ | | | | |
| V | × | | | | |

Remove the test run and select



Click on 🕒

4 Cost Element Accounting

4.1 Make Default Settings

IMG à Controlling à Cost Element Accounting à Master Data à Cost Elements à Automatic Creation of Primary and Secondary Cost Elements à Make Default Settings

Here we give the cost elements individually or as an interval with the corresponding cost element category in the default setting. The cost elements are created by a batch input session using this default setting.

These defaults are used for automatic generation of primary and secondary cost elements.

Update the following: -

| ⊡ Default <u>v</u> alues <u>E</u> dit | <u>G</u> oto System <u>H</u> elp |
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| Automatic Cost | Element Generation: Maintain Default Setting |
| | |
| | |
| Chart of Accounts | YCCA Common Chart of Accounts A Group cos |
| | |
| | |
| | |
| | |
| Click | |

Update the following:-

| Chart of Ac | counts) YC | CA | Common Chart of Accounts A Group cos | | |
|-------------|--------------------|----------|--------------------------------------|---|--|
| Automa | tic Cost Element G | eneratio | on: Maintain Default Setting | | |
| Acct from | Account to | CE | Short text | | |
| 400000 | 462200 | 1 | Primary costs/cost-reducing revenues | • | |
| 462202 | 465999 | 1 | Primary costs/cost-reducing revenues | | |
| 466000 | 466999 | 22 | External settlement | | |
| 467000 | 484199 | 1 | Primary costs/cost-reducing revenues | | |
| 484200 | 484299 | 11 | Revenues | | |
| 484300 | 499999 | 1 | Primary costs/cost-reducing revenues | | |
| 810000 | 827198 | 11 | Revenues | | |
| 827200 | 899799 | 11 | Revenues | | |
| 899800 | 899899 | 1 | Primary costs/cost-reducing revenues | | |
| | | | | - | |
| • • | | | • • | | |

4.2 Create Batch Input Session

IMG à Controlling à Cost Element Accounting à Master Data à Cost Elements à Automatic Creation of Primary and Secondary Cost Elements à Create Batch Input Session

Here we generate a batch input session for each controlling area in order to create cost elements.

The SAP System determines the chart of accounts to be processed (including the cost elements to be created) according to the company code and chart of accounts to which the controlling area is assigned.

| Update the foll | lowing: - | | |
|-----------------|------------------------------|-----------------------|------|
| ⊡ | <u>G</u> oto S <u>y</u> ster | m <u>H</u> elp | |
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Create Batch Input Session to Create Cost Elements

| 🕒 🔁 🚹 | |
|------------------|-------------------------------|
| Controlling area | <mark>9100</mark> |
| Valid from | <mark>01 . 01 . 2005</mark> 🕝 |
| Valid to | 31.12.9999 |
| Session name | SAPUSER |
| Batch input user | SAPUSER |
| | |
| | |
| | |
| | |
| | |



| 8 | | System Help | 2 | | |
|------------------|----------|---|---|--|--|
| | | | | | |
| Create | Batch | Input Session to Create Cost Elements | | | |
| | | | | | |
| | | | _ | | |
| reate Bai | tch Inpu | t Session to Create Cost Elements | | | |
| CE1m | Cat. | Description | | | |
| 400000 | 1 | Raw Material Consumed | | | |
| 400013 | 1 | Others Material | | | |
| 400300 | 1 | Semi -Finished Material Consumed | | | |
| 400700 | 1 | Packaging Materials Consumed | | | |
| 400800 | 1 | Production Consumable | | | |
| 402001 | 1 | Fuel/ Gas | | | |
| 402002 | 1 | Electricity | | | |
| 402003 | 1 | Fresh Water | | | |
| 402004 | 1 | Sea Water | | | |
| 402005 | 1 | Waste Water | | | |
| 402006 | 1 | Steam | | | |
| 402008 | 1 | Nittrogene | | | |
| 420003 | 1 | Salaries & Wages | | | |
| 420004 | 1 | Transport Allowance | | | |
| 420005 420006 | 1 | Overtime &CallBack Allowance Incentive Pay | | | |
| 420006 420007 | 1 | Shift Allowance | | | |
| 420007 420010 | | Housing Allowance | | | |
| 420010 | 1 | Vacation Pay | | | |
| 420211 | 1 | Bonus | | | |
| 420212 | 1 | Early Retirement | | | |
| 420401 | 1 | Medical | | | |
| 420407 | 1 | Home Leave Expense | | | |
| 420408 | 1 | Furniture Allowance | | | |
| 420409 | 1 | Housing Rentals | | | |
| 420410 | 1 | Housing Maintenance | | | |
| 420411 | 1 | Relocation Allowance | | | |
| 420413 | 1 | Other Employee Benefits (Misc. Payment) | | | |
| 420414 | 1 | Miscellaneous Deduction | | | |
| 420415 | 1 | Food Allowance | | | |
| 420501 | 1 | Training and Seminar Fees | | | |
| 420502 | 1 | Training Seminar Expenses | | | |
| 420503 | 1 | Conferences | | | |

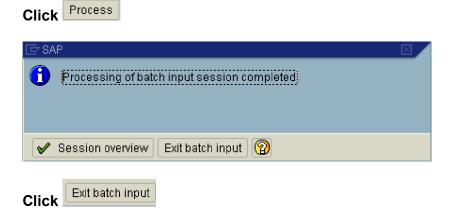
4.3 Execute Batch Input Session

IMG à Controlling à Cost Element Accounting à Master Data à Cost Elements à Automatic Creation of Primary and Secondary Cost Elements à Execute Batch Input Session

Here we execute a batch input session and thereby generate cost elements.

| Session name Sta Created by Date | | | Lock date | Authorizat. | 🔀 Trans. | | | |
|--|----------------|-----------|-----------|-------------|----------|---|--|--|
| SAPUSER 1.01.20 | 06 18:31:37 RK | (BIKA00 | | SAPUSER | 74 | 0 | | |
| And click Process | | | | | | | | |
| Select Display errors only | nd | | | | | | | |
| Select Extended log | | | | | | | | |
| Select Expert mode | | | | | | | | |
| Deselect Dynpro standard size | | | | | | | | |
| Process Session SAPUSER | | | | | | | | |
| Processing Mode | Additional | Functions | / | | | | | |
| Process/foreground Display errors only Background Target host | Cance | | or Occurs | | | | | |
| Process X | | | | | | | | |

Select the session



5 Reconciliation Ledger

5.1. Activate/Deactivate Reconciliation Ledger

IMG à Controlling à Cost Element Accounting à Reconciliation Ledger à Activate/Deactivate Reconciliation Ledger

In the reconciliation ledger, the data from Accounting is summarized and valuated. Cost flows occurring exclusively in Controlling (secondary postings) between company code and business area boundaries which are not noted in Financial Accounting, can be passed on through Reconciliation ledger. Thus Reconciliation between Financial accounting (external) and controlling (internal) is possible.

You do not need the reconciliation ledger in the following situations:

- no profit and loss accounting using cost of sales accounting occurs
- there is no interest in cross-application reports
- there is no interest in evaluating cross-company-code and crossbusiness area postings

Controlling area maintenance indicates whether the reconciliation ledger is activated or deactivated for the controlling area.

This activation step is generally not required if we select cross company cost accounting when maintaining controlling area which can be seen below.

| ⊡ Table View <u>E</u> dit <u>G</u> oto <u>S</u> e | | |) T L L I I I I I I I I I I I I I I I I I |
|---|--|---------------------------------------|--|
| Change View "Basic | data": Details | | |
| 🦻 New Entries 🗈 🖬 | > 51 B) 🚛 | | |
| Controlling Area Controlling Area Called Activate components. Called Assignment of comp | Controlling Area Name Person Responsible | 9100 <mark>A Grp Controllin</mark> | ng area |
| | Assignment Control CoCd->CO Area | Cross-compan | v-code cost accounting |
| | Currency Setting Currency Type Currency Curr/Val. Prof. | 30 EUR 9100 | Group currency Euro (EMU currency as of 01 I Diff. CCode Currency A Grp Valuation profile Active |
| | Other Settings Chart of Accts Fiscal Year Variant CCtr Std. Hierarchy | YCCA K4 C9100 | Common Chan of Accounts A Group cos Calendar year, 4 spec. periods |
| | Reconciliation Ledger | SA | G/L account document |
| | Setting for Authorization Hie Do Not Use Std Hier. | erarchies for Cost | Alternative Hierarchy1 Alternative Hierarchy2 |
| | Setting for Authorization Hit Co Not Use Std Hier. reco. Ledger is a | | Activation step is generally required if we select cross comp cost accounting when maintain controlling area which can be s below. |

In case the reconciliation ledger is still not active we can proceed as follows:-

Double Click Activate Reconciliation Ledger

Update the following: -

| Reconcili <u>a</u> tion ledger | <u>E</u> dit | <u>G</u> oto | E <u>x</u> tras | System | <u>H</u> elp |
|------------------------------------|-------------------|--------------|-----------------|--------------|--------------|
| Ø | i | | | ଚି 🙆 🔇 | |
| Activate Recond | iliati | ion L | .edge | r: Initia | il Scre |
| 🕀 Execute | | | | | |
| | | | | | |
| Controlling area | <mark>9100</mark> | A | Grp co co | ontrolling a | area |
| Reconcil. posting Document type | | 3 | | | |
| | | | | | |
| | | | | | |
| Click on Execute | | | | | |

5.2 Define Adjustment Accounts for Reconciliation Posting

IMG à Controlling à Cost Element Accounting à Reconciliation Ledger à Define Adjustment Accounts for Reconciliation Posting

Create a GL account in FI for the FI-CO reconciliation. In our example we have created a GL code **450020 FICO Reconciliation account**



Double Click Maintain Clearing Accounts for Business Area/Functional Area

Update chart of accounts YCCA and update the following: -

| Posting procedure Ec | lit <u>G</u> oto Extr <u>a</u> s | Utilities S <u>y</u> stem | <u>H</u> elp |
|-----------------------------------|----------------------------------|---------------------------|---|
| © | ũ (📙 | I 😋 🔂 I 📮 | 3 G C C C I I I I I I I I I I I I I I I I |
| Maintain FI Com | liguration: A | utomatic Pos | sting - Accounts |
| Posting Key | | | |
| Chart of Accounts | YCCA Common | Chart of Accounts A | Group cos |
| Transaction | GAO Clearing a | iccount | |
| Account assignment Account 450020 | | | |

Click on Save 📙

Double Click Maintain Clearing Accounts for Company Codes

| 🖻 Company Code C | learing 🛛 🛛 |
|----------------------------------|----------------|
| Company code 1 Company code 2 | 9100 9200 🗃 |
| ✓ X | |

| ビ Posting proced <u>u</u> re <u>E</u> c | it <u>G</u> oto Extr <u>a</u> s Utilities S <u>v</u> stem <u>H</u> elp |
|--|--|
| 8 | 🔋 🔍 🔜 (公会会) 🗒 🛗 🖓 (公会会会会会会会会会会会会会会会会会会会会会会会会会会会会会会会会会会会会 |
| Maintain FI Com | iguration: Automatic Posting - Clearing Accounts |
| III | |
| Transaction | BUV Clearing between company codes |
| | |
| Company Code 1 | |
| Posted in | 9100 |
| Cleared against | 9200 |
| | |
| Receivable | Payable |
| Debit posting key | 01 Credit posting key 31 |
| Account debit | 9200 Account credit 9200 |
| | |
| | |
| Company Code 2 | |
| Posted in | 9200 |
| Cleared against | 9100 |
| | |
| Receivable | Payable |
| Debit posting key | 01 Credit posting key 31 |
| Account debit | 9100 Account credit 9100 🕞 |
| | |
| | |
| | |

Click on Save 📙

5.3 Specify Document Number Range for Reconciliation Posting

IMG à Controlling à Cost Element Accounting à Reconciliation Ledger à Specify Document Number Range for Reconciliation Posting

| , | Click | on 直 and i | update t | he followin | g: - | | | | |
|---|------------------|---------------------|-------------------------|-------------------------|-----------------|-------------------|-----------------|--------|------------|
| | From To | <mark>≱100</mark> ∂ | | | | | | | |
| | Click Click | | als | | | | | | |
| ĺ | <u>N</u> um | ber range objec | t <u>E</u> dit <u>G</u> | oto <u>I</u> nterval | System <u>H</u> | <u>H</u> elp | | | |
| | ③ | | Ē | | 🙆 🚷 | 日田(14) | \$ 10 10 | 80 月 | <u>*</u> 2 |
| | Disp | lay Numb | er Rang | je intervals | 5 | | | | |
| | | | | | | | | | |
| | Numbe CO Are: | r Range Objet) a | Rec. ledge 9100 | er document |] | | | | |
| | Range | s | | | | | | | |
| | 01 | From number | | To number 0000999999 | | Current numl 0 | ber | Ext | |

6 Cost Center Accounting

6.1 Define Standard Hierarchy

IMG à Controlling à Cost Center Accounting à Master Data à Cost Centers à Define Standard Hierarchy

The hierarchy logic is as follows.

The top node (first level) C9100 is the total A group node.

The second level is the company which is represented by 2 digits 91

The third level is the function 01 – Production 02 maintenance etc. Therefore we create 9101 as production

At the fourth level we create the cost center.

Thus the cost center numbering is 9101000 – Production common. The first 2 digits from the left 91 represent company code The 3rd and 4th digit represents function The 5th 6th 7th digit represents running number.

| ≝ <u>St</u> andard Hierarchy <u>E</u> dit <u>G</u> otoExtr <u>a</u> s | <u>S</u> ettings S <u>y</u> stem <u>H</u> elp | | | | | | | | | |
|--|---|--------------------|----------------------------------|-------------------|-------|--|--|--|--|--|
| 🕑 🚺 🛛 🔛 I | 😋 🙆 🚷 I 🖴 🖨 🖧 I | 20021 | 🕱 🖉 🖪 | | | | | | | |
| Standard hierarchy for cost centers Change | | | | | | | | | | |
| 🖳 Object Manager 🛛 💯 | | | | | | | | | | |
| 수 | | 「 「 「 記」で | 01.01.2006 | | | | | | | |
| Cost center | Standard hierarchy | | Name | Activation status | Perso | | | | | |
| 品 Cost Center Group | 品 C9100 | | C9100 | | | | | | | |
| Cost center group Name | - | | | | | | | | | |
| | 2 | D | etails for Cost Center Group C91 | 100 | | | | | | |
| | Basic data 🛛 Repo | rt information | | | | | | | | |
| | Group Name | C9100 | | | | | | | | |
| | Created By | sap (SAPUSER) | | | | | | | | |
| | 100 | 21.01.2006 | (I) 15:06:49 | | | | | | | |

Update the following:-

| 🛅 Details for Cost (| Center Group C9100 |
|-------------------------------|--------------------|
| Basic data Report information | |
| | |
| Group Name C9100 A Group | |
| | |
| Created By sap (SAPUSER) | |
| 15:06:49 | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Click

Select Lower level group

| Lower-Level Group | | | | | | |
|-----------------------------|--|--|--|--|--|--|
| <u>G</u> roup at Same Level | | | | | | |
| <u>C</u> ost Center | | | | | | |

And update the following: -

| [| Details for Cost Center Group New group | |
|-----------------|---|-------------|
| ort information | | |
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| 91 | A Ltd. India | 🗙 Abbrechen |
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| | ort information | |

Click on Save 📙

Create a lower level node below 91, by position your cursor on 91



| 도 S <u>f</u> andard hierarchy <u>E</u> dit <u>G</u> oto E <u>x</u> tras <u>S</u> ettings S <u>v</u> stern <u>H</u> elp | | | | | | | | | | |
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| Standard hierarchy for cost c | Standard hierarchy for cost centers Change | | | | | | | | | |
| 🖳 Object manager 🛛 💅 | | | | | | | | | | |
| Find by | ← → I | ⓐ│▲ ▼ 88 8 8 4 | | Activation | etatue | | | | | |
| 🖉 🐻 Cost Centers | V 📇 C91 | | C9100 | Activations | Marus | | | | | |
| | ▽ 品 9 | 91 | A Ltd. India | | | | | | | |
| | ć | | New group | | | | | | | |
| Cost center group Name C9100 91 A Ltd Name | | | | | | | | | | |
| New | 2 | Det | ails for Cost Ce | enter Group New group | | | | | | |
| | Basic | data 🛛 Report information 📗 | | | | | | | | |
| | Group nan | ne 9101 Pr | oduction | | (| | | | | |
| | | | | | | | | | | |
| Click on Save 명 | | | | | | | | | | |
| Create another cost center group. Position your cursor on 📇 9101 | | | | | | | | | | |
| Click | | | | | | | | | | |
| | | Lower-level group | | | | | | | | |
| | | <u>G</u> roup at same level | | | | | | | | |
| Select Group at same | level | <u>C</u> ost center | | and update | the | | | | | |

following

| 2 | | | Details for Cost Center Group New group | |
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| Basic data | Repor | rt information | | |
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| Group Name | | 9102 | Maintenance | 🗶 Abbrechen |
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Click on Save 📙

Similarly create other cost center groups which would like this.

| 🗲 📄 🔳 🛅 | | | |
|--------------------|------------------------------|-------------------|---|
| | | | |
| Standard hierarchy | Name | Activation status | P |
| ▽ 品 C9100 | A Group | | |
| ▽ 畳 91 | A Ltd. India | | |
| 晶 9101 | Production | | |
| 晶 9102 | Maintenance | | |
| 晶 9103 | Utilities | | |
| 晶 9104 | Engineering & Project | | |
| 晶 9105 | Quality Assurance | | |
| 📇 9106 | Production planning | | |
| 晶 9107 | Packaging Operations | | |
| 晶 9108 | Product handling and storage | | |
| 晶 9109 | Executive Office | | |
| 晶 9110 | Finance | | |
| 晶 9111 | Human Resources | | |
| 晶 9112 | Information Technology | | |
| ᡖ 9113 | Purchasing | | |
| 品 9118 | Company General | | |
| | | | |

6.2 Define Cost Center Categories

IMG à Controlling à Cost Center Accounting à Master Data à Cost Centers à Define Cost Center Categories

We can define our own cost center categories or use SAP supplied cost center categories.

The cost center categories basically help in setting defaults on the cost center master data.

We will lock **actual revenue posting** and **Planned revenue posting** in all of the cost center categories.

The cost center category when selected during the cost center master creation, defaults this indicator such as Lock actual revenue and lock plan revenue.

Click on New Entries

Update the following:-

| <u>T</u> able | View <u>E</u> dit <u>G</u> oto <u>S</u> ele | ction | Utilities | S <u>v</u> sten | | | | | | |
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| | center categories | - | 1 | | | | | 1 | | |
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| A | Production | | | | Image: A start of the start of | | | ✓ | | |
| В | Maintenance | | | | | | | | | |
| C | Utilities | | | | | | | | | |
| D | Engineering & Projec | | | | | | | | | |
| I | Executive Office | | | | ~ | | | • | | |
| J | Finance | | | | | | | • | | |
| N | General Services | | | | | | | | | |
| 0 | Safety & Security | | | | | | | | | |
| P | Sales & Marketing | | | | | | | | | |
| R | Research & Technolog | | | | | | | | | |
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Click on 日

Rename some of the existing cost center categories

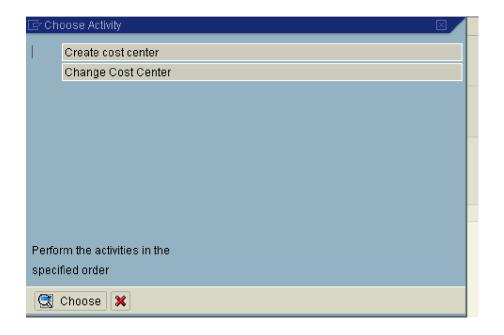
The total cost center categories are:-

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| 2 N | lew Entries 🗈 🛃 🔊 | | | | | | | | | |
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| Cost | t center categories | | | | | | | | | |
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| ٩ | Production | | | | | | | | | |
| 3 | Maintenance | | | | | | | ~ | | |
| 2 | Utilities | | | | | | | | | |
|) | Engineering & Projec | | | | | | | | | |
| 2 | Quality Assurance | | | | | | | | | |
| - | Production planning | | | | | | | ~ | | |
| 3 | Product Handling | | | | | | | | | |
| ł | Warehouse & Storage | | | | | | | • | | |
| Ι | Executive Office | | | | | | | | | |
| J | Finance | | | | • | | | • | | |
| - | IT | | | | • | | | | | |
| 1 | Purchasing | | | | | | | ✓ | | |
| N . | General Services | | | | | | | • | | |
| כ | Safety & Security | | | | • | | | • | | |
| • | Sales & Marketing | | | | | | | • | | |
| ۲ | Research & Technolog | | | | • | | | • | | |
| 3 | Company General | | | | • | | | | | |
| / | Sales | | | | | | | | | |
| Ŋ | Administration | | | | | | | | | |
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Click on Save 📙

6.3 Create Cost Center

IMG à Controlling à Cost Center Accounting à Master Data à Cost Centers à Create Cost Centers



Double Click on Create cost center

Click on Extras à Set controlling area

| 🖙 Set controlling area | | |
|------------------------|--------|--|
| Controlling area | 9100 🗃 | |
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Update the following: -

| ⊡⊂ <u>C</u> ost Center <u>E</u> dit <u>G</u> oto | Extr <u>a</u> s System | <u>H</u> elp | | |
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| Create Cost Center | r: Initial Scre | en | | |
| Master Data | | | | |
| | | | | |
| | | | | |
| Cost Center | <mark>9101011</mark> | | | |
| Valid From | 01.01.2005 | to | 31.12.9999 | |
| | | | | |
| Reference | | | | |
| Cost center | | | | |
| Controlling Area | | | | |
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| ⊡ | Extr <u>a</u> s En <u>v</u> ironment System <u>H</u> elp | | | | | | |
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| 🔊 🗈 Create Cost (| PI Create Cost Center: Basic Screen | | | | | | |
| 🖻 🕄 Drilldown | | | | | | | |
| Cost Center 910 | 11011 EG-1 Plant | | | | | | |
| Controlling Area 910 | 00 A Grp Controlling area | | | | | | |
| Valid From 01 . | 01.2005 to 31.12.9999 | | | | | | |
| Basic data Control | Templates Address Communication History | | | | | | |
| Names Name | EG-1 Plant | | | | | | |
| Description | EG-1 Plant | | | | | | |
| | | | | | | | |
| Basic data | | | | | | | |
| Person Responsible | Steve Bucknor | | | | | | |
| Department | | | | | | | |
| Cost Center Category | A Production | | | | | | |
| Hierarchy area | 9101 Production | | | | | | |
| Company Code | 9100 A Ltd. | | | | | | |
| Business Area | | | | | | | |
| Functional Area | INR | | | | | | |
| Currency Profit Center | 1100 Ethylene | | | | | | |
| | Linyione | | | | | | |
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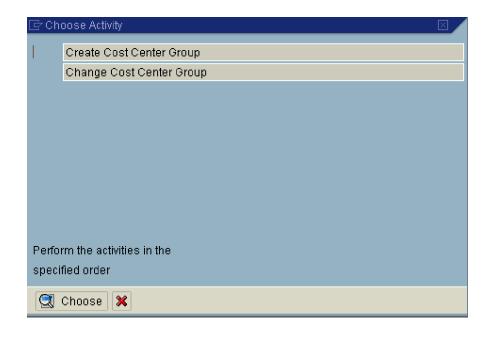
| 回 <u>C</u> ost Center <u>E</u> dit <u>G</u> o | oto Extr <u>a</u> s En <u>v</u> ironment System <u>H</u> elp |
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| 🕫 🗈 Create Cos | st Center: Indicators |
| 🖻 🕄 Drilldown | |
| (Cost Center) Controlling Area Valid From | 9101011 EG-1 Plant 9100 A Grp Controlling area 01.01.2005 to 31.12.9999 |
| Basic data Contro | ol Templates Address Communication History |
| Lock | 🗌 Act. secondary costs 🛛 🔽 Actual revenues |
| Plan primary costs | Plan secondary costs Plan revenues |
| Commitment update | |
| | |

Notice that Actual revenues and Plan revenues lock are defaulted. These defaults were set in the cost center category A.

Click on Save 📙

6.4 Define Cost Center Groups

IMG à Controlling à Cost Center Accounting à Master Data à Cost Centers à Define Cost Center Groups



Double Click Create Cost Center Group and update the following: -

| G <u>r</u> oup <u>E</u> dit <u>G</u> oto | Extr <u>a</u> s Er | vironment | System | <u>H</u> elp | |
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| Create Cost Ce | enter Gro | oup: Init | ial Scr | een | |
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| | | _ | | | |
| Cost Center Group | | 91_PDD I | R | ð | |
| Reference | | | | | |
| Cost Center Group | | | | | |
| Controlling Area | | | | | |
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Update the following: -

| LE? G <u>r</u> oup <u>E</u> dit <u>G</u> oto E <u>x</u> tras System <u>H</u> elp |
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| Image: Contract of the state of t |
| Create Cost center group: Structure |
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| 91_PDDIR Production direct cost centers |
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| Click on Cost Center and update the following: - |
| 🕼 |
| Group Edit Goto Extr <u>a</u> s System <u>H</u> elp |
| Create Cost Center Group: Structure |
| 📧 🔄 🔩 📲 Same Level 📲 Lower Level 📲 Cost Center 🛛 De |
| 91_PDDIR Production direct cost centers |
| 9101011 EG-1 Plant |
| 9101012 EG-2 Plant |
| |
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| |
| Click on Save 📙 |
| |

6.5 Define Cost Elements for Activity Allocation

IMG à Controlling à Cost Center Accounting à Master Data à Activity Types à Define Cost Elements for Activity Allocation

| 🔄 Choose Activity 🛛 🛛 🖂 |
|---|
| Create Cost Element for Activity Allocation |
| Change Cost Element for Activity Allocation |
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| Perform the activities in the |
| specified order |
| Choose 🗙 |

Double Click Cost Element for Activity Allocation and update the following:-

| Cost Element Edit G | | S C C C C I S I S I S I S I S I S I S I |
|---------------------------|---------------|---|
| Master Data | | |
| | | |
| Cost Element | 943201 🕝 | |
| Valid From | 01.01.2005 to | <mark>31.12.9999</mark> |
| Reference Cost Element | | |
| Controlling Area | | |
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| ピ <u>C</u> ost Element <u>E</u> dit | <u>G</u> oto Extr <u>a</u> s Environment System <u>H</u> elp |
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| Create Cost Ele | ment: Basic Screen |
| | |
| Cost Element | 943201 Production hours |
| Controlling Area | 9100 A Grp Controlling area |
| Valid From | 01.01.2005 to 31.12.9999 |
| Decis Data | |
| Basic Data 📔 Indi | cators Default Acct Assgnmt History |
| Names | |
| Name | Production hours |
| Description | Production hours |
| Basic data | |
| CElem category | 43 Internal activity allocation |
| Attribute mix | |
| Functional Area | |
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Click on Save 📙

6.6 Create Activity Types

IMG à Controlling à Cost Center Accounting à Master Data à Activity Types à Create Activity Types

| ĒrCh | oose Activity 🛛 🛛 🖉 |
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| 1 | Create activity type |
| | Change activity type |
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| Perfo | rm the activities in the |
| speci | fied order |
| | Choose 🔀 |
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Double click Create activity type and update the following:-

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| Create Activity Typ | oe: Initial scree | en | |
| Master data | | | |
| | | | |
| Activity type Valid from | <mark> 1 PDH01 @</mark> 01.01.1900 <u>To</u> | 31.12.9999 | |
| Copy from Activity type Controlling area | | | |
| | | | |
| | | | |

| ☐ A <u>c</u> tivity Type <u>E</u> dit <u>G</u> oto | Extr <u>a</u> s Enyironment System <u>H</u> elp |
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| Create Activity Typ | e: Basic Screen |
| | |
| Controlling Area 910 | 01.2005 to 31.12.9999 |
| Names Name Description | Production hours |
| Basic data Activity Unit CCtr categories | H Hour A |
| Allocation default values ATyp category Allocation cost elem Price indicator Actual qty set Plan quantity set Variance values for actual a Actl Acty Type Cat. Act. price indicator | 1 Manual entry, manual allocation 943201 Production hours 1 Plan price, automatically based on activity ✓ Average price PreDistribFixedCosts 1 Manual entry, manual allocation 1 Manual entry, manual allocation 4ctual price, automatically based on activity |
| | |

Click on Save 📙

6.7 Maintain Statistical Key Figures

IMG à Controlling à Cost Center Accounting à Master Data à Statistical Key Figures à Maintain Statistical Key Figures

| Ē℃h | oose Activity | \boxtimes |
|-------|--------------------------------|-------------|
| | Create Statistical Key Figures | |
| | Change statistical key figures | |
| | | |
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| Perfo | rm the activities in the | |
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| | Choose 🗙 | |
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Double Click on Create Statistical Key Figures

Update the following: -

| Statistical Key Figure | <u>E</u> dit | <u>G</u> oto | Extr <u>a</u> s | System | <u>H</u> elp |
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Create Statistical Key Figure: Initial Screen

| Master Data | |
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| Copy from / | |
| Stat. key figure | |
| Controlling Area | |
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| E Statistical Key Figure E | dit <u>G</u> oto S <u>y</u> s | tem <u>H</u> elp |
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| Create Statistical | Key Figur | e: Master Data |
| Link to LIS | | |
| Stat. key figure Controlling area | PRDUNT 9100 | A Grp Controlling area |
| Basic data | | |
| Name | Production ou | tput for allocation |
| Stat. key fig. UnM. | EA | Each |
| Key fig. cat. | O Fxd val. Tot. values | |
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Click on Save 📙

7 Cost Center Planning

7.1 Create Planning Layouts for Cost Element Planning/Activity type planning/Statistical key figure planning

IMG à Controlling à Cost Center Accounting à Planning à Manual Planning à User-Defined Planning Layouts à Create Planning Layouts for Cost Element Planning/Activity type planning/Statistical key figure

| 🔄 Ch | oose Activity 🛛 🔍 🖉 |
|-------|--|
| | Create planning layout for cost planning |
| | Change planning layout for cost planning |
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| Perfo | rm the activities in the |
| | ified order |
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| | Choose 🔀 |

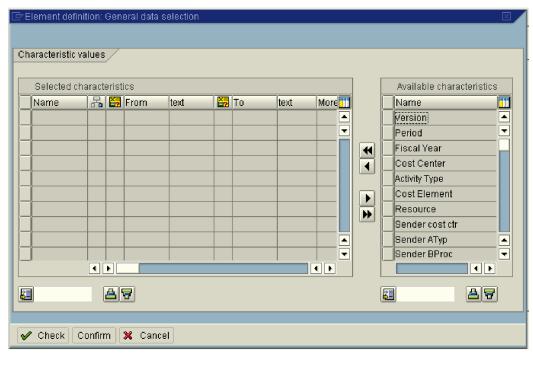
Double Click Create planning layout for cost planning and update the following: -

| Planning Layout | <u>E</u> dit <u>G</u> oto | Extr <u>a</u> s | <u>F</u> ormatting | Environment | System | <u>H</u> elp |
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Report Painter: Create Cost centers: Planning layout for cost

| Planning Layout | Z-191 | Or statum stansing |
|-----------------|--------|--------------------------|
| Planning Layout | Z-191 | O a statement at a minut |
| | | Cost elem, planning |
| | Create | |
| | | |
| | | |
| Copy from | | |
| Planning Layout | | |
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Click Edit $\grave{a}~$ Gen. Data selection



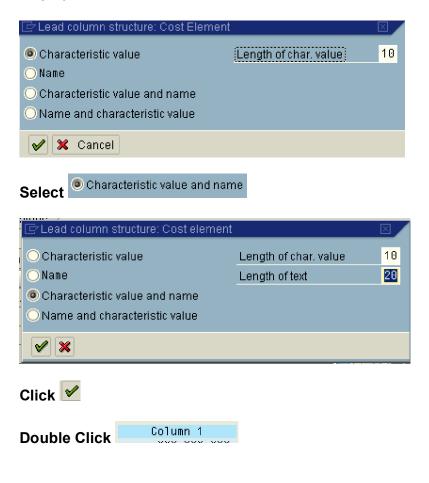


Click 🔳

| Characteristic va | alues | / | | | | | | | | | |
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| Name | | | From | text | | То | text | More | ī | Name | |
| Version | · · · | | VER | Local var | i - | | LEXI. | | | Activity Type | |
| Period | | _ | PER1 | Local var | | 2 | Local va | - | j | Resource | • |
| Fiscal Year | | • | F <u>Y</u> | Local var | _ | _ | | P | | Sender cost (| ctr 🔤 |
| Cost Center | | | 1 | Local var | 🗆 | | | | | Sender ATyp | |
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| ouble Clie | c k | ıble | | umn cteristics | | | | | | | |
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| | ck Availa Jame Jame Jame Jame Jast Cost o Lotivity | ible in ye: :en: / typ | e chara ar ter | umn cteristics | | | | | | | |
| | ck Availa Jame Jame Jame Jame Jast Cost o Lotivity | ible in ye: cen / typ | e chara ar ter pe ment | umn cteristics | | | | | | | |
| | Availa Availa Vame Vame Cost c Cost c Cost c |))n ye: :en / typ eler | e chara ar ter pe ment | umn cteristics | | | | | | | |
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Click Confirm

Click ¹ to check the report. If there are no errors then you can save the planning layout.

Click on 日

7.2 Define User-Defined Planner Profile

IMG à Controlling à Cost Center Accounting à Planning à Manual Planning à Define User-Defined Planner Profiles

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| 2 | 1-102 | Activity input acty-indep./acty-dep. | | | | |
| 3 | 1-102P | Process input: activity-dependent/i | | | | |
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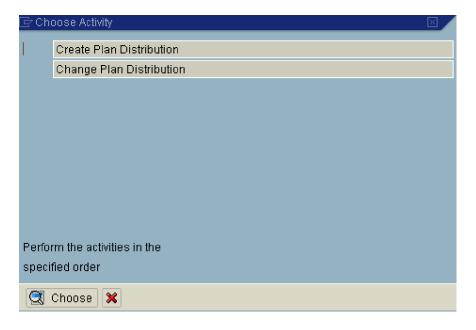
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Click on 📙

7.3 Define Distribution

IMG à Controlling à Cost Center Accounting à Planning à Allocations à Distribution à Define Distribution

Distribution is an allocation method which uses the original cost element of the sender cost center to the receiver cost center. Thus only primary costs can be allocated using distribution cycle.



Double Click Create Plan Distribution

Click extras a Set controlling area and update 9100

Update the following: -

The naming convention of a cycle should be logical. It should have P for plan cycle, A for actual cycle.

91PDCP – 91 is the co. code PDC – Production common and P is plan.

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| Create Plan Distribution Cycle: Header Data | | | | | | | | | | | |
| Attach segment | | | | | | | | | | | |
| Controlling Area | 9100 A Grp | Controllin | g area | | | | | | | | |
| Cycle | 91PDCP | | | Status | new | | | | | | |
| Start Date | 01.01.2006 | То | 31.12. | 2006 | | | | | | | |
| Text | Production Co | mmon Pl | anning | | | | | | | | |
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| Indicators / | | | Field Gro | oups / | | | | | | | |
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Click on

Attach segment

In sender values we have the following rules:-

- 1) Posted amounts The posted amounts on the sender serve as the sender values.
- 2) Fixed amounts You define fixed amounts for senders defined in the selection Criteria on the "Sender Values" screen. The senders are credited directly with these amounts.
- 3) Fixed rates On the "Sender Values" screen you enter fixed prices for the senders you entered in the selection criteria. These prices are multiplied by the receiver tracing factors and the result allocated to the receivers.

In receiver tracing factor we have various options:-

- 1) Variable portions The tracing factors are determined based on the following parameters: Plan statistical key figures, Plan activity, plan costs, plan consumption.
- 2) Fixed amounts We can define fixed amounts in the tracing factor screen. The receivers are charged directly with these amounts. The amount credited to the sender is derived from the total of the receiver debits. The rule for determining the sender values is not used here. SAP system ignores posted sender amounts or defined sender amounts.

- 3) Fixed percentage We define fixed percentages for the receiver in the tracing factor screen. The value from the sender is distributed to the receivers according to this percentage. The total receiver tracing factor must not exceed 100% .The sender based must be fully distributed. If the total of the receiver tracing factors is less than 100%, then a portion of the sender value remains on the sender.
- 4) Fixed portions This process is similar to the fixed percentage process, with the exception that the amount is not limited to 100. The sender base is derived from the total of the receiver tracing factors.

We will use **posted amounts** for sender values and **fixed portion** for receiver tracing factors.

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| Create Plan Distribution Cycle: Segment | |
| ▲ ► 🛗 🚨 Attach segment | |
| Controlling Area 9100 A Grp Controlling area Cycle 91PDCP Production Common Planning Segment Name \$1PDCP0001 \$101000 Production common | |
| Segment Header Senders/Receivers Sender Values Receiver Tracing Factor | |
| Sender values Sender rule Posted amounts | |
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| Create Plan Distribution Cycle: Segment | | | | | | | | | | | |
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| Controlling Area | 9100 | A Grp Control | ling area | | | | | | | | |
| Cycle | 91PDCP | Production Co | ommon Planr | ning | | | | | | | |
| Segment Name | 91PDCP00 | 01 9101000 Pro | duction comm | ion | Lock indicator | | | | | | |
| Segment Header | | eceivers Seno | der Values | Receiver Tr | acing Factor | | | | | | |
| Sender | From | ii ii | 1 | | Group | | | | | | |
| Cost Center | 9101000 | | | | | | | | | | |
| Cost Element | 400000 | 49 | 99999 | | | | | | | | |
| Receiver | | | | | | | | | | | |
| Order | | | | | | | | | | | |
| Cost Center | | | | | 91_PDDIR | | | | | | |
| Cost Object | | | | | | | | | | | |
| WBS Element | | | | | | | | | | | |
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| Sender values Share in % O Actual value origin | <mark> 100.(</mark> • • • • • • • • • | 90 n value origin | | | | | | | | | |
| Selection criteria | From | to | Grou | up | | | | | | | |
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| Create Plan Distribution Cycle: Segment |
| Attach segment |
| Controlling Area 9100 A Grp Controlling area Cycle 91PDCP Production Common Planning Segment Name 91PDCP00001 9101000 Production common Segment Header Senders/Receivers Sender Values Receiver Tracing Factor |
| Receivers Portion/percent 9101011 \$0.00 9101012 \$0.00 |
| Entry 1 of 2 Total 100.00 |

You can attach further segments if you want.

Click 😋

Click on 🙆 to check the cycle.

Click on Save 📙

7.4 Create Assessment Cost Elements

IMG à Controlling à Cost Center Accounting à Planning à Allocations à Assessment à Create Assessment Cost Elements

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| Names Name Description | Purchasing costs |
| Basic data CElem category Attribute mix Functional Area | 42 Assessment |
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Click on Save 📙

7.5 Define Allocation Structures

IMG à Controlling à Cost Center Accounting à Planning à Allocations à Assessment à Define Allocation Structures

If the assessment for each segment is not made with a pre-defined assessment cost element, you can assign the source cost elements to the desired Assessment cost element in the allocation structure. During cycle definition, enter the allocation structure instead of an assessment cost element in the segment.

An allocation structure for the assessment consists of at least one assignment, stating the assessment cost element to which the source element is assigned. The original cost elements will already have assignments in the source.

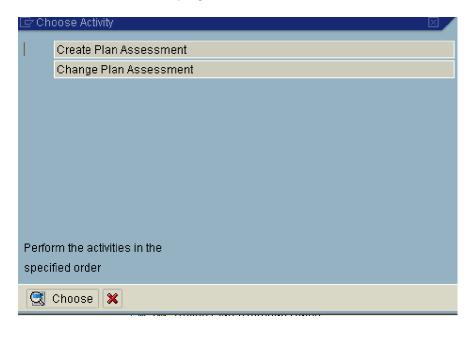
In our scenario we are not using the allocation structure.

7.6 Define Assessment

IMG à Controlling à Cost Center Accounting à Planning à Allocations à Assessment à Define Assessment

Assessment is a method of allocation which allocates costs using assessment cost element. Thus there in no traceability of original cost elements on the receiver cost center from the sender cost center. Various Costs elements from the sender are summarized under a single assessment cost element. The assessment cost elements are updated both on the sender and receiver.

We are allocating costs from purchasing department to the production departments based on output of production departments. The output is entered as statistical key figures.



Double Click Create Plan Assessment

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Create Plan Assessment Cycle: Header Data

| Attach segment | | | | | | | | | | | | |
|---------------------------|----------------------|----------------|--------------|-------------|---|--|--|--|--|--|--|--|
| Controlling Area | 9100 A Grp 91PURP | | | | | | | | | | | |
| Start Date | 01.01.2006 | То | 31.12.200 | 6 | | | | | | | | |
| Text | A Ltd. 9100 P | urch cost allo | ocn | | | | | | | | | |
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| Indicators Iterative | | | Field Groups | urrency | y | | | | | | | |
| Preset Selection Criteria | / | | | | | | | | | | | |
| Version | 0 | | Plan/Act | t - Version | | | | | | | | |
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| Click on Attach segn | nent | | | | | | |
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| Controlling Area | <mark>9100</mark> | A Grp | Controlling a | rea | | | |
| Cycle | 91 PURP | A Ltd. 5 | 9100 Purch (| ost allocn | | | |
| Segment Name | 91 PURP0001 | 91130 | 00 Purc to P | rodn cca | | 🗌 Lock | kindicator |
| Allocation structure Sender values | | | | | | | |
| Sender rule | | Posted a | | Ē | | | |
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| O Actual value origin | | Plan v | alue origin | | | | |
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| Controlling Area Cycle Segment Name | 9100 91PURP 91PURP0001 | A Grp Controlling area A Ltd. 9100 Purch cost allo 9113000 Purc to Prodn cc | |
| Segment Heade | r Senders/Rece From | eivers Sender Values | Receiver Tracing Factor 📊 💶 隆 |
| Sender Cost Center Cost Element | 9113000 400000 | 499999 | |
| Receiver Order Cost Center | | | 91_PDDIR |
| Cost Object WBS Element | | | |
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| Segment Header | Senders/Receivers Sender Values Receiver Tracing Factor h |
| Share in % O Actual value origin | <mark>) 00.00</mark> Plan value origin |
| Selection criteria Version | From to Group 0 |
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| Receivers Cost Ctr 9101011 9101012 | Receiver Tracing Factor Receiver Weighting Factors |
| Click on 🕒 | |

Click on 🖆 to see whether cycle is Ok.

Click on Save 📙

7.7 Define Activity Types for Indirect Activity Allocation

IMG à Controlling à Cost Center Accounting à Planning à Allocations à Activity Allocation à Indirect Activity Allocation à Define Activity Types for Indirect Activity Allocation

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| | Change activity type |
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| | rm the activities in the |
| speci | fied order |
| | Choose 🗶 |

Double Click Create activity type

Update the following: -

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Create Activity Type: Initial Screen

| Master Data | | | |
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| | | | |
| Activity Type | | | |
| Valid From | 01.01.2005 | to | 31.12.9999 |
| | | | |
| Copy from | | | |
| Activity type | | | |
| Controlling Area | | | |
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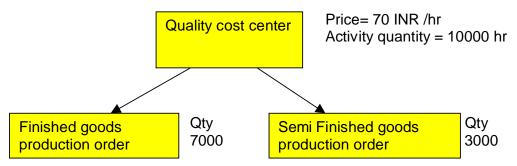
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| Create Activity T | ype: Basic | Screen | |
| 3 | | | |
| tivity Type | UTCG01 | UT: Conliserv Genera | |
| | | A Grp Controlling area | |
| | 01.01.2005 | to 31.12.9999 | |
| | 01.01.2000 | 01112.0000 | |
| Basic data Indica | tors Output | History | |
| | iors (Output | | |
| Names / | | | |
| Name | UT: Cool si | erv Genera | |
| Description | | q services General | |
| | | | |
| Basic data / | | | |
| Activity Unit | AU | Activity unit | |
| CCtr categories | C | | |
| | | | |
| | / | | |
| Allocation default values $_{>}$ | | Manual entry, indirect allocation | |
| Allocation default values ATyp category | 3 | | , |
| / | 3 943991 | UT: Cooling services | |
| ATyp category | | | |
| ATyp category Allocation cost elem | 943991 | UT: Cooling services Plan price, automatically based on activity | |
| ATyp category Allocation cost elem Price indicator | 943991 1 Average | UT: Cooling services Plan price, automatically based on activity | |
| ATyp category Allocation cost elem Price indicator Actual qty set | 943991 1 Average | UT: Cooling services Plan price, automatically based on activity price | |
| ATyp category Allocation cost elem Price indicator Actual qty set Plan quantity set | 943991 1 Average | UT: Cooling services Plan price, automatically based on activity price | |

Click on Save 📙

7.8 Define Indirect Activity Allocation

IMG à Controlling à Cost Center Accounting à Planning à Allocations à Activity Allocation à Indirect Activity Allocation à Define Indirect Activity Allocation

Indirect activity allocation is used when direct activity allocation is not possible. For example:- Quality control departments spending time on checking the finished goods, semi finished goods. It is difficult to measure the time spent on each product. In such a scenario indirect activity allocation is done based on the output produced of finished goods and semi finished goods.



Thus Quality cost center has a cost of 70000 INR (70 INR X 10000 hr).

This cost will be allocated to finished goods production order based on the output (70000 INR X 7000 qty) / 10000 qty = 49000 INR And to semi finished goods production order (70000 INR X 3000 qty) / 10000 qty = 21000 INR

We are creating a cycle for allocating costs from Cooling services General to Cooling services EG-1 and EG-2.

The planned output will be entered on cooling services general using activity type 3UTCG1. (Here the total cost to be allocated will be entered with price 1)

The output will be entered on the Cooling services EG-1 and EG-2 using Statistical key figures.

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| 1 | Create plan indirect activity allocation |
| | Change plan indirect activity allocation |
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| Perfo | rm the activities in the |
| speci | fied order |
| | Choose 🗙 |

Double Click Create plan indirect activity allocation

We will name the cycle 91CGP (91 the company code CG – Cooling services general 1^{st} cycle and P – Plan)

Update the following: -

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| Create Plan Indi | rect Activity Allocation Cycle: Initial Screen |
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| Cycle | 91C61P |
| Start Date | 01.01.2006 |
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| Copy from | |
| Cycle | |
| Start Date | |
| Controlling Area | |
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Create Plan Indirect Activity Allocation Cycle: Header Data

| Attach segment | | | | |
|---------------------------|----------------------|-------------|-----------------|-----|
| Controlling Area | 9100 A Grp Control | ling area | | |
| Cycle | 91C61P | | Status | new |
| Start Date | 01.01.2006 To | 31.12.20 | <mark>06</mark> | |
| Text | Cooling service Gene | eral - Plan | | |
| | | | | |
| Indicators | | Field Group | os / | |
| | | Output 🤇 | Quantity | |
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| Preset Selection Criteria | | | | |
| Version | 0 | Plan/A | ct - Version | |
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| Click on | Attach segment |
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The following options are available in Sender values:-

- 1) Posted quantities- The quantities posted to the sender are taken as the sender values.
- Fixed quantities On the sender value tab, enter fixed quantities for the senders we defined in the selection criteria. The senders are directly credited with these quantities.
- Quantities calculated inversely The sender values are calculated indirectly from the receiver tracing factors. We can valuate these sender values with a weighting factor. We define the weighting factors on the Sender values tab.

The following options are available in Receiver tracing factor:-

- 1) Variable portions- The tracing factors are determined based on the following parameters:- Plan statistical key figures, Plan activity, plan costs, plan consumption.
- Fixed quantities We can define fixed quantities in the tracing factor screen. The receivers are charged directly with these quantities. The quantity credited to the sender is derived from the total of the receiver debits.
- 3) Fixed percentages We define fixed percentages for the receiver in the tracing factor screen. The quantity from the sender is distributed to the receivers according to this percentage. The total receiver tracing factor must not exceed 100% .The sender based must be fully distributed. If the total of the receiver tracing factors is less than 100%, then a portion of the sender value remains on the sender.
- 4) Fixed portions This process is similar to the fixed percentage process, with the exception that the quantity is not limited to 100. The sender base is derived from the total of the receiver tracing factors.

| Create Plan Indi | rect Activ | ity Allocation Cycle | : Segment | 1 |
|---|------------------------------|--|-----------------|----------------|
| | ttach segment | | | |
| Controlling Area Cycle Gegment Name | 9100 91C61P 91C61P0001 | A Grp Controlling area Cooling service General - Pl 9103001 Cooling serv gen | | Lock indicator |
| Segment Header | Senders/Rec | eivers Sender Values | Receiver Tracii | ng Factor 📊 💽 |
| Rule | | Posted quantities 🛛 🖹 | | |
| Share in % | | 100.00 % | | |
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| Receiver Tracing Factor | / | | | |
| Receiver Tracing Factor Rule | / | Variable portions 🛛 🖹 | | |
| | | Variable portions 🛛 🗈 Plan Stat. Key Figures | Ð | |

| ⊆ Cycle Edit Goto | | Help | |
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| Create Plan | Indirect Activi | ity Allocation Cyc | le: Segment |
| ◂▸฿๊&ฃ | Attach segment | 6 | |
| Controlling Area | 9100 | A Grp Controlling area | |
| Cycle | 91CG1P | Cooling service General - | Plan |
| Segment Name | 91C61P0001 | 9103001 Cooling serv ge | n 📃 Lock indicator |
| Segment Heade | er Senders/Recei From | vers Sender Values | Receiver Tracing Factor h |
| Sender | | | |
| Cost Center | 9103001 | | |
| Activity Type | итсеер 🔄 | | |
| Receiver | | | |
| Order | | | |
| Cost Center | 9103002 | 9103003 | |
| Activity Type | | | |
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| Create Plan Ind | lirect Activ | vity Allocation Cycle: Segment | |
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| Controlling Area Cycle | 9100 91C61P 91C61P0001 | A Grp Controlling area Cooling service General - Plan 9103001 Cooling servigen | |
| Segment Name Segment Header | Senders/Rece | | Þ |
| Sender values Share in % O Actual value origin | <mark>) 00.0</mark> @ Pla | . 00 Ian value origin | |
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| Create Plan Inc | lirect Activ | ity Allocation Cycle: S | egn | nent |
| ▲▶₿&७. | Attach segment |] | | |
| Controlling Area Cycle Segment Name Senders/Receive | 9100 91061P 91061P0001 | | | 🛄 Lock indicator Receiver Wei 🔍 🕨 🖷 |
| Tracing Factor | | /alues Receiver Tracing Factor | | |
| Scale Neg. Tracing Fa | ctors | No scaling | ē | |
| Version Activity Type | From | to | | Group |
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| Sender Values | Receiver Tracing F | actor Receiver Weighting | Factors | |
| Receivers Cost Ctr 9103002 9103003 | | | Factor pe | er 100 <mark>100</mark> 100 |

Click 📀

Click on 🛍 to check the cycle

Click on Save

7.9 Define Splitting Structure

IMG à Controlling à Cost Center Accounting à Planning à Allocations à Activity Allocation à Splitting à Define Splitting Structure

Need for a splitting structure:- If a cost center is rendering 2 activities (which are activity independent) then we need to apportion the costs of the cost center to these activities. If we do not define a splitting structure, SAP system will divide the costs equally between these activity types. In case you don't want this to happen we need to define the splitting structure. Thus in splitting structure we define which cost elements will get allocated to which activity type. This applies to both plan and actual costs.

A splitting structure consists of one or more assignments, which define the connection between the cost element(s) or cost element group to be split and the splitting rule used to divide the costs.

Each splitting rule is based on a splitting method. Based on the splitting methods, which are fixed in the R/3 System, we can split plan costs according to the following criteria:

- Activity quantity
- Equivalence number
- Capacity
- Output
- Scheduled activity
- Statistical key figure (quantity)
- Statistical key figure (maximum quantity)
- No splitting is executed

After we define a splitting structure, we must assign it to the cost centers on which we want to split costs according to the given rules. We can assign a structure to:

All cost centers

All cost centers in a given group

All cost centers in a given interval

The structure can apply to a single version or to all versions in a controlling area for a fiscal year.

Click on New entries and update the following: -

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| Create splitting rule | |
| Double Click 🏾 🔂 Spl | itting rules |
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Assign the splitting structure to rule

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| Splitting rules Selection for rules | Assgnmnt Text U11 Variable | Rule Text 2911 Splitting plan activity qty | · · · · · · · · · · · · · · · · · · · |
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| Double Click S Click on New entrie | election for assi | following: - System Help 같 해 많 한 한 한 한 값 꽃 @ es Cooling services - plan Variable 1 Splitting plan activity qty | |
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| Change View "Selec | tion for assignment": Overview |
| Dialog Structure | Structure name U9 Cooling services - plan Assignment U12 Fixed Splitting rule Z911 Splitting plan activity qty CO Area 9100 A Grp Controlling area From value Group Cost Element 420000 799999 Activity Type 1UTCSF Image: Cost Section of the |

Click on Save 📙

8 Actual Postings

8.1 Edit Automatic Account Assignment

IMG à Controlling à Cost Center Accounting à Actual Postings à Manual Actual Postings à Edit Automatic Account Assignment (**OKB9**)

Here we define automatic additional account assignments for postings to primary cost elements.

Automatic assignment occurs during postings in external accounting (within the FI, MM, or SD components) if we did not enter a CO account assignment object (cost center, order, or project) for a cost accounting relevant posting. **This always happens in SAP in case of automatically created line item.** Examples of Automatically Created Items are:-

Discounts, exchange rate differences, and banking fees in FI

Price differences and minor differences in MM Possible automatic additional account assignments include: Cost center Order Profit center (for revenue postings)

Account assignment can be made mandatory for business area, valuation area or the profit center level. We need to select the relevant mandatory account assignments

Bank charges should be defaulted to a particular cost center. In our case Bank charges GL code is 470103 and should be defaulted to Company General profit center 9118000

| Click on | INew entries | and update | the following: - |
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| Change View "Defau | t account assignment": Overview | | | | | | |
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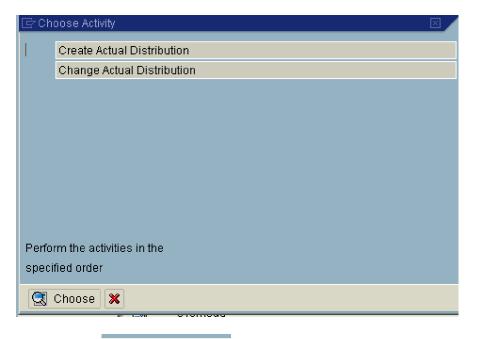
Click on Save 📙

8.2 Distribution (KSV1)

IMG à Controlling à Cost Center Accounting à Actual Postings à Period-End Closing à Distribution à Define Distribution

You can copy the plan distribution cycle into actual cycles.

You can also use transaction code KSV1 to create actual distribution cycle.



Double click Create Actual Distribution

Update the following:-

You need to suffix the actual cycle with A

| Cycle <u>E</u> dit <u>G</u> oto | Extr <u>a</u> s System <u>H</u> elp |
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| Create Actual | Distribution Cycle: Initial Screen |
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| | |
| Cycle Start Date | 91PDCA 01.01.2006 |
| Start Date | |
| Copy from | |
| Cycle | STPDCP 3 |
| Start Date | 01.01.2006 9100 |
| Controlling Area | 3100 |
| | |
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| ご <u> Cycle E</u> dit <u>G</u> oto Ex | tr <u>a</u> s S <u>v</u> stem | <u>H</u> elp | | | | | | | | |
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| Create Actual Distribution Cycle: Header Data | | | | | | | | | | |
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| Controlling Area | 9100 A Grp | Controlling a | rea | | | | | | | |
| Cycle | 91PDCA | | | Status | new | | | | | |
| Start Date | 01.01.2006 | То | 31.12.200 |)6 | | | | | | |
| Text | Production C | ommon Planr | ning | | | | | | | |
| | | | | | | | | | | |
| Indicators | | | Field Groups | | | | | | | |
| ✓ Iterative | | | Consumption | | | | | | | |
| Cumulative | | | ✓ Object Currency | | | | | | | |
| | | | Transaction Currency | | | | | | | |
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| Name | Text | Sort field | | Sender ru | le | | Rec.rule | | Sc | Lock | |
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Double click

91PDCP0001 9101000 Production co...

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| Create Actual Distribution | on Cycle: Segment |
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| Controlling Area 9100 Cycle 91PDCA Segment Name 91PDCP000 | A Grp Controlling area Production Common Planning 9101000 Production common |
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| Share in % Ø Act. vals | 100.00 % O Plan vals |
| Receiver tracing factor | |
| Receiver rule | Fixed percentages |
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| Click 🛍 | |

Click on 日

8.3 Assessment

IMG à Controlling à Cost Center Accounting à Actual Postings à Period-End Closing à Assessment à Maintain Assessment

You can copy the plan assessment cycle into actual cycles.

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|-------|--------------------------|
| 1 | Create Actual Assessment |
| | Change Actual Assessment |
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| Perfo | rm the activities in the |
| | fied order |
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Double click Create Actual Assessment

The actual cycle name should be suffixed with A.

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Create Actual Assessment Cycle: Initial Screen

| Cycle | 91PURA 🕝 | |
|------------------|------------|--|
| Start Date | 01.01.2006 | |
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| Copy from | | |
| Cycle | 91PURP | |
| Start Date | 01.01.2006 | |
| Controlling Area | 9100 | |
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| Click 🙎 | | |

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Double click 91PURP0001

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| Cycle 91PURA Segment Name 91PURP00 | A Ltd. 9100 Purch cost allocn 91 9113000 Purc to Prodn cca |
| Segment Name 191PURP00 | 9113000 Purc to Prodn cca |
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| | |
| Assessment CEle 942001 | Purchasing costs |
| Allocation structure | |
| Sender values / | |
| Sender rule | Posted amounts |
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| Actual value origin | ○ Plan value origin |
| Receiver tracing factor | |
| Receiver rule | Variable portions |
| Var.portion type | Plan Stat. Key Figures |
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8.4 Define Indirect Activity Allocation

IMG à Controlling à Cost Center Accounting à Actual Postings à Period-End Closing à Activity Allocation à Indirect Activity Allocation à Define Indirect Activity Allocation

You can copy the plan indirect activity cycle into actual cycles.

8.5 Define Splitting Structure

IMG à Controlling à Cost Center Accounting à Actual Postings à Period-End Closing à Activity Allocation à Splitting à Define Splitting Structure

Configuration similar to plan Splitting structure