

SAP Functional Modules

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SAP Consultant Certification Solution Financial Accounting with mySAP ERP 2005

SAP Financial accounting FI delivers tools and reports that enable you to manage all financial process. For example, chart of accounts that allows you to define all accounts and their hierarchical relationship. Journal entries allow you to enter or find manual journal entries and automatically allocate each transaction to a project or profit center. The recurrent journal transaction creates its own set of recurrent transaction including automatic frequency reminders. A transaction template enables you to save time and prevent mistakes when entering manual journal entries.

Group discounts available – Inquire for more details

Duration: 40 hours

Course Content

SAP Overview

- SAP Navigation
- Management empowered by mySAP ERP
- Management empowered by mySAP ERP Financials

Financial Accounting Master Data

- Chart of accounts
- G/L account
- Reconciliation accounts
- Account groups
- Customer and vendor accounts
- Bank accounts/bank keys

Document and Posting Control

- Document types and number ranges
- Posting keys and field status groups
- Posting periods
- Posting authorizations
- Default values
- Document changes, change control
- Tolerance groups and payment differences
- Cross-company code transactions
- Document reversal
- Incoming and outgoing payments
- Cash discount and payment conditions

- Taxes
- Clearing (manual and automatic)
- Payment differences
- Foreign currencies and exchange rate differences
- Cash journal

Special General Ledger Transactions, Document Parking, Substitution and Validation

- Special G/L transactions using the example of payment and guarantee of payment
- Special G/L classes and types
- Customizing of different special G/L transactions
- “Park document” versus “hold document”
- Basics of document parking
- Processing parked documents
- Substitution
- Validation

Payment Program, Dunning Program, Correspondence, Interest Calculation

- Payment program configuration
- Executing the payment run
- Creating payment media
- Dunning program configuration
- Executing the dunning run and printing the dunning notice
- Correspondence configuration
- Creating correspondence
- Interest calculation configuration
- Executing the interest calculation run

Evaluation Options in Reporting

- Drilldown reporting in Financial Accounting
- List Viewer
- Infosystem and ABAP reports in General Ledger, accounts receivable and accounts payable accounting

Closing Operations in Financial Accounting

- Month-end and year-end closing
- Balance sheet/P&L structure & reporting
- Receivables and payables
- Profit and loss
- Technical, organizational and documentary steps

Asset Accounting

- Organizational structures
- Master data
- Asset transactions (for example, asset acquisition, retirement, and transfer)
- Periodic processing in Asset Accounting
- Using the information system

The New General Ledger

- Activation and the idea of the New General Ledger
- New characteristics in FI
- Scenarios and scenario assignment
- Document splitting
- Real-time integration CO => FI
- Reporting with (new) FI standard drilldown reporting

SAP Solution Manager

- Overview of the SAP Solution Manager

SAP Consultant Certification Solution Controlling (Managerial Accounting) with mySAP ERP 2005

Controlling module represents the company's flow of cost and revenue. It is a management instrument for organizational decision it too is automatically updated as events occur. The R/3 is control module is especially suitable for the cost element, cost center order an result accounting of clinics, Co allows straightforward integration into R/3 FI, MM or FI AA and enables direct booking of figures from the different sectors. It also offers a wide range of charging techniques for accounting both actual and planned figures.

Group discounts available – Inquire for more details

Duration: 40 hours

Course Content

Cost Center Accounting/ Profit center Accounting

- Master data cost elements, cost centers, activity types and stat
- Organizational units
- Account assignment help
- Accrual calculation
- Adjustment postings
- Assessment
- Direct activity allocation
- Distribution
- Introduction to planning in Management
- Integrated plan allocation cycle
- Periodic reposting
- Planning methods in cost center planning
- Profit center assignment
- Profit center master data Reconciliation Ledger
- Recording primary postings

Material Cost Estimate With Quantity Structure

- Analyses and error handling
- BOM
- BOM and task list determination
- Cost component split
- Costing Variant
- Create costing run
- Overhead costing sheet
- Price update
- Routing

Material Cost Estimate without Quantity Structure

- Base object costing and simulation costing
- Material master - fields relevant to costing
- Multiple-level unit costing
- Single-level unit costing

Cost Object Accounting: Make-to-Stock with Periodic Controlling Production

- Decoupling scenarios
- Period-end closing for periodic Controlling
- Preliminary costing on cost object
- Product cost collector
- Simultaneous costing on cost object

Cost Object Controlling: Make-to-Stock Production with Order Controlling

- Cost objects with order view
- Period-end closing with order Controlling
- Preliminary costing of cost objects
- Simultaneous costing

Cost Object Controlling: Sales-Order-

- Delivery and billing documents

Related Production Order

- Period-end closed with product cost by sales
- Preliminary costing of sales order
- Sales order as cost object
- Simultaneous costing of sales order

Overhead Cost Orders

- Billing for overhead cost orders
- Budgeting and availability control
- Commitments management
- Master data maintenance
- Overhead rates on overhead cost orders
- Real and statistical orders
- Status management for overhead cost orders
- Transaction-based posting within and outside
- Management Accounting

Profitability Analysis

- Assessment of cost center costs
- Billing for orders
- Characteristic derivation
- Characteristics and value fields
- Structures of Profitability Analysis
- Transaction data tables
- Transfer billing data
- Valuation

Refined Costing Functions

- Transfer Control

SAP Overview

- Management empowered by mySAP ERP
- Management empowered by mySAP ERP Financials
- SAP Navigation

SAP Solution Manager

- Overview of SAP Solution Manager

SAP MM (Materials Management)

Group rates available – Inquire for more details

Duration: 60 hours

Prerequisites

- Participants should have minimum 1 year business experience and fair knowledge of procurement

Included Labs

As per the training manual provided

Course Content

Introduction to ERP and SAP

- Introduction to SAP.
- Overview of ERP and SAP - SAP Terminology
- Introducing frequently used SAP terminology.
- Logging in to a SAP system
- SAP logon process for Windows
- Basic SAP Navigation - the basic SAP screen components, moving between menus, T-code searches and other commonly used functions.
- End User Customization - customizing some SAP screens. Using T-codes – View user information, logged in users, user creation, sending messages, technical and functional modules.
- Various SAP functional modules, log off from SAP system - SAP logoff process for Windows, SAP services, co-operative business scenarios, mySAP.com
- Enterprise Structure

Procurement Process

- Basics of procurement process
- Purchase requisitions
- Purchase orders
- Request for quotation
- Procurement of stock material
- Procurement of consumable material
- Procurement of external services
- Subcontracting
- Reporting in MM

Master Data

- Material master
- Vendor master
- Info records
- Source list
- Quota arrangement
- Messages

Purchasing Details & Optimization

- Introduction to purchasing details
- Contracts
- Outline agreements
- Invoicing plans
- Release procedures
- Source determination
- Purchasing document configuration

Inventory Management/Physical Inventory

- Purchasing details & optimization
- Inventory management: overview
- Goods receipts
- Reservations and goods Issues
- Stock Transfers and transfer postings
- Reservations and goods issues
- Consignment
- Subcontracting
- Physical inventory management
- Availability check
- Movement type configuration cycle counting
- Inventory sampling

Valuation and Account Determination

- Material valuation
- Valuation and account assignment
- Price control
- Account determination
- Split valuation special inventory management features

Material Requirements Planning

- Reorder point planning
- Lot-size calculation
- Planning run
- Planning results

Logistics Invoice Verification

- Introduction to invoice verification
- Basic invoice verification procedure
- Taxes, cash discounts, and foreign Currency
- Invoice reduction
- Variances without reference to an Item
- Invoices for POs with account assignment
- Delivery costs
- ERS and Invoicing plans
- Releasing blocked invoices
- Credit memos and reversals
- Automatic settlement
- Invoice verification in background
- Subsequent adjustments
- Freight invoices
- Blocked invoices
- GR/IR account maintenance

Configuration of Organizational Structures and Material Master

- MM-organization structures
- Material type
- Field selection

Solution Manager

- ASAP
- Solution manager overview

SAP SD (Sales and Distribution)

Group rates available – Inquire for more details

Duration: 60 hours

Objective

- At the end of the course students should be able to use SAP SD module as an efficient tool to perform their duties as a SD consultant

Prerequisites

- Participants should have minimum 1 year business experience and fair knowledge of sales & distribution

Included Labs

- As per the training manual provided

Course Content

Sales Overview

- Processes in sales and distribution
- Sales and distribution transactions
- Sales documents
- Presale process
- Details of sales transaction
Units of a sales organization and its contents
Organizational units in sales process; objectives

Enterprise overview and creation with cross module overview

- Overview of an enterprise structure and its relation ship with Materials Management and Finance modules
- Transaction process
- Creation of organizational structures in sales area and its corresponding units

Sales order creation/information process

- SAP point of view of sales order processing
- Information process - where and how the sales order is being processed
- Create business partners and master data
- Automatic information process in sales view
- Exploring business process in sales order; Changes to sales order documents
- Understand the sales process blocks

Behaviour and control of sales document types

- The business objectives and its importance

- Function and process in controlling and customizing sales document types
- Business process in sales and its functions
- Phases in a sales process and its document category types and controlling sales document types
- Customizing document types for sales process and assigning to specific sales areas
- Process and functions and customizing of the sales document types
- Sales document types and its comparison

Modifying the sales document types with item category according to the business needs

- Key Process in determining and customizing the item categories and its examples and its purpose
- Item category functionality overview, and variation, and its outcome
- Creating of item category and linking them to customized sales doc types
- Item categories and item category determination
- BOM : Bills of materials in sales document and its purpose in sales process
- How to create and process with different functionality and its rules

Sales document and item schedule control

- The nature of the document type and its categories; schedule line and its functionality.
- Exploring schedule line categories
- The process and functions in creating and linking schedule line categories to sales document types

The screen flow in sales and data transformation

- Understanding of document flow and completion status of the document process
- Copying control in sales docs and its usage

Special Business sales process and transaction

- Order types, output types, and how delivery is planned if certain goods are to be free or priced
- Consignments - business process and its various special issues in business process
- The nature of the order type and the business requirements - fill-up, pickup, issues, billing

Document process in incompleteness

- What are the impacts of incompleteness rule and its behaviour in sales documents
- How to customize the incompleteness for a given sales document
- Controlling the incompleteness log
- The level it is used

Business partners and its determination

- How to configure the business partners and its business needs
- Partner functions and nature of relationship
- Partners in sales process
- Customers master and account group

- Role of partner function per account group
- Partner determination and its procedures
- Partner determination for sales documents

Outline agreements and its overview

- Understanding of outline agreements
- Sales document types used for different outline agreements
- How to schedule an outline agreement
- Quantity contract
- Messages about open outline agreements
- How the data is activated for contracts and how to determine the dates for these types of contract agreements
- Creation and exploring them to complete the process in agreements
- Scheduling agreements, rental contract, value contract and partners authorization to release
- Customizing for item categories in the value contract

Material Determination

- Material inclusion and mat exclusion
- Creation of material determination master record
- Procedure in condition technique listing and exclusion
- Hands on material determination and product selection and material listing and material exclusion

Free goods and its sales process

- Understanding business process and needs in free goods concept overview
- Exploring free goods and customizing free goods
- Hands on free goods process. Condition technique, free goods master data, free goods calculation rule
- Sales Scenarios

SAP CRM (Customer Relationship Management)

Group rates available – Inquire for more details

Duration: 60 hours

Prerequisites

- Participants should have minimum 1 year business, sales, customer service experience

Included Labs

- As per the training manual provided

Course Content

Introduction to ERP and SAP

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- Basic SAP Navigation - the basic SAP screen components, moving between menus, T-code searches and other commonly used functions.
- End User Customization - customizing some SAP screens. Using T-codes – View user information, logged in users, user creation, sending messages, technical and functional modules.
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- Enterprise Structure

Overview of SAP CRM system and its connectivity with other SAP systems - SAP SD (Sales & Distribution) and SAP BW

- Organizational structures in SAP R/3
- Master Data
- Creating and processing Sales Orders
- Sales document types
- Item categories
- Schedule line categories
- Document flow
- Copying control
- Partner determination
- Creating and processing deliveries, Delivery type

Overview of the SAP CRM solution

- Introduction to: Fundamentals and architecture of mySAP CRM
- CRM Architecture
- Components of CRM Architecture
- Different systems used within CRM landscape
- CRM Master Data
- Business Partners
- Products
- Business Transactions in CRM
- Marketing Planning and Campaign Management
- Internet Sales
- CRM Interaction Center
- CRM Mobile Sales

SAP CRM Customizing Fundamentals (SAP CRM Sales Management)

- CRM basic data:
- CRM business transactions
- Process control and determination
- Pricing and Billing in mySAP CRM
- CRM Middleware
- CRM system

SAP CRM-Service Management

- Overview of CRM Service
- Install Base, Individual Object
- Service Contract and Entitlement
- Planned Services
- Service Order Management
- Complaints and Returns
- In House Repair
- Enterprise Intelligence
- E-Service
- Service Analytics

- Important topics like Key differences between SAP CRM 4.0, SAP CRM 5.0 and the latest SAP CRM 7.0
- Support provided for SAP CRM certification.
Interactive sessions for learning i.e. Quiz's etc.

SAP PP (Production Planning)

SAP handles all aspects of production planning and execution. Main activities are the production order processing, the production MRP planning, Capacity planning and the production information system. This course provides a good and broad overview of SAP PP production. You will learn to perform the most important tasks in SAP production with focus on frequently used SAP PP tasks.

Group rates available – Inquire for more details

Duration: 60 hours

Course Content

ERP – Concept

- Introduction.
- Need
- Role
- Products Available

SAP – Concept

- Introduction
- Comparison with other products
- Roles in ERP
- Market trend

Introduction to PP Module

- Inter-relation with other modules
- Organization structure
- Role & scope

PP MODULE

- General flow of plan
- Planning cycle

Master Datas

- Material master
- Views relevant to PP
- MRP data's
- Work scheduling data's

BOM

- Creation, change & display
- BOM evaluations
- Different types of BOM

Work Center

- Creation, change & display
- Capacity
- Scheduling
- Shift schedules

Routing

- Introduction
- Creation, change & display
- Scheduling
- Control keys

Demand Management

- Requirement type
- Creation, change & display
- MRP
- MRP types
- MRP run
- Processing types
- Mps

Planned Orders

- Creating an order
- Change & display

Production Orders

- Creating an order
- Change & display

Capacity Planning

- Capacity evaluations
- Available capacity
- Requirements

SAP HR (Human Resources)

This course handles all aspects of Human Resources. The main activities are personnel administration, training and organization plans. Payroll (wages) is also covered in SAP HR, with full integration covered in SAP FI (Finance).

Group rates available – Inquire for more details

Duration: 60 hours

Pre-requisites

- Participants should have some background in human resources.

Course Content

Essentials of Human Resource

- Structures in HCM
- Master data
- Benefits administration - USA & Canada
- Recruiting
- Time Management
- Learning and development
- Enterprise Compensation Management and Personnel Cost Planning
- End-User Service Deliver
- Analytic Functions
- Travel Management

Master Data

- Project Management
- Enterprise structure
- Organizational Structure
- Customizing master data infotypes
- Features
- Pay scale structure
- Wage type structure
- Infotype controls
- Personnel actions
- Dynamic actions
- Management of Global Employees

Authorizations

- General authorization checks
- Indirect role assignment
- Structural authorization

Time Management

- Overview of Time Management
- Time management groupings
- Work schedules and Part Time Employees
- Time data recording and administration
- Absence and attendance counting
- Attendance and absence quotas
- Time Managers Workplace (TMW)
- Cost assignment and activity allocation

Basic Payroll

- Entering payroll data
- Organizing a live payroll run
- Payroll process
- Payroll reports
- Posting payroll results to accounting
- Bank transfers
- Process model

Organizational Management

- Concepts of organizational management
- Organization and Staffing interface
- Expert mode
- Evaluations and reporting
- Manager's Desktop and Manager Self Service
- Customizing
- Integration Points

Reporting

- Reporting methods
- Info systems
- Logical databases and Info systems
- Ad hoc query
- SAP query
- Payroll and time management infotypes
- HCM in BW and SEM

Solution Manager

- Solution Manager Overview

Experiences from Implementations (Case Study or Project)

- Setting up structures
- Integration and dependencies