



## QUICKSTEP COMPUTER CENTER

National Accreditation Board of Education Training.  
(NABET)- Quality council of India) An ISO 9001:2008

# SAP-FICO COURSE CONTENT

## FINANCIAL ACCOUNTING

### ENTERPRISE STRUCTURE:

- ❖ Introduction to SAP ERP
- ❖ Asap Methodologies

### FINANCIAL ACCOUNTING GLOBAL SETTINGS:

- ❖ Define Company
- ❖ Edit, Copy, Delete, Check Company Code
- ❖ Assign Company code to Company
- ❖ Enter Global parameters
- ❖ Define Fiscal Year Variant
- ❖ Define Posting Period Variant
- ❖ Define Document Types and number ranges
- ❖ Define Posting Keys
- ❖ Maintain Field Status Variants
- ❖ Open item Management
- ❖ Payment Differences
- ❖ Exchange rate differences

### CHART OF ACCOUNTS :

- ❖ Define Operative Chart of Accounts
- ❖ Define Group Chart of accounts
- ❖ Define Country Chart of accounts
- ❖ Define Account Group
- ❖ Define Retained Earnings Account
- ❖ Block/Unblock Chart of Accounts

### GENERAL LEDGER :

- ❖ Define Tolerance Groups for G/L Accounts
- ❖ Define Tolerance Groups for Employees
- ❖ Assign Users to Tolerance Groups
- ❖ G/L Account Creation and Processing
- ❖ General Document posting
- ❖ Parked Documents

- ❖ Hold Documents
- ❖ Reverse Document
- ❖ Sample Document
- ❖ Recurring Document
- ❖ Enter Accrual/Deferral Doc
- ❖ Incoming Payments
- ❖ Outgoing Payments
- ❖ Manual clearing
- ❖ Automatic clearing
- ❖ Foreign Currency Posting
- ❖ Foreign Currency Valuation
- ❖ Work List preparations
- ❖ Reset Cleared Items
- ❖ Display Balances

### **+ ACCOUNTS PAYABLE :**

- ❖ Define Account Groups with Screen Layout (Vendors)
- ❖ Create Number Ranges for Vendor Accounts
- ❖ Assign Number Ranges to Vendor Account Groups
- ❖ Define Tolerance for Customers/Vendors
- ❖ Define Tolerance Groups for Employees
- ❖ Assign Users to Tolerance Groups
- ❖ Vendor Document Posting
- ❖ Down Payment
- ❖ Define Accounts for Cash Discount Taken
- ❖ Define Accounts for Exchange Rate Differences
- ❖ Define Accounts for Bank Charges (Vendors)
- ❖ Define Accounts for Overpayments/Underpayments
- ❖ Define Payment methods
- ❖ Charge of differences
- ❖ Automatic Payment program

### **+ BANK ACCOUNTING :**

- ❖ Define House Bank
- ❖ Bank Account Interest
- ❖ Calculation
- ❖ Cash Journals
- ❖ B.R.S

### **+ CHECK MANAGEMENT :**

- ❖ Individual Check payment
- ❖ Manual check payment
- ❖ Check register
- ❖ Check encashment
- ❖ Check Renumber
- ❖ Reprint check

- ❖ Unused checks cancellation
- ❖ Issued checks cancellation
- ❖ Cancel Payment
- ❖ Delete for payment run
- ❖ Delete Manual checks

### **TAXES:**

- ❖ Vat Act
- ❖ Cst Act
- ❖ Define Input Tax
- ❖ Define Output Tax
- ❖ Withholding tax

### **ACCOUNTS RECIEVABLE :**

- ❖ Define Account Groups with Screen Layout (Customers)
- ❖ Create Number Ranges for Customer Accounts
- ❖ Assign Number Ranges to Customer Accounts Groups
- ❖ Define Tolerances for Customers/Vendors
- ❖ Define Tolerance Groups for Employees
- ❖ Assign Users to Tolerance Groups
- ❖ Customer Document Posting
- ❖ Down Payment
- ❖ Bill of exchange
- ❖ Dunning
- ❖ Sales Tax

### **CROSS-COMPANY CODE TRANSACTIONS :**

- ❖ Cross Company code transactions in G/L
- ❖ Cross company code transactions in A/R
- ❖ Cross company code transactions in A/P

### **FINAL PREPARATIONS :**

- ❖ Define Financial Statement Versions
- ❖ Display of Trial Balance
- ❖ Display of GL Balance
- ❖ Display of A/R Balance

### **ASSET ACCOUNTING:**

- ❖ Copy Chart of Depreciation
- ❖ Assign Tax Codes for Non-Taxable Transactions
- ❖ Assign Chart of Depreciation to Company Code

- ❖ Specify Account Determination
- ❖ Create Screen Layout Rules
- ❖ Define Asset Classes
- ❖ Define Number Ranges
- ❖ Creation of GL Accounts
- ❖ Integration with GL
- ❖ Determine Depreciation Areas in Asset Classes
- ❖ Define Screen Layout for Asset Master Data
- ❖ Define Screen Layouts for Asset Depreciation Areas
- ❖ Define Number Ranges for Depreciation Postings
- ❖ Specify Intervals and Posting Rules
- ❖ Specify Round up Net Book Valuation
- ❖ Depreciation Keys
- ❖ Define Base Method
- ❖ Define Declining Balance Methods
- ❖ Define Multi Level Methods
- ❖ Define Period Control Methods
- ❖ Define Depreciation Key
- ❖ Asset Master Creation
- ❖ Creation of Sub-Asset
- ❖ Asset Purchase Posting
- ❖ How to View The Asset Balances
- ❖ How to View Sub Asset Value Balances
- ❖ Depreciation Run
- ❖ Sale of Asset
- ❖ Transfer of Asset
- ❖ Scraping of An Asset
- ❖ Asset under Constructions

## **NEW GENERAL LEDGER ACCOUNTING**

- ❖ Possibilities with New General Ledger
- ❖ Benefits of New General Ledger Accounting
- ❖ Activating of New General Ledger Accounting
- ❖ Leading Ledgers and Non Leading Ledgers
- ❖ Assign Scenarios and Customer Fields to Ledgers
- ❖ Define Segment
- ❖ Assignment of Segment

## **DOCUMENT SPLITTING :**

- ❖ Classify G/L Accounts for Document Splitting

- ❖ Classify Document Types for Document Splitting
- ❖ Define Zero-Balance Clearing Account
- ❖ Define Document Splitting Characteristics for General Ledger Accounting
- ❖ Define Document Splitting Characteristics for Controlling
- ❖ Define Post-Capitalization of Cash Discount to Assets
- ❖ Define Document Splitting Method
- ❖ Define Document Splitting Rule
- ❖ Assign Document Splitting Method
- ❖ Define Business Transaction Variants

### ❖ **PARALLEL ACCOUNTING**

- ❖ Define Valuations Area
- ❖ Define Valuations method
- ❖ Asian Valuations Areas and Valuations method
- ❖ Define Accounting Principles
- ❖ Assign Accounting Principle to Ledger Groups
- ❖ Assign Accounting Principle to Valuations Areas
- ❖ Foreign currency valuation for Open items

\*\*\*\*\* **INTEGRATION WITH MM AND SD**\*\*\*\*\*

## CONTROLLING

### ✚ **BASIC SETTINGS IN CONTROLLING :**

- ❖ Maintain Controlling area
- ❖ Activate control indicators/components
- ❖ Assigns Company Code
- ❖ Plan versions
- ❖ Maintain Controlling document number ranges

### ✚ **COST ELEMENT ACCOUNTING :**

- ❖ Create primary/Secondary Cost elements
- ❖ Cost element group

### ✚ **COST CENTER ACCOUNTING :**

- ❖ Creation of Cost Center Std. Hierarchy
- ❖ Define Cost Center Categories
- ❖ Creation of Cost Center Group
- ❖ Creation of Cost Center
- ❖ Statistical Key Figures creations
- ❖ Statistical posting(Actual)
- ❖ Statistical posting(Plan)
- ❖ Activity types creations

- ❖ Activity types posting(Actual)
- ❖ Activity types posting(Plan)
- ❖ Direct Activity allocations
- ❖ Indirect Activity allocations
- ❖ Activate Inactive Cost Centers
- ❖ Posting with Cost center
- ❖ Planning of Cost Center
- ❖ Distribution methods (Actual)
- ❖ Distribution methods(Plan)
- ❖ Assessment (Actual)
- ❖ Assessment (Plan)
- ❖ Maintain number ranges for settlement documents
- ❖ Settlement of internal order to cost centers
- ❖ Apportionment of Cost
- ❖ between internal Orders
- ❖ Settlement of internal Orders
- ❖ Budgeting and Availability Control
- ❖ Maintain Budget Profile
- ❖ Maintain Number Ranges for Budgeting
- ❖ Define Tolerance Limits for Availability Control

#### ✚ **PROFIT CENTER ACCOUNTING:**

- ❖ Maintain controlling area setting
- ❖ Periodic Reposting (Actual)
- ❖ Periodic Reposting (Plan)
- ❖ Period lock
- ❖ Reconciliation ledger
- ❖ Accrual orders
- ❖ Manual reposts of Costs
- ❖ Reverse Manual reposts of Costs
- ❖ Repost Line Items
- ❖ Reverse Repost Line Items
- ❖ Manual Cost Allocation
- ❖ Cost Center Budgets
- ❖ Price Calculation
- ❖ Goods issue to cost center
- ❖ Goods returned by the cost center Commitment managements

#### ✚ **INTERNAL ORDERS :**

- ❖ Creation of Internal Order type
- ❖ Creation of Internal Order
- ❖ Creation of Internal Order Group
- ❖ Creation of number range
- ❖ Actual posting to Internal group
- ❖ Maintain allocation structures
- ❖ Maintain settlement profiles

- ❖ Maintain assignment of SD
- ❖ Conditions to co-ap value field
- ❖ Maintain assignment of MM
- ❖ conditions to co-ap value field
- ❖ Maintain PA structures for direct posting
- ❖ Activate profitability analysis
- ❖ Define forms
- ❖ Create profitability reports

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