

User Manual

Accounts Payable

ElectroSteel Steels Limited

Prepared By:

Khagesh Gupta

14 March 2020

Table of Contents

1. Accounts Payable	3
<hr/>	
1.1. Post Down payment request	3
1.2. Post down payment to vendor	4
1.3. Park Vendor FI Invoice in Parked mode with TDS deduction	5
1.4. Release Park Document	9
1.5. Post Expenses in foreign currency without Purchase Order	10
1.6. Vendor Credit Memo	13
1.7. Payment to supplier in foreign currency.	14
1.8. Automatic Payment Program	15
1.9. Vendor Clearing	23
1.10. Bills of Exchange	26
1.10.1. BOE payment for vendor	26
1.10.2. Outgoing Payment for BOE	31
<hr/>	
1.11. Display Line Item	33

1. Accounts Payable

1.1. Post Down payment request

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Document Entry → Down Payment→Request
Transaction code	F-47

Down Payment Request: Header Data

New Item

Document Date	25022020	Type	KA	Company Code	1000
Posting Date	25022020	Period	1	Currency/Rate	INR
Document Number		Translation dte			
Reference					
Doc.Header Text					
Trading Part.BA		Tax Reporting D			

Put Spl Gl Indicator

Vendor	
Account	400028
Trg.Sp.G/L Ind.	B

Compulsory field:

Document date:

Posting Date:

Document Type: KA

Company Code:

Reference:

Vendor Code:

Special GL indicator: A-Oprn. Advance with ref to PO,
B-Oprn. Advance without PO/SO

Down Payment Request Add Vendor item

More data New Item Withholding Tax

Vendor: 400028 ORIENT REFRACTORIES LTD G/L Acc: 58200000
 Company Code: 1000 SP-148 Riico Industrial Area
 Electrosteel Steels Ltd. Rajasthan

Item 1 / Down payment request / 39 F

Amount: 20000 INR **Put advance amount**

Calculate Tax Bus./Sectn: **Enter Business Place & Section**

Due on: 23.12.2020 **Put due date**

Pmnt block: Payt Method: CD Amount: **Enter Profit Center**

Disc.perc.: Network: Cost Center: Real Estate:

Order: Profit Ctr: 106000 **Enter Profit Center**

Asset: WBS Element: **Put Purchase order for indicator A**

Purch.Doc.: Contract: Sales Doc.: **Enter Profit Center**

Assignment: assignment Text: text Long Texts

Click 

Document 1700000069 was posted in company code 1000

1.2. Post down payment to vendor

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Periodic Processing → Payments
Transaction code	F110

Automatic Payment program will be used to post down payment to vendor. For Automatic Payment program follow section 1.8 .

1.3. Park Vendor FI Invoice in Parked mode with TDS deduction

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Document → Parked Documents → Change single screen transaction (Park or Edit Invoice)
Transaction code	FV60

Put the following header details:

Park Vendor Invoice: Company Code 1000

Tree On Company Code Simulate Save as Completed Editing Options

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax Notes

Invoice date 25.02.2020 Reference 21345

Posting Date 25.02.2020

Amount 1,000.00 INR

Doc. Currency

Calculate Tax

V1 V1 (Input Tax-FI@1...)

Bus.Place/Sectn JH01 / JH01

Text

Paymt terms Due immediately

Vendor

Address

Ms. ORIENT REFRACTORIES LTD
SP-148 Riico Industrial Area
301019 Rajasthan-Alwar

01493-221741

Bank account 00030330018332

Bank Key HDFC0000003

HDFC BANK, K G MARG

OIs

Fill up the line items details as follows:

Park Vendor Invoice: Company Code 1000

Tree On Company Code Simulate Save as Completed Editing Options

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax Notes

Invoice date 25.02.2020 Reference 21345
 Posting Date 25.02.2020
 Amount 1,000.00 INR
 Calculate Tax
 V1 V1 (Input Tax-FI@1...
 Text
 Paymt terms Due immediately

Vendor
 Address
 Ms. ORIENT REFRACTORIES LTD
 SP-148 Riico Industrial Area
 301019 Rajasthan-Alwar
 01493-221741
 Bank account 00030330018332
 Bank Key HDFC0000003
 HDFC BANK, K G MARG

Put Amount

Put expense G/L

Put Amount

Put Cost Center

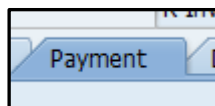
S...	G/L acct	Short Text	D/C	Amount in doc.curr.	Cost center	Order	Fi...	Sales ord
✓	85100500	TRANSIT H...	S De...	1,000.00	10120201			

1 Items (No entry variant selected)

S...	G/L acct	Short Text	D/C	Amount in doc.curr.	A...	HSN/SAC
✓	85100500	TRANSIT H...	S De...	1,000.00		72091630

Put HSN code

Put Invoice amount. This amount should match with total amount of all line items amount(Expenses Amount)



CLICK ON PAYMENT TAB:

Fill in the following details:

Base line date:
Payment Terms

Park Vendor Invoice: Company Code 1000

Tree On Company Code Simulate Save as Completed Edit

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax Notes

BaselineDt 25.02.2020 Pyt Terms 0001 Days Days Days net

Due on 25.02.2020 INR To be calculd Fixed

CD INR Pmnt block Free for payme...

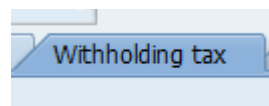
CD Base INR

Payt Meth. PmntCurrcy

Pmnt/c amt

Inv. Ref.

Part. bank House bank



Click on Withholding tax tab

Select the applicable TDS from drop down menu

Fill up the following details

TDS Code

Park Vendor Invoice: Company Code 1000

Tree On Company Code Simulate Save as Completed

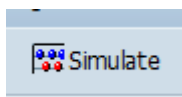
Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax Notes

Name of WTax ...	WT...	W/Tax Base FC	WTax Amt in FC	W/Tax
INV-194A 10% In...	70			0.00
PAY 94A - Interes...				0.00
INV-194C 2% Co...				0.00
PAY-194C - Contra..				0.00

Put TDS base amount if you want to modify the base amount on which tax amount is being calculated.

If you do not want system to calculate the TDS automatically then manually put TDS base amount and amount.



CLICK ON:

Document Overview

Reset Taxes Complete Choose Save

Click to Park Document

Doc.Type : KR (Vendor Invoice) Normal document

Doc. Number Company Code 1000 Fiscal Year 2019

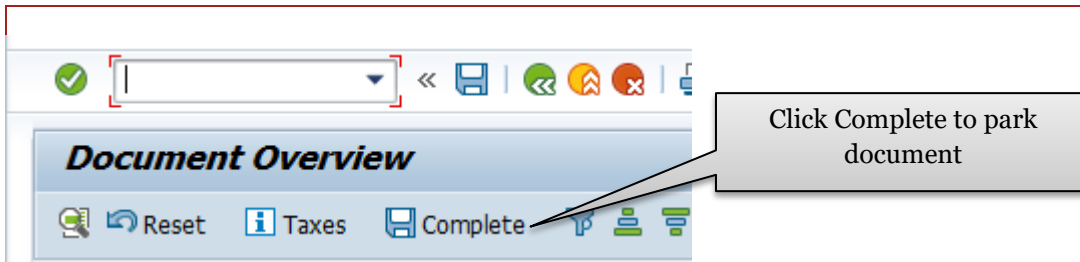
Doc. Date 25.02.2020 Posting Date 25.02.2020 Period 11

Calculate Tax

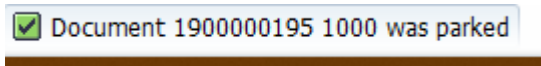
Ref.Doc. 21345

Doc. Currency INR

Itm	PK	Account	Account Short Text	Assignment	Tx	Amount
1	31	400028	ORIENT REFRACTORIES		V1	915.00-
2	40	85100500	TRANSIT HOUSE EXPENS		V1	847.46
3	40	58100010	INTERIM - CGST		V1	76.27
4	40	58100020	INTERIM - SGST		V1	76.27
5	50	36200030	TDS ON INTEREST			85.00-



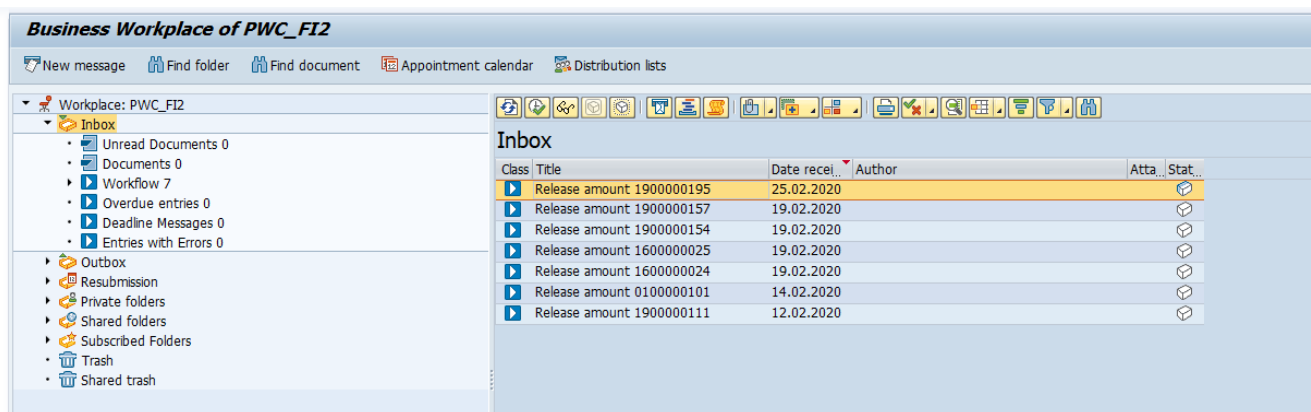
Select Complete to park or save to post the document.



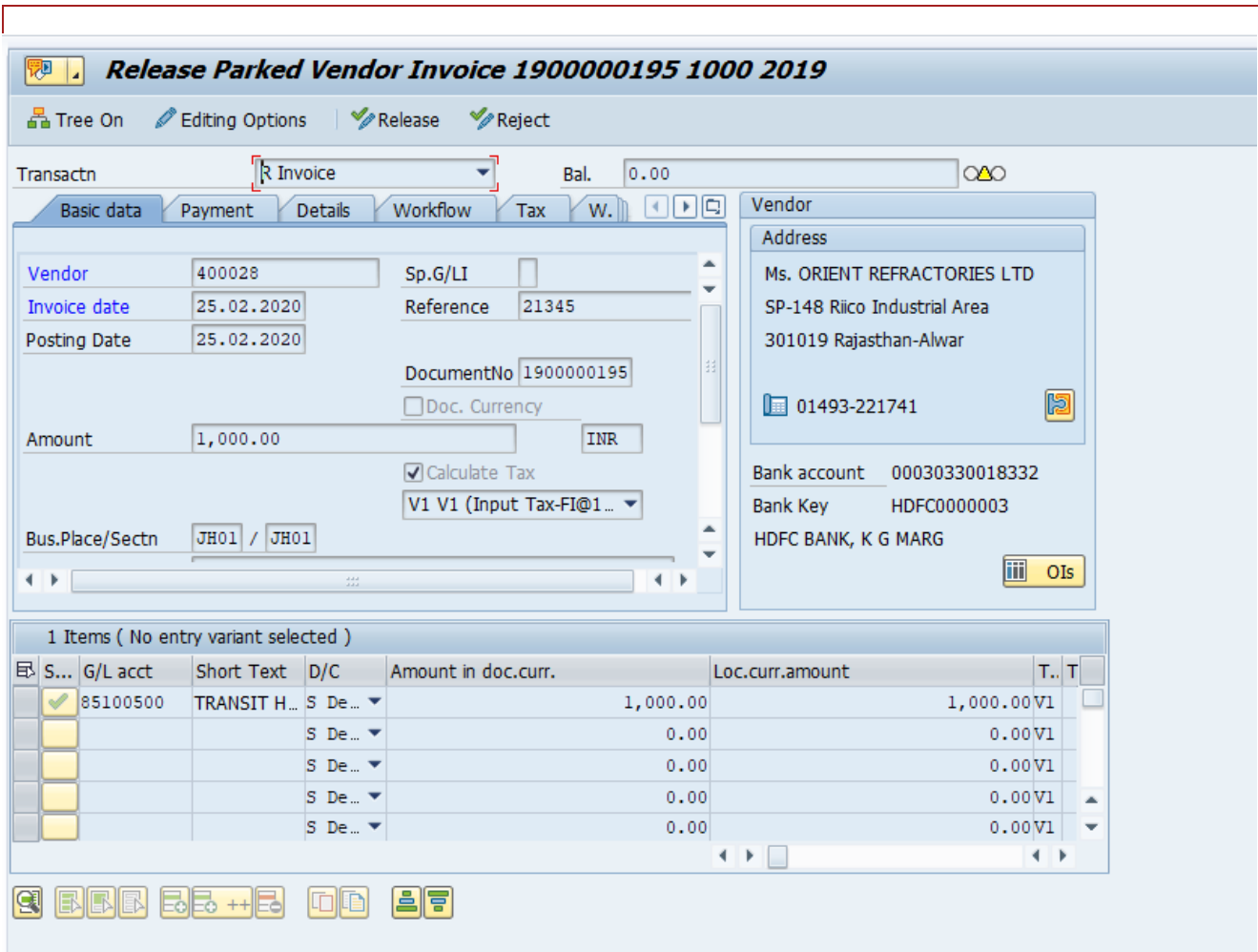
Once document has been parked, sender cannot edit or delete it.

1.4. Release Park Document

SAP R/3 menu	Sap →SAP Business Workflow
Transaction code	SBWP



CLICK ON Message then click Release or Reject.



Once document has been parked, recipient cannot edit it. They can either accept or reject it.

1.5. Post Expenses in foreign currency without Purchase Order

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Document Entry → Invoice
Transaction code	FV60

Park Vendor Invoice: Company Code 1000

Tree On Company Code Simulate Save as Completed Editing

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax

Vendor 600002 Sp.G/LI

Invoice date 25.02.2020 Reference 34356

Posting Date 25.02.2020

Doc. Currency

Amount 85,000.00 USD

Calculate Tax

V0 V0 (Input Tax: 0 %)

Bus.Place/Sectn JH01 / JH01

Text

Put foreign currency

If you want change rate defaulted by the system then

Select Local Currency Tab:

Park Vendor Invoice: Company Code 1000

Tree On Company Code Simulate Save as Completed Editing Options

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax Vendor

G/L 33100110 IMPORT VENDOR

Assign. assignment

HeaderText text

Contract /

RefKey 3

Pref.amnt

Tr.part.BA

Flow Type

Collect.Inv.

- Basic data
- Payment
- Details
- Tax
- Withholding tax
- Notes
- Local Currency

Bank data: not available

OIs

Park Vendor Invoice: Company Code 1000

Tree On Company Code Simulate Save as Completed Edit

Transactn R Invoice Bal. 0.00

Details Tax Withholding tax Notes Local Currency

Local Currency

Translation dte	25.02.2020	Exchange rate	72.00000
Amount	85,000.00		USD
Amt.in loc.cur.	6,120,000.00		INR

Other Currencies / Exchange Rate Hedging

Hedged Amount

Hedged e/r

Put Exchange Rate

GO TO DETAILS TAB IF NECESSARY AND PUT THE FOLLOWING:

Park Vendor Invoice: Company Code 1000

Tree On Company Code Simulate Save as Completed Edit

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax

G/L 33100110 IMPORT VENDOR

Assign. assignment

HeaderText text

Contract /

RefKey 3

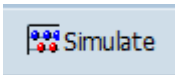
Pref.amnt

Tr.part.BA

Flow Type

Collect.Inv.

1 Items (No entry variant selected)										
S...	G/L acct	Short Text	D/C	Amount in doc.curr.	Co...	Tradi...	Bu...	Pa...	Cost center	Ord
<input checked="" type="checkbox"/>	85100500	TRANSIT H...	S De...	85,000.00	1000				10120201	



CLICK ON :

Document Overview

Reset Taxes Complete Choose Save

Doc.Type : KR (Vendor Invoice) Normal document

Doc. Number Company Code 1000 Fiscal Year

Doc. Date 25.02.2020 Posting Date 25.02.2020 Period

Calculate Tax

Ref.Doc. 34356

Doc. Currency USD

Itm	PK	Account	Account Short Text	Assignment	Tx	Amount
1	31	600002	FOREIGN VENDOR		V0	85,000.00-
2	40	85100500	TRANSIT HOUSE EXPENS		V0	85,000.00



CLICK ON :

Document 1900000196 1000 was parked

1.6. Vendor Credit Memo

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Document Entry → Invoice
Transaction code	FB65

Park Vendor Credit Memo: Company Code 1000

Tree On Company Code Simulate Save as Completed Editing Options

Transactn: G Credit memo Bal.: 0.00

Basic data | Payment | Details | Tax | Withholding tax | Notes

Vendor: 400026 Sp.G/LI:
 Document date: 21.02.2020 Reference:
 Posting Date: 21.02.2020
 Doc. Currency
 Amount: 1,000.00 INR
 Calculate Tax
 Bus.Place/Sectn: JH01 / JH01
 Text:

Vendor Address:
 Ms. ENGINEERING ENTERPRISE
 6/7 Ramkrishna Mandir Path
 711101 HOWRAH
 9674580923
 Bank account: 11960200050880
 Bank Key: FDRL0001196
 FEDERAL BANK, HOWRAH

1 Items (No entry variant selected)

S...	G/L acct	Short Text	D/C	Amount in doc.curr.	Bu...	Pa...	Cost center	HSN/SAC
✓	85100520	CSR EXPENS..H Cr...		1,000.00			10120201	72091630

Document Overview

Reset Taxes Complete Choose Save ABC

Doc.Type : KG (Vendor Credit Memo) Normal document

Doc. Number: Company Code 1000 Fiscal Year 2019
 Doc. Date: 21.02.2020 Posting Date 21.02.2020 Period 11
 Calculate Tax
 Doc. Currency: INR

Itm	PK	Account	Account Short Text	Assignment	Tx	Amount
1	21	400026	ENGINEERING ENTERPRI		2F	1,000.00
2	50	85100520	CSR EXPENSES		2F	970.87-
3	50	58100030	INTERIM - IGST		2F	29.13-

CLICK ON : 

Document 1800000108 1000 was parked

1.7. Payment to supplier in foreign currency.

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Periodic Processing → Payments
Transaction code	F110

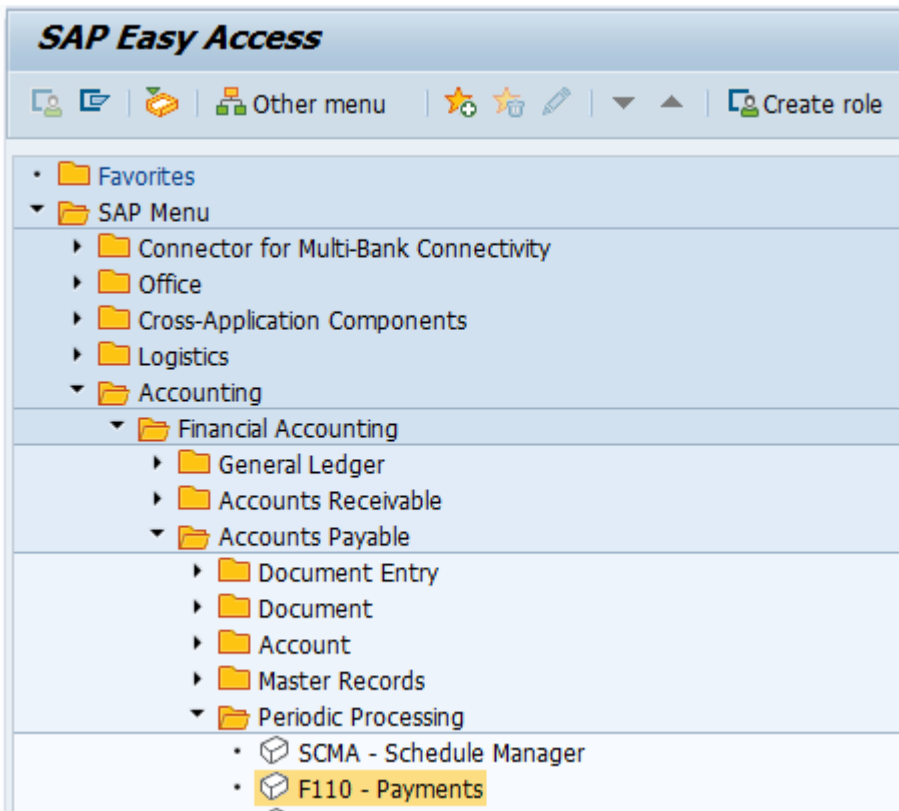
Automatic Payment program will be used to post Payment in foreign currency. For Automatic Payment program follow section 1.8 .

1.8. Automatic Payment Program

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Periodic Processing → Payments
Transaction code	F110

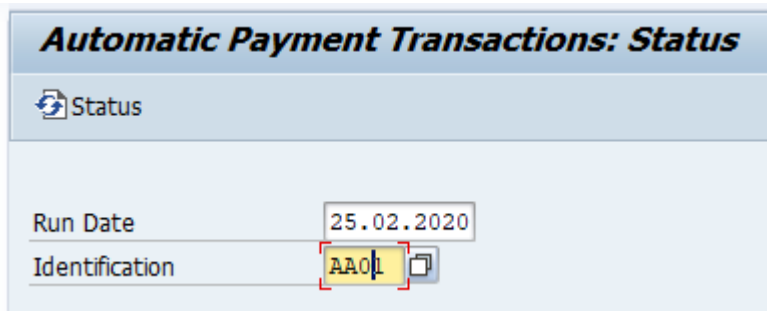
Note: Pre-requisites for Running APP

- VENDOR MASTER update with Payment Method
- Line Item is Due for Payment



Every Payment Program run is identified by two fields

1. Run date
2. Identification



Automatic Payment Transactions: Status

Status

Run Date: 25.02.2020

Identification: AA01

In the Parameters Tab , We have to define the following

1. When will the payments be made - Posting Date
2. What is to be paid - Docs. Entered Up to
3. Which company codes will be considered - Company Codes
4. What payment methods will be used - Payment Methods
5. Next Payment Date: If an item is already overdue on the date of the next payment run, or would lose cash discount, the system pays the item in this payment run.
6. Vendor Account

Automatic Payment Transactions: Parameters

B.ex./pmt request...

Run Date 25.02.2020

Identification AA01

Status

Parameter

Free selection

Additional Log

Printout/data medium

Posting Date 1 25.02.2020

Docs Entered up to 25.02.2020

Customer Items Due By 2

Payments control

Company Code	Pmt Meths	Next PstDate
1000 3	T 4	27.02.2020 5

Accounts

Vendor 3000 6

to 800001

Customer

to

Foreign currencies

E/R Type for Translat.

In the Free Selection Tab , We Can select document Number

Automatic Payment Transactions: Free Selection

Run Date

Identification

Status
Parameter
Free selection
Additional Log
Printout/data medium

Selection criteria

Field Name	<input style="width: 95%;" type="text"/>	<input type="checkbox"/> Exclude values
Values	<input style="width: 100%;" type="text"/>	
Field Name	<input style="width: 95%;" type="text"/>	<input type="checkbox"/> Exclude values
Values	<input style="width: 100%;" type="text"/>	
Field Name	<input style="width: 95%;" type="text"/>	<input type="checkbox"/> Exclude values
Values	<input style="width: 100%;" type="text"/>	
Field Name	<input style="width: 95%;" type="text"/>	<input type="checkbox"/> Exclude values
Values	<input style="width: 100%;" type="text"/>	

System displays log of processing based on this screen. Normally, we tick “Due Date Check”, Payment Method selection if not successful” and “Line items of the payment documents”.

Account Required – You can scope vendor/customer that need system to display log.

Automatic Payment Transactions: Additional Log

25.02.2020
 AA01

Required logging type

Due Date Check
 Payment Method Selection in All Cases
 Pmnt Method Selection If Not Successful
 Line Items of the Payment Documents

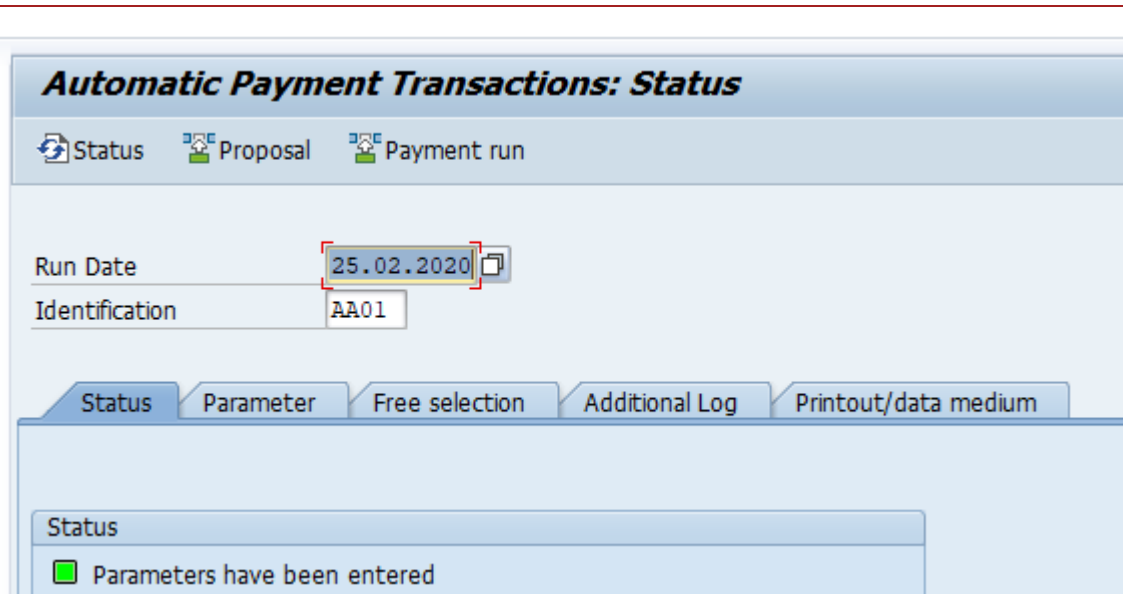
Accounts required

Vendors (from/to)		Customers (from/to)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Save the Parameters Entered

ESD(1)/200 Exit editing

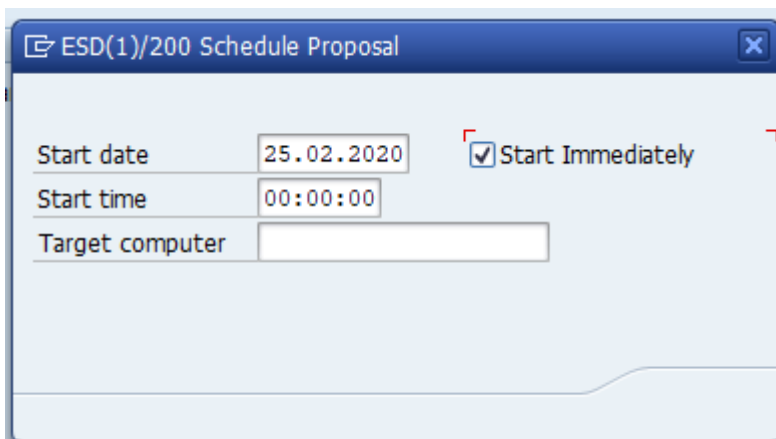
Save data?

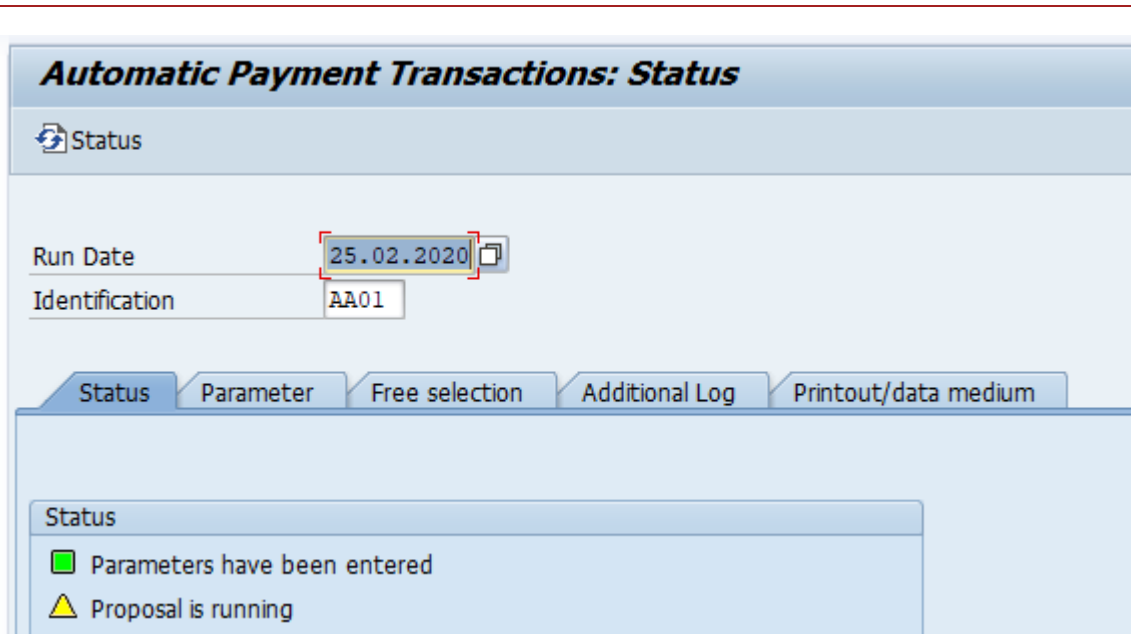



After the Parameters are Entered we execute the Program by pressing the proposal button in Application Toolbar



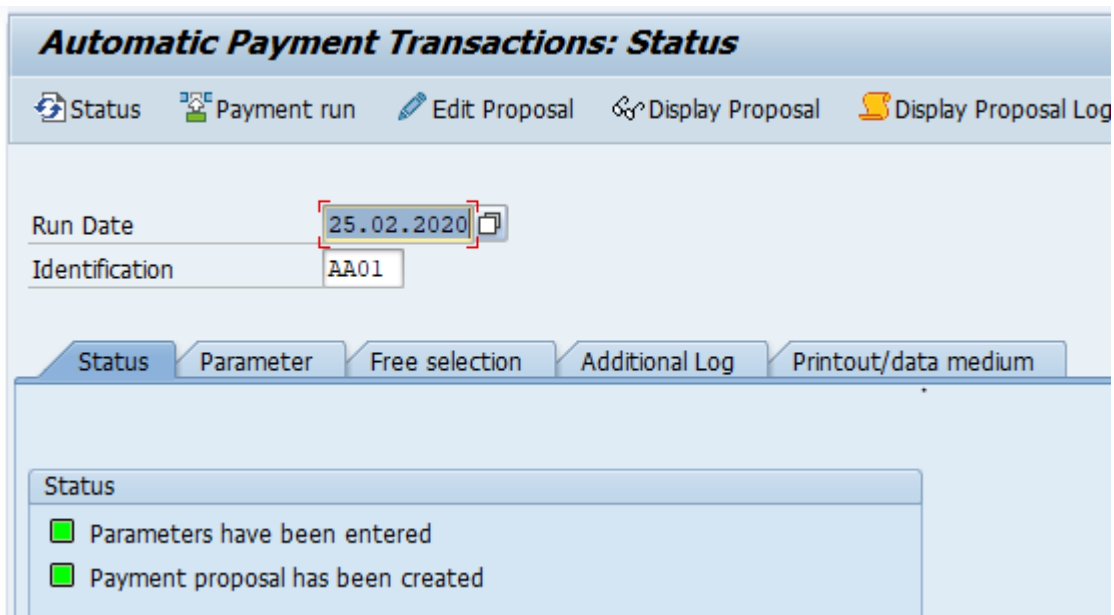
In the next dialog box , Check the "Start Immediately" and press Continue





Click on  to see updated status.

A payment proposal is generated based on the parameters.



We can view the Proposal Log for possible errors by Pressing the Proposal Log Button. Correct the error if any delete the proposal and rerun the proposal.

Job Log Entries for F110-20200225-AA01 -X / 12302800

Long text Previous Page Next page

Job log overview for job: F110-20200225-AA01 -X / 12302800

Date	Time	Message text	Message class	Message no.	Message type
25.02.2020	12:30:28	Job F110-20200225-AA01 -X 12302800 started	00	516	S
25.02.2020	12:30:28	Step 001 started (program SAPP110S, variant &00000000000138, user ID PWC_FI2)	00	550	S
25.02.2020	12:30:28	Log for proposal run for payment on 25.02.2020, identification AA01	FZ	402	S
25.02.2020	12:30:28	>	FZ	693	S
25.02.2020	12:30:28	> Additional log for vendor 200000 company code 1000	FZ	691	S
25.02.2020	12:30:28	>	FZ	693	S
25.02.2020	12:30:28	> Payment method selection additional log	FZ	699	S
25.02.2020	12:30:28	> Payment method selection for items due now to the amount of INR 9,950.00-	FZ	601	S
25.02.2020	12:30:28	> None of the pmnt meths "T" has been entered in mast.rec.or in doc.	FZ	605	S
25.02.2020	12:30:28	>	FZ	693	S
25.02.2020	12:30:28	> Additional log for vendor 200004 company code 1000	FZ	691	S
25.02.2020	12:30:28	>	FZ	693	S
25.02.2020	12:30:28	> Payment method selection additional log	FZ	699	S
25.02.2020	12:30:28	> Payment method selection for items due now to the amount of INR 50,000.00-	FZ	601	S
25.02.2020	12:30:28	> None of the pmnt meths "T" has been entered in mast.rec.or in doc.	FZ	605	S
25.02.2020	12:30:28	End of log	FZ	398	S
25.02.2020	12:30:28	Job finished	00	517	S

We can edit the proposal to block the some payments if we want, Press the Edit Proposal Button

In the next screen , the Proposal List of Vendors is generated who are to receive the Payments

After edit the Proposal , and then run the payment run to release the payments. We can schedule the payment run by coming back to main screen pressing the Payment Run button

In the next Dialog box , Check "Start Immediately" to start the payment run instantly and Press continue

We can check the status of the Payment run on the Status Tab

Goto Edit-Payment-Display Log to get the Details of the Payment Each line Item and Vendor Wise.

Payment List

Electrosteel Steels Ltd. Payment settlement list for payment run 07.03.2020/ASH01 12.03.2020 / 20:15:43
 Bokaro Users: FI_SUPPORT
 Company Code: 1000 Page: 1

Payment	House bk	Account	II F Name (in Language of Country)	Account holder	Amount Paid (FC)	Crcy						
BusA	CoCd	DocumentNo	Type	Document Date	Blinc Date	PayI FK	Foreign Crcy	Gross Amount	Tot.Deductions in FC	Net Amount in FC	Crcy	Err
Vendor 0000300000				Bank Details								
Mr. ESL Test ESL_TEST				ICICI BANK LIMITED BANGALORE - M G ROAD,BANGALORE								
PO Box 828122				BANGALORE								
828122 JHARKHAND				SWIFT Code: ICIC0000002								
				Account Number: ASDAD								
9000000002	IC101	IC127	T Bank Transfer	ESL ESL				45,000.00-	0.00	45,000.00-	INR	
1000	1900000001	KR		07.03.2020	07.03.2020	0001 31						
* 90000000								45,000.00-	0.00	45,000.00-	INR	

Electrosteel Steels Ltd. Payment settlement list for payment run 07.03.2020/ASH01 12.03.2020 / 20:15:43
 Bokaro Users: FI_SUPPORT
 Company Code: 1000 Page: 2

Totals per business areas

BusA	Payment Method	Crcy	Amount Paid (FC)	Tot.Deductions in FC	LCurr	Amount Paid in Local Currency
	I	INR	45,000.00-	0.00	INR	45,000.00-
*		INR	45,000.00-	0.00	INR	45,000.00-
**		INR	45,000.00-	0.00	INR	45,000.00-

We can see the Full Payment List on this Screen.

1.9. Vendor Clearing

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Account → Clear
Transaction code	F-44

Clear Vendor: Header Data

Process Open Items

Account Clearing Date Period
 Company Code Currency

Open Item Selection

Special G/L Ind

Additional Selections

- None
- Amount
- Document Number
- Posting Date
- Dunning Area
- Reference
- Payment Order
- Collective Invoice
- Document type
- Business Area
- Tax Code
- Others

Put Vendor Account

Put Spl Gl Indicator

You can restrict selection with additional selection criteria

CLICK ON :

Select the line items to be cleared. Sum total of all line items selected should be zero.

For deselect any item double click on amount, it will become in black color.

Clear Vendor Enter partial payments

Distribute Difference Charge Off Difference Editing Options

Standard Partial Pmt Res.Items WH Tax

Account items 600002 FOREIGN VENDOR

Assignment	Document...	D. P.	Posting Date	Document...	Net Amount	Payment Amount	RCd
	400000001	UE 31	01.03.2020	05.12.2019		2,187,289.50-	
	400000272	UE 31	01.02.2020	30.01.2020		2,158,750.00-	
	400001198	UE 31	01.02.2020	04.12.2019		20,800.00-	
	400001303	UE 31	01.02.2020	28.10.2019		1,462,780.00-	
	400001386	UE 31	01.02.2020	28.11.2019		1,720,000.00-	
	400001445	UE 31	01.02.2020	05.12.2019		2,187,289.50-	2,187,289.50-
	400001447	UE 21	01.02.2020	25.09.2019		4,227,649.00	2,187,289.50
	400001448	UE 31	01.02.2020	25.09.2019		3,804,884.00-	
	400002883	UE 31	01.02.2020	09.12.2019		1,930,000.00-	

Processing Status

Number of Items	231	Amount Entered	0.00
Display from Item	1	Assigned	0.00
Reason Code		Difference Postings	
Currency	INR	Not Assigned	0.00

CHOOSE :

Document Edit Goto Settings Environ

- Other Document Shift+F5
- Simulate**
- Simulate General Ledger Ctrl+F12
- Post Ctrl+S
- Exit Shift+F3

Standard Partial Pmt Res.Items WH

Clear Vendor Display Overview

Display Currency
 Taxes
 Reset

Document Date	25.02.2020	Type	AB	Company Code	1000
Posting Date	25.02.2020	Period	11	Currency	INR
Document Number	INTERNAL	Fiscal Year	2019	Translation dte	25.02.2020
Reference				Cross-CC Number	
Doc.Header Text				Trading Part.BA	

Items in document currency

PK	BusA	Acct		INR	Amount	Tax amnt
001	37	0000600002	FOREIGN VENDOR		2,187,289.50-	
002	27	0000600002	FOREIGN VENDOR		2,187,289.50	
003	40	0085200020	LOSS ON FOR EXC- PU		0.00	

D 2,187,289.50 C 2,187,289.50 0.00 * 3 Line Items

CLICK ON

Document 100000157 was posted in company code 1000

1.10. Bills of Exchange

1.10.1. BOE payment for vendor

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Bill of Exchange → Payment
Transaction code	F-40

Bill of Exchange Payment: Header Data

Choose open items Account Model

Document Date	<input type="text" value="01.03.2020"/>	Type	<input type="text" value="KZ"/>	Company Code	<input type="text" value="1000"/>
Posting Date	<input type="text" value="01.03.2020"/>	Period	<input type="text" value="11"/>	Currency/Rate	<input type="text" value="INR"/> <input type="text"/>
Document Number	<input type="text"/>			Translation dte	<input type="text"/>
Reference	<input type="text"/>			Cross-CC Number	<input type="text"/>
Doc.Header Text	<input type="text"/>				
Clearing Text	<input type="text"/>				






Transaction to be processed

- Outgoing payment
- Incoming payment
- Credit memo
- Transfer posting with clearing

First line item

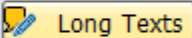
PstKy Account L Ind TType

Bill of Exchange Payment Add Vendor item

    Choose open items Process Open Items  More data Account Model

Vendor DUNSTONE COAL TECHNOLOGY PTY LTD G/L
Company Code P O BOX 43, HASTING POINT
Electrosteel Steels Ltd. Brisbane

Item 1 / Bill of exch.payable / 39 W

Amount INR
Assignment
Text 
Bus. Pl.

Bill of Exchange Details

Due On Demand BI Bill/Ex. Status
Issue Date Accepted Bill Protest ID
Drawer NSW
Drawee
Domicile
Cent.Bnk Loc
Bank Country
Control key

Process Open Items

Bill of Exchange Payment Select open items

Process Open Items

Open item selection

Company Code

Account

Account type

Special G/L Ind

Normal OI

Payt Advice No.

Other Accounts

Distribute by Age

Automatic Search

Additional selections

- None
- Amount
- Document Number
- Posting Date
- Dunning Area
- Reference
- Payment Order
- Collective Invoice
- Document type
- Business Area
- Tax Code
- Branch account
- Currency
- Posting Key
- Document Date
- Assignment
- Billing Document
- Others

Bill of Exchange Payment Process open items

Distribute Difference
 Charge Off Difference
 Editing Options
 Cash Disc. Due

Standard
 Partial Pmt
 Res.Items
 WH Tax

Account items 600000 DUNSTONE COAL TECHNOLOGY PTY LTD

Document...	D..	Document...	P..	Bu...	Da...	INR Gross	CashDiscount	CDPer.
1900000116	KR	14.02.2020	31		16	20,000.00-		
1900000205	KR	26.02.2020	31		4	100,000.00-		
1900000207	KR	01.03.2020	31		0	100,000.00-		
5100000007	RE	25.01.2020	31		36	100,000,000.00-		
5100000037	RE	10.02.2020	31		20	10,000,000.00-		
1700000031	KA	30.01.2020	26		31	1,000.00		

Processing Status

Number of Items	6	Amount Entered	100,000.00-
Display from Item	1	Assigned	100,000.00-
Reason Code		Difference Postings	
Display in clearing currency		Not Assigned	0.00

Bill of Exchange Payment Display Overview

Display Currency
 Taxes
 Reset

Document Date	01.03.2020	Type	KZ	Company Code	1000
Posting Date	01.03.2020	Period	12	Currency	INR
Document Number	INTERNAL	Fiscal Year	2019	Translation dte	01.03.2020
Reference		Cross-CC Number		Trading Part.BA	
Doc.Header Text					

Items in document currency

PK	BusA	Acct	INR	Amount	Tax amnt
001	39W	0000600000	DUNSTONE COAL TECHN	100,000.00-	
002	25	0000600000	DUNSTONE COAL TECHN	100,000.00	
003	40	0085200020	LOSS ON FOR EXC- PU	0.00	

D 100,000.00 C 100,000.00 0.00 * 3 Line Items

Save the document.

1.10.2. Outgoing Payment for BOE

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Document Entry → Outgoing Payment → Post
Transaction code	F-53

Post Outgoing Payments: Header Data

Process Open Items

Document Date	<input type="text" value="01.03.2020"/>	Type	<input type="text" value="KZ"/>	Company Code	<input type="text" value="1000"/>
Posting Date	<input type="text" value="01.03.2020"/>	Period	<input type="text" value="11"/>	Currency/Rate	<input type="text" value="INR"/> <input type="text"/>
Document Number	<input type="text"/>	Translation dte	<input type="text"/>		
Reference	<input type="text"/>	Cross-CC Number	<input type="text"/>		
Doc.Header Text	<input type="text"/>	Trading Part.BA	<input type="text"/>		
Clearing Text	<input type="text"/>				

Bank data

Account	<input type="text" value="55100111"/>	Business Area	<input type="text"/>
Amount	<input type="text" value="100,000.00"/>		
Amt.in loc.cur.	<input type="text"/>		
Bank Charges	<input type="text"/>	LC Bank Charges	<input type="text"/>
Value date	<input type="text"/>	Profit Center	<input type="text"/>
Text	<input type="text"/>	Assignment	<input type="text"/>

Open item selection

Account	<input type="text" value="600000"/>	<input type="button" value="📄"/>
Account type	<input type="text" value="K"/>	<input type="checkbox"/> Other Accounts
House bank	<input type="text"/> / <input type="text"/>	
Special G/L Ind	<input type="text"/>	<input checked="" type="checkbox"/> Standard OIs
Payt Advice No.	<input type="text"/>	
<input type="checkbox"/> Distribute by Age		
<input type="checkbox"/> Automatic Search		

Additional selections

- None
- Amount
- Document Number
- Posting Date
- Dunning Area
- Others

Post Outgoing Payments Process open items

Distribute Difference
 Charge Off Difference
 Editing Options
 Cash Disc. Due

Standard
 Partial Pmt
 Res.Items
 WH Tax

Account items 600000 DUNSTONE COAL TECHNOLOGY PTY LTD

Document...	D..	Document...	P..	Bu...	Da...	INR Gross	CashDiscount	CDPer.
1900000116	KR	14.02.2020	31		46	20,000.00-		
1900000205	KR	26.02.2020	31		34	100,000.00-		
5100000007	RE	25.01.2020	31		66	100,000,000.00-		
5100000037	RE	10.02.2020	31		50	10,000,000.00-		
1700000031	KA	30.01.2020	26		61	1,000.00		
9000000032	KZ	01.03.2020	39		0	100,000.00-		

Processing Status

Number of Items	<input type="text" value="6"/>	Amount Entered	<input type="text" value="100,000.00-"/>
Display from Item	<input type="text" value="1"/>	Assigned	<input type="text" value="100,000.00-"/>
Reason Code	<input type="text"/>	Difference Postings	<input type="text"/>
Display in clearing currency	<input type="text"/>	Not Assigned	<input type="text" value="0.00"/>

Post Outgoing Payments Display Overview

Display Currency
 Taxes
 Reset

Document Date	31.03.2020	Type	KZ	Company Code	1000
Posting Date	31.03.2020	Period	12	Currency	INR
Document Number	INTERNAL	Fiscal Year	2019	Translation dte	31.03.2020
Reference				Cross-CC Number	
Doc.Header Text				Trading Part.BA	

Items in document currency

PK	BusA	Acct	INR	Amount	Tax amnt
001	50	0055100111 SBI-87158028-CH CLG		100,000.00-	
002	29W	0000600000 DUNSTONE COAL TECHN		100,000.00	

D 100,000.00 C 100,000.00 0.00 * 2 Line Items

Document 9000000033 was posted in company code 1000

1.11. Display Line Item

SAP R/3 menu	Sap Menu → Accounting → Financial Accounting → Accounts Payable → Account → FBL1N (Display/Change Line Item)
Transaction code	FBL1N




Enter the details for which you want to run this report.

1- Vendor number– This is the vendor for who you want to fetch the line items. You can also enter a range of vendors or select multiple vendors in here.



2- Company Code– Enter the company code that you want this report to be restricted to.


3- Select the date range. In this example, I have chosen the option of Open items, but you can also enter cleared items and all items.

Vendor Line Item Display

   Data Sources

Vendor selection


Vendor account  to 

Company code to 

Selection using search help

Search help ID


Search string


 Search help

Line item selection

Status

Open items
Open at key date

Cleared items
Clearing date to 
Open at key date

All items
Posting date to 

Type

Normal items
 Special G/L transactions
 Noted items

Vendor Line Item Display									
Vendor 300000 Company Code 1000 Name ESL Test ESL_TEST City JHARKHAND									
S	Assignment	Document...	Doc. Type	Doc. Date	DD	Amount in Local Crcy	LCurr	Clrng doc.	Text
		1900000002	KR	07.03.2020		90,000.00-	INR		assetf-90
		1900000006	KR	07.03.2020		45,763.00-	INR		testing
		1900000007	KR	07.03.2020		45,763.00-	INR		testing
		1900000010	KR	07.03.2020		45,763.00-	INR		testing
		1900000011	KR	07.03.2020		45,763.00-	INR		testing
		1900000012	KR	07.03.2020		45,763.00-	INR		testing
		1900000013	KR	07.03.2020		46,324.00-	INR		testing
		1900000014	KR	07.03.2020		45,000.00-	INR		
		1900000016	KR	08.03.2020		33,279.00-	INR		
		1900000025	KR	07.03.2020		999,000.00-	INR		tds
		1900000026	KR	09.03.2020		10,068.00-	INR		
		9000000001	KZ	07.03.2020		10,000.00-	INR		partial
						1,462,486.00-	INR		
Account 300000						1,462,486.00-	INR		
						1,462,486.00-	INR		

Once you hit execute, you will see all the Open items.

The status of these invoices is Red.

In the screen above, hit execute once you enter all the information.

You will get all the open items, i.e., the invoices that have not been paid.

The red icon shows that the invoices are still open. Once they are paid, they will change to green.