SAP PRESS

SAP for Utilities

# SAP General Controlling

POWERED BY SAP HANA

SAP S/4 HANA

A Business and Technical Roadmap to Deploying SAP

Copyright(c) 2018 by Nixon Vunganai.

All rights reserved.

Neither this document nor any part of it may be copied or reproduced in any form or by any means or translated into another language, without the prior consent of Nixon Vunganai. The information contained in this document is subject to change without notice.

WHATSAPP +255738656506

**INTRODUCTION** 9

**CONTROLLING** 10

**GENERAL CONTROLLING** 10
ORGANIZATION 10
DELETION 13
NOTES: 13
Maintain Number Ranges for Controlling Documents 15
Maintain Versions 16
PREPARE APPLICATION COMPONENTS 20
MAINTAIN AUTHORIZATIONS AND PROFILES 20
CHANGE MESSAGE CONTROL 20
PLANNING 21
Setup for Planning 21
Setup for Planning 21
Define Logical System 21
Assign Logical System to Client 22
Basic Configuration for Operational Analytics 22
Activate BI Bundle Content for Planning 23
Maintain Category for Planning 24
ACCOUNT ASSIGNMENT LOGIC 25
Define Validation 25
Define Substitution 28
DOCUMENT SUMMARIZATION FOR EXTERNAL ACCOUNTING DOCUMENTS 30
ADDITIONAL AMOUNTS 30
Define Additional Quantity Fields 30
BAdI: Interface for Additional Quantities 31
INCLUDE CHARACTERISTICS IN CO TOTALS RECORDS 32
0 REQUEST FOR ADJUSTMENT POSTING 32
Activate Test Scenario for Request for Adjustment Posting 33
Define Scenarios for Request for Adjustment Posting 33
Assign Own Scenarios for Request for Adjustment Posting 35
Assign Adjustment Postings to Scenarios 36
MULTIPLE VALUATION APPROACHES/TRANSFER PRICES 36
Basic Settings 37
Maintain Currency and Valuation Profile 37
Assign Currency and Valuation Profile to Controlling Area 38
Maintain Descriptions for Valuation Bases 39
Create Versions for Valuation Methods 39
Check Material Ledger Settings 40
Activate Valuation Areas for Material Ledger 40
Assign Currency Types to Material Ledger Type 42
Assign Material Ledger Types to Valuation Area 43
Level of Detail 43
Define Valuation Clearing Account 43
Deactivate Conversion of Selected Condition Types 44
Activation 45

Set Up Transfer Prices in a Production System 45
Multiple Valuation Approaches: Check/Execute Activation 46
Multiple Valuation Approaches: Check/Execute Deactivation 47
PRODUCTION START-UP PREPARATION 48
Transport System Settings 48
Transport Settings for Organization 49
Transport Settings for Master Data 51
Transport Settings for Planning 53
Import Standard Planning Layouts 53
Transport Planning Layouts 57
Transport Other Planning Settings 58
Import Standard Settings for Resource Planning 60
Transport Template Settings 60
Transport Settings for Actual Postings 61
Transport Settings for Account Assign. Logic/Summarization 63
Transport Settings for Activity-Based Costing 64
Delete Test Data 66
Delete Transaction Data 66
Delete Cost Elements 67
Delete Cost Centers 68
Delete Activity Types 68
Delete Orders 68
Delete Cost Objects 69
Delete Base Planning Objects 69
Set "Update All Currencies" Indicator 70
Follow-Up Posting 70
Post Follow-Up from Financial Accounting Documents 71
Post Follow-Up from Materials Management Documents 72
Post Follow-Up from Sales and Distribution Documents 72
Post Follow-Up to Down Payments 73
Maintain Down Payment Updates in Controlling 73
Post Follow-Up to Down Payments 74
Follow-Up Posting to Reconciliation Ledger 74
Activate Change Documents for Groups 75
CHANGE REQUESTS 76
Define Scenarios 76
Create Request Types 77
Define Actions 78
Assign Actions to Request Types 78
ROLES FOR NETWEAVER BUSINESS CLIENT 78
General Settings 78
Personalization 78
Personalization: Overview 78
4 Automatic Generation of Default Authorizations 79
4 Fill Personalization Data from Authorizations (Cost Centers) 80
4 Fill Personalization Data from Authorizations (Profit Center) 80
4 Personalization Data: Collective Processing 81
4 Additional Functions in Personalization 82

WHATSAPP +255738656506

4 Personalization Data: Single Processing 82
4 Edit Personalization Hierarchy 83
4 Edit Personalization Dialog 84
4 Display Personalization Data 85
4 Delete Personalization Data 85
4 Reorganize Personalization Data 0
4 Business Add-Ins 0
4 BAdI: Personalization: Authorization Checks 0
4 BAdI. Personalization: Existence Checks 1
4 BAdI: Personalization: Resolution of Intervals and Groups 3
4 BAdI: Personalization: Conversion of Data Formats 4
4 BADI for Generating Default Authorizations 5
4 BAdI: Provision of Attachments (My Unusual Items) 5
4 BAdI: Spending Trend Projection (My Spend) 6
4 Internal Service Requests 7
4 Internal Service Request: Overview 7
4 Express Planning 8
4 Define Planning Scenario 8
4 Define Key Figure Prices 9
4 BAdI: Change Room Parameters 9
4 Manager Self-Service ( WDA ) 10
4 Assign PFCG Role to Users 10
4 Cost Center Monitor 11
4 Edit Administration Rules for Cost Center Variances 11
4 Edit Administration Rules for Cost Center Line Items 11
4 Execute Evaluation for Critical Cost Center Variances 12
4 Execute Evaluation for Cost Center Line Items 13
4 Delete Cost Center Line Items from Display Set 13
4 Display Rules for Cost Center Variances per User 14
4 Display Rules for Cost Center Line Items per User 14
4 Internal Order Monitor 15
4 Edit Administration Rules for Order Variances 15
4 Edit Administration Rules for Order Line Items 16
4 Execute Evaluation for Critical Order Variances 16
4 Execute Evaluation for Order Line Items 17
4 Delete Order Line Items from Display Set 18
4 Display Rules for Order Variances per User 18
4 Display Rules for Order Line Items per User 18
4 Profit Center Monitor 19
4 Edit Administration Rules for Profit Center Variances 19
4 Edit Administration Rules for Profit Center Line Items 20
4 Execute Evaluation for Critical Profit Center Variances 20
4 Execute Evaluation for Profit Center Line Items 21
4 Delete Profit Center Line Items from Display Set 22
4 Display Rules for Profit Center Variances per User 22
4 Display Rules for Profit Center Line Items per User 22
4 Equipment Monitor 23
4 Edit Views 23
4 Specify RFC Connection to HCM System 24

4 Prepare Cost Determination 24
4 Execute Cost Determination 24
4 Business Add-Ins 25
4 BAdI: Change Equipment Monitor 25
4 BAdI: Assignment of Equipment to Users 26
4 BAdI: Equipment Monitor, Select Cost Determination 28
4 Reporting 29
4 Set Up LaunchPad 29
4 Personal Object Worklist 30
4 Cockpit for POWL Administration (as of SAP NetWeaver 30
4 BAdI: Visible POWL Types 31
4 Business Unit Analyst ( WDA ) 32
4 Assign PFCG Role to Users 32
4 Hierarchy 32
4 Set Hierarchy 32
4 Business Add-Ins 33
4 BAdI: Change Hierachy Nodes 33
4 BAdI: Change Manager in the Hierarchy 34
4 Key Figures and Budget Monitor 35
4 Cost Center Monitor 35
4 Edit Administration Rules for Cost Center Variances 35
4 Edit Administration Rules for Cost Center Line Items 36
4 Execute Evaluation for Critical Cost Center Variances 37
4 Execute Evaluation for Cost Center Line Items 38
4 Delete Cost Center Line Items from Display Set 38
4 Display Rules for Cost Center Variances per User 38
4 Display Rules for Cost Center Line Items per User 39
4 Internal Order Monitor 39
4 Edit Administration Rules for Order Variances 39
4 Edit Administration Rules for Order Line Items 40
4 Execute Evaluation for Critical Order Variances 41
4 Execute Evaluation for Order Line Items 42
4 Delete Order Line Items from Display Set 42
4 Display Rules for Order Variances per User 43
4 Display Rules for Order Line Items per User 43
4 Profit Center Monitor 44
4 Edit Administration Rules for Profit Center Variances 44
4 Edit Administration Rules for Profit Center Line Items 44
4 Execute Evaluation for Critical Profit Center Variances 45
4 Execute Evaluation for Profit Center Line Items 46
4 Delete Profit Center Line Items from Display Set 46
4 Display Rules for Profit Center Variances per User 47
4 Display Rules for Profit Center Line Items per User 47
4 Key Figure Monitor 48
4 Systems 48
4 Define Logical System for Key Figure Values 48
4 Create RFC Connections 48
4 Define Key Figure Categories 50

WHATSAPP +255738656506

4 Define Intervals for Updating Key Figures 50
4 Define Key Figures 50
4 Define Key Figures that can be Personalized 51
4 Define Personalizable SAP BW Key Figures 51
4 Define SAP ERP Key Figures that can be Personalized 52
4 Examples for Determination of Key Figure Values 52
4 Determination of Key Figure Values from SAP ERP or SAP R/3 52
4 Determination of Key Figure Values from SAP BW 53
4 Determination of Key Figure Values from External System 54
4 Reporting 55
4 Set Up LaunchPad 55
4 Cost Center Manager 56
4 Assign PFCG Role to Users 56
4 Cost Center Monitor 56
4 Edit Administration Rules for Cost Center Variances 56
4 Edit Administration Rules for Cost Center Line Items 57
4 Execute Evaluation for Critical Cost Center Variances 58
4 Execute Evaluation for Cost Center Line Items 58
4 Delete Cost Center Line Items from Display Set 59
4 Display Rules for Cost Center Variances per User 59
4 Display Rules for Cost Center Line Items per User 60
4 Internal Order Monitor 60
4 Edit Administration Rules for Order Variances 60
4 Edit Administration Rules for Order Line Items 61
4 Execute Evaluation for Critical Order Variances 62
4 Execute Evaluation for Order Line Items 63
4 Delete Order Line Items from Display Set 63
4 Display Rules for Order Variances per User 63
4 Display Rules for Order Line Items per User 64
4 Reporting 64
4 Set Up LaunchPad 64
4 Personal Object Worklist 66
4 Cockpit for POWL Administration (as of SAP NetWeaver 66
4 BAdI: Visible POWL Types 67
4 Activate BI Content Bundle for Planning 67
4 Internal Controller 68
4 Assign PFCG Role to Users 68
4 Cost Center Monitor 68
4 Edit Administration Rules for Cost Center Variances 68
4 Edit Administration Rules for Cost Center Line Items 69
4 Execute Evaluation for Critical Cost Center Variances 70
4 Execute Evaluation for Cost Center Line Items 71
4 Delete Cost Center Line Items from Display Set 71
4 Display Rules for Cost Center Variances per User 72
4 Display Rules for Cost Center Line Items per User 72
4 Internal Order Monitor 73
4 Edit Administration Rules for Order Variances 73
4 Edit Administration Rules for Order Line Items 73
4 Execute Evaluation for Critical Order Variances 74

4 Execute Evaluation for Order Line Items 75
4 Delete Order Line Items from Display Set 75
4 Display Rules for Order Variances per User 76
4 Display Rules for Order Line Items per User 76
4 Reporting 77
4 Set Up LaunchPad 77
4 Personal Object Worklist 78
4 Cockpit for POWL Administration (as of SAP NetWeaver 72) 78
4 BAdI: Visible POWL Types 79
4 Activate BI Content Bundle for Planning 80
4 Project Planning (Easy Cost Planning) 80
4 Information for Characteristic Customizing 80
4 Define CO Versions for Easy Cost Planning 80
4 Create Costing Variant 81
4 Assign Costing Variant to Planning Profile 82
4 Assign Planning Profile to Project Profile 83
4 Define Cost Component Structure 83
4 Aggregated Items 90
4 Define Formula Element 90
4 Define Pricing Key 91
4 Project Planner and Cost Estimator 91
4 Assign PFCG Role to Users 91
4 Reporting 92
4 Set Up LaunchPad 92
4 Personal Object Worklist 93
4 Cockpit for POWL Administration (as of SAP NetWeaver 93
4 BAdI: Visible POWL Types 94
4 Activate BI Content Bundle for Planning 95
4 Project Planning (Easy Cost Planning) 95
4 Information for Characteristic Customizing 95
4 Define CO Versions for Easy Cost Planning 96
4 Create Costing Variant 96
4 Assign Costing Variant to Planning Profile 97
4 Assign Planning Profile to Project Profile 98
4 Define Cost Component Structure 98
4 Aggregated Items 106
4 Define Formula Element 106
4 Define Pricing Key 106
ARCHIVING 107
Prepare Archiving of Controlling Line Items 107

WHATSAPP +255738656506

# INTRODUCTION

Welcome to the fascinating world of SAP. This book helps you crack the tricks of mastering SAP HANA Customization

# Controlling

This section contains all information required for implementing Controlling.

## General Controlling

The following sections contain information on system settings relevant for all of Controlling ( CO ).

## Organization

In this activity you make your settings for the organizational structure of Controlling.

**Recommendation**

The definition of the organizational units is one of the most important activities when introducing the SAP System. According to the complexity of your organizational structure and the SAP components with which you work, you must first analyze the outcome that determining organizational units has on the other SAP components. The complete representation of a complex organizational structure should first be discussed with your consultant.

The SAP standard system contains controlling area "0001", to which company code "0001" is assigned. Default settings such as the definition of number ranges are already maintained for these organizational units.

You are recommended to copy the controlling area "0001" and the company code "0001" and to adjust these copies to your specific requirements. For example, you can use the country installation program to make the appropriate country-specific setting for your country.

Use these copies as your productive controlling area and productive company code.

Maintain Controlling Area

In this IMG activity you can:

Create a controlling area

Change the settings for an existing controlling area

Copy the controlling area "0001"

### Basic Data

The deciding factor for basic data characteristics is the organization of cost accounting, meaning the assignment of company code(s) to a controlling area.

If you have already created master data, you **cannot** then remove the company codes already assigned. However, you can assign more company codes to the controlling area.

**Note on number of controlling areas**

WHATSAPP +255738656506

The definition of the organizational units is one of the most important activities when introducing the SAP System. According to the complexity of your organizational structure and the SAP components with which you work, you must first analyze the outcome that determining organizational units has on the other SAP components. The complete representation of a complex organizational structure should first be discussed with your consultant.

The way you assign company codes and controlling areas affects your currency settings, in other words, thecurrency type, the currency, and the currency-related updating, also the chart of accounts, and the fiscal year variant of the controlling area.

Further basic data for a controlling area includes the cost center standard hierarchy and the settings for the reconciliation ledger.

### Control indicator

You can use the control indicator to activate or deactivate particular components and functions in Controlling per fiscal year.

### Assignment

If you require cross-company code cost accounting, you need to explicitly assign the company codes to the controlling area.

### Requirements

In your organizational structure, you specified whether you require cross-company code cost accounting or whether the controlling area is used in a 1:1 relationship with the company code.

In Customizing, under *Global settings*, you have defined the currencies that you require.

In Customizing, under *Enterprise Structure -> Definition -> Financial Accounting*, you created one or more company codes.

In Customizing, under *Financial Accounting -> Financial Accounting Global Settings -> Fiscal Year -> Maintain Fiscal Year Variants* , you have defined the fiscal year variants that you require.

As a minimum, you have defined the currency, the fiscal year variant and the chart of accounts in the Global Parameters of the company code. To do so, choose *Financial Accounting -> Financial Accounting Global Settings -> Company code -> Enter Global Parameters*

You have system authorization for table maintenance from the standard tool ( authorization object S_TABU_DIS).

### Standard settings

The standard system includes controlling area 0001, to which company code 0001 is assigned.

### Recommendation

SAP recommends that you use controlling area 0001 or that you copy it to a user-defined controlling area and adjust it according to your requirements. You can for example use the country-specific installation program to enter the appropriate country-specific default settings you require. Default parameters such as the definition of number ranges, are already maintained for this controlling area.

### Activities

**Copy controlling area 0001**

Adapt the default settings to your country.

To do this, choose *Enterprise Structure -> Localize Sample Organizational Units* in Customizing.

Choose *Country version*.

Create your own controlling area with company code as a Copy of controlling area "0001" with company code "0001".

To create your own controlling area with company code as a copy of controlling area "0001" with company code "0001", proceed as follows:

In the dialog box *Copy, Delete, Check Controlling Area*.

You can only copy a controlling area in structure mode. To access the structure mode, choose *Structure*.

Choose *Navigation* and note the comments in the dialog box.

In the *Object list* double-click on the controlling area you want to copy.

Select the controlling area (and the assigned company codes) that you want to copy.

**Caution**

As the company code contains dependent data through the chart of accounts, you must copy at least one assigned company code together with a controlling area.

To transfer the selections, choose *Goto -> Transfer sel. node*. You return to the *Organizational Structure for Controlling Area screen*

Choose *Copy org. structures*.

Enter a key for the copy in the dialog box for each organizational object you selected.

Respond to the questions during the copying process.

Adjust this copy to your requirements.

To do so, in the dialog box, choose *Maintain controlling area*.

Select your controlling area and change the settings.

**Delete controlling area**

You can delete the controlling areas supplied by SAP if you:

Create all organizational units afresh.

Have created all organizational units using the SAP delivery data. To do so, create your own controlling area with company code as a copy of the controlling area "0001" with company code "0001".

Now delete the controlling areas you no longer require.

To delete a controlling area supplied by SAP, proceed as follows:

In the dialog box, choose *Delete SAP Delivery Data*.

From the list, select the controlling areas you want to delete.

Choose *Delete*.

Note on deleting SAP delivery data

## Deletion

If you choose *Yes* in response to the confirmation prompt, the system deletes:

All the controlling areas selected

Controlling area-dependent data
(master data, transaction data, number ranges, and other settings specific to a particular controlling area)

Organizational units that are connected with the controlling area (whether directly or indirectly) are **not** deleted
(company codes or plants for example)

## Notes:

The system displays only those controlling areas supplied by SAP for deletion

These controlling areas contain Customizing data that is relevant to the Customizing:
Country Version program

If you delete the SAP delivery data, you cannot carry out the country installation and will need to create your controlling areas manually or re-import them from client "000".

Deletion of data always takes place in the background

The system creates a job with the name COAREAS_DELETE and then branches directly to the job overview.

There is no link to automatic recording

Carry out the deletion function in all those clients in which you want to delete SAP delivery data.
You **cannot** carry out this function in the SAP delivery client"000".

**Create controlling area**

1. From the dialog box, choose *Maintain controlling area*. Choose *New entries* and maintain the basic data

   Enter a key for the newly created controlling area.

   Enter a name for this controlling area.

   If required, enter a Person responsible for your controlling area.

   **Assignment Control**

   Define the assignments of company code(s) and controlling area.

   **Currency setting**

   Enter the currency type for your controlling area.

   You can only maintain the currency type if you have set a 1:n-relationship between company code and controlling areas in assignment control.

   You can choose from the following currencies:
   Company code currency
   Controlling area currency

Group currency
Hard currency
Index-based currency
Global company currency

If data already exists for at least one of the assigned company codes, you cannot change the currency type (and therefore, the currency).

**Note**
If you are using parallel currencies in Financial Accounting and you want to use a currency other than the company code currency in your controlling area, you should a currency type in your controlling area that corresponds to the parallel currency. You should not use just the same currency key.

Enter the currency in which the amounts in the system are to be recorded.

The currency you enter must correspond with your currency type selection. If you have not selected currency type "", the system activates the *Varying company code currency* indicator.

You must fill the *Currency* field if you want to use cross-company code cost accounting.

For cross-company code cost accounting with different company code currencies, SAP recommends that you use a common parallel currency of the company codes as the controlling area currency. This ensures that Controlling postings are made in currencies that are relevant for Financial Accounting.

You define the parallel currency in the Implementation Guide (IMG) for Financial Accounting, under *Define Additional Local Currency* .

If you are working with transfer prices, you should save a currency and valuation profile (C&V profile), to ensure that the data is updated consistently.

Choose *Active* to activate calculation with group or profit-center transfer prices.

**Additonal Settings**

Enter a chart of accounts for the controlling area.
If you want to implement a cross-company code cost accounting, you must fill the *Chart of accounts* field.

Enter a fiscal year variant.
The fiscal year variant must already have been defined in Financial Accounting.

Enter the name of the cost center group that is to be the standard hierarchy of the controlling area.
An existing hierarchy can only be used as the standard hierarchy if it:
Is unique, that is, it is not used in any other controlling area
Does not contain any individual values;
Is defined as a cost center hierarchy, that is, there is no other hierarchy with the same name (for example, cost elements).

You can only replace the standard hierarchy in your controlling area with another hierarchy, if
No cost centers have been created for the existing standard hierarchy.
The new hierarchy satisfies the prerequisites described above **Reconciliation ledger**

WHATSAPP +255738656506

To activate the reconciliation ledger, choose *Recon. ledger active*. For a new controlling area, this indicator is set as a default.

You execute the Activation and Deactivation in the Implementation Guide (IMG) for Cost and Revenue Element Accounting.

You can set a default document type for reconciliation postings.

This document type can be changed during the reconciliation posting in the posting period.

2. Maintain the assignment of company codes

**Change controlling area**

From the dialog box, choose *Maintain controlling area*

Choose the corresponding controlling area.

Maintain the settings that are still missing.

### Note on transport

To transport controlling area settings, see the IMG under *General Controlling*.

### Further notes

For more information on organization in Controlling and on maintaining controlling areas, see the *SAP Library* under *Financials -> Controlling (CO) -> Controlling -> Organization in Controlling*.

For more information on cross-company-code cost accounting, see the *SAP Library* under *Financials -> Controlling (CO) -> Cost Element Accounting -> The Reconciliation Ledger*.

## Maintain Number Ranges for Controlling Documents

In this Customizing activity, you create number ranges for business transactions in Controlling or change existing settings.

For every posting in CO, the system generates a numbered document. The document numbers are unique to each controlling area since each number is only assigned once.

In CO, there are no legal requirements for a continuous assignment of document numbers. To improve performance, after each restart of an application server, a maximum of 0 document numbers for each number range are not assigned.

Every transaction that you carry out at controlling area level has to be assigned to a number range group.

A number range group, in turn, includes two document number intervals:

An internal interval for all documents to which the user did not explicitly assign a document number;

An external interval for all documents where the document numbers were assigned by the user, or which are introduced into the SAP system from a non-SAP system (for example, through batch input) and the original document numbers are to be retained.

If an external document number is not specified during posting, the SAP system uses the next free number from the internal number interval of the corresponding transaction.

For business transaction COIN, the document number is an alphanumeric number that is generated automatically. These numbers are **not** taken from the number range.

### Prerequisites

You have system authorization for number range maintenance (authorization object S_NUMBER).

Complete the Customizing activity Maintain Controlling Area.

### Note

You define CO document number ranges independently of the fiscal year.

### Standard settings

The SAP system includes standard assignments for business transactions to number range groups for controlling area 0001. You can copy these assignments to other controlling areas. You need to maintain the number range groups only if you require other assignments or other number range groups.

### Recommendation

SAP recommends that you create separate document number ranges for plan and actual cost transactions so that, when reorganization programs run separately for plan and actual data, the number ranges can also be reset separately.

For transactions seldom used, such as repostings at period-end closing, you should not create individual number range groups. Otherwise, note that no more than 0 document numbers are assigned for system performance reasons on each day that such a transaction is started.

If you work with several controlling areas that are to use the same number range intervals, it is sufficient to make the definition for just one controlling area. Choose *Copy* to transfer your settings to other controlling areas.

### Actions

Check whether the standard configurations for controlling area 0001 satisfy your requirements.

If you are not going to work with controlling area 0001, you can transfer the number ranges to your controlling area by choosing *Copy*.

If necessary, create new number range groups according to your requirements.

Maintain the respective number intervals for the number range groups you created. Ensure that the number intervals do not overlap with those of other groups.

Assign the business transactions that you want to use to the respective number range groups.

### Notes on transporting

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

You can generate the business transactions required for number range maintenance in the target system using program RKTKA04C.

### Further notes

For more information about number ranges, see *SAP Library* under *Financials -> CO Controlling -> General Controlling -> Organization in Controlling -> Number Ranges*.

## Maintain Versions

Versions enable you to have independent sets of planning and actual data.

WHATSAPP +255738656506

In planning, you use versions to configure alternative scenarios based on different assumptions. For example, the different versions can represent different employment markets, price and wage increases, or sales programs.

You normally configure the most likely scenario in version 000. The plan data you enter there forms the basis for calculating planned prices for activity types, and determines the rates with which activities containing actual amounts can be settled. Version 000 also contains all actual data postings. The plan and actual data for version 000 can be used in plan/actual comparisons and variance analysis.

You make settings for version maintenance on a hierarchical basis.

In this IMG activity you edit the general version definition on the client level.

You make controlling area settings in the IMG for the Cost Center Accounting, Overhead Orders, or Activity-Based Costing components.

You make profitability segment settings in the IMG for the Profitability Analysis component.

You make profit center settings in the IMG for the Profit Center Accounting component.

### Notes

"Version" replaces the earlier term "plan/planning version".

You can record plan and/or actual data in a version.

In Activity-Based Costing, you can record actual data in different delta versions.

If you use parallel valuations and transfer prices, you define parallel actual versions alongside operational version 000 in order to separate different valuations. Use the IMG activity Create Versions for Valuation Methods.

Complete the IMG step Maintain Controlling Area.

### Standard Settings

When you create a controlling area, the SAP system automatically creates version 000, valid for five fiscal years. The first fiscal year depends on the control indicator you set when you created the controlling area:

If the indicator is set for the current year or earlier, the five-year period begins with the current year.

If the indicator is set for future years, the five-year period begins with the earliest of these years as the first year.

### Recommendation

If you want to plan in a single version only, use version 000.

Actual primary cost data entry and actual data from internal acitivty allocation all post to version 000. SAP therefore recommends you use this version for all plan/actual comparisons.

### Activities

Define a new version or make a copy of version 000 to change as you require.

Define the general settings for the version:

Enter a key and a description.

Determine whether to record plan and/or actual data. Activate the corresponding indicator. You cannot activate the "Record actual data" indicator for version 001.

For versions used only within a given component, set the corresponding indicator for exclusive use.

### Note on transport

To transport versions, see the IMG under "General Controlling".

### Further notes

**Notes on Version Maintenance**

The following should be taken into account when maintaining a version:

In general version definition you decide whether a version is allowed for

Panning (with the **Plan** indicator)

Actual data update (with the **Actual** indicator)
Note: In Overhead Cost Controlling, actual data is updated in operational version 0.

Actual versions different from 0 are found at present only for delta versions in Activity Based Costing (CO-ABC), and when you work with parallel assesment (additional versions):

A data version from results and WIP determination manages (indicator **WIP**)

Another version from variance determination manages (indicator **Variance**)

A version for exclusive use (field **exclusive application**)

You must maintain the version basic settings for each controlling area in which you want to update transaction data. General version definition restricts the settings possible for the controlling area:
If general version definition does not allow plan and/or actual data update for version, this applies to the version in all controlling areas. If plan and/or actual data updating is allowed for a version in general definition, this can be reset for each controlling area separately (unmark the plan or actual indicator).

Delta versions in ABC may not be used for parallel valuations in the actual; the same goes for versions with exclusive applications. In both cases, the valuation fields may not be maintained.

To set indicators WIP/Results- or Variance-determination the following conditions apply:

Both indicators may be set only during setup for the controlling area, when they are already established in the higher level general version definition

If either indicator is already active in the data bank, then the actual indicator may not be subsequently activated

If the actual indicator is inactive and either of these indicators is active, then the valuations in the corresponding versions and in version "000" must agree

If the actual indicator is active, then both indicators must be activated

Versions 0 and 1 are used regularly for various purposes by the system, which sets the following limitations/restrictions:

Version 0 must always be available. It cannot be used exclusively. The plan and actual indicators must always be active.

WHATSAPP +255738656506

The actual indicator may not be activated in version 1.

If these conditions are violated during version maintenance, error messages are issued. There are three types of error message:

While maintaining the general version definition, you can only make changes if they do not violate the conditions outlined above.

While maintaining the basic settings in the controlling area, the entries must remain consistent with the higher level entries.

You want to maintain version 0 or 1. The restrictions outlined above apply.

Use the "Extras" menu option to display the structure of the entries in the complex data object version:

Select a version and choose **Extras -> Version use**.
The SAP System shows which controlling areas use this version.

Select **Extras -> Versions in CO area**
This displays all versions used in the current controlling area.

The subordinate entries in the hierarchy (settings for each fiscal year, strategic Activity-Based Costing: transactions for a delta versions) will also be shown for both cases.

**Delta Versions in Activity-Based Costing**

A delta version is an additional statistical version that is linked to a reference version. You create the delta version to be able to carry out other allocations for selected transactions. Allocations within a delta version do not affect the operative value flow in the system. It follows that you cannot allocate process costs within costing, cost object controlling, and Profitability Analysis. Referencing can take place at several levels. The reference version can also be a delta version and in turn be linked to another version.

**Fiscal-Year-Dependent Version Parameters**

In a version you define defaults for the following parameters based on the fiscal year:

**Planning**

Lock version

Integrated planning

Copying allowed

Exchange rate type

Value date

Integrated planning with Cost Center Accounting and Activity Based Costing

Version for indirect activity allocation for non-integratedorder/project planning

Receiver version

Valuation Variant for CO Resource Planning

**Price Calculation**

Purely iterative price

Plan price calculation: Determination method

Actual price calculation: Determination method

Recalcuation with actual prices

Cost component structure

## Prepare Application Components

Before you process the other steps in the General Controlling section, make the settings in the applications you implemented in Controlling.

Note the following order while making your settings:

General Controlling

Cost Element Accounting

Cost Center Accounting

Activity-Based Costing

Internal Orders

Product Cost Controlling 3.
Profitability Analysis

4. Profit Center Accounting

## Maintain Authorizations and Profiles

## Change Message Control

In this IMG activity, you set the appearances of system messages to meet your requirements.

You can do the following:

Determine the message type (error, warning, note)

Deactivate messages completely

You can also make different settings for online and background processing.

The corresponding determinations can apply to a client or to an individual user if necessary.

### Recommendation

Use standard system messages at the beginning. If a changeable message appears, you have the option of branching to message maintenance from the message long text.

### Activities

Enter the work area from which the messages come. In Controlling, enter "KI" for CO checks.

Choose "Edit -> New entries".

Enter the following data:

Message number
Note that you can change only certain messages in a work area; others are fixed.

WHATSAPP +255738656506

User name

If you enter a name, the settings are valid for this user only. If you enter a blank space, the settings are valid for all client users.

Message type

Enter the given message type.

Save your entries. The message texts are automatically implemented.

#### Note on transport

To transport settings for message transport manually, choose "Table view -> Transport".

## Planning

## Setup for Planning

## Setup for Planning

#### Use

This node lists the Customizing activities required to set up Planning. Additional, non-Customizing, activities must also be performed to complete setup. For more comprehensive details about setup, refer to the Administration Guide in the Help Portal under: SAP Business Suite -> SAP HANA Innovations for SAP Business Suite -> Products powered by SAP HANA -> SAP SFIN.

## Define Logical System

#### Use

In this step, you can define the logical systems in your distributed system.

Logical systems are defined **cross-client**.

#### Activities

To create a logical system, choose *Edit -> New Entries*.

Enter a name for the logical system that you want to create.

Enter a description of the logical system. If you want to change this entry:

Select the appropriate line.

Choose *Edit -> Change* field contents.

Enter the new text.
Choose *Replace*.

Save your entries.

## Assign Logical System to Client

### Use

In this work step, you assign a client to each logical system.

### Activities

Select one line.

Choose: *Goto -> Details*.

The *Client Details* screen appears.

In the *Logical system* field, enter the name of the logical system to which you want to assign the selected client.

Save your entries.

Note that these settings cannot be transported. When a new system is being set up, these settings must be made after the system installation has been completed.

## Basic Configuration for Operational Analytics

### Use

Before you can use Operational Analytics, you first need to complete the basic configuration for SAP NetWeaver BW on your system. This allows you to use operational data provisioning and Classic InfoSets in BI tools.

### Requirements

WHATSAPP +255738656506

As a rule, system changes are not permitted in production systems. However, the steps that are carried out during the operational analytics basic configuration imply changes to the system.
Therefore, you should make the following settings, to ensure that the changes required for the basic configuration are permitted on the relevant clients:

Changing repository objects

Open the *Assign Logical System Client C*ustomizing setting. Select the relevant client and choose *Goto > Details*.

In the *Cross-Client Object Changes* field, choose *No Changes to Cross-Client Customizing Objects*. This setting allows you to maintain cross-client objects from the SAP repository.

Changes in the BW namespaces with the prefix /BI0/ (SAP namespace) and /BIC/ (customer namespace)

In the Transport Organizer Tools (transaction SE03), choose *Administration -> Set System Change Option* and then *Execute*. On the next screen, flag the namespaces with the prefixes */BI0/* and */BIC/* as changeable.

### Activities

At the start of the report, you need to enter the BW client on which you want to perform the basic configuration.

The report can be repeated as often as required.

However, if a BW client is already set on the system, it is not possible to change the client.

The following configuration steps need to be performed:

Set BW client (if not set already)

Activate technical content

Activation is performed by scheduling an activation job, using the DDIC user. Messages related to the activation cannot be displayed by the report. Instead you can view the messages in the job log of the activation job BI_TCO_ACTIVATION.

If the activation has been successfully executed, the job is not scheduled again.

Activate personalization

Activate time hierarchies

Generate authorization profile '0BI_ALL'

## Activate BI Bundle Content for Planning

### Use

In this Customizing activity, you can view and activate predefined BI Content bundles. The activity launches the *BI Content Activation Workbench*, which lists BI Content bundled according to business categories, for example, processes. Activating content according to business categories saves the effort of searching for single BI Content objects. However, you can also check the content objects of each bundle and decide whether to activate specific objects in the course of activating the bundle, or to exclude them from being activated.

Alternatively, if you do not want to use the workbench, you can use the *Data Warehousing Workbench* (RSOR) transaction in SAP NetWeaver Business Warehouse to activate BI Content.

### Activities

Under *Business Category*, select *03* for *Business Functions*.

Select the line with the technical name /*ERP/SFIN_PLANNING* and click *Activate*.

On the next screen, click the *RFC Mapping* button. In the dialog box, create one entry with *Dialog RFC connection* = **NONE** and *Background RFC connection* = **NONE**. Also ensure that you select the Local checkbox.

Under *RFC Destination for Content Objects,* enter **NONE**.

Select *No Data Source Replication*.

Under *Treatment of Already Active Content Objects*, press the *Copy* radio button and select the *Install all Collected Objects* checkbox.

Click *Activate*.

Other options could be useful for later activations: In future, press the *Match* radio button if you have changed the content delivered by SAP. For content objects delivered by SAP, you are then asked if the new content version is to be merged with the active object. Deselect the *Install all Collected Objects* if only new SAP delivered objects are to be considered. Automatic choices between *Match* and *Copy* depend on the object type ( See flag *MERGEFL* in table *RSTLOGOPROP*).

Start the activation.

Check the activation log

## Maintain Category for Planning

### Use

When saving plan data, the SAP System stores a lot of information besides the pure plan data amounts. For example:

Plan data is recorded typically under a give assumption: It may be "Optimistic", "Pessimistic", and so on

When recording the plan data, there is typically a distinction between plan data recorded "top-down" and plan data recorded "bottom-up".

Other dimensions that need to be saved are more technical, such as business transaction, statistical indicator, and so on.

The category attribute reduces the attributes listed above to a single attribute.

In this IMG activity, you can do the following:

Create new categories for planning

Edit existing ones

WHATSAPP +255738656506

### Activities

Create a New Category

Click *New Entries*, add your new category in the + column and enter a description for it.

Edit an Existing Category

Click *Change -> Display* (*Ctrl + F4*) and edit the description of an existing category.

## Account Assignment Logic

In this section you adjust message control and define validation and substitution.

## Define Validation

In validation, the SAP System checks whether particular input values fulfill one or more of your user-defined conditions.

These checks take place during the entry of values into the system. If the conditions are fulfilled, the input value is transferred into the system. If the conditions are not fulfilled, the SAP System displays a user-defined message.

### Requirements

Before you edit your CO-relevant objects (such as cost centers, cost elements, and orders), you should maintain the conditions under which the SAP System is to check the eligibility of these objects.

You define these conditions as either controlling area related or related to a callup point predetermined by SAP.

The callup point flags a particular point in the flow of a transaction.

### Standard settings

The following callup points are defined in the SAP System for controlling:

**0001: Document row**

This callup point is used for all CO-relevant postings in external accounting, as well as for all CO-internal postings. The system stores the data in the structures COBK ( CO-object : document header ) and COBL (account assignment block).

**0002: CO-internal posting: Sender-Receiver-Validation**

Used only for CO-internal postings and only for the validation of sender-receiver relationships. The data exists in the following structures:

COBL_GENERAL (Sender/Receiver Header Information from COBL)

COBL_RECEIVER (Receiver Object Information)

COBL_SENDER (Sender Object Information)

Note that you can only use these three structures for validation at callup point 0002. It is also not possible to switch sender structure (COBL_SENDER) and receiver structure ( COBL_REVCEIVER )

The structures of callup point 0002 contain additional fields that are not available in the structures of callup point 0001. For example, COBL_RECEIVER and COBL_SENDER contain the sender- or receiver company code, while COBL does not contain the partner company code.

You can specify in the sender and receiver structures for which account assignment type (true or statistical) the validation is to be executed on the objects. In the sender structure (COBL_SENDER) you can use the substructure "Account assignment types of CO account assignments for partner objects" (COBLP_COKZ). In the receiver structure (COBL_RECEIVER) you can use substructure "Account assignment types of CO account assignments" ( COBL_COKZ ).
To provide a better overview, the system offers you only the organizational units of the true account assignment objects in the structures COBL_SENDER and COBL_RECEIVER. It is therefore not possible to carry out a validation of organizational units for statistical objects.

For system performance reasons, the system does not fill the structures COBL_SENDER and COBL_RECEIVER with statistically assigned objects during periodic allocations. Validation is therefore only possible for true account assignment objects for periodic allocations.

- **00: Document header**

  This callup point is used for manual postings in CO, for example, during the reposting of costs or during activity allocation. The data is available in the structure COBK (CO object: document header).

**Caution**

If you are allocating costs to profitability segments using assessment, the system does not always fill the "PAOBJNR" field (profitability segment). If account-based Profitability Analysis is active, the field is filled. If it is not active, the "PAOBJNR" may not always be filled ( this is due to technical restrictions).

The "CO_KAERG" field (account assignment type: Profitability segment) is always filled by the system.

## Examples

**Example for a validation at time 0001**

You want to prevent any postings under cost element 420000 direct labor costs being made to cost center 30 general administration.

You have created a validation for the controlling area that is used for time 0001, for example, for the entry of primary data.

Requirement

The cost element is 420000.

If this requirement is met, the SAP system carries out the check.

Check

The cost center is not equal to 0.

WHATSAPP +255738656506

The result of the check is negative if you are assigning to cost center 0. In this case, the SAP system issues an error message, which states that you are not allowed to assign costs under cost element 420000 to cost center 0.

**Example: Validating a reposting to a different company code, time 0002**

You want to prevent repostings being made between cost centers that have different company codes.

You create a validation that, at time 0002, is being used, among others, by the reposting.

Requirement

As the requirement for the validation, you enter:
COBL_SENDER_BUKRS < > COBL_RECEIVER_BUKRS
If this requirement is met, the SAP system executes the check.

Check

Under the check for the validation you enter:
FALSE
If you want to repost to cost center of a different company code, then this requirement is met and the check is not executed. In this case, the system issues the message entered for the validation. Choose "Maintain messages" to create a messages, which could state, for example, that CO-internal postings to other company codes are not allowed.

**Example: Validation of true account assignments for callup point 0002**

You want to ensure that true postings from cost center 42 are **not** possible to order 700300.

You create a validation with callup point 0002

Prerequisites

Under the prerequisites for the validation you enter:
COBL_SENDER_KOSTL = "42" AND COBL_SENDER_CO_KAKST = "1" AND COBL_RECEIVER_AUFNR = "700300" AND COBL_RECEIVER_CO_KAAUF = "1"
If this requirement is met, the system executes the check.

Check

Under the validation check you enter:
FALSE
If you want to carry out a true posting from cost center 42 to order 700300, the requirement is met. In this case the system outputs the message entered for the validation. Choose "Maintain messages" to create a message, for example, to say that a true posting from cost center 42 to order 700300 is not allowed.

## Activities

Determine which callup points you wish to run eligibility checks on, and in which controlling areas.

Choose "**New entries**".

Enter the controlling area where you wish to execute validation.

Enter a callup point.

Save your entries.

Choose **Environment -> Validation** followed by **Validation -> Create**.

Enter a name and callup point.

If you use an existing validation as a reference, enter the validation you require as a reference. Next, either change or retain the data in the reference according to your requirements, then save it.

If you do not use a reference, proceed as follows:

Confirm your entries by choosing "Continue".

Enter a description of the validation.
To define the validation steps, choose "**Insert entry**".

Enter a description for each validation step.

Maintain messages, conditions, and checks. Use the function "Fields for conditions" to do so.
You can maintain rules and messages by choosing the corresponding function.

Save your validation steps.

Return to the "New Entries: Overview of added entries"

Enter the validation name for your controlling area.

Enter an activation level. Activation level "1" guarantees that the validation is active in the corresponding controlling area.

Save your validation.

### Note on transport

There is a special function available in the IMG called "General Controlling". This is for validation transport

### Further information

For more information see the SAP Library under *Financials -> FI - Financial Accounting -> Special Purpose Ledger -> Validations and Substitutions*.

## Define Substitution

In substitution, the SAP System checks whether particular input values satisfy one or more user-defined conditions. If the condition is fulfilled, the values are automatically replaced by other values.

### Standard settings

The following callup points are defined in the standard SAP System for Controlling:

0001 - Document row
Used for all CO-relevant postings in external accounting as well as for manual postings in CO.

00 - Order
Used for order background processing and irrelevant for account assignment checks.

00 - Document header
Used for manual postings in CO, such as reposting costs or activity allocation.

**Caution**

WHATSAPP +255738656506

If you use assessment to allocate costs, the system does not always fill the "PAOBJNR" field (profitability segment). It fills the field if the account-based Profitability Analysis is active. If the account-based Profitability Analysis is not active, then the "PAOBJNR" field is not always filled (due to technical restrictions).

The system always fills the CO_KAERG field (account assignment type is the profitability segment)

### Activities

Determine in which controlling area you want to substitute values.

Create a substitution. Proceed as follows:

Choose the "**New entries**" function.

Enter the controlling area in which the substitution is to be executed.

Enter a callup point.

Save your entries

Choose "**Environment -> Substitution**".

Enter a name and a callup point for the substitution. You can use an existing substitution as a reference.

Change the model data to meet your specifications, or copy them without changes.

Save your entries.

If you do not use a reference, proceed as follows:

Verify your entries by freeing the data for release.

Enter a description of the substitution.

To define the substitution steps, choose "**Insert entry**".

Choose the substitution fields in the dialog box that appears.
You can choose "Exit only" or database fields. "Exit only" ensures that all fields allowed for substitution are available only in this USER-EXIT. Otherwise, you can replace one field only, using a value defined in the USER-EXIT.

Transfer one or more of the displayed substitution fields.

Enter a description of the substitution step.

Enter one or more conditions under "Prerequisites". Use the function "Fields for conditions" to do so.
You may also maintain rules by choosing the corresponding function.

Enter constant values for the fields to be substituted, or store a substitution exit.

Save the substitution steps.

Return to the initial screen.

Enter the substitution's name for your controlling area and set an activation level. Activation level "1" ensures that the substitution is active in the correct controlling area.
Save the substitution.

### Note on transport

To transport substitutions, a separate function is available in the IMG for "General Controlling".

### Further notes

For more information, see the SAP Library under *Financials -> FI - Financial Accounting -> FI Special Purpose Ledger -> Validations and Substitutions*.

## Document Summarization for External Accounting Documents

In this IMG activity you define the fields from external accounting that you do not want to see in the CO document.

You define document summarization dependent on the object type. You can only summarize those fields that do not contain any information relevant for Controlling.

### Example

You use costing-based, not account-based Profitability Analysis and generate your billing documents in the Sales and Distribution component (SD). In the Controlling component (CO) the system writes, in addition to the documents in Profitability Analysis, Line Items for each revenue type and assigns to an automatically derived reconciliation object.

In this case you should summarize the line items within a billing document whenever possible. To do this, proceed as follows:

Enter the reference business transaction VBRK (= billing document) and

Object Type: REO (= Reconciliation object)

Table: COEP

Field name: all fields offered by the F4 input help

### Activities

In the *Define work area* dialog box, enter the required reference business transaction and choose *Confirm*.

Choose *New entries*.

Choose the object type for which you want to execute the summarization.

Enter the table COEP.

Select the fields you want to summarize in the CO document.

## Additional Amounts

## Define Additional Quantity Fields

### Use

WHATSAPP +255738656506

In financial accounting, reporting mainly focuses on amounts but sometimes you also want to include quantities in your reporting. For example, in the consumer goods industry it is common to store not just the quantity in the sales document (for example, box or pallet) but also to convert that quantity into a quantity that is common across all product lines (for example, pounds weight). This allows for the aggregation of quantities across product lines. You can then use these common quantities as drivers for management accounting (CO) allocation.

In Customizing, a standard unit of measure can be defined to ensure that the quantities can be totaled and is required if you want to use totals as drivers in allocation or top-down distribution. If you specify a standard unit of measure, updates to the line item table of the record are done using this standard unit of measure.

### Standard settings

Currently, only quantities such as invoice quantity and delivered quantity are shown in reporting. Additional flexibility is required if you want to store multiple quantities, for example, for profitability analysis. Therefore, additional quantity fields and corresponding unit of measures (for example, kilos delivered and shipped) are needed.

Each unit of measure is created based on a specific dimension. Unit of measures based on one dimension can be converted and aggregated. Therefore, each additional quantity is assigned to one specific dimension (for example, length, volume, or mass). Additional quantity fields can also be defined without a dimension. In this case, the system uses the dimension *AAAADL ( no dimension)*. This dimension is used for countable units such as each, bottles, or pallets.

### Activities

Assign a dimension to the additional quantity fields you are going to use.

If you want to allow the aggregation of quantities in order to use them as drivers in allocation or top-down distribution, specify a standard unit of measure.

Implement the logic to fill the additional quantity fields in the BAdI *FCO_COEP_QUANTITY* for a specific controlling area.

### Example

Assign dimension *Mass* to an additional quantity field. Implement coding to fill the additional quantity field in the BAdI *FCO_COEP_QUANTITY*. For example, calculate mass according to the entered number of pieces.

## BAdI: Interface for Additional Quantities

### Use

This Business Add-In (BAdI) is used in the Controlling (CO) component. You can use this BAdI to calculate up to three additional quantitites per COEP line item during an external posting.

This BAdI offers one method, *calculate additional quantities* ( CALCULATE_QUANTITIES ). The *calculate additional quantities* method is called for each COEP line item. You can use the header of the CO document (table COBK) and the corresponding line item (table COEP) to determine the additional quantities.

### Requirements

Before you implement this BAdI, you must complete the settings for dimensions for each controlling area in the Customizing activity Define Additional Quantity Fields.

Note: Each unit of measure, one for each additional quantity, QUNIT1, QUNIT2, and QUNIT3, must correspond to a specific dimension or to a dimensionless unit of measure. Optionally, you can assign each additional quantity to a concrete unit of measure. After the BADI implementation is called, the system runs a check on each unit of measure.

### Standard settings

For more information about the standard settings (filters, single or multiple uses, see the *Enhancement Spot Element Definitions* tab in the BAdI Builder (transaction SE18).

### Activities

For information about implementing BAdIs as part of the Enhancement Concept, see SAP Library for SAP NetWeaver under BAdIs - Embedding in the Enhancement Framework.

## Include Characteristics in CO Totals Records

### Use

In this IMG activity, you can deactivate the standard settings of new General Ledger Accounting. When you activate new General Ledger Accounting, the characteristics functional area and segment are updated in the totals tables of Controlling (CO) in the standard system. In this way, it is possible to continue to allocate values using functional areas and segments during business transactions that are based on totals records (such as assessment). This does not apply in the case of allocations to CO-PA and accruals.
For performance reasons, you may want to deactivate this standard setting.

## 0 Request for Adjustment Posting

In this activity, you make the settings needed for requesting an adjustment posting via the Intranet.

The request form for the adjustment posting can be accessed from the line item reports in Controlling (CO) as well as from the document display in Controlling (CO) and in Financial Accounting ( FI ).
In scenarios, you define the request process. This process definition is technically based on messages.

You can find additional information in the "SAP Library" under *Financials -> Controlling (CO) -> Cost Center Accounting -> Manual Actual Postings -> Requesting Adjustment Postings in the Intranet*.

WHATSAPP +255738656506

## Activate Test Scenario for Request for Adjustment Posting

The SAP standard system includes scenario **SR31** for the request of an adjustment posting.

Using this scenario, you can check the process of the request for an adjustment posting as a **test run**. To do so, activate the scenario for the applications listed: *CO-COST* and *FI-GL*.

### Activities

From the CO line item reports or the document displays in Controlling (CO) and Financial Accounting (FI), you can goto the request form for an adjustment posting. The data stored in scenario **SR31** controls the processing of the requests and defines the fields that are available on the request form.

### Further notes

To define your own scenarios, copy the scenario included in the standard system **SR31** and adapt the copy as needed. To do so, choose Define Scenarios for Requesting an Adjustment Posting.

You can find additional information on the process of requesting an adjustment posting in the SAP Library under *Financials -> Controlling (CO) -> Cost Center Accounting -> Manual Actual Postings -> Requesting an Adjustment Posting in the Intranet*.

## Define Scenarios for Request for Adjustment Posting

In this IMG activity, you define scenarios for the **request for an adjustment posting**.

### Standard settings

All scenarios provided by SAP are in the *S** namespace.

SAP provides notication type **60** in client 000.

**Note**

To be able to use this notification type, you need to transfer the settings from client 000 using the QISR_SM29 transaction. Then you need to process the number ranges for the notification types.

The notification type contains the information on whether the request must be approved, and if so, by whom. Note that you can use a notification type for more than one scenario.

### Requirements

SAP recommends that you copy the scenarios for master data changes as a reference for your own scenarios, and then to adapt the copy accordingly.

### Activities

To copy a scenario, select is and choose *Copy*. To create a scenario, choose *New entries*.

Enter a key and a description for the scenario.

**Caution**

The scenario key must **not** be in the SAP (S*) namespace.

In the *general data*, make the required entries.

Take this opportunity to store a long text for the scenario. This description is displayed as an explanation when you call up the form. You can also use this description to find a corresponding form in the intranet. When you enter the text, you do not have to enter key words as the search engine filters the text using not only the words, but also their conjugation or declination. Word groups are also used for the search. For more information on the search engine, see the *SAP Library* under *Financials ->*

*Controlling -> Cost Center Accounting -> Information System -> Interactive Information System*, and then see *Report Documentation* under *Document Search Using The Retrieval System*.

Transfer notification type **60** according to the scenario.

**Note** that you initially need to transfer the settings for the notification type from client 000, using the QISR_SM29 transaction. Then you need to process the number ranges for the notification type.

Use *Entry with form* as the entry type.

You only need to specify an ITS service if you choose the *Entry with form* entry type. You use an HTML form specially designed for the scenario. You also need to assign an Internet service to the scenario that contains the required HTML templates, ITS ( Internet transaction server) and language-dependent resources. In addition, there is a choice of business add-ins (BADIs) that you can use, in which you can define specific requests. You can assign an Internet service to **maximum one** scenario. To create a new Internet service, choose *Generate*. You have two options:

*Generate internet service with reference*

When you generate the Internet service, if you specify a scenario with an existing Internet service as a reference, the system copies it to the new Internet service name.

*Generate internet service without reference*

If you do **not** specify a scenario with an existing Internet service as a reference, the system copies the default Internet service *SR00*. An internet service created in this way contains all settings required for immediate testing of the scenario definition. The system automatically inserts a *request data* area with corresponding entry fields, for the request-specific characteristics that were defined in the scenario.

**Note**

Before you can test the Internet service, you need to publish it manually. This takes you automatically to the Internet service processing in the development workbench, where you can publish the entire Internet service. Then you can test the ITS service from Customizing using *Test*.

7. To modify forms, choose *Business Add-Ins*. You can now change the implementation (create, change, delete and so on).

If you require special initialization or checks on the request for the scenario, you can use a business add-in (BADI QISR1). For more information on BADIs, see *Basis -> Change and Transport System - Overview -> Transactions and Tools -> BC Changes to SAP Standards -> Business Add-Ins.*

**Caution**

SAP recommends that you use the F4 Help to transfer the corresponding *Business Add-In from the scenario* (SR31) for requests to make an adjustment posting. In this case, the existing interfaces to the SAP system are used automatically.

If you want to use the fields provided in the *SR31* scenario for your request form, the **SR31 Business Add-In** ensures that the corresponding values are transferred from the SAP system for these fields. You can copy and extend the Business Add-In if required.

WHATSAPP +255738656506

Do **not** activate the *Cost incurring* indicator.

The scenario for an adjustment posting does **not** cause any costs.

Choose *Transfer*.

In the next dialog box, choose *Copy all*. The selection list now includes the scenario that you copied.

Select your scenario and choose the *Characteristics* selection area.

You select fields in characteristics that are to be provided in the request form.

**Recommendation**

Accept the structures suggested for the adjustment posting request. Fields are contained within the structures that you can use for the form. You can add further characteristics via *New entries*.

In *Basic data*, you use *ITS* to determine which fields are provided on the form and in which order. You can use a *Business Add-In* to control which fields should be filled as default.

In the selection area choose *Tasks*.

Using the workflow or worklists, specify the processing procedure for the adjustment posting request in the SAP System.

Give each task in the processing procedure a *description*.

If you want to use tasks for evaulation, store a *key*.

*Follow-up actions* are filled automatically according to the choice of key. A follow-up action is carried out automatically when the form is sent. Thus, with the adjustment posting request, update occurs in the footer between the incorrect document for which the correction was requested and the message generated when the form was sent.

Enter a processor or a standard role.

The system automatically provides this information when you call up the request form. SAP supplies the standard role *200002* for the adjustment posting request. It is recommended that you copy this, and adapt the copy accordingly.

**Note**

The *partner role* is used to control whether an individual processor (*task processor)* or an entire department is put forward in the request form (*responsible department*). You can find more information on roles in the *SAP Library* under *Basis Components -> Business Management -> Organizational Management -> Integration with SAP Business Workflow -> Role Resolution -> Role Definition -> Define Roles using Responsibilities*.

### Further notes

For more information on **adjustment posting requests**, see the *SAP Library*, for example, under *Financials -> CO Controlling -> Cost Center Accounting -> Manual Actual Postings -> Request for Adjustment Posting in the Internet*.

## Assign Own Scenarios for Request for Adjustment Posting

In this activity, you assign your scenarios to one or more use of requests.

### Requirements

You have to define your own scenario for the request for an adjustment posting. To do so, choose Define Scenarios for the Request for an Adjustment Posting.

**Activities**

Choose *New entries*.

Via the possible entries, select a *use*.

If you want to assign multiple uses to your scenario, you have to maintain multiple entries.

Enter your *scenario*.

*Activate* the scenario.

*Save* your entries.

## Assign Adjustment Postings to Scenarios

In this activity, you assign the adjustment postings to a scenario. The adjustment postings should be available to the processor of the request.

**Activities**

Choose *New entries*.

Enter the *scenario*, to which you want to assign the adjustment postings.

Enter the *transaction code* for the posting transaction that the processor needs to have available.

If you want to assign multiple posting transactions, you have to make multiple entries.

Select the *Active* indicator.

*Save* your entries.

## Multiple Valuation Approaches/Transfer Prices

When using transfer prices, you can pass on and clear deliveries of goods with parallel valuation approaches between business units (company codes and profit centers) within a corporate group.

In this IMG activity you make the necessary settings to manage parallel valuation approaches in accounting.

**Note:**

WHATSAPP +255738656506

When using transfer prices, you can:

Valuate the deliveries between legally independent group companies according to the legal duty of rendering accounts from a legal view.

Parallel to this, charge these deliveries at group production costs within the group, so that there will be no intercompany profits between group companies,

Additionally clear these deliveries with independent management approaches from a profit center view.

### Activities

Procede as follows:

Specify in the currency and valuation profile which valuation approaches you would like to manage in parallel throughout the entire accounting.

Assign the currency and valuation profiles to a controlling area.

Make the necessary settings in the relevant applications, so that you can always work consistently with the required valuation approaches.

Activate your currency and valuation profiles, so that the consistency of all settings concerning parallel valuation approaches is finally ensured.

## Basic Settings

This section contains basic activities for the configuration of parallel valuation approaches/transfer prices in your enterprise.

You set the currency and valuation profile.

You set the integration of the material ledger.

For further information, see the *SAP Library* under *Accounting -> EC - Enterprise Controlling -> Profit Center Accounting -> Multiple Valuation Approaches/Transfer Prices*.

## Maintain Currency and Valuation Profile

In the currency and valuation profiles you determine which valuation approaches are to be used in Accounting.

You only need the currency and valuation profiles if you want to manage various valuations in parallel in your system.

### Activities

In the currency and valuation profiles, enter the required combinations of currencies and valuations you want to manage in Accounting.

As an example, you would manage the following valuation approaches:

Company code currency () in legal valuation (0)

Group currency (30) in corporate valuation (1)

Company code currency () in profit center valuation (2)

### Basic Rules

You have to take the following rules into account when you maintain the currency and valuation profiles because they are checked when you activate the currency and valuation profile in the controlling area:

Managing the company code currency in legal valuation is mandatory.

In addition, you can always manage two further valuation approaches in accounting in an alternative valuation:

Regarding the valuation, you can select between group valuation (1) and profit center valuation (2).

Regarding the currency, you can select between company code currency () and group currency (30).

All valuation approaches you manage in Accounting must also be managed correspondingly in the material ledger.

You can only manage a profit center valuation if you are using Profit Center Accounting. **Note:**

The currency and valuation profile can only be changed as long as it is **not yet** assigned and **not yet** active in the controlling area.

### Example

For more information including examples of currency and valuation profiles, see Examples for C&V Profiles

### Further notes

## Assign Currency and Valuation Profile to Controlling Area

In this IMG activity you assign the currency and valuation profiles with which you want to represent scenarios for transfer prices to the respective controlling area. For this purpose, you 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 = ).

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

### Activities

Assign to the respective controlling area those currency and valuation profiles with which you want to represent the scenario for transfer prices.

Assign a suitable currency type to the controlling area in field "WK".

### Further notes

The assignment of the currency and valuation profiles does not yet mean that transfer prices can be updated immediately after the assignment. This is only possible after you activate the parallel valuations in the controlling area.

WHATSAPP +255738656506

## Maintain Descriptions for Valuation Bases

In this activity you can maintain your own names for the valuation approaches in your system. These names appear in the application in the information system or in the material ledger data, for example.

### Example

In the standard system, valuation approach *11* has the name *company code, group valuation*, or *CoCde(G)* in shorter fields. You want to change this name to suit your company's requirements.

### Standard settings

If you do not maintain your own names, the system uses the standard names delivered in the standard system.

### Activities

Choose a valuation approach whose name you want to change.

Choose *Detail*.

You see the standard description from SAP.

Change the name, keeping the name limited to 60 characters and short texts limited to  characters.

Save your entries.

### Further notes

You can change the names in other languages by logging on in the respective languages.

## Create Versions for Valuation Methods

In this IMG activity, you create additional versions for representing parallel valuations in the Controlling component and make additional settings to existing versions by controlling area.

### Note:

If you do not use transfer prices in the Accounting components, you automatically use version 000 in the legal valuation. See the Information on General Version Maintenance.

If you use transfer prices, and group valuation or profit center valuation approaches become vital in Controlling,

You manage parallel actual versions in different valuations

Specify for your operational actual version 000 which valuation becomes the leading valuation in Controlling. "Leading" means here that planning, price calculation, plan/actual comparisons, and variance analyses are based on this valuation.

### Activities

In the *General Version Definition*, create additional actual versions that you would like to use in alternative valuations for all Accounting components.

Specify that only actual data may be managed in the additional versions.

For the additional actual versions, complete the settings for the controlling area.
Under the settings for the controlling area, specify in which valuation you want to manage your actual operational version "000". In addition to legal valuation, you can choose group valuation or profit center valuation for your Controlling.

Under "Settings per Fiscal Year", enter the fiscal year-dependent version parameters for the additional actual versions.

### Further notes

Ensure that your settings are consistent with the settings in the currency and valuation profile. The system runs a consistency check as part of the activation.

You must use the legal valuation in either the operative version or in another version in actual.

## Check Material Ledger Settings

In this section you check the settings for the material ledger.

You can:

Activate the material ledger for one or more valuation areas

Create material ledger types and assign currency types to them

Assign material ledger types to the valuation areas

## Activate Valuation Areas for Material Ledger

In this step, you activate the material ledger for one or more valuation areas.

If the material ledger is active for a particular valuation area, all materials in the valuation area are valuated using the material ledger.

### Standard settings

In the standard system, the material ledger is not activated for any valuation area.

### Recommendation

If you activate the material ledger for a plant, you should also activate it for all the other plants in the company code. This ensures that the accounts in Financial Accounting and Materials Management are reconciled.

### Damage caused to data by errors

It is currently only possible to deactivate the material ledger if no material movement data exists in the valuation area.

### Activities

WHATSAPP +255738656506

You can transfer settings between systems (for example, from a test client to a target client). If you wish to do this, the system must check the data that exists there, to determine whether the material ledger can be activated. This check does not take place in Customizing, you have to trigger it in the application menu when you convert data for the material ledger as part of **production start-up**.

If you want to *activate* the material ledger, proceed as follows:

Decide on the valuation areas in which the material ledger is to be activated.

Set the *Material ledger active* indicator for the relevant valuation areas.

Set the indicator Material ledger settlement: control in the material master and, if necessary, the indicator Settlement control mandatory in valuation area

Save your entries.

If you use the parallel currency valuation functions, check that the settings are consistent in Customizing: Check settings

Transport the settings to the target client.

Check the settings in the target client by choosing *Accounting -> Controlling -> Actual costing/material ledger, then Tools -> Check Customizing*.

Convert the data in the target client for all active valuation areas by choosing *Accounting -> Controlling -> Actual cost/material ledger, then Tools -> Production Startup -> Production Startup*.

### Further notes

For further information on the material ledger and production startup, see *Actual costing/material ledger*.

In Global Settings, check:

Which currencies are defined
Check Currency Codes

Which currencies are assigned to the respective company code as index based currencies or as hard currencies for the individual countries, if currencies of this type have been assigned.
Define Countries

In Financial Accounting, check:

The currencies for the company code Define Additional Local Currencies

The exchange rates
Maintain Exchange Rates

In Controlling, check whether the *Var. CCode currency* indicator is selected for the controlling area:
Maintain Controlling Area In
Logistics - General, check:

Whether the company code was initialized for Materials Manangement Maintain Company Codes for Materials Management

Whether the attributes for the material types contain updates for values
Define Attributes of Material Types

In Materials Management, check whether the method for dealing with exchange rate differences in invoices is configured appropriately:
Configure How Exchange Rate Differences Are Treated

## Assign Currency Types to Material Ledger Type

In this step, you create material ledger types and allocate up to three currency types to each of these material ledger types.

### Standard settings

The standard system contains the material ledger type *0000*, which uses currency types from Accounting.

### Activities

Specify which currency types you want to use for the respective material ledger type.

If you require material ledger types with other currency types, choose the function *New entries*.

Enter a four-digit identification code in the field *ML type*. The first character of this identification code must be a letter.

Specify which currency types you want to use for the respective material ledger type. You have the following options:

If you want to use the currency types that are defined in Financial Accounting, you set the indicator *Currency types from Financial Accounting*. In this case, the currency types are automatically derived from Financial Accounting. This setting is covered by the material ledger type *0000* in the standard system.

If you want to use currency types defined in the currency and valuation profile, set the indicator *Currency types from CO*. In this case, the currency types are derived automatically from the currency and valuation profiles.

If you want to use a combination of the currency types from both Controlling and Financial Accounting, set the indicator *Currency types from FI* and *Currency types from CO*. In this case, you must check the settings manually: Check Material Ledger Settings

If you want to use other currency types, set the *Manual* indicator and select *Define individual characteristics*. As well as the currency type for the company code currency, you can enter (*up to* ) more currency types.

Save your entries.

### Further notes

**Before** converting data for production startup, make sure that the currency settings in Financial Accounting and in the Material Ledger are correct. You **cannot** change the currencies, currency types and material ledger types after production startup.

In Customizing for Financial Accounting, you can display the currency types that belong to a certain company code. Define Additional Local Currencies.

In the currency and valuation profile, you can display the currency types that belong to a particular controlling area. Currency and Valuation Profile

### Recommendation

To ensure that information is consistent across Materials Management, Financial Accounting and Controlling, ensure that the group currency is used as the controlling area currency

WHATSAPP +255738656506

## Assign Material Ledger Types to Valuation Area

In this step, you allocate material ledger types to the valuation areas.

You can only allocate one material ledger type to each valuation area. This must contain the currency type .

You can allocate the same material ledger type to several valuation areas. If you have several valuation areas within a single company code (that is, when the valuation area corresponds to a plant), you must assign all valuation areas in this company code to the same material ledger type.

### Requirements

You have defined the relevant valuation areas.

You have created the relevant material ledger types.

### Further notes

**Before** you convert data for production start-up, make sure that the currency settings in Financial Accounting and in the Material Ledger are correct. Once production has been started, you **cannot** change currencies, currency types and material ledger types.

### Activities

To assign material ledger types to a valuation area, proceed as follows:
Choose the function *New entries*.

Enter a valuation area.

Enter a material ledger type.

Save your entries.

## Level of Detail

The following additional settings are required to display certain business processes with parallel valuations/transfer prices:

Define Valuation Clearing Account

Deactivate Conversion of Selected Condition Values for Billing

Choice of Valuation for Calculation Base Values

## Define Valuation Clearing Account

In this step you specify profit and loss accounts for valuation differences that arise in business transactions between group companies.

When you 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, you want to record other valuation approaches in the valuation clearing account, you 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 you can designate valuation clearing accounts in which to record valuation differences separately for each company code and partner company.

### Requirements

The profit and.  loss accounts must already exist in Financial Accounting The *Automatic postings only* indicator must be selected for those accounts.

### Activities

For each partner company, specify the debit and credit accounts for elimination postings between group companies.

## Deactivate Conversion of Selected Condition Types

When pricing intercompany deliveries fromm the legal view, the condition types you use might not have any sense for pricing from the profit center view or group view.

In this activity, you decide which condition types will **not** be taken over into the other valuation views you have selected.

You can also make a distinction between pricing for internal goods deliveries and pricing for external sales.

### Example

You might want to remove all condition types from pricing from the profit center or group view which contain sales discounts and returns (e.g. discounts).

### Activities

Enter the condition types which you do not want to take over from pricing from the legal view to pricing from another selected view.

Additionally, specify whether the exemptions are to apply for internal deliveries, external deliveries or for both.

## Activation

Carry out the following activities so that the system will use parallel valuation approaches/transfer prices.

### Requirements

You must already have completed the necessary activities in the Implementation Guide ( IMG ) for *General Controlling* in:

Basic Settings

Detail Control

You must also have made the necessary settings in other components, where you want valuations/transfer prices to be used. You do this in Customizing for the components in question.

If settings are not made, or are inconsistent, you can check these in an activation log, which the system provides you with when you activate parallel valuation approaches/transfer prices in this section.

## Set Up Transfer Prices in a Production System

If you want to activate transfer prices in your system but have already gone live, you can make the following additional settings, depending on how your system is set up:

Assign valuation views to versions

Change the currency type of the controlling area

### Assigning valuation views to versions

If you do not use transfer prices, the data in version 000 is automatically valuated from the legal viewpoint. If you are implementing transfer prices in a live system and want to use version 000 for profit center valuation or group valuation, you may be able to change the version depending on certain conditions.

Note that you can only define those valuation views specified in the currency and valuation profile to versions.

### Example

Up to now, you have been storing your actual data in version 000. You would like to implement transfer prices from the profit center viewpoint for your operational version. In this case, you need to change the valuation view in version 000 to profit center valuation.

### Requirements

This is only possible if the currency and valuation profile is not active. If the profile is active, you cannot change the version.

The currency and valuation profile must be assigned to the relevant controlling area. You cannot change a version unless the currency and valuation profile that contains it is assigned to a controlling area.

### Changing the currency type of the controlling area

You can store up to three valuation views in up to two different currencies in your system. The currencies supported are:

Company code currency (currency type )

Group currency (currency type 30)

If you have been storing your transaction data with a different currency type up to now and want to implement transfer prices, you may be able to change the currency type under the following circumstances.

### Example

Up to now, you have been using the currency type "Controlling area currency" (currency type 20, "USD"). This currency type is not supported if you use multiple valuation approaches. If the group currency (currency type 30) is also "USD", you can change the currency type for your controlling area from 20 to 30. This gives you the maximum number of allowed currency types ( and 30).

### Requirements

The currency and valuation profile CANNOT be active.

The currency and valuation profile MUST be assigned to the controlling area.

The key ("USD") of the controlling area currency must be the same as that of the group currency, and the group currency must be contained in the currency and valuation profile
OR

The key of the controlling area must be the same as the legal currency (company code currency).

### Activities

If required, change the valuation view for the version and/or the currency type or controlling area currency.

## Multiple Valuation Approaches: Check/Execute Activation

In this IMG activity, you activate your currency and valuation profiles in the controlling area. The system checks whether the valuation approaches you determined according to the settings in the currency and valuation profile are consistent with the settings in the individual applications.

### Requirements

You have maintained the Currency and Valuation Profile.

You have assigned the currency and valuation profile to a controlling area.

You have made ther required settings in the material ledger, CO, FI, and EC-PCA to be able to manage parallel valuation approaches. This involves:

WHATSAPP +255738656506

Activating the necessary valuation approaches in the material ledger so that material stocks are managed in alternative valuations.

Determining the relevant valuation for your operational version and defining additional actual versions for managing further valuation approaches in Create Versions for Valuation Methods.

In Financial Accounting, you have, where required, specified that further valuation approaches are posted in FI in addition to the legal valuation in company code currency. To do so, you use the enhanced functions for parallel currencies in Financial Accouning ( Define Additional Local Currencies and Define Additional Local Currencies for Ledgers)

### Activities

Activate the currency and valuation profiles in the controlling area.

The system includes an activation log in which the settings relating to parallel valuation approaches for all components concerned are listed.

## Multiple Valuation Approaches: Check/Execute Deactivation

*In this activity, you deactivate the currency and valuation profile in the controlling area. You can do this provided that no transaction data has yet been posted with parallel valuation approaches.*

### Example

It might be necessary to deactivate parallel valuation approaches if

you have unintentionally activated a currency and valuation profile in your development system.

you have tested parallel valuation approaches in your development system and unintentionally transported the test settings into your live system (for example by transporting the *controllinng area settings*)

### Requirements

The system only allows you to deactivate parallel valuation approaches under the conditions detailed below:

#### CO

No transaction data can be posted in any actual version other than Version 0. It is possible to set the operative version back to version 0.

#### CO-PA

The operating concern to which the controlling area in question is assigned may not contain data from the profit center valuation view (**2**).

#### Material Ledger

You must not yet have gone productive with the material ledger.

In urgent cases, you can reverse the production startup for the material ledger and then deactivate the parallel valuation approaches (if no reconciliation postings have been made to FI). Note, however, that you must reverse the production startup in its entirety. If you do this, certain Customizing settings in Material Ledger will be lost. You will have to make these settings again before going productive once more.

#### FI

No data from the group valuation view (**1**) or the profit center valuation view (**2**) must have been posted to any general ledger account.

### Recommendation

Due to the scale of the checks which the program makes, it is recommended that you execute the program in the background **(Program -> Execute in background).**

### Activities

Deactivate the currency and valuation profile in the controlling area.

If necessary, you can set back your operative version to version 0. You do this in the Implementation Guide (IMG) for *Customizing* Create versions for valuations (transaction OKEQ) , *Settings in the controlling area.*

If you only want to deactivate the parallel valuation approaches/transfer prices temporarilly, for example to insert minor corrections, it is not normally necessary to set back the version. However, if you want to deactivate the parallel valuation approaches/transfer prices permanently, use version 0 as the operative version.

Now start transaction 8KEQ and delete the corresponding assignment of the currency and valuation profile to the controlling area in question.

Now delete the corresponding currency and valuation profile using transaction 8 KEM.

Now deactivate the material ledger in the valuation areas in question using transaction OMX1.

If profit center valuation updating is active in the component CO-PA, deactivate this uding transaction KEKG.

### Further notes

For further information on the currency and valuation profile, see the *SAP Library* under *Accounting -> EC - Enterprise Controlling -> Profit Center Accounting.*

## Production Start-Up Preparation

In this section you make final preparations for the production start of the SAP System.

## Transport System Settings

In this activity, you transfer system settings made in one client either to another client or to another SAP System.

You can transport the following settings in a **single** IMG activity:

Settings for an organization

Settings on master data

Planning layout

Settings for planning

Settings for templates

WHATSAPP +255738656506

Settings for actual postings

Settings for assignment logic/summarization

To do so, carry out one of the IMG activities named in Customizing for *General Controlling*. You can then switch between the relevant settings in each case using the appropriate tab page.

### Note

In the target client, the system does not check whether the transported settings are complete or consistent.

In some cases you must check whether a partial transport could lead to inconsistencies. It may be safer to maintain the system settings in the target system manually.

### Recommendation

Perform the transport only after you have completed all system settings.

### Additional information

To transport reports created with Report Painter, proceed as follows:

Branch from the menu of the CO application to the Report Painter menu (**Tools -> Report Painter**).

Exporting reports

Use the menu path **Aids -> Transporting -> Reports -> Export** to export reports to the presentation server or the application server. In this way, transport between systems becomes possible.

Importing reports

Use the menu path **Aids -> Transporting -> Reports -> Import** to import reports to the presentation server or the application server. In this way, transport between systems becomes possible.

Copy reports from source client

Use the menu path **Aids -> Transporting -> Reports -> Copy from client** to copy reports from one client to the target client.

## Transport Settings for Organization

You can transport the following system settings into the target system:

Controlling area settings

Basic data

Control indicators

Assignment of company code to controlling area

Versions

Data for number range maintenance

Assignment of transaction -> number range group

Intervals and group texts

The SAP system places the selected object in a correction request.

You can transfer the data to the target system using the functions available under transport.

## Notes

**Assignment of company code(s) to controlling area**

If you marked this object, the R/3 System derives the company codes assigned to the controlling area. The corresponding entries in the company code table (T001) are included in the correction order to ensure data consistency.

Note the following:

If the company codes to be transported have different characteristic values in the source system than in the target system, the target system entries are overwritten during the import.

The company code table is a control element for FI.

Before the transport, either ensure that the system settings in FI are identical in both systems **or**

Manually delete the following entry from the correction order: *R3TR TABU CCCT001* (*CCC* = client).

**Number ranges**

To ensure consistency of data, **do not** transport number ranges, instead **recreate** them in the target system.

The transactions that you require to do so (which can be assigned to groups when maintaining number ranges) can be generated in the target system by running report program RKTKA04C. When you transport the basic data, the system automatically runs report program RKTKA04C in the target system following the import. This report operates on a cross-client basis and adds missing transactions in all clients belonging to a given system.

If you want to transport number ranges, note the following:

The objects *Assignment of transaction -> number range group* and **Interval and group texts** must always be transported **together**.

In the target system/client, the corresponding controlling area must **not** contain any number range groups.

The transport may take place only **once**

An unproblematic transport of transactions (without intervals and groups) is possible only if, for this controlling area, both source and target system contain no number range groups.

Transport of intervals and groups overwrites existing intervals and groups in the target system.

Number ranges are transported with the current number settings. The system does not reset the current number level.

## Activities

Decide which data you want to transport.

Make the selection for the corresponding controlling area.

To place data in a correction request, choose *Include in request*.

To remove data from the correction request, choose *Delete from request*.

WHATSAPP +255738656506

**Note**
You can only delete data from the correction request provided the request was not released for transport.

### Additional information

For more information on the processing change requests, see the *SAP Library* under *BC - Basis Components -> Change and Transport System (BC-CTS) -> Change and Transport System - Overview -> Transactions and Tools in the CTS -> Change and Transport Organizer -> Workbench Organizer* as well as *-> Transport Organizer*.

## Transport Settings for Master Data

The master data objects are dependent on controlling area and/or the chart of accounts.

You can transport the following system settings for master data:

**Master data 1**

Cost elements
Cost elements (master data)

Chart of accounts data - Cost element attributes

Characteristic mix

Default settings for cost elements

Time-dependent fields

Cost element groups

Cost centers

Cost centers (master data)

Standard hierarchy

Cost center categories

Cost center groups

Time-dependent fields

Cost center/activity type

**Master data 2**

Activity types

Activity types (master data)

Time-dependent fields

Activity type groups

Statistical key figures

Statistical key figures (master data)

Statistical key figure groups

Orders

Order groups

The SAP system places the selected object in a correction request.

You can transfer the data to the target system using the functions available under transport.

### Note

Master data (cost elements, cost centers, activity types, statistical key figures, orders) is transported in two steps:

The system deletes the master data that already exists in the **target system** in the same controlling area or in the same chart of accounts.

The system imports the master data contained in the correction.

**Caution**

If, prior to the transport, you have already created master data in the target system (whether manually or through a different transport), this data is lost when the transport takes place.

Since in the target system the master data but not the transaction data is deleted, transporting data into a system that already contains data can lead to inconsistencies. You should therefore maintain the master data in the target system manually.

Example

If you work with several controlling areas that use the same chart of accounts, and you want to transport cost elements, proceed as follows:

Maintain the cost elements in all controlling areas with this chart of accounts.

Always transport the following settings together:

-The chart of accounts-dependent part of cost elements -The controlling area-dependent part of cost elements for **all** controlling areas with this chart of accounts

There is no standard transport function for cost centers.

Transporting cost centers includes both real actual and temporarily saved cost centers.

### Recommendations

Always transport the following objects together to prevent

Cost element characteristics and characteristic mix

Cost center standard hierachy and cost center master data

Cost center types and cost center master data

### Activities

Determine which data you want to transport.

Choose the corresponding controlling area and/or chart of accounts.

WHATSAPP +255738656506

Use **Include in order** to insert data in a correction order, or remove data with **Delete from order**.

> **Note**
> Removal from the correction order is possible only if the correction order has not been released to a transport job.

If you transport cost element default settings, you must create and run a batch input session after the import to the target system in order to save the cost elements. Ensure that the G/L accounts in FI are saved for the chart of accounts in the target system.

### Additional information

For more information on the processing change requests, see the *SAP Library* under *BC - Basis Components -> Change and Transport System (BC-CTS) -> Change and Transport System - Overview -> Transactions and Tools in the CTS -> Change and Transport Organizer -> Workbench Organizer* as well as *-> Transport Organizer*.

## Transport Settings for Planning

This section provides information on transporting system settings for planning to your target system.

## Import Standard Planning Layouts

In this step you import standard planning layouts from client 000 to the clients in which you are logged on. This import can either be carried out online or in the background.

After a new release or update of the SAP System, the import from client 000 should be repeated in order to access the current standard planning layouts.

### Standard SAP planning layouts

SAP offers the following standard planning layouts:

**Cost Center Accounting**

Cost Element/Activity Input Planning

1-1 CCtr: Cost elements, activity-dependent/-independent

1-2 CCtr: Activity inputs, activity-dependent/-independent

1-3 CCtr: Costs/revenues/consumption

1-4 CCtr: Primary/secondary order costs

1-161 CCtr: Cost elements, simplified

1-162 CCtr: Cost element central planning, simplified

1-151 CCtr: Cost elements in transaction currency

1-152 CCtr: Cost element comparison, 2 quarters

1-153 CCtr: Cost element planning, 2 versions

1-154 CCtr: Cost elements with display of previous year

1-155 CCtr: Activity output from sender viewpoint

1-156 CCtr: Cost element central planning
1-157 CCtr: Cost element plan/actual comparison

Activity/Activity Price Planning

1-201 CCtr: Activity types/prices, standard

1-201C CCtrs: Activity types/prices, central planning

1-202 PP planning: Activity types/prices

1-203 ATyp: Actual activity price indicator and switch structure

1-204 CCtr: Activity types/prices, attributes

1-261 CCtr: Activity price, simplified

1-262 CCtr: Activity price, centralized

Manual Actual Prices

1-N01 CCtr: Manual actual prices, cost centers

Resource Planning

1-1R1 CCtr: Resource planning

1-4R1 Orders: Resource planning

1-7R1 WBS elements: Resource planning

Dependency planning

1-1R2: CCtr: Value-based recipe planning

1-1R3: KoStellen: Quantity-based recipe planning

Statistical Key Figure Planning

1-301 CCtr: Statistical key figures, standard

1-302 CCtr: Statistical key figures, activity-dependent

1-3C CCtr: Statistical key figures, central

1-361 CCtr: Statistical key figures, simplified

1-362 CCtr: Statistical key figures, centralized

**Internal Orders**

Cost/Revenue Element Planning

1-401 Orders: Cost elements, standard

1-402 Orders: Activity inputs, standard

1-402P: Orders: Process inputs

1-404 Orders: Primary/secondary order costs

Cost Planning/Activity Input Planning

1-461 Cost elements: Simplified layout

WHATSAPP +255738656506

1-462 Cost elements: Simplified layout, central
Statistical Key Figure Planning

1-601 Orders: Statistical key figures, standard

1-603C: Orders: Statistical key figures, central

1-661 Statistical key figures, simplified

1-662 Statistical key figures, simplified, central

**Project Cost Controlling**

Cost Element/Activity Input Planning

1-701 WBS elements: Cost element planning

1-702 WBS elements: Activity inputs

1-702P: WBS elements: Process inputs

1-703 WBS elements: Revenues, revenue cost elements

1-704: WBS elements: Primary/secondary order costs

Statistical Key Figure Planning

1-901 WBS elements: Statistical key figures, standard - 1-903C WBS elements: Statistical key figures, central

1-C01 Networks: Statistical key figures - 1-C02 Networks: Statistical key figures

1-C03C Networks:Statistical key figures, central

**Activity-Based Costing**

Cost Planning/Activity Input Planning

1-4P Processes: Primary/secondary order costs, processes

1-2P Processes: Activity-dependent/-independent process inputs

1-D01 Processes: Cost elements

1-D02 Processes: Activity inputs

1-D02P Processes: Process inputs

Quantities and Prices

1-E01 Processes: Quantity planning/price planning

1-E02 Processes: Tax codes

Statistical Key Figure Planning

1-F01 Processes: Statistical key figures, standard - 1-F03C Processes: Statistical key figures, central

Manual Actual Prices

1-Q01 Processes: Manual actual prices, business processes
**Cost Object Accounting**

Cost/Activity Input Planning

1-G01 Cost object: Primary costs

1-G02 Cost object: Activity inputs, standard

1-G02P Cost object: Process inputs

Statistical Key Figure Planning

1-I01 Cost objects: Statistical key figures, standard

1-I03C  Cost objects: Statistical key figures, central

**Real Estate**

Cost element allocation/activity allocation

1-J01-1 Business entity: Cost elements, standard

1-J01-2 Buildings: Cost elements, standard

1-J01-3 Property:  Cost elements, standard

1-J01-4 Rental unit: Cost elements, standard

1-J01-5 Rental agreement: Cost elements, standard

1-J01-6 Management contract: Cost elements, standard

1-J02-1 Business entity: Activity inputs, standard

1-J02-2 Buildings: Activity inputs, standard

1-J02-3 Property: Activity inputs, standard

1-J02-4 Rental unit: Activity inputs, standard

1-J02-5 Rental agreement: Activity inputs, standard

1-J02-6 Management contract: Activity inputs, standard

### Note

You **cannot** change standard planning layouts.
The names of these standard planning layouts begin with a numeral.

### Standard settings

The standard R/3 System stores planning layouts in client 000 only. To use the layouts, they must be transported from client 000 to the production client.

### Activities

1. Check which planning layouts you require 2.
   Choose the corresponding layouts in the list

3. Import the layouts either:
   Online, with *Execute* **or**

   In background, with *Execute in background*.

### Note

If possible, you should use background jobs and import during times of low system usage.

WHATSAPP +255738656506

## Transport Planning Layouts

Planning layouts are controlling area-dependent objects. The SAP System selects all settings for this object in the entire controlling area.

The SAP system places the selected object in a correction request.

You can transfer the data to the target system using the functions available under transport.

You can transport planning layouts for the following planning areas:

**Cost centers**

Cost elements/activity inputs

Activities/prices

Statistical key figures

Manual Actual Prices

**Orders**

Cost elements/activity inputs

Statistical key figures

**WBS elements**

Cost elements/activity inputs

Statistical key figures

**Networks**

Statistical key figures

**Business processes**

Cost elements/activity inputs

Quantities and prices

Statistical key figures

Manual actual prices

**Cost objects**

Cost elements/activity inputs
Statistical key figures

**Real Estate objects**

Cost elements/activity inputs

Statistical key figures

**Note**

You should also transport the planner profile assigned to your planning layouts.
To do so, choose the activityTransport Other Planning Settings or the tab strip *Planning 1*.

If you do not transport your planner profile, you must

Create a new planner profile in the target system

Reassign the planning layouts to the planner profile

### Activities

Determine to which planning areas the planning layouts are to be transported.

To transport all planning layouts, choose *All planning areas*.

To transport individual planning layouts, choose *One planning area* and use the F4 key (possible entries) to choose the planning area.

Choose *Execute* and enter a correction order.

Mark planning layouts to be transported in the given list.

Place the layouts in a correction order.

Choose *Execute* to transport the layouts online.

To transport the planning layout in the background, choose *Execute in background*.

### Further notes

For more information on the processing change requests, see the *SAP Library* under *BC - Basis Components -> Change and Transport System (BC-CTS) -> Change and Transport System - Overview -> Transactions and Tools in the CTS -> Change and Transport Organizer -> Workbench Organizer* as well as *-> Transport Organizer*.

## Transport Other Planning Settings

You **cannot** restrict the selection of controlling area-independent objects. The system always selects all settings for an object across controlling areas.
To select controlling area-dependent objects, you must specify a controlling area. The system then selects all settings for this controlling area.

The SAP system places the selected object in a correction request.

You can transfer the data to the target system using the functions available under transport.
You can transport the following planning settings:

**Planning 1**

Manual planning

Planner profiles

Distribution keys

Budget planning profiles

Planning layouts

Planning aids

Revaluations (with or without the groups used)

Periodic repostings (with or without the groups used)

WHATSAPP +255738656506

Settings for plan data transfer

Activity scheduling for requirements planning and rough planning

Activity-dependent key figures from the LIS

Activity-independent key figures from the LIS

**Planning 2**

Allocations

Accrual definitions (with or without corresponding data).

Accrual definitions include (regardless of the controlling area):
Overhead structure
Condition types
Credit key

The corresponding data includes:
Assignments
Base cost elements
Credit objects in the percentage method
Credit objects in the target=actual method

**Note**
Because differentiation of accrual calculation transports according to plan and actual is not yet possible, such transports must take place **only** in plan or **only** in actual postings.

Cycles for:

Distribution

Assessment

Indirect activity allocation (with or without the groups used)

Splitting (with or without the groups used)
Price determination

Settings for price determination

Components

### Note

In transports of accrual calculations across systems, dependencies and overhead percentages are **not** transported.

Dependencies are valid across all clients, so you only need to maintain dependencies manually in the case of transports between two different systems, not for transports between two clients in the same system.

Overhead percentage rates must always be maintained manually.

### Activities

Decide which data you want to transport.

Make the selection for the corresponding controlling area.

To place data in a correction request, choose *Include in request*.

To remove data from the correction request, choose *Delete from request*.

**Note**

You can only delete data from the correction request provided the request was not released for transport.

### Additional information

For more information on the processing change requests, see the *SAP Library* under *BC - Basis Components -> Change and Transport System (BC-CTS) -> Change and Transport System - Overview -> Transactions and Tools in the CTS -> Change and Transport Organizer -> Workbench Organizer* as well as *-> Transport Organizer*.

## Import Standard Settings for Resource Planning

In the SAP system, the access sequences, condition types, costing sheets and valuation variants are only created in client "000".

To be able to use these as references for your own settings, you need to import the layouts you require from client "000" into your productive client.

In this IMG activity you start the import of the standard settings for the resource planning.

The SAP system imports the following settings from client "000" into your current client:

- Standard access sequence K001
- Standard condition type CQ01

Standard costing sheet RES01

Standard valuation variant 0

The system imports the valuation variant 0 into all controlling areas in all versions. If a valuation variant already exists in the productive client, the system does **not** overwrite this.

The system executes a report for the import of standard settings for resource planning. Once the report has ended successfully, the standard settings are then available in your current client.

### Recommendation

After a new Release or Correction Release, you should repeat the import of the standard settings for resource planning from client "000" to ensure that you have the most up-to-date settings.

### Activities

Start the report for the import of the standard settings for resource planning in your current client.

## Transport Template Settings

In this activity, choose the transport from system settings for templates that should be transported to the target system. The transport objects are dependent on controlling area.

WHATSAPP +255738656506

The system sets the chosen objects in a correction order. You can transfer the data with the functions of the trasnport system.

The settings for the following templates are maintained here:

cost center planning: activity independent (environment CPI)

cost center planning activity dependent (environment CPD)

template allocation  for cost centers/activity types (environment SCD)

template allocation for cost centers (environment SCI)

You can maintain settings for this and other templates in Transport Settings for Activity-Based Costing.

### Activities

Determine which data you want to transport.

Choose the respective controlling area (Register Templates). For the transport, you can choose:

templates
the corresponding function trees

environments.

Set the data with funciton *Include in request* in a correction request or remove the data with function *Remove from order* in the correction request.
The removal from the correction request is possible only as long as the correction request has not been released to a transport request.

### Note

If you transport settings to function trees and environments, data which was previously trasnported to the target system may be overwritten.

### Additional information

For more information on the processing change requests, see the *SAP Library* under *BC - Basis Components -> Change and Transport System (BC-CTS) -> Change and Transport System - Overview -> Transactions and Tools in the CTS -> Change and Transport Organizer -> Workbench Organizer* as well as *-> Transport Organizer*.

## Transport Settings for Actual Postings

You **cannot** restrict the selection of objects independent of the controlling area. The SAP System takes **all** settings for an object regardless of controlling area.
To select controlling area-dependent objects, you must enter a controlling area. The R/3 System chooses all settings for the controlling area and places them in a correction order.

The SAP system places the selected object in a correction request.

You can transfer the data to the target system using the functions available under transport.

You can transport the following system settings for actual postings per controlling area:

**Actual postings 1**

Account assignment aids

Primary data price variances

Automatic account assignment

Screen variants

Manual reposting of costs/manual allocations

Manual reposting of revenues

Activity allocation

Statistical key figures

Cycles (with or without the groups used) for

Periodic repostings
Distribution

Assessment

Indirect activity allocation

**Actual postings 2**

Accrual calculation definitions (with or without the groups used)

Accrual calculation definitions include, independently of the controlling area:

Overhead structure

Condition type

Credit key

The corresponding data includes: Assignments
Base cost elements
Credit objects in the percentage method
Credit objects in the target=actual method

**Note**

Because differentiation of accrual calculation transports according to plan and actual is not yet possible, such transports must take place either **only** in plan or **only** in actual.

Settings for transfers

Actual data transfer of activity-dependent key figures from LIS

Actual data transfer of activity-independent key figures from LIS

Splitting (with or without the groups used) - Variances

Settings for price calculation

Components

Funds reservation

Number ranges

WHATSAPP +255738656506

### Note

In transports of accrual calculations across systems, access sequences and overhead percentage rates are **not** transported.

Dependencies are valid across all clients, so you only need to maintain dependencies manually in the case of transports between two different systems, not for transports between two clients in the same system.

Overhead percentage rates must always be maintained manually.

### Activities

Decide which data you want to transport.

Make the selection for the corresponding controlling area.

To place data in a correction request, choose *Include in request*.

To remove data from the correction request, choose *Delete from request*.

**Note**

You can only delete data from the correction request provided the request was not released for transport.

### Additional information

For more information on the processing change requests, see the *SAP Library* under *BC - Basis Components -> Change and Transport System (BC-CTS) -> Change and Transport System - Overview -> Transactions and Tools in the CTS -> Change and Transport Organizer -> Workbench Organizer* as well as *-> Transport Organizer*.

## Transport Settings for Account Assign. Logic/Summarization

Per controlling area, you can transport the following system settings for account assignment logic/summarization:

Summarization

You can transport the summarization.

To transport representative cost centers and cost center groups, choose the activity *Transport Settings for Master Data* or the tab index *Master data 1*.

Validation

You have the option of either transporting **all** validations or **only those that are active**.

Substitution

You can either transport **all** substitutions or **only those that are active**.

The SAP system places the selected object in a correction request.

You can transfer the data to the target system using the functions available under transport.

### Activities

Decide which data you want to transport.

Make the selection for the corresponding controlling area.

To place data in a correction request, choose *Include in request*.

To remove data from the correction request, choose *Delete from request*.

**Note**

You can only delete data from the correction request provided the request was not released for transport.

### Further notes

For more information on the processing change requests, see the *SAP Library* under *BC - Basis Components -> Change and Transport System (BC-CTS) -> Change and Transport System - Overview -> Transactions and Tools in the CTS -> Change and Transport Organizer -> Workbench Organizer* as well as *-> Transport Organizer*.

## Transport Settings for Activity-Based Costing

In this IMG activity you transport the system settings for **Activity-Based Costing (CO-ABC)** to a target system. The transport objects are dependent on the controlling area and are divided into organization, master data, planning, template and actual postings.

The SAP System places the selected objects in a correction request. Using the transport functions you then move the data to the target system.

The following settings can be transported.

Organization

Controlling area settings

Versions

Master data

Business processes

Business process standard hierarchy

Business process characteristics

Business process groups

Time-based fields - Long text ( SAPScript )

Statistical key figures

Statistical key figure (master data)

Statistical key figure groups

Planning

Planner profiles

Distribution keys

Planning layout

Transfer statistical key figures in plan from LIS to Business processes

WHATSAPP +255738656506

Transfer statistical key figures in plan from LIS to Cost objects
Plan allocation cycles (with or without the groups used)

Cycles/Periodic reposting

Cycles/Distribution process

Cycles/Assessment process

Cycles/Indirect activity allocation process

Templates

Functions/Parameters of all environments

Templates and/or function trees per environment

Functions and parameters are transported for all environments if the corresponding flag is set. You can specify whether templates and/or function trees should be transported for each environment.

Actual postings

Transfer statistical key figure in actual from LIS to bus. process

Transfer statistical key figure in actual from LIS to cost object

Actual allocation cycles (with or without the groups used)

Cycles/Periodic reposting

Cycles/Distributoin process

Cycles/Assessment process

Cycles/Indirect activity allocation process Specific to CO-ABC are the system settings for:

controlling area

master data

cycles in plan and actual (except periodic reposting)

transfer of statistical key figures in plan and actual

templates (system settings for cost center templates can be edited in Transfer template settings.

All other CO-ABC system settings can be transported with the steps given in the section "Transport system settings".

### Note

## Generate Template

Templates must be generated after a transport before you can work with them.

**Automatic Generation:** The SAP System generates the template coding automatically when you use a template for the first time after the transport in an allocation. The disadvantage of this is that the template allocation requires more time.

**Manual Generation:** SAP recommends that you generate templates manually. This is more time efficient than the automatic generation during the template allocation. For more information, see the Application help for Activity-Based Costing using path *Template -> Edit Template -> More ways to edit templates*.

### Recommendation

Transport the following objects together to avoid inconsistencies in the target system:

Business process standard hierarchy and master data

### Activities

Determine what data you wish to transport.

Choose the corresponding controlling area.

Choose the data that corresponds to the order for each tab index.

Set the flag for the data that should be used.

Select the data with function "Include in request" for the correction request, or use function "Remove from request" to remove data from the correction request.

You can only remove data from the correction request if it has not yet been released to a transport request.

Process the next tab index.

### Further notes

For more information on the processing change requests, see the *SAP Library* under *BC - Basis Components -> Change and Transport System (BC-CTS) -> Change and Transport System - Overview -> Transactions and Tools in the CTS -> Change and Transport Organizer -> Workbench Organizer* as well as *-> Transport Organizer*.

## Delete Test Data

If you posted transaction data or created master data during customizing for testing purposes in your production system, you must delete it for the production start.

The SAP System offers the option of removing the following data groups:

Transaction data

Master data

Cost elements - Cost centers

Activity types
Orders

If you implement the module CO later than other SAP modules, you can automatically copy the cost-accounting-related postings to CO.

## Delete Transaction Data

In this IMG activity you can delete transaction data created through test postings.

This function does not allow selective editing of data: it deletes all the transaction data in a controlling area.

WHATSAPP +255738656506

### Note

The delete function is intended for test data only. For archiving productive transaction data, the SAP System offers the archiving function, found in the application menu for Cost Center Accounting under the menu option "Tools".

In the IMG "Financial Accounting", you can find a program for resetting transaction data under "Financial Accounting Global Settings -> Delete Transaction Data". This program also deletes the transaction data for the CO module.

### Warning

If you start the program from the FI Implementation Guide, all plan data for Cost Center Accounting will also be deleted.

The program also resets the document numbers.

### Recommendation

If you use the reset program from FI and want to keep the CO plan data, start the program without the indicator "Delete CO data". Afterwards, selectively delete plan data and/or transaction data in the CO module.

Activities

Check in which controlling area you wish to delete data.

Enter the desired controlling area.

Start the program.

If you wish to see an overview of the data records to be deleted, select "Test run" before you start the program.

If "Test run" is not selected, all transaction data will be deleted.

If you select "Do not delete plan data" the system only resets actual postings. Cost center planning is then retained in all versions and is available for production operations.

## Delete Cost Elements

In this IMG activity you can delete either individual cost elements or cost element groups for each controlling area .

### Requirements

No actual or plan transaction data exists in the controlling area.

### Activities

Check which cost elements or cost element groups you want to delete and ensure that no transaction data has been posted.

Enter the controlling area in which the cost elements are to be deleted.

Enter the cost elements to be deleted as a numerical interval or as a cost element group.

For an overview of the data records to be deleted, select "Test run" before you start the program.

If "Test run" is not selected, the cost elements or cost element groups you have entered are deleted.

## Delete Cost Centers

In this IMG activity you can delete either individual cost centers, or the cost centers of a cost center group for a controlling area.

### Requirements

The controlling area does not contain any actual or plan transaction data.

### Activities

Check which cost centers or cost center groups you wish to delete.

Enter the controlling area in which you have deleted the transaction data.

Enter the cost centers to be deleted as intervals or as cost center groups. For an overview of the data records to be deleted, select "Test run" before you start the program.
If "Test run" is not selected, the given cost centers/cost center groups will be deleted.

## Delete Activity Types

In this IMG activity you can delete either individual activity types by controlling area, or delete activity types belonging to an activity type group.

### Requirements

No actual or plan transaction data exists in the controlling area.

### Activities

Check which activity types or activity type groups you want to delete.

Enter the controlling area, in which you deleted the transaction data.

Enter the activity types to be deleted as an interval or an activity type group. If you want an overview of the data records to be deleted, select "Test run" before you start the program.
If the indicator "Test run" is not selected, the specified activity types or the activity groups will be deleted.

## Delete Orders

In this IMG activity you can delete internal orders and their transaction data **permanently**.

The system does not check whether actual costs exist for the orders. Deletion removes the orders permanently, and you cannot retrieve them.

SAP recommends not using this function in a productive system as it is intended for test data only. Use internal order archiving instead.

You select the data to be deleted according to the:

Order number

Order type

Controlling area

You can decide whether to delete only orders that have deletion flags, or all orders corresponding to the remaining selection conditions.

In the second case, the orders are deleted even if they still contain actual costs.

A test run produces a list of the orders to be deleted without deleting them from the database.

### Note

The deletion function is intended for test data only. To delete active data in a productive system, use the archiving functions in the Internal Orders menu, under *Tools.*

For further hints, see the program documentation.

### Requirements

You have authorization for the authorization object S_ADMI_FCD (ABAP administration).

### Activities

Check which orders you want to delete.

Enter your selection conditions.

## Delete Cost Objects

Here you start a report that deletes either specified cost object IDs or all cost object IDs in a controlling area together with the short and long texts.

### Requirements

You must already have processed Delete transaction data to be able to reset all the transaction data in the controlling area. Otherwise, you cannot execute this program.

You are authorized to execute this program.

### Activities

Execute the program.

## Delete Base Planning Objects

Here you start a program that deletes all base planning objects and all objects linked to them, such as long texts and costing items.

### Activities

Specify the base planning object(s) you want to delete.

Enter the controlling area(s).

If you do not make any entries for the base planning object and the controlling area, the system deletes all base planning objects

Specify whether the system should:

Delete only those base planning objects that are flagged for deletion in the base object master data.

Simulate the deletion in a test run.

Execute the program.

## Set "Update All Currencies" Indicator

In this activity, you activate or reset the *Update all currencies* indicator.

Notes on the setting for the "Update All Currencies" indicator.

### Recommendation

If you are not sure whether or not the *Update All Currencies* should be activated, it is best to activate it.

### Activities

To activate the indicator, choose *Activate* followed by *Execute*.

To deactivate the indicator, choose *Reset* followed by *Execute*.

To check the settings, choose *Display indicator*.

The system displays a list of the settings for the fiscal years specified. These fiscal years determine the start and end of the validity period.

For example, if you maintained the setting for fiscal years 1994, 1997, and 2003, this would result in the following validity periods:

| Setting for Year | Validity Period |
|---|---|
| 1994 | 1994 - 1996 |
| 1997 | 1997 - 2002 |
| 2003 | 2003 - ... |

You can check the settings for other controlling areas. To do so, choose *Set Controlling Area*.

## Follow-Up Posting

In this section you learn how to automatically transfer CO-relevant postings to the CO module if you introduce CO after using other SAP System modules.

WHATSAPP +255738656506

You can make follow-up postings of all information from FI documents, orpostings from MM or SD, and use the original documents from these applications for the follow-up postings.

Transfers from original documents is useful because all information remains intact, whereas a summarization of an FI document can result in the loss of certain information, such as the material number.
In the following steps, documents can be transferred from the following applications:

Financial Accounting

Material Management

Sales and Distribution

In addition, you can make follow-up postings to down payments and to the reconciliation ledger.

## Post Follow-Up from Financial Accounting Documents

In this IMG activity you can use FI documents to transfer actual postings from financial accounting into CO.

### Recommendation

You should repost in the background during times of low system usage, because the large volumes of data will result in a greater processing load.

### Requirements

You have specified the CO objects (cost centers, orders, etc.) as account assignment objects in the FI documents.

You have created the account assignment objects as master data in CO.

During reposting the SAP System checks whether the CO account assignment objects exist in the FI documents and that they are valid.

### Activities

Ensure that

You have entered the master data in CO for the account assignment objects specified in the FI documents and that

The CO components are active according to the control indicator in the controlling area

Enter the company code, fiscal year, and, if necessary, the period.

Choose the documents according to your requirements:

To repost all information from the FI documents, use the default settings for transaction and document origin and do not further restrict selection of the documents to be reposted.

To use the original documents for postings created in other applications, delete the default setting for transaction and document origin and delimit the documents to be reposted, if necessary - for instance, by document number or date. Transfer of original documents is always recommended if summarizations were made in FI.

Start the follow-up posting.

Use background processing for large amounts of data ("Program -> Process in background").

## Post Follow-Up from Materials Management Documents

In this IMG activity you can transfer documents from Materials Management (MM) to the CO module.

### Recommendation

You should repost in the background during times of low system usage, because large volumes of data result in a greater processing load.

### Requirements

You have specified CO objects (cost centers, orders, etc.) as account assignment objects in the MM documents.

You have created the account assignment objects as master data in CO.

During the follow-up posting, the SAP system checks whether the CO account assignment objects exist in the MM documents and that they are valid.

### Activities

Ensure that

- you have created the master data in CO for the account assignment objects specified in the MM documents
- the CO components are active according to the control indicator in the controlling area

Enter the company code, fiscal year, and, if necessary, the period.

Select the documents for the follow-up posting, as required.

If you want to carry out follow-up postings for specific documents, you can restrict your selection through, for example, document number or document date.

Start the follow-up posting.

For large volumes of data, use background processing ("Program -> Execute in background").

## Post Follow-Up from Sales and Distribution Documents

In this IMG activity, you can transfer documents from Sales and Distribution (SD) to the CO component.

### Recommendation

You should carry out the follow-up postings in the background during times of low system usage, because large volumes of data place a greater load on system resources.

### Requirements

You have specified CO objects (cost centers, orders, and so on) as account assignment objects in the SD documents.

You have created the account assignment objects as master data in CO. During follow-up posting the SAP system checks whether the CO account assignment objects exist in the SD documents and that they are valid.

### Activities

Ensure that

you have created the master data in CO for the account assignment objects specified in the SD documents

the CO components are active according to the control indicator in the controlling area.
If the posting occurs on a profitability segment, this will be derived from the billing date by the system. You do not need to assign explicitly to profitability segments.

Start the follow-up posting.
Restrict the selection criteria for the documents to be posted, if required.
Use background processing for large quantities of data.

## Post Follow-Up to Down Payments

This section describes how you can transfer down payments subsequently to the CO module to evaluate the payments on orders, networks, and WBS elements.

The transfer takes place in two steps:

You define default cost elements, so that down payments and down payment requests can be updated in CO without reference to purchase orders.

You carry out the follow-up posting for the down payments.

## Maintain Down Payment Updates in Controlling

Advance payments for operating costs, heating expenses and sales-based rents are handled, from a technical point of view, as customer down payments, and are updated as such in Controlling. To ensure that the down payment data is updated, you have to assign a revenue element to each special G/L account.
You do this as follows:

For all special G/L accounts that are required for the down payment postings, create a parallel G/L account:

Example
Special G/L transaction Special G/L account Pararell G/L account
AP request 196900 8410
Operating costs 1969 8411
U Sales-based rent 196920 841120
C Cash deposit 196930 841130 The G/L accounts you create must be profit and loss accounts.

Create these accounts as revenue elements in Controlling.

To assign these new accounts to the special G/L accounts, choose the IMG activity "Accounts for Updating RE Down Payments" in this section.

Result

In Financial Accounting, the debit position updates the accounts 196900-196930 (in this example) which represent the special G/L accounts for the special G/L transactions used.

No postings are made on accounts 8410-841130 in Financial Accounting (!), and consequently no balance is shown on these accounts after the debit position run. The purpose of these accounts is only to update the down payments in Controlling.

If no revenue type is entered in the "Accounts for Updating RE Down Payments" table, the revenue type for customer down payments is used; you can maintain this revenue type dependent on the controlling area. In this case, choose the IMG activity "Default Cost Elements for Down Payment Update". Note that this default cost element does not differentiate between J and K postings, which means that debit and credit postings balance.

Note: Even if you do not need this default cost element, you have to maintain the data. If you do not, the system terminates the debit position with an error message.

## Post Follow-Up to Down Payments

As of Release 3, down payments may be valuated as expenses for orders, networks, and WBS elements, and settled in Asset Accounting.

In this IMG activity you carry out the follow-up postings for down payments posted before Release 3 in FI to the specified objects in CO.

The report selects all open down payments and checks whether they already exist in CO. If not, the entire down payment amount is posted even if the payment has been partially allocated. With the last down payment allocation, the payment is completely cleared.

### Recommendation

You should carry out follow-up postings in the background during times of low system usage, because the large volumes of data will result in a greater processing load.

### Requirements

You have completed the IMG activity Define default cost elements for down payments.

### Activities

Start the report if down payments were posted to orders, networks, or WBS elements before Release 3 and these are to be evaluated in CO.

## Follow-Up Posting to Reconciliation Ledger

In this step you learn how to repost to the reconciliation ledger.

WHATSAPP +255738656506

Postings which you made before the reconciliation ledger was active can be subsequently posted for the current fiscal year in order to ensure the completeness of the reconciliation ledger.

At any time, you can repost to the reconciliation ledger for a period interval in a fiscal year. When doing so, the SAP System checks whether you have already posted values in the affected periods. These values are overwritten by the repostings.

Maintain the following parameters for reposting:

Time interval

Period

Fiscal year

Processing

Test run

Background processing

### Recommendation

You should repost in the background to avoid poor system performance, since

reposting of large volumes of data leads to high system load

the reconciliation ledger is locked for online postings at this time

For the extent of the repostings, the corresponding periods in CO are locked for posting. This ensures that data does not simultaneously enter the reconciliation ledger from both online postings and repostings.

### Activities

If you want to repost for a controlling area other than the current one, you can specify another controlling area via **Details -> Set CO area**.

Maintain the parameters for time interval and processing.

## Activate Change Documents for Groups

In this IMG activity you specify whether change documents should be written for specific Controlling master data groups and for general sets.

Based on the change documents you can make changes to the group at any time. The system logs all changes to the group structure and the group name, together with the date of the change and the user who made the change.

You can display the change documents when you create, change or display groups by choosing "Goto -> Change documents".

### Standard settings

As standard, documents are written when you change master data groups, except for order groups.

### Recommendation

The performance of group maintenance is worsened when the system writes change documents. Additionally, the change documents occupy a large volume of data. It is therefore advisable only to log changes to selected master data groups, such as cost center groups or cost element groups.

You should not write any change documents for order groups, as order groups are often very large and frequently changed.

### Activities

You should estimate the volume of change documents expected for the master data groups in Controlling, based on the size of the groups and the frequency of the changes. Then you decide whether to write change documents for these groups.

From the existing Controlling master data groups, select those for which change documents are to be written.

Save your entries.

## Change Requests

## Define Scenarios

### Use

In this Customizing activity, you create, change and delete scenarios for the basic internal service request (APB-ISR). By defining a scenario, you standardize how each service request is submitted and executed.

The *Basic Internal Service Request* Web Dynpro application (APB_ISR_UI_FORM) is used to start the form for the relevant scenario.

### Requirements

You have implemented the Form Processing Business Add-In ( APB_ISR_FORM_PROCESSING ).

You have implemented SAP Adobe Interactive Forms.

### Standard settings

All scenarios provided by SAP are in namespace S.

### Activities

Create a new scenario: Enter a technical name and select the relevant application for the scenario.
Note: Depending on the selected application certain settings described below may not be available.

Choose *Version and Form* and create a new version of the scenario. Enter a unique value as the version number.

Specify a validity period for the scenario version.
Note: New requests can only be entered within the specified validity period, but you can continue to process requests after the validity period expires. The validity periods of different versions must not overlap.

Specify a *Form Template* for the new version. You can use an existing form or generate a new one as follows:

WHATSAPP +255738656506

You can enter a name for the form in the *Form Template* field or simply leave the field empty, in which case the form name will be generated in the following format automatically: APB_ISR_FORM_*XXXX* (*XXXX* = technical name of the scenario). To generate the new form, choose *Generate*.

The form processing interface is generated automatically when the form is created.

Choose *Characteristics* and enter the fields that you want to include in the scenario form. The following **restrictions** apply to the definition of scenario characteristics:

The characteristic names and structure field names within a scenario must be unique. Characteristic names or structure field names must not begin with *ISR_*.

The maximum length of a characteristic name or structure field name is 30 characters.

The maximum length of the data type (*Reference* field) is 250 characters. This refers to the data element assigned to the characteristic or structure field.

To use the input help for Adobe Interactive Forms, you have to define the technical key values of this input help in the characteristic. This is done using the *Key for Input Help* and *Label for Input Help* entries.

To use a characteristic as a multiline long text field, activate the Longtext checkbox.

If you want to change the layout of the form, choose *Change*. The Form Builder appears. If you define new fields in the layout, you can transfer these automatically as characteristics to the scenario when you exit the Form Builder. When you do this, the data binding of the new fields is also automatically stored in the layout. For more information, choose *Help -> Application Help* in the Form Builder.

## Create Request Types

### Use

In this Customizing activity, you define the properties for a change request type.

### Requirements

The prerequisites for creating a request type are as follows:

You have created a scenario in the Customizing activity Define Scenarios.

If you want to display the form data using a Web Dynpro form, you have created a Web Dynpro component.

If you want to use actions, you have created an action handler class and defined the action in the Customizing activity Define Actions.

## Define Actions

### Use

In this Customizing activity, you define the properties for a pushbutton including assigning an action to the pushbutton for processing change requests.

## Assign Actions to Request Types

### Use

In this Customizing activity, you assign self-defined actions to change request types. You can then use these change request types as part of the change request process.

### Requirements

You have defined actions in the Customizing activity Define Actions.

## Roles for NetWeaver Business Client

## General Settings

## Personalization

## Personalization: Overview

### Use

In personalization, you specify the values that belong to the area of responsibility of a business package user, such as the cost centers for which a manager or Business Unit Analyst is responsible.

You can enter the personalization information in different ways:

In the following IMG activities you can, for certain personalization characteristics, fill the data for the users from their authorizations stored in the system:

Fill Personalization Data from Authorizations (Cost Centers)

Fill Personalization Data from Authorizations (Profit Centers)
In the IMG activity Personalization Data: Collective Processing, you can enter data manually for one or more users.

Users can enter their own data in the Web application under *Personalize Data*. You can simulate this entry of users for support purposes in the IMG activity Personalization Data: Individual Processing (includes update).

WHATSAPP +255738656506

For more information, see the SAP Library under *Cross-Application Components -> Personalization*.

## 4 Automatic Generation of Default Authorizations

### Use

As preparation for the IMG activity Fill Personalization from Authorizations, you can first fill the authorizations either from the cost center master record or from Organizational Management. This is initially possible only for the authorization object K_CCA.

To fill the authorizations, first specify entries for default authorizations in this Customizing activity. Then execute one of the two following programs:

FPB_GENERATE_PROFILE_CCMD to transfer the assignment of cost center and user ID from the cost center master record

FPB_GENERATE_PROFILE_HRORG to transfer the assignment of cost center and user ID from the organizational hierarchy

With these programs, you can assign default authorizations that you have entered in this Customizing activity to a set of users that you specify in the selection screen. These authorizations refer exclusively to the authorization object K_CCA. You can assign authorizations at the level of cost centers or hierarchy nodes.

### Requirements

For the program FPB_GENERATE_PROFILE_CCMD there are cost centers for which the user ID is entered in the *Person Responsible* field.

For the program FPB_GENERATE_PROFILE_HRORG you have specified the users' cost center in the *Organizational Management (BC-BMT-OM)* component.

In both cases you can modify the selected area of responsibility with BAdI FPB_AUTHORISATIONS and method CHANGE_RESPAREA.

### Example

Example entry in this Customizing activity that defines the authorization to display for cost center managers:

Authorizations

ID: TEST1 (You enter this ID as the profile ID in the reports.)

Activity: 03

Authorization object: K_CCA

Authorization name: CC_DISPLAY

Text: Cost Center Accounting

Authorization values

Object field: CO_ACTION

Length: 0

Value from: 3027

Value to: 3029

## 4 Fill Personalization Data from Authorizations (Cost Centers)

### Use

In this IMG activity, you can read user-specific data for the controlling area and cost centers centrally for all users from their authorizations, and transfer this data into the personalization framework. You can decide whether the cost center hierarchy should be exploded and whether data for internal orders and WBS elements should be read.

If you execute this IMG activity as a test run, the user data is only displayed and not written to the personalization framework data store.

If you activate expert mode, you can specify first the personalization subcontext and second the personalization application and characteristic in the personalization hierarchy, under which the data is to be updated.

### Requirements

The authorizations are maintained. You can use the IMG activity Automatic Generation of Default Authorizations and the programs mentioned in the documentation for the IMG activity for this purpose.

To enable the internal orders/WBS elements for the area of responsibility to be filled, this information must exist in the master data of the internal orders/WBS elements (field for responsible cost center).

To execute the activity in expert mode, you must have set the parameter *Personalization: Activate Expert Mode (FPB_PERS_EXPERT)* in the user profile to **X**.

## 4 Fill Personalization Data from Authorizations (Profit Center)

### Use

In this IMG activity you can read user-specific data for the controlling area and profit center centrally for all users from their authorizations, and transfer it into the personalization framework. You can decide whether the profit center hierarchy should be exploded and whether data for internal orders and WBS elements should be read.

If you execute this IMG activity as a test run, the user data is only displayed and not written to the personalization framework data store.

WHATSAPP +255738656506

If you activate expert mode, you can specify first the personalization subcontext and second the personalization application and characteristic in the personalization hierarchy, under which the data is to be updated.

### Requirements

The authorizations are maintained.

To enable the internal orders/WBS elements for the area of responsibility to be filled, this information must exist in the master data of the internal orders/WBS elements (field for profit center).

To execute the activity in expert mode, you must have set the parameter *Personalization: Activate Expert Mode (FPB_PERS_EXPERT)* in the user profile to **X**.

### Standard settings

### Activities

## 4 Personalization Data: Collective Processing

### Use

In this IMG activity you can enter the personalization data of users in a personalization dialog either supplied by SAP or in one you created yourself. You enter the values that apply to the selected users for each personalization characteristic. The personalization dialog defines the entry screen for the data.

This form of collective processing is particularly useful for characteristics that are the same for many users (the current year would be an example). For characteristic values that are different for particular users, you can also use this IMG activity by entering individual users instead of user groups in the selection screen.

If you start collective processing for an **individual** user for whom personalization data had been entered in the past, then these characteristic values are also displayed in the personalization dialog. If you start collective processing for several users then the personalization dialog is displayed without the personalization data, because the individual characteristic values usually differ depending on the user.

**Notes**

In collective processing, no authorization check or existence check is made of the personalization data entered, so as not to impede performance. These checks are first made in the applications that use the personalization data for the selection.

If users enter their personalization data in the application themselves, this data counts as the entries that apply rather than the data entered here in collective processing. In this situation and unlike collective processing both an authorization check and an existence check is made.

If you want to enter personalization data under a particular application subcontext, the corresponding field is only displayed in the selection screen for collective processing if you have activated expert mode in the user parameters for your own user (under *System -> User Profile -> Own Data -> Parameters*: Parameter ID: FPB_PERS_EXPERT, Parameter Value: X).

### Requirements

The users have been created.

Custom or standard SAP personalization dialogs exist.

You have activated expert mode in your own user parameters as necessary.

### Activities

Choose the personalization dialog you want to use to enter data.

Enter the user or users for whom you want to enter the personalization data.
Enter the application subcontext for which you want to enter the personalization data.

Enter a time period. If you do not make an entry, the system assumes the largest possible time period (01/01/0001 to 12/31/9999).

Specify whether you want the system to update only the data you entered or also the fields you left empty.

If you select *Update Input Data Only*, only the values that you explicitly enter are updated. Nothing is updated for the fields that you leave empty. Any data for these characteristics existing on the database is not changed.

If you select *Update Initial Data Also*, the values for the empty fields that are on the database are overwritten with the initial values.

Choose *Program -> Execute.*
The entry screen for the selected personalization dialog appears.

Enter the personalization data and save it.

## 4 Additional Functions in Personalization

## 4 Personalization Data: Single Processing

### Use

As the administrator, you can simulate the entry of personalization data by users in the Web application in this IMG activity. This enables you analyze problems without having to use the Web front end, and determine whether the problem lies in the front end or in the update of the data in the back end.

Unlike collective processing, in single processing of personalization data both an authorization check and existence check is made.

If you start single processing for an individual user for whom personalization data had been entered in the past, then these characteristic values are also displayed in the personalization dialog, meaning that individually entered personalization data overrides administratively entered data. **Note**

If you want to enter personalization data under a particular application subcontext, the corresponding field is only displayed in the selection screen for single processing if you have activated expert mode in the user parameters for your own user (under *System -> User Profile -> Own Data -> Parameters*: Parameter ID: FPB_PERS_EXPERT, Parameter Value: X).

WHATSAPP +255738656506

### Activities

Choose the personalization dialog you want to use to enter data.

Enter the application subcontext for which you want to enter the personalization data.

Enter the user whose data entry you want to simulate.

Choose *Program -> Execute.*
The entry screen for the selected personalization dialog appears.

Enter the personalization data and save it.

## 4 Edit Personalization Hierarchy

### Use

In this IMG activity you can make the following settings for the personalization hierarchies:

You can include additional personalization applications (meaning nodes in the hierarchy) in the SAP personalization hierarchy delivered.

You can include new characteristics in the personalization applications delivered. You should note that in this case you have to adapt the personalization dialogs to make it possible to enter personalization data for the characteristics.

You can create your own personalization hierarchies parallel to the personalization hierarchy delivered.

For general information on personalization hierarchies, see the SAP Library under *Cross-Application Components -> Personalization -> Components of the Personalization Framework.*

### Standard settings

The standard delivery for SAP ECC already contains standard personalization hierarchies. Hence, for example, the root nodes of the standard personalization hierarchy for applications in the Controlling environment are CO.

For all of the applications delivered in the standard system that require personalization data from the personalization framework as start parameters, corresponding personalization applications with the appropriate personalization characteristics are also delivered in the standard system. For these applications, only the personalization data still needs to be entered for the users (see personalization data: collective processing). You are **not** required to create your own personalization hierarchies, applications and characteristics.
To create your own personalization application, choose *New Entries* in the view *Personalization Hierarchy*.

### Activities

You sort the personalization application in the existing personalization hierarchy by specifying the higher-level node of the hierarchy in the field *Higher-Level Personalization Application*. If you leave this field blank, you create the uppermost node (root node) of a new personalization hierarchy.

Make sure that you do not implement a circular hierarchy. Each hierarchy must have a root node, and the evaluation path of a hierarchy path must be unique from the lowest node to the root node.

To include characteristics in a personalization application, select the personalization application in the view *Personalization hierarchy* and then choose *Personalization characteristics*.

Enter the necessary data for the characteristic in the view *Personalization characteristics*. This is where you specify how personalization data for the characteristic is later displayed and entered in the personalization dialog. Amongst other things, you also specify here the personalization characteristiscs reference to the *ABAP Dictionary*.

## 4 Edit Personalization Dialog

### Use

In this IMG activity you can define separate personalization dialogs for the entry of personalization data. You may find this is necessary, for example, if you have enhanced the personalization hierarchy delivered.

One personalization dialog can consist of several tab pages with various field groups.

### Standard settings

The standard delivery for SAP ECC already contains standard personalization dialogs. For example, the standard dialog for entering personalization data in the Controlling environment for cost center reporting is DIA_CO_CCA_IS.

For all of the applications delivered in the standard system that require personalization data from the personalization framework as start parameters, corresponding personalization dialogs with the appropriate personalization characteristics are also delivered in the standard system. Only the personalization data still needs to be entered for your users (see personalization data: collective processing). You are **not** obliged to create your own personalization dialogs.
To create your own personalization dialog, choose *New Entries* in the view *Dialog ID*. To group the fields of a personalization dialog, carry out the following steps:

Create a tab page, by selecting the personalization dialog and then choosing *Dialog Tab Page Title*. Assign an ID and name for the tab page title.

### Activities

To create a field group on the tab page, select the dialog tab page title and then choose *Dialog Groupings*. Assign an ID and name for the grouping of dialog fields.

To specify the individual fields of the grouping, select the dialog grouping and then choose *Dialog Fields*.

Create a field using *New Entries*. You can define the link to the personalization hierarchy by entering the personalization application and characteristic (field). You also need to specify whether the field on the personalization dialog is to be ready for input, or whether personalization data should be displayed only. Using position, you determine the order of the dialog fields within the grouping.

## 4 Display Personalization Data

### Use

In this IMG activity you can display all of the existing personalization data for one or more users. The system then displays the data entered by both the administrator in collective processing centrally, and the data entered by users themselves.

The personalization data view corresponds to the display of the data records in the database table (technical view). Consequently, you can quickly ascertain which personalization data has actually been saved for each user.

## 4 Delete Personalization Data

### Use

In this IMG activity you can delete the data entered for a personalization application for one or more users. This is particularly useful if you experience data inconsistencies.

If you only want to delete the personalization data for a particular personalization characteristic, then enter that characteristic in the selection screen. In the input help, you are offered only those personalization characteristics that, in accordance with the personalization hierarchy, also relate to the personalization application you have already selected. If you want to delete all of the data for the personalization application, then leave the field *Characteristic* blank.

The system then deletes the data entered by both the administrator in collective processing centrally, and the data entered by users themselves.

In the test run, you can check which data records are deleted in the upate run.

The personalization data view corresponds to the display of the data records in the database table (technical view). Consequently, you can quickly ascertain which personalization data has actually been saved for each user.

## 4 Reorganize Personalization Data

### Use

In this IMG activity you can assign the existing data for a personalization application for a particular characteristic to a different personalization application. As you do this, you can decide whether to retain the data for the original personalization application or to delete it.

### Requirements

It is only possible to reorganize the personalization data if there is a corresponding target characteristic in the target personalization application. The input help only displays relevant personalization characteristics. The target characteristic does not have to have the same name, but must have the same domain as the source characteristic.

Include the relevant personalization characteristics for the personalization applications in the personalization hierarchy as necessary, before you reorganize (see also the IMG activity Edit Personalization Hierarchy). You are not required to create your own personalization hierarchies, applications and characteristics, but can enter existing or standard system delivery personalization characteristics for personalization applications as the target for the reorganization.

## 4 Business Add-Ins

## 4 BAdI: Personalization: Authorization Checks

### Use

This Business Add-In (BAdI) is used in the *Personalization Framework ( CA-GTF-SGF-FPB )* component.

This BAdI enables you to make authorization checks for objects in connection with personalization.

### Standard settings

The Business Add-In is active in the standard system.

The Business Add-In is filter-dependent, but cannot be used more than once.

Create one implementation for each personalization application for which you wish to make an authorization check in the environment. If an active implementation exists, this is also executed.

The following implementation is delivered in the software component EA-APPL:

FPB_PERS_AUTH_CO (Personalization: Existence checks in the CO environment; filter characteristics/applications: CO*, BUA*)

### Activities

After you call the IMG activity, the system displays a dialog box where you enter a name for the implementation.

If implementations of this Business Add-In have already been created, the system displays them in a dialog box. You then choose one of them by choosing ***Create***, and continue as follows:

In the dialog box, enter a name for the implementation of the Add-In and choose ***Create***. The system displays the initial screen for creating Business Add-In implementations.

On this screen, enter a short description for you implementation in the ***Implementation Short Text*** field.

If you choose the ***Interface*** tab, you will notice that the system has filled in the ***Name of the Implementing Class*** field automatically, by assigning a class name based on the name of your implementation.

Save your entries and assign the Add-In to a package.

To edit a method, double-click its name.

Enter your implementation code between the `method <Interface Name>~<Name of Method>.` and `endmethod.` statements.

Save and activate your code. Navigate back to the ***Change Implementation*** screen.
Note: You can also create an implementation for an Add-In and not activate it until later. If you want to do this, do not carry out the following step:

Choose ***Activate***.
When the application program is executed, the system carries out the code in the method you wrote.

## 4 BAdI. Personalization: Existence Checks

### Use

This Business Add-In (BAdI) is used in the *Personalization Framework ( CA-GTF-SGF-FPB )* component.

This BAdI enables you to make existence checks for objects in connection with personalization.

### Standard settings

The Business Add-In is active in the standard system.

The Business Add-in is filter-dependent, but cannot be used more than once. Create one implementation for each personalization application for which you wish to make an existence check in the environment.

If an active implementation exists, this is also executed.

The following implementations are delivered in the software component EA-APPL:

FPB_PERS_EXIST_CO (Personalization: Existence checks in the CO environment; filter characteristics/applications: CO*, BUA*)

MT_PERS_CHECK_EXIST (Personalization: Existence checks in the maintenance technology environment; filter characteristics/applications: OPS-EAM*)

OPS_PERS_CHECK_EXIST (Personalization: Existence checks in the quality check environment; filter characteristic/application: OPS)

QI_PERS_CHECK_EXIST (Personalization: Existence checks in the quality check environment; filter characteristics/applications: OPS-QM*)

### Activities

After you call the IMG activity, the system displays a dialog box where you enter a name for the implementation.

If implementations of this Business Add-In have already been created, the system displays them in a dialog box. You then choose one of them by choosing ***Create***, and continue as follows:

In the dialog box, enter a name for the implementation of the Add-In and choose ***Create***.
The system displays the initial screen for creating Business Add-In implementations.

On this screen, enter a short description for you implementation in the ***Implementation Short Text*** field.

If you choose the ***Interface*** tab, you will notice that the system has filled in the ***Name of the Implementing Class*** field automatically, by assigning a class name based on the name of your implementation.

Save your entries and assign the Add-In to a package.

To edit a method, double-click its name.

Enter your implementation code between the `method <Interface Name>~<Name of Method>.` and `endmethod.` statements.

Save and activate your code. Navigate back to the ***Change Implementation*** screen.
Note: You can also create an implementation for an Add-In and not activate it until later. If you want to do this, do not carry out the following step:

Choose ***Activate***.
When the application program is executed, the system carries out the code in the method you wrote.

# 4 BAdI: Personalization: Resolution of Intervals and Groups

## Use

This Business Add-In (BAdI) is used in the *Personalization Framework ( CA-GTF-SGF-FPB )* component.

With this BadI, you can resolve groups and intervals into their respective single values within the personalization of objects.

## Standard settings

The Business Add-In is active in the standard system.

The Business Add-in is filter-dependent, but cannot be used more than once.

Create an implementation for each personalization application required in whose environment you want to resolve groups and objects into their respective single values. If an active implementation exists, this is also executed.

The following implementation is delivered in the software component EA-APPL:

FPB_PERS_RESOLVE_CO (Personalization: Resolve in CO environment; filter characteristics/applications: CO*, BUA*)

## Activities

After you call the IMG activity, the system displays a dialog box where you enter a name for the implementation.

If implementations of this Business Add-In have already been created, the system displays them in a dialog box. You then choose one of them by choosing ***Create***, and continue as follows:

In the dialog box, enter a name for the implementation of the Add-In and choose ***Create***. The system displays the initial screen for creating Business Add-In implementations.

On this screen, enter a short description for you implementation in the ***Implementation Short Text*** field.

If you choose the ***Interface*** tab, you will notice that the system has filled in the ***Name of the Implementing Class*** field automatically, by assigning a class name based on the name of your implementation.

Save your entries and assign the Add-In to a package.

To edit a method, double-click its name.

Enter your implementation code between the `method <Interface Name>~<Name of Method>.` and `endmethod.` statements.

Save and activate your code. Navigate back to the ***Change Implementation*** screen.

Note: You can also create an implementation for an Add-In and not activate it until later. If you want to do this, do not carry out the following step:

Choose ***Activate***.

When the application program is executed, the system carries out the code in the method you wrote.

# 4 BAdI: Personalization: Conversion of Data Formats

### Use

This Business Add-In (BAdI) is used in the *Personalization Framework ( CA-GTF-SGF-FPB )* component.

This BAdI enables you to undertake the conversion of data formats for objects in connection with personalization. This means you can convert the relevant personalization data for a particular personalization characteristic from external to internal format, and the other way round.

### Standard settings

The Business Add-In is active in the standard system.

The Business Add-in is filter-dependent, but cannot be used more than once. Create one implementation for each personalization application in whose environment you wish to make a conversion.

If an active implementation exists, this is also executed.

If the system is unable to determine any implementations, then in the standard system the default code for conversion of external to internal format (or the other way round) is executed automatically. To display the default code, choose *Goto -> Default Code -> Display* .

### Activities

After you call the IMG activity, the system displays a dialog box where you enter a name for the implementation.

If implementations of this Business Add-In have already been created, the system displays them in a dialog box. You then choose one of them by choosing ***Create***, and continue as follows:

In the dialog box, enter a name for the implementation of the Add-In and choose ***Create***. The system displays the initial screen for creating Business Add-In implementations.

On this screen, enter a short description for you implementation in the ***Implementation Short Text*** field.

If you choose the ***Interface*** tab, you will notice that the system has filled in the ***Name of the Implementing Class*** field automatically, by assigning a class name based on the name of your implementation.

Save your entries and assign the Add-In to a package.

To edit a method, double-click its name.

Enter your implementation code between the `method <Interface Name>~<Name of Method>.` and `endmethod.` statements.

Save and activate your code. Navigate back to the ***Change Implementation*** screen.

Note: You can also create an implementation for an Add-In and not activate it until later. If you want to do this, do not carry out the following step:

Choose ***Activate***.

When the application program is executed, the system carries out the code in the method you wrote.

## 4 BADI for Generating Default Authorizations

### Use

With this Business Add-In (BAdI) you make additional checks or changes for the areas of responsibility of the users determined by program FPB_GENERATE_PROFILE_CCMD or FPB_GENERATE_PROFILE_HRORG.

For more Informationen on using the programs, see the documentation for the IMG activity Automatic Generation of Default Authorizations.

### Standard settings

No standard implementation is delivered for this BAdI. The areas of responsibility are determined as they are by one of the above programs and processed further.

### Activities

After you call the IMG activity, the system displays a dialog box where you enter a name for the implementation.

If implementations of this Business Add-In have already been created, the system displays them in a dialog box. You then choose one of them by choosing ***Create***, and continue as follows:

In the dialog box, enter a name for the implementation of the Add-In and choose ***Create***. The system displays the initial screen for creating Business Add-In implementations.

On this screen, enter a short description for you implementation in the ***Implementation Short Text*** field.

If you choose the ***Interface*** tab, you will notice that the system has filled in the ***Name of the Implementing Class*** field automatically, by assigning a class name based on the name of your implementation.

Save your entries and assign the Add-In to a package.

To edit a method, double-click its name.

Enter your implementation code between the `method <Interface Name>~<Name of Method>.` and `endmethod.` statements.

Save and activate your code. Navigate back to the ***Change Implementation*** screen.

Note: You can also create an implementation for an Add-In and not activate it until later. If you want to do this, do not carry out the following step:

Choose ***Activate***.

When the application program is executed, the system carries out the code in the method you wrote.

## 4 BAdI: Provision of Attachments (My Unusual Items)

### Use

This Business Add-In (BAdI) is used in the **Cost Center Accounting** (CO-OM-CCA ) component. You can use this BAdI to provide attachments that are displayed in the *My Unusual Items* application.

When users add attachments to cost documents by using standard SAP features, such as transaction code FB50 or KSB5, those attachments are stored in business objects. However, if you have implemented other attachment targets so that attachments are no longer stored in business objects, you must use this BAdI to provide attachments requested by the application.

### Standard settings

For more information about the standard settings (filters, single or multiple uses), see the **Enhancement Spot Element Definitions** tab in the BAdI Builder (transaction SE18).

**BAdI Implementations**

The following default implementation is available:

*FCO_MYUNUSUAL_BADI_DEFAULT*:

The default implementation retrieves attachments from business objects.

### More information

BAdI method documentation:

GET_ATTACHMENT

GET_ATTACHMENT_CONTENT

For information about implementing BAdIs as part of the Enhancement Framework, see SAP Library for SAP NetWeaver Platform on SAP Help Portal at http://help.sap.com/nw_platform.
Choose a release and then Application Help. In SAP Library, choose *SAP NetWeaver Library*: *Function-Oriented View-->Application Server-->Application Server ABAP-->Application Development on AS ABAP-->ABAP Customer Development-->Enhancement Framework*.

## 4 BAdI: Spending Trend Projection (My Spend)

### Use

This Business Add-In (BAdI) is used in the **UI5 My Spend** (MOB-UIA-FI-MS) component. You can use this BAdI to implement your own projection of spending trends that are displayed on the *My Spend* app. You can apply your own algorithms for generating spending trends if the standard trend projection does not suit your needs.

### Standard settings

For more information about the standard settings (filters, single or multiple uses), see the *Enhancement Spot Element Definitions* tab in the BAdI Builder (transaction SE18).

**BAdI Implementations**

The following default implementation is available:

*FCO_MYSPEND_BADI_DEFAULT:*

The default implementation projects the spending trend by using the average of the actual spending of this year. For each accounting period, the system takes the average of the actual spending (including the committed spending) of the three periods before that period as the projected spending. For example, standing at the point of the fourth period of the year, the system projects the spending of the fourth period by averaging the actual spending of the first, second, and third periods of the year.

This implementation only supports fiscal year variants that define 12 accounting periods every year.

### Further information

BAdI method documentation:

MAKE_TREND_PROJECTION

For information about implementing BAdIs as part of the Enhancement Framework, see SAP Library for SAP NetWeaver Platform on SAP Help Portal at http://help.sap.com/nw_platform.

Choose a release and then Application Help. In SAP Library, choose *SAP NetWeaver Library*: *Function-Oriented View-->Application Server-->Application Server ABAP-->Application Development on AS ABAP-->ABAP Customer Development-->Enhancement Framework*.

# 4 Internal Service Requests

## 4 Internal Service Request: Overview

### Use

Internal Service Requests (ISRs) are integrated into various Web applications. Users can send a request in a Web application by clicking a pushbutton. For example, a Business Unit Analyst can request a change to master data.

For more information on the ISR scenarios available in the applications of Manager Self-Services or the Business Unit Analyst, refer to the SAP Library under *Cross-Application Components -> Manager Self-Service* or *Business Unit Analyst*.

The customizing settings for Internal Service Requests are located under *Cross-Application Components -> Internet/Intranet Services -> Internal Service Request*.

# 4 Express Planning

## 4 Define Planning Scenario

### Use

In this IMG activity you define a planning scenario that you use for planning with Express Planning in the *SAP NetWeaver Portal* . You can find additional information on using Express Planning in the SAP library under *Cross-Application Components* -> *Express Planning*.

For each planning scenario you create at least one Express Planning instance. If you create several instances, you can use the planning scenario for more than one planning round. You can additionally define a context area in which information for the planner can be displayed in the portal.

### Requirements

The plan versions defined in the instance are available in the IMG activity Maintain Versions.

### Standard settings

The planning scenario *Express Planning: Cost Center Planning* (*0_CC_EXP*) is contained in the standard delivery, which you can use an example. For additional information on this example, see the SAP library under *Cross-Application Components -> Express Planning -> Example Scenario for Cost Center Planning*.

### Activities

You create a planning scenario under *Scenario -> Create*.

Under the *Specification Work Area* node you can then define the steps and substeps of the planning scenario. To do this, place the cursor on the higher-level node and from the context menu choose *Insert Step/Substep*.
You can also use all steps and substeps across a range of scenarios. When you do this, you have the option of either creating the subordinate elements of a scenario again by copying, or including them as a reference of the original.

You make the basic settings for a substep. You use this to include a planning service and define its parameters. If you want to change the standard selection of the object types for the planning service, enter a personalization dialog at the level of the planning scenario that contains the required object types.

You can enter an *RFC Destination* for some substeps. You can specify a different system in the RFC destination than the one that is linked in the portal. The planning service then determines the data in the system specified in the RFC destination when you execute planning.

To define an instance for the planning scenario, place the cursor on the *Specification Instance* node, and from the context menu choose *Insert Instance*.

Under the *Specification Context Area* node you can assign steps and substeps of a planning scenario an explanatory text, a document or a URL. To create a new entry, place the cursor on the higher-level element and from the context menu choose *Insert Section/Item*. You can change the sequence of the context area sections using the arrow keys.

For additional information regarding the settings options, see either the documentation for the fields, or the SAP library under *Cross-Application Components -> Express Planning -> Configuring a Planning Scenario.* You can also access this documentation by choosing *Help -> Application Help*.

## 4 Define Key Figure Prices

### Use

In this IMG activity you can define prices that can be used within Express Planning for the valuation of statistical key figures entered.

To enter prices, the following entries are mandatory:

Controlling area that is used to determine the currency and to restrict the validity of key figures and cost elements.

Key figure for which the valuation is to be made.

Cost element to which the valuation is posted (if you use the same cost element for several key figures, the individual values are added together).

With these required entries you can enter general prices in the system that are not specified in greater detail with regard to company code, version and also fiscal year and period.

In addition to these general prices, you can also enter prices in greater detail by specifying one or more additional parameters such as the company code.

If you enter several prices in differing levels of detail for a key figure and cost element then the price used for the key figure valuation is the one with the finest granularity (technically the price with the maximum number of matching arguments). If, for example, the valuation is to be carried out for a particular period, and a price has been defined for this period, then this price is used for the valuation. However, if no price has been defined for the period, then the price that has been defined (for example) for the corresponding fiscal year is used. For the price determination, this means that the parameters that can be defined for a price are gradually made more general. Only if no price can be found at the key figure or cost element level in the course of this gradual generalization is the system unable to carry out a key figure valuation.

You enter the price for a price unit. The price unit frequently has the value 1, but you can also specify prices that relate to a particular quantity (for example, price per 0 units)

## 4 BAdI: Change Room Parameters

### Use

This Business Add-In (BAdI) is used in the role *Business Unit Analyst (BUA) 2*. In this role you can create planning rounds for *Express Planning*. In the portal, a room is created for every planning round in which you send Express Planning planning tasks to the manager, and can follow the status of these planning tasks.

You can use this BAdI to change the parameters of the planning round or room. The BAdI is called when you create a planning round in the portal.

### Standard settings

This BAdI is active in the standard SAP system. It cannot be multiply used and is not filter-dependent.

### Activities

After you call the IMG activity, the system displays a dialog box where you enter a name for the implementation.

If implementations of this Business Add-In have already been created, the system displays them in a dialog box. You then choose one of them by choosing ***Create***, and continue as follows:

In the dialog box, enter a name for the implementation of the Add-In and choose ***Create***. The system displays the initial screen for creating Business Add-In implementations.
On this screen, enter a short description for you implementation in the ***Implementation Short Text*** field.

If you choose the ***Interface*** tab, you will notice that the system has filled in the ***Name of the Implementing Class*** field automatically, by assigning a class name based on the name of your implementation.

Save your entries and assign the Add-In to a package.

To edit a method, double-click its name.

Enter your implementation code between the `method <Interface Name>~<Name of Method>.` and `endmethod.` statements.

Save and activate your code. Navigate back to the ***Change Implementation*** screen.
Note: You can also create an implementation for an Add-In and not activate it until later. If you want to do this, do not carry out the following step:

Choose ***Activate***.
When the application program is executed, the system carries out the code in the method you wrote.

### For more information, see:

Methods

Change person responsible

Change role names

Change the room parameters

Change application parameters

# 4 Manager Self-Service ( WDA )

# 4 Assign PFCG Role to Users

### Use

In this Customizing activity, you assign users to roles so they can perform the related tasks in SAP NetWeaver Business Client.

For example, users can be assigned to the following roles:

*Cost Center Manager: NWBC* ( SAP_CO_COSTCENTER_MANAGER )

*Project Planner: NWBC* ( SAP_CO_PROJECT_PLANNER )

*Internal Controller: NWBC* ( SAP_CO_INTERNAL_CONTROLLER )

# 4 Cost Center Monitor

## 4 Edit Administration Rules for Cost Center Variances

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
: Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Cost Center Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
: Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Cost Center Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Cost Center Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Cost Center Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Cost Center Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Cost Center Line Items per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Internal Order Monitor

## 4 Edit Administration Rules for Order Variances

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
: Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Order Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
: Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Order Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Order Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Order Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Order Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Order Line Items per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This

could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Profit Center Monitor

## 4 Edit Administration Rules for Profit Center Variances

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
: Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Profit Center Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Profit Center Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Profit Center Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Profit Center Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Profit Center Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Profit Center Line Items per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This

could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Equipment Monitor

## 4 Edit Views

### Use

In this IMG activity you can configure the views of the Equipment Monitor (MSS) or the Equipment Overview (ESS). The views are used as follows:

The *Assignment* view (ASSIGNMENT) is used in Manager Self-Service (MSS) and shows the employees to which the equipment on the manager's cost center is assigned.

The *Costs* view (COST) is used in MSS and shows the costs incurred for the equipment on the manager's cost center.

The *Employee* view (EMPLOYEE) is used in Employee Self-Service (ESS) and shows the equipment assigned to an employee.

You can specify the following for each view:

You can give the views a different name.

You can specify the object type from which the fields (such as the personnel number, cost center, room number, or location) are filled that exist in all three object types ( asset, equipment, and loan object). You can specify a priority for each object type. When the monitor is displayed, the system attempts to fill a common field first from the object type with the highest priority, then from the object type with medium priority, and finally from the object type with the lowest priority.

You can specify which equipment types and asset classes are displayed. This enables you to exclude equipment and assets that are from a different business context and that cannot be assigned to any employee.

The Business Add-In FCOM_EQM_CHANGE enables you to further modify how data is displayed (such as contents and column display).

### Activities

Select a view and switch to the detail screen. There you can specify the name of the view and the priority for filling common fields from the object types.

Back in the initial screen, select a view and specify under *Equipment Categories* and *Asset Classes* the values that you want to display in the view.

## 4 Specify RFC Connection to HCM System

### Use

The leading system in data selection is the Financials system. To read additional data ( personnel data and data on loan objects), enter the RFC connection to the HCM system in which the data is located.

### Requirements

The RFC destination has been created.

## 4 Prepare Cost Determination

### Use

In this IMG activity, you (as an administrator) prepare the cost determination process for the Equipment Monitor. When you do this, the system creates rules that are needed in cost determination for technical reasons.

Preparation of cost determination only needs to be done once for each user.

### Requirements

The personalization settings have been made for the user (see Personalisierungs-Framework: Übersicht).

### Activities

Prepare cost determination for all users of the Equipment Monitor.

If new users are added later, you only need to do the preparation for the new users.

**Note**: If you create rules for many users, you should run the job in background.

## 4 Execute Cost Determination

### Use

In this IMG activity you execute cost determination and write the results to the database table. The Equipment Monitor displays the costs from this table, enabling faster access to the data than if the costs had to be recalculated each time they were displayed.

You should run the cost determination on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

Cost determination has been prepared (see Prepare Cost Determination).

### Activities

Enter data as required:

You can run cost determination for one user or for all users (enter *). You can execute cost determination as a test run first. However, this is only possible for a single user. The following time-based selections are available:

Last access after: Cost determination is run for all users who accessed the monitor after the specified date.

Delete: Last access before: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute cost determination or schedule a regular background job.

# 4 Business Add-Ins

## 4 BAdI: Change Equipment Monitor

### Use

This Business Add-In (BAdI) is used in the following components:

*Manager Self-Service ( EP-PCT-MGR )*

*Employee Self-Service ( CA-ESS )*

This BAdI enables you to influence how data is displayed in the Equipment Monitor or the Equipment Overview. You can modify the data content as well as column headers and the visibility of columns.

### Activities

After calling up the IMG activity, a dialog box appears, in which you can enter a name for the implementation.

If you have already made other implementations for this BAdI, another dialog box appears, in which the existing implementations are displayed. In this case, choose *Create*, and proceed as follows:

In the dialog box, enter a name for the BAdI implementation in the *Implementation* field, and choose *Create*.

The screen for creating BAdI implementations is now displayed.

Enter a short text for the implementation in the *Short text for implementation* field.

From the tab index, choose *Interface*.

The *Name of implemented class* field is already filled on the tab page, as a class name was automatically assigned to the implementation when you named it.

Save your entries, and assign the implementation to a development class.

Place the cursor on the method, and double-click to enter method processing.

Enter the code for the implementation between the statements `method <Interface name> ~ <Name of method>` and `endmethod`.

Save and implement your code. Return to the *Edit Implementation* screen.

Save the entries on the *Edit Implementation* screen.

Note: You can also create an implementation, and then activate it at a later time. In such a case, end the processing stage at this point.

Choose *Activate*

The code you stored in the method will be run when the application program is executed.

### Example

### See also:

Methods

Change Contents

Change Layout

## 4 BAdI: Assignment of Equipment to Users

### Use

This Business Add-In (BAdI) is used in the following components:

*Manager Self-Service ( EP-PCT-MGR )*

*Employee Self-Service ( CA-ESS )*

You use this BAdI to establish how the system determines the items of equipment assigned to a user and the users for a list of equipment.

### Requirements

You have maintained the assignment of equipment to users (user name, personnel number).

### Standard settings

In the example implementation, the items of equipment for a user are determined as follows:

The system evaluates the partner roles VW and VU for the equipment.

The partner role VW is evaluated first, then the partner role VU (since personnel numbers are evaluated first).

### Activities

See whether the example implementation can be used for your system.

After calling up the IMG activity, a dialog box appears, in which you can enter a name for the implementation.

If you have already made other implementations for this BAdI, another dialog box appears, in which the existing implementations are displayed. In this case, choose *Create*, and proceed as follows:

In the dialog box, enter a name for the BAdI implementation in the *Implementation* field, and choose *Create*.
The screen for creating BAdI implementations is now displayed.

Enter a short text for the implementation in the *Short text for implementation* field.

From the tab index, choose *Interface*.
The *Name of implemented class* field is already filled on the tab page, as a class name was automatically assigned to the implementation when you named it.

Save your entries, and assign the implementation to a development class.

Place the cursor on the method, and double-click to enter method processing.

Enter the code for the implementation between the statements `method <Interface name> ~ <Name of method>` and `endmethod`.
Save and implement your code. Return to the *Edit Implementation* screen.

Save the entries on the *Edit Implementation* screen.
Note: You can also create an implementation, and then activate it at a later time. In such a case, end the processing stage at this point.

Choose *Activate*
The code you stored in the method will be run when the application program is executed.

### Example

### See also:

Methods

Determine Equipment for User

Determine User for Equipment

# 4 BAdI: Equipment Monitor, Select Cost Determination

## Use

This Business Add-In (BAdI) is used in the Manager Self-Service (EP-PCT-MGR) component.

The Equipment Monitor shows the costs for equipment and assets that were collected on the assigned maintenance orders or internal orders. This BAdI assigns additional costs to the assets and equipment. These costs are displayed in the Equipment Monitor in the costs column.

## Activities

After calling up the IMG activity, a dialog box appears, in which you can enter a name for the implementation.

If you have already made other implementations for this BAdI, another dialog box appears, in which the existing implementations are displayed. In this case, choose *Create*, and proceed as follows:

In the dialog box, enter a name for the BAdI implementation in the *Implementation* field, and choose *Create*.

The screen for creating BAdI implementations is now displayed.

Enter a short text for the implementation in the *Short text for implementation* field.

From the tab index, choose *Interface*.

The *Name of implemented class* field is already filled on the tab page, as a class name was automatically assigned to the implementation when you named it.

Save your entries, and assign the implementation to a development class.

Place the cursor on the method, and double-click to enter method processing.

Enter the code for the implementation between the statements `method <Interface name> ~ <Name of method>` and `endmethod`.

Save and implement your code. Return to the *Edit Implementation* screen.

Save the entries on the *Edit Implementation* screen.

Note: You can also create an implementation, and then activate it at a later time. In such a case, end the processing stage at this point.

Choose *Activate*

The code you stored in the method will be run when the application program is executed.

## Example

## See also:

Methods

Determination of Costs

# 4 Reporting

# 4 Set Up LaunchPad

### Use

In this IMG activity, you define the applications (links to reports, transactions, URLs) for the *Launchpad* iView .

For additional information, see the SAP Library under *SAP ERP Central Component* -> *Business Packages/Functional Packages* -> *Business Package for Common Parts* -> *Launchpad*.

### Standard settings

If you are using the Hierarchy then the object types of the hierarchy are displayed as object nodes. The object nodes in this case form the first level of the subdivision of the launchpad. For the *Business Unit Analyst* you can determine the selection of object types under *Business Unit Analyst 2 (mySAP ERP)* -> *Hierarchy* -> Set Hierarchy. You cannot change the selection for the *Manager Self-Service*.

### Activities

When you execute the IMG activity for the first time or have not yet saved any settings, you need to decide whether you want to use the Hierarchy. If you do want to use the hierarchy, proceed as follows:

Select an object node. When you do this, other pushbuttons are displayed.

You can assign all applications directly to the object node. In addition, you can group the launchpad by creating new folders. The folders are used in the portal as headers for the links to the applications. Choose *New Folder*. Enter a text for the new folder, and choose *Enter*. The folder is added below the selected node.

To create applications, select the object node or the folder to which you want to assign the applications, and choose *New Application*.

Enter the required data.

Select the application category. Depending on your selection additional input fields are displayed, which you can use to specify or select the parameters of the application.

If you want to enter a description that is displayed in the portal under the link but is to be longer than 255 characters, choose *Editor for Description* to the right of the field *Descript.*.

Enter the System Alias (except for URL).

If you do **not** want to use the hierarchy, first select the uppermost node if this has not already been selected. The uppermost node then takes over the functions of the object node. You can therefore assign folders and applications direct to this node without a hierarchy.

The *inactive applications* folder is used for collecting the applications that are available in the portal, but that you do not want to display. These applications are displayed in the portal in a table that the user can view when he or she changes the launchpad settings.

# 4 Personal Object Worklist

# 4 Cockpit for POWL Administration (as of SAP NetWeaver

### Use

The *POWL Administrator Cockpit* is a single point of entry to perform different administrator activities relevant for Personal Object Worklist (POWL) development, Customizing, and testing.

There are three types of POWLs:

**Standard POWL**
Standard POWL is the type of personal object worklist that is generated by implementing the interface IF_POWL_FEEDER (Interface for POWL Feeders) and creating POWL Customizing using the following transactions:

Define Personalization Hierarchy ( FPB_MAINTAIN_HIER )

Define Categories ( POWL_CAT )

Define Query Visibility at User Level ( POWL_QUERYU )

Query visibility at Role Level ( POWL_QUERYR )

Define Default Queries ( POWL_QUERY )

Configure Worklist Type Repository ( POWL_TYPE )

Define Worklist Type Visibility at User Level ( POWL_TYPEU )

Define Worklist Type Visibility at Role Level ( POWL_TYPER )
To find these IMG activies in SAP Customizing, choose *Cross-Application Components -> General Application Functions -> Generic SAP Business Suite Functions -> Personal Object Worklist*.

**Reporting POWL**
Reporting POWL is the type of personal object worklist that is generated based on an InfoSet Query. Data that is to be available for analysis purposes is grouped in InfoSets.

**Easy POWL**
Easy POWL is the type of personal object worklist that is generated using the transaction *Easy POWL Builder* ( EASY_POWL ).

### Activities

You can specify the type of POWL for which you need to perform administrator activities:

**Standard POWL**
Standard POWL selection enables you to perform the following operations:

Create/Maintain/Delete Application ID

Create/Maintain/Delete POWL Type
Assign POWL Type to Application ID ( Role-Based/User-Based )

Create/Maintain/Delete POWL Query

Assign POWL Query to Application ID ( Role-Based/User-Based )

Create/Maintain/Delete POWL Category

Check Consistency of POWL Customizing Entries

Test-Launch POWL Application

**Reporting POWL**
If you select a Reporting POWL, you can further specify the kind of action that you wish to perform, such as registering infoset queries or maintaining actions for a reporting POWL.
Reporting POWL selection enables you to perform the following operations:

Call InfoSet Query

Maintain Actions for a Reporting POWL

**Easy POWL**
Easy POWL selection enables you to start the *Easy POWL Builder*. For more information, see report documentation Easy POWL Builder.

# 4 BAdI: Visible POWL Types

## Use

This Business Add-In (BAdI) is used in the *Personal Object Worklist* component.

This BAdI definition provides an option to modify the POWL types at runtime.
POWL runtime makes a call to the implementation of this BAdI definition providing the visible POWL types, application ID, user name and system language corresponding to the POWL application that is executed. The implementations can modify the POWL types and pass it back to the framework.

## Example

Consider that the following is the POWL customization that is available statically.

Application ID: PURDOC

The following POWL types are mapped to this application ID:

PURDOC_MY - PURDOC_ALL.
If it is required that the POWL type PURDOC_ALL should **not** be available for certain users, then, this definition needs to be implemented and the POWL type PURDOC_ALL should be removed from the visible types and returned back.
Thus, the static POWL type assignments can be modified at runtime.

# 4 Business Unit Analyst ( WDA )

## 4 Assign PFCG Role to Users

### Use

In this Customizing activity, you assign users to roles so they can perform the related tasks in SAP NetWeaver Business Client.

For example, users can be assigned to the following roles:

*Cost Center Manager: NWBC* ( SAP_CO_COSTCENTER_MANAGER )

*Project Planner: NWBC* ( SAP_CO_PROJECT_PLANNER )

*Internal Controller: NWBC* ( SAP_CO_INTERNAL_CONTROLLER )

# 4 Hierarchy

## 4 Set Hierarchy

### Use

Change the settings only if you use the role Business Unit Analyst ( BUA ).

In this IMG activity, you specify which hierarchies (my profit center, my cost centers, #) can be displayed in the  Hierarchy and which subnodes these hierarchies can have. The hierarchies are displayed under *Planning* and *Reports* and for the planning round.

You can activate and deactivate individual hierarchies.

The following are all the hierarchies possible:

My segments

My profit center

My cost centers
My cProjects projects

My PS projects

My internal orders

All Objects

Profit center by manager

Cost centers by manager

Within a hierarchy you can also specify which objects are to be displayed as first subnodes ( top objects), for example, my cost centers: cost center group and cost centers. You should not change this setting as a rule.

The top objects are determined according to the following rules:

Segments, profit centers, cost centers, PS projects, internal orders: personalization

cProjects projects: favorites in cProjects

Manager: master record of personalized profit centers and cost centers

Within each hierarchy you can specify which objects are to be displayed as additional subnodes for an object in the hierarchy.

### Activities

Modify the standard settings in the following cases:

You do not want to use one of the hierarchies (for example, for internal orders). If no top object is found for this hierarchy, then it is not necessary for you to deactivate it. The system automatically does not display it.

You want to display subnodes that are deactivated in the standard system. For example, if internal orders are to be displayed under the profit centers.

You do not want to display all subnodes. For example, if no orders are to be displayed under the cost centers.

You do not want to display a hierarchy for a manager.

You want only one hierarchy with all objects, instead of individual hierarchies for profit centers, costs centers, and so on. Deactivate all hierarchies up to *All Objects*.

## 4 Business Add-Ins

## 4 BAdI: Change Hierachy Nodes

### Use

This Business Add-In (BAdI) belongs to the component *Business Package for Manager Self-Service (FI) (EP-PCT-MGR-CO)* and can be used for all roles that use the Hierarchy.

With this BAdI you can change the determination of the subnodes for the display in the hierarchy.

### Standard settings

No standard implementation is delivered for this BAdI. It can be multiply used, but is not filter-dependent.

### Activities

After you call the IMG activity, the system displays a dialog box where you enter a name for the implementation.

If implementations of this Business Add-In have already been created, the system displays them in a dialog box. You then choose one of them by choosing **Create**, and continue as follows:

In the dialog box, enter a name for the implementation of the Add-In and choose **Create**. The system displays the initial screen for creating Business Add-In implementations.

On this screen, enter a short description for you implementation in the **Implementation Short Text** field.

If you choose the **Interface** tab, you will notice that the system has filled in the **Name of the Implementing Class** field automatically, by assigning a class name based on the name of your implementation.

Save your entries and assign the Add-In to a package.

To edit a method, double-click its name.

Enter your implementation code between the `method <Interface Name>~<Name of Method>.` and `endmethod.` statements.

Save and activate your code. Navigate back to the *Change Implementation* screen.

Note: You can also create an implementation for an Add-In and not activate it until later. If you want to do this, do not carry out the following step:

Choose *Activate*.

When the application program is executed, the system carries out the code in the method you wrote.

### Example

In the standard system, a cost center and all internal orders are displayed in whose master record the appropriate cost center is defined in the field *Responsible cost center.* To display internal orders with a certain status only, you can use this BAdI to filter out other internal orders.

## 4 BAdI: Change Manager in the Hierarchy

### Use

This Business Add-In (BAdI) is used in the role *Business Unit Analyst (BUA) 2*.

You can use this BAdI to determine a manager for a cost center or a profit center for display in the hierarchy. Moreover, you can influence how the name of the manager is represented in the hierarchy, in the monitors, and in the planning session.

In the standard system, the manager is determined using the *User Responsible* field in the master record for the cost center or profit center. This is the user name that the user uses to logon to the SAP system. The name is taken from the user data and displayed as follows: <Last Name>, <First Name>.

### Standard settings

No standard implementation is delivered for this BAdI. The BAdI **cannot** be used more than once and does **not** depend on filter settings.

### Activities

After you call the IMG activity, the system displays a dialog box where you enter a name for the implementation.

If implementations of this Business Add-In have already been created, the system displays them in a dialog box. You then choose one of them by choosing ***Create***, and continue as follows:

In the dialog box, enter a name for the implementation of the Add-In and choose ***Create***. The system displays the initial screen for creating Business Add-In implementations.

On this screen, enter a short description for you implementation in the ***Implementation Short Text*** field.

If you choose the ***Interface*** tab, you will notice that the system has filled in the ***Name of the Implementing Class*** field automatically, by assigning a class name based on the name of your implementation.

Save your entries and assign the Add-In to a package.

To edit a method, double-click its name.

Enter your implementation code between the `method <Interface Name>~<Name of Method>.` and `endmethod.` statements.

Save and activate your code. Navigate back to the ***Change Implementation*** screen.

Note: You can also create an implementation for an Add-In and not activate it until later. If you want to do this, do not carry out the following step:

Choose ***Activate***.

When the application program is executed, the system carries out the code in the method you wrote.

### Example

You want to derive the manager from the *User Responsible* field in the master record of your cost centers or profit centers. This is a simple text field. You create a BAdI implementation that uses this text to display this user as manager in the hierarchy.

To display the default code, choose *Goto -> Default Code -> Display*.

# 4 Key Figures and Budget Monitor

# 4 Cost Center Monitor

# 4 Edit Administration Rules for Cost Center Variances

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Cost Center Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.

Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Cost Center Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Cost Center Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Cost Center Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Cost Center Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This

could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

#### Requirements

#### Standard settings

#### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Cost Center Line Items per User

#### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

#### Requirements
#### Standard settings

#### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Internal Order Monitor

## 4 Edit Administration Rules for Order Variances

#### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
: Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Order Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users

You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.

Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS
Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Order Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Order Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Order Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Order Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Order Line Items per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings
### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

# 4 Profit Center Monitor

## 4 Edit Administration Rules for Profit Center Variances

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
: Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:
: Copy to all users: COPY_RULE_FOR_ALL_USERS

: Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Profit Center Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.
If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Profit Center Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Profit Center Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.
You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Profit Center Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Profit Center Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Profit Center Line Items per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings
### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Key Figure Monitor

## 4 Systems

## 4 Define Logical System for Key Figure Values

### Use

In this IMG activity you define the logical systems from which the key figure values can come. You can also specify a description per system.

The definition is valid for all types of source system.

### Activities

Define a logical system and specify a description.

## 4 Create RFC Connections

In this section, you define the technical parameters for the RFC destinations.

The Remote Function Call (RFC) is controlled by the RFC destination parameters.

To create an RFC port, the RFC destinations must be assigned.

The name of the RFC destination should be the same as the logical system name.

The following types of RFC destinations can be assigned:

R/2 connections

SAP connections
Internal connections

Logical destinations

CMC connections

SNA/CPI-C connections

TCP/IP connections

ABAP driver connections

### Example

1. For an SAP connection, enter the following parameters:

   Name of RFC destination: S11BSP001

   - Connection type: 3 (for SAP connection)
   - Target system: bspserver01
   - System number: ,11

   User in target system: CPIC

   Password, language and target client.

### Standard settings

No RFC destinations are assigned in the standard system.

### Activities

Select one of the types (for example, SAP connections) and choose **Edit** -> **create**;

Enter the parameters required for that type.

For an SAP connection, these are, for example, the name of the RFC destination, the name of the partner system, logon parameters (see example).

### Processing RFCs With Errors

Since RFC destinations are usually registered in the QOUT Scheduler when you use ALE, it is usually no longer necessary to schedule the program RSARFCEX in a background job for the collective processing of RFCs with errors. We also recommend that you do not do this. The QOUT Scheduler now repeats the execution of RFCs with errors automatically (See transaction SMQ1. For detailed documentation about the QOUT Scheduler, see the SAP Library under qRFC (Queued Remote Function Call)).

In some cases, for example, if there are many RFCs with errors, and they cannot be executed again with the QOUT Scheduler, you can start the report RSARFCEX manually.

Practise handling errors in remote function calls before the function is used productively.

### Further notes

The 'SAP*' user cannot be used for remote function calls on the target system.

For connecting to R/2 Systems:

Use an R/2 destination to read the users with passwords. The actual communication uses CPI-C.

Select 'Unencrypted password'

### Notes on the transport

The maintenance of the RFC destination is not a part of the automatic Change and Transport System. Therefore the setting has to be made manually on all systems.

## 4 Define Key Figure Categories

### Use

In this IMG activity, you define the key figure categories for the generic key figure monitor.

The key figure category consists of the ID and the description. You can use the category to group together similar key figures for the authorization check. You assign the key figure category in the IMG activity Define Key Figures.

Note the documentation on the authorization objects:

Key Figures in Generic Key Figure Monitor ( Administrator )

Key Figures in Generic Key Figure Monitor ( User )

## 4 Define Intervals for Updating Key Figures

### Use

In this process step, you define the intervals for key figures. You assign the intervals to the key figures in the process step Define Key Figures.

To determine key figure values, use the report KFM_VALUE_DET_SCHEDULE. This report determines all key figure values for an interval.

### Example

You have created the interval **DAILY** with description **Daily 8:00**. You have assigned this interval to the key figures **Key Figure 1**, **Key Figure 2**, and **Key Figure 3**.

To determine the key figure values for **Key Figure 1**, **Key Figure 2**, and **Key Figure 3** each morning at 8:00, you must schedule the report KFM_VALUE_DET_SCHEDULE with interval **DAILY** to be run at 8:00 every morning.

## 4 Define Key Figures

### Use

In this IMG activity, you define the key figures for the generic key figure monitor. The key figures and their values are displayed for the roles in the portal that use the generic key figure monitor.

Enter the following data for the key figure:

*Header Area*:

Technical Name

Name

Description

*Source Data*:

Specify the source system for the key figure and the program that was used to determine the key figure values.

*Format*:

Specify the unit, currency, and format for the key figure.

*Periods*:

Specify the evaluation period for the key figure, and in which temporal intervals the key figure values are to be determined.

The settings for the evaluation period also influence how the changes in value are displayed in the portal.

*Other Settings*:

Specify if the key figure can be personalized or not, if comments can be created, and the key figure category.

## 4 Define Key Figures that can be Personalized

## 4 Define Personalizable SAP BW Key Figures

### Use

In this process step, you define the connection between key figures in the generic key figure monitor and personalization.

If you want to use key figures that can be personalized, you must make the relevant settings in this process step.

To make the Customizing settings for personalization, see *Cross-Application Components -> General Application Functions -> Generic Functions of mySAP Suite -> Personalization*.

### Example

You want to display an evaluation for each cost center for each cost center owner.

You have made the following settings:

The key figure has the setting *Can be Personalized (Value Determination for each Key Figure and User)*.

In report KFM_KF_REPORT_BW_QUERY, you have created a variant that contains the logical system name of the SAP BW system, the name of the required BW query, and the name of the BW key figures.

If value determination is triggered via the report KFM_VALUE_DET_SCHEDULE, then the system evaluates the personalization for each user that is using this key figure, and determines the value for each user.

## 4 Define SAP ERP Key Figures that can be Personalized

### Use

In this process step, you define the connection between key figures in the generic key figure monitor and personalization.

If you want to use key figures that can be personalized, you must make the relevant settings in this process step.

To make the Customizing settings for personalization, see *Cross-Application Components -> General Application Functions -> Generic Functions of mySAP Suite -> Personalization.*

### Example

You want to display an evaluation for each cost center for each cost center owner.

You have made the following settings:

The key figure has the setting *Can be Personalized (Value Determination for each Key Figure and User)*.

In report **Z_COST_CENTER**, the selection parameter P_KOSTL specifies for which cost center the evaluation is to be carried out.

If value determination is triggered via the report **KFM_VALUE_DET_SCHEDULE**, then the system evaluates the personalization for each user that is using this key figure, and determines the value for each user.

## 4 Examples for Determination of Key Figure Values

## 4 Determination of Key Figure Values from SAP ERP or SAP R/3

### Use

You can determine key figure values for the key figure monitor using SAP R/3 or SAP ERP reports and display them in the Portal. For this, SAP provides two example reports that show you how the determination of such key figures can look:

Evaluation of capacity load utilization ( EPM_CAPLOAD_KPI )

Evaluations of manufacturing and/or process orders ( EPM_ORDER_KPI )

Example of a key figure generating report ( KFM_KF_REPORT_EXAMPLE ) For more information, see the documentation for the individual reports.

SAP provides the following INCLUDE function modules for key figure determination in customer-specific programs:

INCLUDE kfm_kf_report_top

INCLUDE kfm_kf_report_parameters

INCLUDE kfm_kf_report_initialization.

INCLUDE kfm_kf_report_selscreen_output

INCLUDE kfm_kf_report_at_sel_screen

INCLUDE  kfm_kf_report_get_kf_info

INCLUDE kfm_kf_report_insert_kf_data

You can use these INCLUDE function modules to easily create key figure reports. For example, you can include them in existing programs at the appropriate places.

The above INCLUDE function modules are also used in the example reports EPM_CAPLOAD_KPI and EPM_ORDER_KPI mentioned above.

### Requirements

If you use key figures that can be personalized, you have created data for personalization in Customizing. You find Customizing for personalization under *Cross-Application Components -> General Application Functions -> Generic mySAP Suite Functions -> Personalization.*

In the work step Define Key Figures you have created a key figure whose value you want to determine. You have specified *Business Information Warehouse* as the *Source System Type*.

## 4 Determination of Key Figure Values from SAP BW

### Use

For the key figure monitor, you can automatically and regularly determine key figures from the SAP Business Information Warehouse (BW) and display them in the Portal. SAP provides the standard report KFM_KF_REPORT_BW_QUERY for this purpose. It determines individual key figures from BW data sources.

### Requirements

If you use key figures that can be personalized, you have created data for personalization in Customizing. You find Customizing for personalization under *Cross-Application Components -> General Application Functions -> Generic mySAP Suite Functions -> Personalization.*

In the work step Define Key Figures you have created a key figure whose value you want to determine. You have specified *Business Information Warehouse* as the *Source System Type*.

If you want to see the data with the possibility of drill down in addition to determining the key figure value, you have created an information consumer pattern for the corresponding SAP BW query. If you create an information consumer pattern, see SAP Note **721983**.

### Activities

Create a variant for report KFM_KF_REPORT_BW_QUERY.

For a key figure that can be personalized, do not specify a value for PARAMETER and SELECT-OPTIONS, as these values are filled from personalization.

You define the link between the key figure and the personalization data in the work step Define SAP BW Key Figures that can be Personalized.

In the work step *Define Key Figure*, enter the *Report* and the *Variant* for the key figure in step 1 in the group box *Source Data*. In the group box *Periodicity*, define the interval for value determination of the key figures.

For the report KFM_VALUE_DET_SCHEDULE, create a report variant that contains the interval for value determination.

Schedule the report KFM_VALUE_DET_SCHEDULE with the newly created variant as a regular job. Define the job so that it runs in time spans that correspond to those of the interval.

## 4 Determination of Key Figure Values from External System

### Use

It is also possible to determine key figures values from external systems and display them in the Portal.

The following RFC functions modules are provided for this:

You can use the function module KFM_KF_DEFINITION_GET_RFC to get information about the definition of a key figure (such as threshold values, description, and target values) from the SAP ERP system.

You can use the function module KFM_KF_DB_VALUE_INSERT to transfer key figure values to the SAP ERP system.

You must initiate key figure determination in the external system and start there. If you want the determination to occur regularly, you must also configure this in the external system. The SAP ERP system only receives the key figure values.

### Requirements

In the work step Define Key Figure you have created the key figure for which you want to determine the values. You have specified *External System* as the *Source System Type*. If necessary enter a URL in the *URL of External System* field for displaying the detailed screen.

### Activities

To determine information about the key figure, call the function module KFM_KF_DEFINITION_GET_RFC with the parameter I_KF_ADM_VAR (*technical name of key figure*).

Perform value determination in the external system.

Call the function module KFM_KF_DB_VALUE_INSERT with the parameters I_KF_ADM_VAR and I_KF_VALUE to transfer the key figure values to the SAP ERP system.

# 4 Reporting

# 4 Set Up LaunchPad

### Use

In this IMG activity, you define applications (links to reports, transactions, URLs and so on) for the *Launchpad (ABAP)* service.

You can find further informatoin in the SAP Library, under *SAP ERP Central Component -> Business Packages (Portal Content) -> Business Package for Common Parts -> iViews -> Launchpad (ABAP)*.

### Activities

When you expand the highest node, you will see the existing folders. You can create all applications directly under these folders. The portal displays the content of just one of these folders.

If you want to further refine the structure of the Launchpad, you can create extra folders under the existing ones. In the portal, these folders then serve as headers for the links to the applications.

To create another folder, select the folder under which you want to create the new one. Choose *New Folder*. Enter a text for the new folder and choose *Enter*. The folder is added below the selected folder

To create applications, select the folder under which you want to create the applications and choose *New Application.*.

Choose the *application type* . Further entry fields are displayed, depending on the type you have chosen. These entry fields allow you to define and select the application#s parameters.

If you want to create a *description* to be displayed in the portal under the link, choose: @0Q@ with quick info *Editor for the description*.

If the application type selection results in the *System Alias* field being displayed, you need to enter a system alias .

The *Inactive Applications* folder serves to gather applications that are in the portal but should not be displayed. These applications are displayed in the portal in a table that the user can see when s/he changes the launchpad settings.

When you transport the Launchpad, you receive two transport requests:

Customizing request: This contains all Launchpad settings.

Workbench requests: This contains all Launchpad texts (folder names, link texts and descriptions that are displayed in the portal under the relevant links).

You have to transport both requests.

If you want to transport the Launchpad texts (folder names, link texts and descriptions for the applications) choose *Launchpad -> Text Key*. The system displays a message with the prefix of the technical names under which it stores the texts. The message long text provides further information about how to translate these texts.

# 4 Cost Center Manager

## 4 Assign PFCG Role to Users

### Use

In this Customizing activity, you assign users to roles so they can perform the related tasks in SAP NetWeaver Business Client.

For example, users can be assigned to the following roles:

*Cost Center Manager: NWBC* ( SAP_CO_COSTCENTER_MANAGER )

*Project Planner: NWBC* ( SAP_CO_PROJECT_PLANNER )

*Internal Controller: NWBC* ( SAP_CO_INTERNAL_CONTROLLER )

# 4 Cost Center Monitor

## 4 Edit Administration Rules for Cost Center Variances

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.
Copy the rules to other users.
Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Cost Center Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Cost Center Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Cost Center Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Cost Center Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Cost Center Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Cost Center Line Items per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements
### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Internal Order Monitor

## 4 Edit Administration Rules for Order Variances

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.

Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Order Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users

The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users

You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.

Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS
Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Order Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Order Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Order Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Order Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

#### Requirements

#### Standard settings

#### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Order Line Items per User

#### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

#### Requirements

#### Standard settings
#### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Reporting

## 4 Set Up LaunchPad

#### Use

In this IMG activity, you define the applications (links to reports, transactions, URLs) for the *Launchpad* iView .

For additional information, see the SAP Library under *SAP ERP Central Component* -> *Business Packages/Functional Packages* -> *Business Package for Common Parts* -> *Launchpad*.

### Standard settings

If you are using the Hierarchy then the object types of the hierarchy are displayed as object nodes. The object nodes in this case form the first level of the subdivision of the launchpad. For the *Business Unit Analyst* you can determine the selection of object types under *Business Unit Analyst 2 (mySAP ERP)* -> *Hierarchy* -> Set Hierarchy. You cannot change the selection for the *Manager Self-Service*.

### Activities

When you execute the IMG activity for the first time or have not yet saved any settings, you need to decide whether you want to use the Hierarchy. If you do want to use the hierarchy, proceed as follows:

Select an object node. When you do this, other pushbuttons are displayed.

You can assign all applications directly to the object node. In addition, you can group the launchpad by creating new folders. The folders are used in the portal as headers for the links to the applications. Choose *New Folder*. Enter a text for the new folder, and choose *Enter*. The folder is added below the selected node.

To create applications, select the object node or the folder to which you want to assign the applications, and choose *New Application*.

Enter the required data.

Select the application category. Depending on your selection additional input fields are displayed, which you can use to specify or select the parameters of the application.

If you want to enter a description that is displayed in the portal under the link but is to be longer than 255 characters, choose *Editor for Description* to the right of the field *Descript.*.

Enter the System Alias (except for URL).

If you do **not** want to use the hierarchy, first select the uppermost node if this has not already been selected. The uppermost node then takes over the functions of the object node. You can therefore assign folders and applications direct to this node without a hierarchy.

The *inactive applications* folder is used for collecting the applications that are available in the portal, but that you do not want to display. These applications are displayed in the portal in a table that the user can view when he or she changes the launchpad settings.

# 4 Personal Object Worklist

# 4 Cockpit for POWL Administration (as of SAP NetWeaver

### Use

The *POWL Administrator Cockpit* is a single point of entry to perform different administrator activities relevant for Personal Object Worklist (POWL) development, Customizing, and testing.

There are three types of POWLs:

**Standard POWL**
Standard POWL is the type of personal object worklist that is generated by implementing the interface IF_POWL_FEEDER (Interface for POWL Feeders) and creating POWL Customizing using the following transactions:

Define Personalization Hierarchy ( FPB_MAINTAIN_HIER )

Define Categories ( POWL_CAT )

Define Query Visibility at User Level ( POWL_QUERYU )

Query visibility at Role Level ( POWL_QUERYR )

Define Default Queries ( POWL_QUERY )
Configure Worklist Type Repository ( POWL_TYPE )

Define Worklist Type Visibility at User Level ( POWL_TYPEU )

Define Worklist Type Visibility at Role Level ( POWL_TYPER )
To find these IMG activies in SAP Customizing, choose *Cross-Application Components -> General Application Functions -> Generic SAP Business Suite Functions -> Personal Object Worklist*.

**Reporting POWL**
Reporting POWL is the type of personal object worklist that is generated based on an InfoSet Query. Data that is to be available for analysis purposes is grouped in InfoSets.

**Easy POWL**
Easy POWL is the type of personal object worklist that is generated using the transaction *Easy POWL Builder* ( EASY_POWL ).

### Activities

You can specify the type of POWL for which you need to perform administrator activities:

**Standard POWL**
Standard POWL selection enables you to perform the following operations:

Create/Maintain/Delete Application ID

Create/Maintain/Delete POWL Type

Assign POWL Type to Application ID ( Role-Based/User-Based )

Create/Maintain/Delete POWL Query

Assign POWL Query to Application ID ( Role-Based/User-Based )

Create/Maintain/Delete POWL Category

Check Consistency of POWL Customizing Entries

Test-Launch POWL Application

**Reporting POWL**
If you select a Reporting POWL, you can further specify the kind of action that you wish to perform, such as registering infoset queries or maintaining actions for a reporting POWL.
Reporting POWL selection enables you to perform the following operations:

Call InfoSet Query

Maintain Actions for a Reporting POWL

**Easy POWL**
Easy POWL selection enables you to start the *Easy POWL Builder*. For more information, see report documentation Easy POWL Builder.

# 4 BAdI: Visible POWL Types

### Use

This Business Add-In (BAdI) is used in the *Personal Object Worklist* component.

This BAdI definition provides an option to modify the POWL types at runtime.
POWL runtime makes a call to the implementation of this BAdI definition providing the visible POWL types, application ID, user name and system language corresponding to the POWL application that is executed. The implementations can modify the POWL types and pass it back to the framework.

### Example

Consider that the following is the POWL customization that is available statically.

Application ID: PURDOC

The following POWL types are mapped to this application ID:

PURDOC_MY

PURDOC_ALL.

If it is required that the POWL type PURDOC_ALL should **not** be available for certain users, then, this definition needs to be implemented and the POWL type PURDOC_ALL should be removed from the visible types and returned back.
Thus, the static POWL type assignments can be modified at runtime.

# 4 Activate BI Content Bundle for Planning

### Use

In this Customizing activity, you can view and activate predefined BI Content bundles. The activity launches the *BI Content Activation Workbench*, which lists BI Content bundled according to business categories, for example, processes. Activating content according to business categories saves the effort of searching for single BI Content objects. However, you can also check the content objects of each bundle and decide whether to activate specific objects in the course of activating the bundle, or to exclude them from being activated.

Alternatively, if you do not want to use the workbench, you can use the *Data Warehousing Workbench* (RSOR) transaction in SAP NetWeaver Business Warehouse to activate BI Content.

**Requirements**

To use the cost center manager, internal controller, and project manager roles, you must switch to the business function view and activate the following:

/ERP/FCOM_PLANNING for the planning applications

FIN_REP_SIMPL_3 for the reports included in the report launchpad

FIN_REP_SIMPL_4 for the reports included in the report launchpad

# 4 Internal Controller

## 4 Assign PFCG Role to Users

**Use**

In this Customizing activity, you assign users to roles so they can perform the related tasks in SAP NetWeaver Business Client.

For example, users can be assigned to the following roles:

*Cost Center Manager: NWBC* ( SAP_CO_COSTCENTER_MANAGER )

*Project Planner: NWBC* ( SAP_CO_PROJECT_PLANNER )

*Internal Controller: NWBC* ( SAP_CO_INTERNAL_CONTROLLER )

# 4 Cost Center Monitor

## 4 Edit Administration Rules for Cost Center Variances

**Use**

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.
When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Cost Center Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
The system copies the rules to all users for which personalization has been implemented.
Copy to **other** users
You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.

Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Cost Center Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Cost Center Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Cost Center Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Cost Center Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Cost Center Line Items per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

# 4 Internal Order Monitor

## 4 Edit Administration Rules for Order Variances

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
: Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Edit Administration Rules for Order Line Items

### Use

As an administrator, you edit rules in this IMG activity that control when an alert is displayed in the monitor. You can create, change, and delete rules and copy them to other users.

When you create a rule, you enter the rule condition and the objects to which the rule applies.

You have the following options when copying rules to other users:

Copy to **all** users
: The system copies the rules to all users for which personalization has been implemented.

Copy to **other** users
: You can specify the users to which the rules should be copied.

You can define the rules for certain objects you specified as a default (such as cost centers with the Cost Center Monitor) or for objects from the personalization data of the user.

### Requirements

If you want to create or copy rules for objects from a user's personalization data, you must first maintain the user's personalization data.

### Activities

Create rules and change them if necessary.

Copy the rules to other users.
: Note: If you copy rules to a large number of users, you should run the job in the background.

To check the status of background jobs, choose *System -> Own Jobs* . The jobs are named as follows:

Copy to all users: COPY_RULE_FOR_ALL_USERS

Copy to other users: COPY_RULE_FOR_SOME_USERS

If you change a rule and copy it to other users again, the users' old rule is overwritten.

If you delete a rule, the rule is automatically deleted for all users to whom you copied it.

## 4 Execute Evaluation for Critical Order Variances

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Execute Evaluation for Order Line Items

### Use

In this IMG activity you evaluate the rules defined for the monitor and write the results to a database table. The monitor displays the data from this table, enabling faster access to the data than if the rules had to be evaluated again for each access.

You should run the evaluation on a regular basis (preferably daily in an overnight background run) so that all users have current data at the start of each day.

### Requirements

The rules for the monitors have been defined.

### Activities

Enter data as required.

You can run the evaluation for a single user or all users (enter *).

You can run the evaluation as a test run first. However, this is only possible for a single user.

The following time-based selections are available:

*Last access after*: The evaluation is run for all users who accessed the monitor after the specified date.

*Delete: Last access before*: The data records for all users who accessed the monitor before the specified date are deleted. Deleting the data records removes them from the database. This reduces the data volume and can improve system performance.

Execute rule evaluation or schedule a background job.

## 4 Delete Order Line Items from Display Set

### Use

When a user confirms a posting in the monitor, the posting disappears from the monitor and is written to a separate database table so that it does not reappear in the monitor after the data is updated. In this IMG

activity you can delete the entries from the table with the confirmed postings. All postings that were made before the current evaluation date of the rule are deleted.

If after deletion of this table the evaluation date of the rule is reset to an earlier date, the postings will reappear in the monitor.

## 4 Display Rules for Order Variances per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

## 4 Display Rules for Order Line Items per User

### Use

In this IMG activity you can display all of the rules that exist for a user (whether rules created by an administrator or the user himself). If necessary, you can also delete individual rule assignments. This could be necessary, for instance, if an employee has assumed new responsibilities and some of the rules are no longer relevant to the new situation.

### Requirements

### Standard settings

### Activities

Retain the settings under *Monitor type* and *Monitor application*.

Enter the user whose rules you want to display.

In the results list of the rule assignments for the user you can delete individual assignments if necessary.

# 4 Reporting

# 4 Set Up LaunchPad

### Use

In this IMG activity, you define the applications (links to reports, transactions, URLs) for the *Launchpad* iView .

For additional information, see the SAP Library under *SAP ERP Central Component* -> *Business Packages/Functional Packages* -> *Business Package for Common Parts* -> *Launchpad*.

### Standard settings

If you are using the Hierarchy then the object types of the hierarchy are displayed as object nodes. The object nodes in this case form the first level of the subdivision of the launchpad. For the *Business Unit Analyst* you can determine the selection of object types under *Business Unit Analyst 2 (mySAP ERP)* -> *Hierarchy* -> Set Hierarchy. You cannot change the selection for the *Manager Self-Service*.

### Activities

When you execute the IMG activity for the first time or have not yet saved any settings, you need to decide whether you want to use the Hierarchy. If you do want to use the hierarchy, proceed as follows:

Select an object node. When you do this, other pushbuttons are displayed.

You can assign all applications directly to the object node. In addition, you can group the launchpad by creating new folders. The folders are used in the portal as headers for the links to the applications. Choose *New Folder*. Enter a text for the new folder, and choose *Enter*. The folder is added below the selected node.

To create applications, select the object node or the folder to which you want to assign the applications, and choose *New Application*.

Enter the required data.

Select the application category. Depending on your selection additional input fields are displayed, which you can use to specify or select the parameters of the application.

If you want to enter a description that is displayed in the portal under the link but is to be longer than 255 characters, choose *Editor for Description* to the right of the field *Descript.*.

Enter the System Alias (except for URL).

If you do **not** want to use the hierarchy, first select the uppermost node if this has not already been selected. The uppermost node then takes over the functions of the object node. You can therefore assign folders and applications direct to this node without a hierarchy.

The *inactive applications* folder is used for collecting the applications that are available in the portal, but that you do not want to display. These applications are displayed in the portal in a table that the user can view when he or she changes the launchpad settings.

# 4 Personal Object Worklist

# 4 Cockpit for POWL Administration (as of SAP NetWeaver 72)

## Use

The *POWL Administrator Cockpit* is a single point of entry to perform different administrator activities relevant for Personal Object Worklist (POWL) development, Customizing, and testing.

There are three types of POWLs:

**Standard POWL**
Standard POWL is the type of personal object worklist that is generated by implementing the interface IF_POWL_FEEDER (Interface for POWL Feeders) and creating POWL Customizing using the following transactions:

Define Personalization Hierarchy ( FPB_MAINTAIN_HIER )

Define Categories ( POWL_CAT )

Define Query Visibility at User Level ( POWL_QUERYU )

Query visibility at Role Level ( POWL_QUERYR )

Define Default Queries ( POWL_QUERY )

Configure Worklist Type Repository ( POWL_TYPE )

Define Worklist Type Visibility at User Level ( POWL_TYPEU )

Define Worklist Type Visibility at Role Level ( POWL_TYPER )
To find these IMG activies in SAP Customizing, choose *Cross-Application Components -> General Application Functions -> Generic SAP Business Suite Functions -> Personal Object Worklist*.

**Reporting POWL**
Reporting POWL is the type of personal object worklist that is generated based on an InfoSet Query. Data that is to be available for analysis purposes is grouped in InfoSets.

**Easy POWL**
Easy POWL is the type of personal object worklist that is generated using the transaction *Easy POWL Builder* ( EASY_POWL ).

## Activities

You can specify the type of POWL for which you need to perform administrator activities:

**Standard POWL**
Standard POWL selection enables you to perform the following operations:

Create/Maintain/Delete Application ID

Create/Maintain/Delete POWL Type

Assign POWL Type to Application ID ( Role-Based/User-Based )

Create/Maintain/Delete POWL Query

Assign POWL Query to Application ID ( Role-Based/User-Based )

Create/Maintain/Delete POWL Category

Check Consistency of POWL Customizing Entries
Test-Launch POWL Application

**Reporting POWL**
If you select a Reporting POWL, you can further specify the kind of action that you wish to perform, such as registering infoset queries or maintaining actions for a reporting POWL.
Reporting POWL selection enables you to perform the following operations:

Call InfoSet Query

Maintain Actions for a Reporting POWL

**Easy POWL**
Easy POWL selection enables you to start the *Easy POWL Builder*. For more information, see report documentation  Easy POWL Builder.

# 4 BAdI:  Visible POWL Types

## Use

This Business Add-In (BAdI) is used in the *Personal Object Worklist* component.

This BAdI definition provides an option to modify the POWL types at runtime.
POWL runtime makes a call to the implementation of this BAdI definition providing the visible POWL types, application ID, user name and system language corresponding to the POWL application that is executed. The implementations can modify the POWL types and pass it back to the framework.

## Example

Consider that the following is the POWL customization that is available statically.

Application ID: PURDOC

The following POWL types are mapped to this application ID:

PURDOC_MY

PURDOC_ALL.

If it is required that the POWL type PURDOC_ALL should **not** be available for certain users, then, this definition needs to be implemented and the POWL type PURDOC_ALL should be removed from the visible types and returned back.

Thus, the static POWL type assignments can be modified at runtime.

# 4 Activate BI Content Bundle for Planning

### Use

In this Customizing activity, you can view and activate predefined BI Content bundles. The activity launches the *BI Content Activation Workbench*, which lists BI Content bundled according to business categories, for example, processes. Activating content according to business categories saves the effort of searching for single BI Content objects. However, you can also check the content objects of each bundle and decide whether to activate specific objects in the course of activating the bundle, or to exclude them from being activated.

Alternatively, if you do not want to use the workbench, you can use the *Data Warehousing Workbench* (RSOR) transaction in SAP NetWeaver Business Warehouse to activate BI Content.

### Requirements

To use the cost center manager, internal controller, and project manager roles, you must switch to the business function view and activate the following:

/ERP/FCOM_PLANNING for the planning applications

FIN_REP_SIMPL_3 for the reports included in the report launchpad

FIN_REP_SIMPL_4 for the reports included in the report launchpad

# 4 Project Planning (Easy Cost Planning)

# 4 Information for Characteristic Customizing

You can find the Customizing for characteristics in the Implementation Guide under *Cross-Application Components -> Classification System -> Characteristics*. Although you do not need to make any settings for Easy Cost Planning, you are recommended to define characteristic groups which you can then use to identify the characteristics that you create specifically for the costing model.

# 4 Define CO Versions for Easy Cost Planning

In this work step you determine which CO version you use for Easy Cost Planning

### Recommendation

In the standard system the update of the calculated values from Easy Cost Planning is in CO version 000.

However if you use Easy Cost Planning for the preliminary costing of complex projects, you should use another CO version than 000 for updating the values.

**Reason:**

After preliminary costing the project starts with simultaneous costing using networks.The system can update data from network costing only in CO version 000.

To prevent the data from Easy Cost Planning and network costing interfering with each other, define a different CO version for updating the values from Easy Cost Planning.

### Activities

Enter the CO version that the system should use for updating costing data from Easy Cost Planning in the *Version* column.
The input help (F4) displays all existing CO versions for the current controlling area..

If you also want the system to update the planned revenues, set the *Planned revenues* indicator.

## 4 Create Costing Variant

You can use costing variants to combine all the controlling parameters for costing.

The costing variant represents the link between the application and customizing because all costings must reference a costing variant as they are made and stored.

The costing variant controls how the costing is to be carried out. With it, you control:

Whether the costing results are to be regarded as plan costs or actual costs

Which prices are used to value the materials, internal activities and external activities

How overhead surcharges are calculated
The following are part of the costing variant:

costing type 08 for the project unit costing

valuation variant

### Note

It is technically possible to have more the same costing type and valuation variant in more than one costing variant, but you should avoid this because it can lead to one variant overwriting the data for another.

The reason for this is the key format for costing results in the database. This key form is based on the costing type and valuation variant, no the costing variant.

### Standard Settings

The SAP standard system contains a number of predefined costing variants

### SAP Recommendation

When you use Easy Cost Planning, we recommend you use *costing variant PS06*, which we deliver as standard.

Assign a different valuation variant to each of the costing variants you want to use to store costings. If you do this, you will subsequently be able to change the valuation strategies as and when you want.

### Activities

Enter an alpha-numeric key and an appropriate short text for the costing variant.

In the detail screen, assign a costing type and a valuation variant to the costing variant. If you want to use your own paramters, you must carry out the steps Define costing types and Define valuation variants.

If you are using the costing variant for a model costing, you stipulate whether cost elements have to be assigned to the costing items. The costs for other reference objects in the unit costing must be totaled using cost elements.

### Further notes

You need the costing variant for:

The costing (plan costs) and cost determination (actual costs) for networks and network activities. Store two costing variants: one for plan costs and one for actual costs

As default values for the application in the Project System implementation guide in the network parameters for the network type

In the application, in the extras for the network header (if you did not define a costing variant in the network parameters

In the network header data, choose Goto -> Network header -> Supplement.

The unit costing for projects or WBS elements You define the costing variant:

As a default value for the application in the cost planning profile

In the application, when you access the unit costing from structure- oriented cost planning

## 4 Assign Costing Variant to Planning Profile

In this process step you assign the costing variant to the planning profile.

This assignment determines how the system costs and valuates a project with the appropriate planning profile.

You should bear in mind that the system uses the costing variant from the planning profile only as a default value. You can override this assignment when you create the cost estimate by entering a different costing variant.

### Activities

Assign a costing variant to the plan profile.

### Further notes

The table contains all of the plan profiles contained in the system.

## 4 Assign Planning Profile to Project Profile

In this step, you assign the planning profile to the project profile.

### Requirements

You must have maintained a project profile and a planning profile.

### Further notes

The planning profile is stored as a default value in the control data in the project definition.
When you create a new project, you can use the default value or change it in the application. To do the latter, go to the project definition and choose *Detail -> Control*.

## 4 Define Cost Component Structure

In this step you create a cost component structure and the associated cost components. The cost component split is generated on the basis of the cost components. These settings are used for:

Material cost estimates

Sales order cost estimates created with the functions of product costing

Order BOM cost estimates

Easy Cost Planning

Material cost estimates are created in the Product Cost Planning component. Sales order cost estimates and order BOM cost estimates are created in the Product Cost by Sales Order component.

**The following applies to product costing:**

You can:

Display the cost components in the cost estimate

Analyze the cost components in the information system

Transfer the cost components to **Profitability Analysis** ( CO-PA )

The cost components also serve as a filter for the costing results. They determine the following:

Which costs are included in the cost estimate for the higher-level material

Which costs should be part of the standard price for the material costed

Which costs should be part of the commercial and tax price for the material costed

The value added that arises through transfer prices

The cost components break down the results of the cost estimate into factors such as raw materials, material overhead, external activities, setup costs, machine costs, labor costs, production costs, and other costs.

**The following applies to Easy Cost Planning gilt:**

In the cost estimate, the cost component groups are displayed, and you can analyze the costs there. The cost component split, however, is not saved and consequently is not available in the information system.

The information in this section applies in principle to Easy Cost Planning , with the following exceptions:

It is not possible to transfer the costing results to *Profitability Analysis* because the cost component split is not saved.

You cannot view the costs in the auxiliary cost component split.
You can only see the differences between the transfer prices (delta profit) if your operational valuation view is group valuation. You create the operational valuation view in the operational version (000) in Customizing for *General Controlling* under *Organization -> Maintain versions*.

### Structure of the Cost Components in a Cost Component Split

The cost components are listed in a cost component structure that can contain up to 40 cost components (cost fields).

You can create up to 40 cost components that contain variable costs.

For cost components that contain full costs, the system creates a second cost field for the fixed costs. This means that you can create no more than 20 cost components that are full costs.

The structure of the cost components is the same for each material in the >DS:GLOS526C3F9AFAB52B9E000009B38F974>BOM. This means, for example, that:

The costs for a raw material appear under the cost component "raw materials" in the cost estimate of the semifinished material and the higher-level semifinished materials and finished materials

The costs for an internal activity appear under the cost component "production costs" in the cost estimate of the semifinished product and the higher-level semifinished products and finished products

This way the product cost estimate shows you not only the total costs for the usage of a semifinished product, but also what the costs are composed of, the cost component split. The system updates a cost component split for each material (including the raw materials). In contrast to the R/2 system, you do not have to create separate cost components for the semifinished materials.

You can identify the cost component split of the cost component structure as a primary cost component split. In this case you can include the primary costs from Cost Center Accounting and Activity-Based Costing in the cost estimate. Overhead that goes into the primary cost component split is still treated as secondary costs.

The primary cost component split and the cost component split for the cost of goods manufactured can exist in parallel to allow comparisons and analyses. In this case you specify which cost component split is the main cost component split. Only the main cost component split can update of results of the standard cost estimate to the material master. The second cost component split (called the auxiliary cost component split) is used more for statistical information purposes and can be evaluated in Profitability Analysis, for example.

### Assignment of Cost Elements to Cost Components

All costs in the All costs in the SAP system are assigned to cost elements. This assignment is made in the following way:

| If costs arise for... | then assignment is made through... |
|---|---|
| Materials | account determination |
| Nonstock materials | the BOM item |
| Internal activities | the activity type master record |
| External activities | the purchasing info record or the operation |
| Overhead | the costing sheet |

Materials that are assigned to the same cost element through automatic account determination can be separated for controlling purposes through an origin group in the costing view of the material master record.

You can create cost components in the following ways:

Cost element from, cost element to

For example, costs that are assigned to cost elements 400000 to 4000 are assigned to the same cost component.

Cost element from

For example, costs assigned to cost element 400000 are assigned to one cost component, while costs assigned to cost element 4000 are assigned to a different cost component.

Origin group

For example, costs that are expected for materials of origin group EXTN are assigned to the same cost component (regardless of the cost element).

Cost element from, origin group

For example, costs assigned to cost element 400000 and origin group EXTN are assigned to the same cost component.

Cost element from, origin group, cost element to

For example, costs assigned to cost elements 400000 to 4000 and that come from materials with origin group EXTN are assigned to the same cost component. Costs that are within this cost element interval but have a different origin group are assigned to a different cost component.

No entries

If you leave the entries *Cost element from*, *Origin group* and *Cost element to* blank, all costs in the cost estimate that were not assigned are assigned to the cost component with a blank entry. For example, this can be a cost component for "other costs".

### Example of Assignments of Cost Elements to Cost Components

The costs in the itemization (such as material usage costs, internal activities, and overhead) are assigned to cost components as follows:

| Itemization | | Cost elements | | Cost component |
|---|---|---|---|---|
| M Plant 01 RAW-1 | -> | 400000 | -> | 01 material costs |
| M Plant 01 RAW-2 | -> | 400000 | -> | 01 material costs |
| M Plant 01 RAW-3 | -> | 4000 | -> | 01 material costs |
| E CCenter 1 ACT-1 activities | -> | 6000 | -> | 02 internal |
| E CCenter 1 ACT-2 activities | -> | 6100 | -> | 02 internal |
| G material overhead | -> | 660000 | -> | 03 overhead |

Material account determination selects an account (such as 400000, 4000) and a primary cost element for each material (item category M). These cost elements are assigned to cost component 01.

For each internal activity (item category E) there is an activity type defined in the CO module. The master record of this activity type points to a secondary cost element (such as 6000 or 6100). These cost elements are assigned to cost component 02.

Overhead (item category G) is calculated in Controlling in a costing sheet. The credit key in the costing sheet points to a secondary cost element (such as 660000). These cost elements are assigned to cost component 03.

### Attributes of the Cost Components

When defining the cost components you must determine whether they:

Contain cost of goods manufactured, sales and administration costs, or nonrelevant costs

Are relevant for the initial cost split

Are rolled up to the next-highest costing level

The "Roll up" indicator determines, for example, that the costs for the usage of a raw material in a semifinished product are displayed in the cost estimates of the higher-level semifinished products and of the finished product.

Costs that are flagged as the cost of goods manufactured are normally rolled up.

Costs that are flagged as sales and administration costs are not normally rolled up.

When defining the cost components, you must specify whether the cost component plays a role in the creation of the different prices that are transferred into the material master record. You have the following options:

Standard price

Costs that are flagged as relevant for stock valuation form part of the standard price if the results of the standard cost estimate are marked and released. These costs also serve as a basis for the following:

The calculation of target costs in variance calculation

The valuation of scrap in variance calculation

The valuation of work in process for the confirmed yield for the operation (order-related production, process manufacturing) or at the reporting point ( repetitive manufacturing)

Commercial price

Costs that are flagged as relevant for inventory valuation for the purposes of commercial law form part of the commercial price. This price is calculated in an inventory cost estimate and can be written to the material master record.

Tax price

Costs that are flagged as relevant for inventory valuation for the purposes of tax law form part of the tax price. This price is calculated in an inventory cost estimate and written to the material master record.

Transfer price surcharge ( optional )

This category allows you to group together several cost components of a cost component structure.

Differences between the transfer prices (delta profit)

If you use the functions of multiple valuation in group costing, you can specify that costs that arise from supply relationships with other company codes and profit centers are updated under the cost component. You can specify this for one cost component for each cost component structure.

### Proposals for the Update of Additive Costs

Here you can define which cost elements or cost elements and origin groups are proposed in cost estimates without quantity structure or when additive costs are entered when you enter a cost component.

In Customizing, you should make sure that the cost element proposed is actually in the cost element interval for the cost component.

### Transfer Structure

The transfer structure transfers the costs from the cost components of one cost component structure to the cost components of another cost component structure.

If you are using primary cost component splits or activity types in Activity-Based Costing, you can pass this information on. If the cost component structure of the primary cost component split differs from the cost component structure for materials, you can specify which cost components of the source cost component structure go into which cost components of the target cost component structure.

### Cost Component Views

You can display the results of the cost estimate in the following views:

Cost of goods manufactured

Cost of goods sold

Sales and administration costs

Inventory ( commercial )

Inventory ( tax )

Inventory valuation

The cost component views are created using the attributes of the cost components in the cost estimate. For example, costs for cost components that are flagged as relevant for inventory valuation are shown in the cost component view "Stock valuation".

When you create a cost estimate, you can display the costs in the cost component views defined.

The cost component views are included in the calculation of overhead. In the costing type, you specify the calculation base (such as the cost of goods manufactured) on which the overhead for the semifinished products in the finished product are calculated.

These cost component views also determine how the costs are used in other application components in the SAP System:

For *Sales and Distribution*, the view for the cost of goods sold determines which costs can be used as a basis for pricing to determine a net value for the sales order item.

For *Profitability Analysis*, the view for the cost of goods sold determines what costs are compared to the sales revenues to calculate the contribution margin for each product.

For *Materials Management*, the view for stock valuation determines which costs go into the standard price for the material.

For Materials Management, the views for inventory determine which costs go into the tax price and the commercial price for the product.

### Organizational Levels of Cost Components

The costing type determines the level on which you can define the cost component structure.

For a standard cost estimate the cost component structure must be selected through the company code. This ensures that the same cost component structure is used for all plants and costing variants in the company code. If you use different cost component structures in different plants, the standard cost estimate in one plant cannot access the results of standard cost estimates in other plants to transfer costing data for materials transferred from one plant to another.

For modified standard cost estimates, current cost estimates, inventory cost estimates, and sales order cost estimates, the cost component structure can be selected at the following levels:

Company code

Plant

Costing variant

Costing variants that specify the same costing type and valuation variant must use the same cost component structure.

You can also specify the following:

When the validity of the assignment starts

Whether a cost component structure with an auxiliary cost component split should exist in addition to the cost component structure with the main cost component split

### Cost Component Groups

From the maximum of 40 cost components, you can create cost component groups for example in order to group together all production costs or all raw material costs. These cost component groups can be evaluated in the costed multilevel BOM or in the custom-programmed reports.

For each cost component, you can assign two cost component groups.

### Cost Components in the Information System

To be able to display the cost components in the information system, you must define cost component groups that define the row structure of the report. You can define these groups in the step Maintain cost component groups for the Report Writer. They are a copy of the cost component structure for the information system.

### Absorption Costing and Variable Costing

You can represent your cost accounting system as absorption costing or as variable costing. If you use variable costing, when you define the cost components you should only flag the variable portion of the activity types as relevant to inventory valuation. The effect of this is that with internal activity allocation, even if they are made in a confirmation, the relevant cost centers are only credited with the variable costs of the activity type prices. At the end of the period you can pass the fixed costs directly to Profitability Analysis (CO-PA) by means of assessment. The variable cost of sales is transferred to CO-PA at invoicing. Variances between the standard cost of goods manufactured and the actual cost of goods manufactured can be transferred from Cost Object Controlling to CO-PA at the end of the period.

### Requirements

You must already have carried out the following steps in Customizing for G/L accounting:

Maintain chart of accounts list

Assign company code to a chart of accounts

You must already have carried out the following steps in Customizing for revenue element accounting:

Make default settings

Create batch input session

Process batch input sessions

If you want to define origin groups for the materials, you must already have carried out the step Define origin groups.

If you are using additive costs, make sure that the costing variants and the valuation variants for costing include the additive costs.

Check costing variants

Check valuation variants

If you are using a primary cost component split for activity types, check the following settings:

In Customizing for Cost Center Accounting:

Check cost component structure

Check switching structure

In Customizing for Controlling general:

Maintain versions (settings by fiscal year)

### Standard settings

The standard system contains a predefined cost component structure. If you want to use this cost component structure, you must do the following:

Check the definition of the cost components (such as relevant for inventory valuation, or relevant for commercial and tax inventory valuation).

Assign the primary cost elements (such as for materials and external activities) that are in your chart of accounts to the cost components in the standard cost component structure.

Assign the secondary cost elements for internal activity allocations and overhead that you have defined in cost and revenue element accounting to the cost components in the standard cost component structure.

Assign the cost components in the standard cost component structure to the cost elements under which you want to update the results of the additive cost estimate

Check the assignment of the cost component structure to your organizational units, and the validity

### Recommendations

SAP recommends that you use only one cost component structure. This ensures that the costing results are always comparable.

If you are using primary cost component splits for activity types in Cost Center Accounting, and the cost component structure is not the same as that of the material cost estimate, transfer this information in the cost estimate through assignments to a transfer structure.

### Activities

Create a cost component structure.

Enter an alphanumerical key and a name for the cost component structure, and specify whether the cost component structure is a primary cost component split.

Define the cost components.

Enter the cost component structure, a key and a name for the cost component. Define the attributes of the cost component. For example, specify if the cost component contains

variable or full costs

production, distribution or administrative costs - relevant for the stock evaluation

Assign cost components to cost component groups.

Assign the cost elements, or cost elements and origin groups, to these cost components. For each cost component, enter the cost component structure, the chart accounts, and the relevant cost element interval.

If you want to use additive costs, assign cost elements and origin groups to the cost components under which you want to update the costs.

If you want to transfer data from a primary cost component split in Cost Center Accounting and the primary cost component split uses a different cost component structure, assign the cost components of the source cost component structure to the cost components of the target cost component structure.

Check the supplied cost component groups.

Check the definition of the cost component views.

Assign the cost component structure to the relevant organizational units, and specify when the assignment is valid and whether you want to have an auxiliary cost component split in addition to the main cost component split.

When the cost component structure is no longer in the creation phase, activate it.

### Further notes

For more information, refer to the SAP Library under *Product Cost Planning*.

## 4 Aggregated Items

## 4 Define Formula Element

### Use

In this IMG activity you define formula elements that you need to define pricing keys. A formula element determines which subordinate items or characteristics are evaluated for aggregated items.

Refer to the SAP Library for more information on aggregated items, for example under *Project System (PS) -> Costs -> Cost Planning-> Easy Cost Planning and Execution Services -> Editing Costing Models and Assigning Attributes -> Defining Derivation Rules -> Aggregated Items*.

### Activities

Enter an alphanumeric key as the name of the *formula element*.

You use the element type to specify how the value of the formula element is determined.

## 4 Define Pricing Key

### Use

The pricing key describes the key figure or costing item that you want to represent with the aggregated item.

### Activities

You can specify a cost element for the aggregated item. This cost element is used for further analysis of the aggregated item.

Enter the price unit and the base unit of measure for calculation of the value (*Value* field) of the aggregated item.

In the pricing key, use either the function module (*Function Name* ) or a *formula* for calculation of the value of the aggregated item in the *Price* field. Use the previously defined formula elements in the pricing key formula.

For detailed information on the functions of the formula editor, refer to the SAP Library under *Financials -> Controlling (CO) -> Profitability Analysis (CO-PA) -> Information System -> Functions in the Information System -> Key Figure Schemes -> Formula Editor*. **Example**

You want to calculate contribution margin I in an aggregated item. You create the pricing key CONTRMARG1 and define the following formula:

ABS(REV) - VAR - FIX

You define the following formula elements:

REV: with the cost element interval containing all revenue cost elements

VAR: with a cost element group containing all cost elements for variable costs

FIX: with a cost element group containing all cost elements that represent directly assignable overhead

## 4 Project Planner and Cost Estimator

## 4 Assign PFCG Role to Users

### Use

In this Customizing activity, you assign users to roles so they can perform the related tasks in SAP NetWeaver Business Client.

For example, users can be assigned to the following roles:

*Cost Center Manager: NWBC* ( SAP_CO_COSTCENTER_MANAGER )

*Project Planner: NWBC* ( SAP_CO_PROJECT_PLANNER )

*Internal Controller: NWBC* ( SAP_CO_INTERNAL_CONTROLLER )

# 4 Reporting

# 4 Set Up LaunchPad

### Use

In this IMG activity, you define the applications (links to reports, transactions, URLs) for the *Launchpad* iView .

For additional information, see the SAP Library under *SAP ERP Central Component* -> *Business Packages/Functional Packages* -> *Business Package for Common Parts* -> *Launchpad*.

### Standard settings

If you are using the Hierarchy then the object types of the hierarchy are displayed as object nodes. The object nodes in this case form the first level of the subdivision of the launchpad. For the *Business Unit Analyst* you can determine the selection of object types under *Business Unit Analyst 2 (mySAP ERP)* -> *Hierarchy* -> Set Hierarchy. You cannot change the selection for the *Manager Self-Service*.

### Activities

When you execute the IMG activity for the first time or have not yet saved any settings, you need to decide whether you want to use the Hierarchy. If you do want to use the hierarchy, proceed as follows: Select an object node. When you do this, other pushbuttons are displayed.

You can assign all applications directly to the object node. In addition, you can group the launchpad by creating new folders. The folders are used in the portal as headers for the links to the applications. Choose *New Folder*. Enter a text for the new folder, and choose *Enter*. The folder is added below the selected node.

To create applications, select the object node or the folder to which you want to assign the applications, and choose *New Application*.

Enter the required data.

Select the application category. Depending on your selection additional input fields are displayed, which you can use to specify or select the parameters of the application.

If you want to enter a description that is displayed in the portal under the link but is to be longer than 255 characters, choose *Editor for Description* to the right of the field *Descript.*.

Enter the System Alias (except for URL).

If you do **not** want to use the hierarchy, first select the uppermost node if this has not already been selected. The uppermost node then takes over the functions of the object node. You can therefore assign folders and applications direct to this node without a hierarchy.

The *inactive applications* folder is used for collecting the applications that are available in the portal, but that you do not want to display. These applications are displayed in the portal in a table that the user can view when he or she changes the launchpad settings.

# 4 Personal Object Worklist

# 4 Cockpit for POWL Administration (as of SAP NetWeaver

### Use

The *POWL Administrator Cockpit* is a single point of entry to perform different administrator activities relevant for Personal Object Worklist (POWL) development, Customizing, and testing.

There are three types of POWLs:

**Standard POWL**
Standard POWL is the type of personal object worklist that is generated by implementing the interface IF_POWL_FEEDER (Interface for POWL Feeders) and creating POWL Customizing using the following transactions:

Define Personalization Hierarchy ( FPB_MAINTAIN_HIER )
Define Categories ( POWL_CAT )

Define Query Visibility at User Level ( POWL_QUERYU )

Query visibility at Role Level ( POWL_QUERYR )

Define Default Queries ( POWL_QUERY )

Configure Worklist Type Repository ( POWL_TYPE )

Define Worklist Type Visibility at User Level ( POWL_TYPEU )

Define Worklist Type Visibility at Role Level ( POWL_TYPER )
To find these IMG activies in SAP Customizing, choose *Cross-Application Components -> General Application Functions -> Generic SAP Business Suite Functions -> Personal Object Worklist*.

**Reporting POWL**
Reporting POWL is the type of personal object worklist that is generated based on an InfoSet Query. Data that is to be available for analysis purposes is grouped in InfoSets.

**Easy POWL**
Easy POWL is the type of personal object worklist that is generated using the transaction *Easy POWL Builder* ( EASY_POWL ).

### Activities

You can specify the type of POWL for which you need to perform administrator activities:

**Standard POWL**
Standard POWL selection enables you to perform the following operations:

Create/Maintain/Delete Application ID

Create/Maintain/Delete POWL Type

Assign POWL Type to Application ID ( Role-Based/User-Based )

Create/Maintain/Delete POWL Query

Assign POWL Query to Application ID ( Role-Based/User-Based )

Create/Maintain/Delete POWL Category

Check Consistency of POWL Customizing Entries

Test-Launch POWL Application

**Reporting POWL**
If you select a Reporting POWL, you can further specify the kind of action that you wish to perform, such as registering infoset queries or maintaining actions for a reporting POWL.
Reporting POWL selection enables you to perform the following operations:

Call InfoSet Query

Maintain Actions for a Reporting POWL

**Easy POWL**
Easy POWL selection enables you to start the *Easy POWL Builder*. For more information, see report documentation  Easy POWL Builder.

## 4 BAdI:  Visible POWL Types

### Use

This Business Add-In (BAdI) is used in the *Personal Object Worklist* component.

This BAdI definition provides an option to modify the POWL types at runtime.
POWL runtime makes a call to the implementation of this BAdI definition providing the visible POWL types, application ID, user name and system language corresponding to the POWL application that is executed. The implementations can modify the POWL types and pass it back to the framework.

### Example

Consider that the following is the POWL customization that is available statically.

Application ID: PURDOC

The following POWL types are mapped to this application ID:

PURDOC_MY

PURDOC_ALL.

If it is required that the POWL type PURDOC_ALL should **not** be available for certain users, then, this definition needs to be implemented and the POWL type PURDOC_ALL should be removed from the visible types and returned back.
Thus, the static POWL type assignments can be modified at runtime.

## 4 Activate BI Content Bundle for Planning

### Use

In this Customizing activity, you can view and activate predefined BI Content bundles. The activity launches the *BI Content Activation Workbench*, which lists BI Content bundled according to business categories, for example, processes. Activating content according to business categories saves the effort of searching for single BI Content objects. However, you can also check the content objects of each bundle and decide whether to activate specific objects in the course of activating the bundle, or to exclude them from being activated.

Alternatively, if you do not want to use the workbench, you can use the *Data Warehousing Workbench* (RSOR) transaction in SAP NetWeaver Business Warehouse to activate BI Content.

### Requirements

To use the cost center manager, internal controller, and project manager roles, you must switch to the business function view and activate the following:

/ERP/FCOM_PLANNING for the planning applications

FIN_REP_SIMPL_3 for the reports included in the report launchpad

FIN_REP_SIMPL_4 for the reports included in the report launchpad

## 4 Project Planning (Easy Cost Planning)

## 4 Information for Characteristic Customizing

You can find the Customizing for characteristics in the Implementation Guide under *Cross-Application Components -> Classification System -> Characteristics*. Although you do not need to make any settings for Easy Cost Planning, you are recommended to define characteristic groups which you can then use to identify the characteristics that you create specifically for the costing model.

## 4 Define CO Versions for Easy Cost Planning

In this work step you determine which CO version you use for Easy Cost Planning

### Recommendation

In the standard system the update of the calculated values from Easy Cost Planning is in CO version 000. However if you use Easy Cost Planning for the preliminary costing of complex projects, you should use another CO version than 000 for updating the values.

**Reason:**

After preliminary costing the project starts with simultaneous costing using networks.The system can update data from network costing only in CO version 000.

To prevent the data from Easy Cost Planning and network costing interfering with each other, define a different CO version for updating the values from Easy Cost Planning.

### Activities

Enter the CO version that the system should use for updating costing data from Easy Cost Planning in the *Version* column.
The input help (F4) displays all existing CO versions for the current controlling area..

If you also want the system to update the planned revenues, set the *Planned revenues* indicator.

## 4 Create Costing Variant

You can use costing variants to combine all the controlling parameters for costing.

The costing variant represents the link between the application and customizing because all costings must reference a costing variant as they are made and stored.

The costing variant controls how the costing is to be carried out. With it, you control:

Whether the costing results are to be regarded as plan costs or actual costs

Which prices are used to value the materials, internal activities and external activities

How overhead surcharges are calculated

The following are part of the costing variant:

costing type 08 for the project unit costing

valuation variant

### Note

It is technically possible to have more the same costing type and valuation variant in more than one costing variant, but you should avoid this because it can lead to one variant overwriting the data for another.

The reason for this is the key format for costing results in the database. This key form is based on the costing type and valuation variant, no the costing variant.

### Standard Settings

The SAP standard system contains a number of predefined costing variants

### SAP Recommendation

When you use Easy Cost Planning, we recommend you use *costing variant PS06*, which we deliver as standard.

Assign a different valuation variant to each of the costing variants you want to use to store costings. If you do this, you will subsequently be able to change the valuation strategies as and when you want.

### Activities

Enter an alpha-numeric key and an appropriate short text for the costing variant.

In the detail screen, assign a costing type and a valuation variant to the costing variant. If you want to use your own paramters, you must carry out the steps Define costing types and Define valuation variants.

If you are using the costing variant for a model costing, you stipulate whether cost elements have to be assigned to the costing items. The costs for other reference objects in the unit costing must be totaled using cost elements.

### Further notes

You need the costing variant for:

The costing (plan costs) and cost determination (actual costs) for networks and network activities.
Store two costing variants: one for plan costs and one for actual costs

As default values for the application in the Project System implementation guide in the network parameters for the network type

In the application, in the extras for the network header (if you did not define a costing variant in the network parameters
In the network header data, choose Goto -> Network header -> Supplement.

The unit costing for projects or WBS elements You define the costing variant:

As a default value for the application in the cost planning profile

In the application, when you access the unit costing from structure- oriented cost planning

## 4 Assign Costing Variant to Planning Profile

In this process step you assign the costing variant to the planning profile.
This assignment determines how the system costs and valuates a project with the appropriate planning profile.

You should bear in mind that the system uses the costing variant from the planning profile only as a default value. You can override this assignment when you create the cost estimate by entering a different costing variant.

### Activities

Assign a costing variant to the plan profile.

### Further notes

The table contains all of the plan profiles contained in the system.

## 4 Assign Planning Profile to Project Profile

In this step, you assign the planning profile to the project profile.

### Requirements

You must have maintained a project profile and a planning profile.

### Further notes

The planning profile is stored as a default value in the control data in the project definition.
When you create a new project, you can use the default value or change it in the application. To do the latter, go to the project definition and choose *Detail -> Control*.

## 4 Define Cost Component Structure

In this step you create a cost component structure and the associated cost components. The cost component split is generated on the basis of the cost components. These settings are used for:

Material cost estimates

Sales order cost estimates created with the functions of product costing

Order BOM cost estimates

Easy Cost Planning
Material cost estimates are created in the Product Cost Planning component. Sales order cost estimates and order BOM cost estimates are created in the Product Cost by Sales Order component.

**The following applies to product costing:**

You can:

Display the cost components in the cost estimate

Analyze the cost components in the information system

Transfer the cost components to **Profitability Analysis** ( CO-PA )

The cost components also serve as a filter for the costing results. They determine the following:

Which costs are included in the cost estimate for the higher-level material

Which costs should be part of the standard price for the material costed

Which costs should be part of the commercial and tax price for the material costed

The value added that arises through transfer prices

The cost components break down the results of the cost estimate into factors such as raw materials, material overhead, external activities, setup costs, machine costs, labor costs, production costs, and other costs.

**The following applies to Easy Cost Planning gilt:**

In the cost estimate, the cost component groups are displayed, and you can analyze the costs there. The cost component split, however, is not saved and consequently is not available in the information system.

The information in this section applies in principle to Easy Cost Planning , with the following exceptions:

It is not possible to transfer the costing results to *Profitability Analysis* because the cost component split is not saved.

You cannot view the costs in the auxiliary cost component split.

You can only see the differences between the transfer prices (delta profit) if your operational valuation view is group valuation. You create the operational valuation view in the operational version (000) in Customizing for *General Controlling* under *Organization -> Maintain versions*.

### Structure of the Cost Components in a Cost Component Split

The cost components are listed in a cost component structure that can contain up to 40 cost components (cost fields).

You can create up to 40 cost components that contain variable costs.

For cost components that contain full costs, the system creates a second cost field for the fixed costs. This means that you can create no more than 20 cost components that are full costs.

The structure of the cost components is the same for each material in the >DS:GLOS526C3F9AFAB52B9E000009B38F974>BOM. This means, for example, that:

The costs for a raw material appear under the cost component "raw materials" in the cost estimate of the semifinished material and the higher-level semifinished materials and finished materials

The costs for an internal activity appear under the cost component "production costs" in the cost estimate of the semifinished product and the higher-level semifinished products and finished products

This way the product cost estimate shows you not only the total costs for the usage of a semifinished product, but also what the costs are composed of, the cost component split. The system updates a cost component split for each material (including the raw materials). In contrast to the R/2 system, you do not have to create separate cost components for the semifinished materials.

You can identify the cost component split of the cost component structure as a primary cost component split. In this case you can include the primary costs from Cost Center Accounting and Activity-Based Costing in the cost estimate. Overhead that goes into the primary cost component split is still treated as secondary costs.

The primary cost component split and the cost component split for the cost of goods manufactured can exist in parallel to allow comparisons and analyses. In this case you specify which cost component split is the main cost component split. Only the main cost component split can update of results of the standard cost estimate to the material master. The second cost component split (called the auxiliary cost component split) is used more for statistical information purposes and can be evaluated in Profitability Analysis, for example.

### Assignment of Cost Elements to Cost Components

All costs in the All costs in the SAP system are assigned to cost elements. This assignment is made in the following way:

| If costs arise for... | then assignment is made through... |
|---|---|
| Materials | account determination |
| Nonstock materials | the BOM item |
| Internal activities | the activity type master record |
| External activities | the purchasing info record or the operation |
| Overhead | the costing sheet |

Materials that are assigned to the same cost element through automatic account determination can be separated for controlling purposes through an origin group in the costing view of the material master record.

You can create cost components in the following ways:

Cost element from, cost element to

For example, costs that are assigned to cost elements 400000 to 4000 are assigned to the same cost component.

Cost element from

For example, costs assigned to cost element 400000 are assigned to one cost component, while costs assigned to cost element 4000 are assigned to a different cost component.

Origin group

For example, costs that are expected for materials of origin group EXTN are assigned to the same cost component (regardless of the cost element).

Cost element from, origin group

For example, costs assigned to cost element 400000 and origin group EXTN are assigned to the same cost component.

Cost element from, origin group, cost element to

For example, costs assigned to cost elements 400000 to 4000 and that come from materials with origin group EXTN are assigned to the same cost component. Costs that are within this cost element interval but have a different origin group are assigned to a different cost component.

No entries

If you leave the entries *Cost element from*, *Origin group* and *Cost element to* blank, all costs in the cost estimate that were not assigned are assigned to the cost component with a blank entry. For example, this can be a cost component for "other costs".

### Example of Assignments of Cost Elements to Cost Components

The costs in the itemization (such as material usage costs, internal activities, and overhead) are assigned to cost components as follows:

| Itemization | | Cost elements | | Cost component |
|---|---|---|---|---|
| M Plant 01 RAW-1 | -> | 400000 | -> | 01 material costs |

| | | | | |
|---|---|---|---|---|
| M Plant 01 RAW-2 | -> | 400000 | -> | 01 material costs |
| M Plant 01 RAW-3 | -> | 4000 | -> | 01 material costs |
| E CCenter 1 ACT-1 activities | -> | 6000 | -> | 02 internal |
| E CCenter 1 ACT-2 activities | -> | 6100 | -> | 02 internal |
| G material overhead | -> | 660000 | -> | 03 overhead |

Material account determination selects an account (such as 400000, 4000) and a primary cost element for each material (item category M). These cost elements are assigned to cost component 01.

For each internal activity (item category E) there is an activity type defined in the CO module. The master record of this activity type points to a secondary cost element (such as 6000 or 6100). These cost elements are assigned to cost component 02.

Overhead (item category G) is calculated in Controlling in a costing sheet. The credit key in the costing sheet points to a secondary cost element (such as 660000). These cost elements are assigned to cost component 03.

### Attributes of the Cost Components

When defining the cost components you must determine whether they:

Contain cost of goods manufactured, sales and administration costs, or nonrelevant costs
Are relevant for the initial cost split

Are rolled up to the next-highest costing level

The "Roll up" indicator determines, for example, that the costs for the usage of a raw material in a semifinished product are displayed in the cost estimates of the higher-level semifinished products and of the finished product.

Costs that are flagged as the cost of goods manufactured are normally rolled up.

Costs that are flagged as sales and administration costs are not normally rolled up.

When defining the cost components, you must specify whether the cost component plays a role in the creation of the different prices that are transferred into the material master record. You have the following options:

Standard price

Costs that are flagged as relevant for stock valuation form part of the standard price if the results of the standard cost estimate are marked and released. These costs also serve as a basis for the following:

The calculation of target costs in variance calculation

The valuation of scrap in variance calculation

The valuation of work in process for the confirmed yield for the operation (order-related production, process manufacturing) or at the reporting point ( repetitive manufacturing)

Commercial price

Costs that are flagged as relevant for inventory valuation for the purposes of commercial law form part of the commercial price. This price is calculated in an inventory cost estimate and can be written to the material master record.

Tax price

Costs that are flagged as relevant for inventory valuation for the purposes of tax law form part of the tax price. This price is calculated in an inventory cost estimate and written to the material master record.

Transfer price surcharge ( optional )

This category allows you to group together several cost components of a cost component structure.

Differences between the transfer prices (delta profit)

If you use the functions of multiple valuation in group costing, you can specify that costs that arise from supply relationships with other company codes and profit centers are updated under the cost component. You can specify this for one cost component for each cost component structure.

### Proposals for the Update of Additive Costs

Here you can define which cost elements or cost elements and origin groups are proposed in cost estimates without quantity structure or when additive costs are entered when you enter a cost component.

In Customizing, you should make sure that the cost element proposed is actually in the cost element interval for the cost component.

### Transfer Structure

The transfer structure transfers the costs from the cost components of one cost component structure to the cost components of another cost component structure.

If you are using primary cost component splits or activity types in Activity-Based Costing, you can pass this information on. If the cost component structure of the primary cost component split differs from the cost component structure for materials, you can specify which cost components of the source cost component structure go into which cost components of the target cost component structure.

### Cost Component Views

You can display the results of the cost estimate in the following views:

Cost of goods manufactured

Cost of goods sold

Sales and administration costs

Inventory ( commercial )

Inventory ( tax )

Inventory valuation

The cost component views are created using the attributes of the cost components in the cost estimate. For example, costs for cost components that are flagged as relevant for inventory valuation are shown in the cost component view "Stock valuation".

When you create a cost estimate, you can display the costs in the cost component views defined.

The cost component views are included in the calculation of overhead. In the costing type, you specify the calculation base (such as the cost of goods manufactured) on which the overhead for the semifinished products in the finished product are calculated.

These cost component views also determine how the costs are used in other application components in the SAP System:

For *Sales and Distribution*, the view for the cost of goods sold determines which costs can be used as a basis for pricing to determine a net value for the sales order item.

For *Profitability Analysis*, the view for the cost of goods sold determines what costs are compared to the sales revenues to calculate the contribution margin for each product.

For *Materials Management*, the view for stock valuation determines which costs go into the standard price for the material.

For Materials Management, the views for inventory determine which costs go into the tax price and the commercial price for the product.

### Organizational Levels of Cost Components

The costing type determines the level on which you can define the cost component structure.

For a standard cost estimate the cost component structure must be selected through the company code. This ensures that the same cost component structure is used for all plants and costing variants in the company code. If you use different cost component structures in different plants, the standard cost estimate in one plant cannot access the results of standard cost estimates in other plants to transfer costing data for materials transferred from one plant to another.

For modified standard cost estimates, current cost estimates, inventory cost estimates, and sales order cost estimates, the cost component structure can be selected at the following levels:

Company code

Plant

Costing variant

Costing variants that specify the same costing type and valuation variant must use the same cost component structure.

You can also specify the following:

When the validity of the assignment starts

Whether a cost component structure with an auxiliary cost component split should exist in addition to the cost component structure with the main cost component split

### Cost Component Groups

From the maximum of 40 cost components, you can create cost component groups for example in order to group together all production costs or all raw material costs. These cost component groups can be evaluated in the costed multilevel BOM or in the custom-programmed reports.

For each cost component, you can assign two cost component groups.

### Cost Components in the Information System

To be able to display the cost components in the information system, you must define cost component groups that define the row structure of the report. You can define these groups in the step Maintain cost component groups for the Report Writer. They are a copy of the cost component structure for the information system.

### Absorption Costing and Variable Costing

You can represent your cost accounting system as absorption costing or as variable costing. If you use variable costing, when you define the cost components you should only flag the variable portion of the activity types as relevant to inventory valuation. The effect of this is that with internal activity allocation,

even if they are made in a confirmation, the relevant cost centers are only credited with the variable costs of the activity type prices. At the end of the period you can pass the fixed costs directly to Profitability Analysis (CO-PA) by means of assessment. The variable cost of sales is transferred to CO-PA at invoicing. Variances between the standard cost of goods manufactured and the actual cost of goods manufactured can be transferred from Cost Object Controlling to CO-PA at the end of the period.

### Requirements

You must already have carried out the following steps in Customizing for G/L accounting:

Maintain chart of accounts list

Assign company code to a chart of accounts

You must already have carried out the following steps in Customizing for revenue element accounting:

Make default settings

Create batch input session

Process batch input sessions

If you want to define origin groups for the materials, you must already have carried out the step Define origin groups.

If you are using additive costs, make sure that the costing variants and the valuation variants for costing include the additive costs.

Check costing variants

Check valuation variants

If you are using a primary cost component split for activity types, check the following settings:

In Customizing for Cost Center Accounting:

Check cost component structure

Check switching structure

In Customizing for Controlling general:

Maintain versions (settings by fiscal year)

### Standard settings

The standard system contains a predefined cost component structure. If you want to use this cost component structure, you must do the following:

Check the definition of the cost components (such as relevant for inventory valuation, or relevant for commercial and tax inventory valuation).

Assign the primary cost elements (such as for materials and external activities) that are in your chart of accounts to the cost components in the standard cost component structure.

Assign the secondary cost elements for internal activity allocations and overhead that you have defined in cost and revenue element accounting to the cost components in the standard cost component structure.

Assign the cost components in the standard cost component structure to the cost elements under which you want to update the results of the additive cost estimate

Check the assignment of the cost component structure to your organizational units, and the validity

## Recommendations

SAP recommends that you use only one cost component structure. This ensures that the costing results are always comparable.

If you are using primary cost component splits for activity types in Cost Center Accounting, and the cost component structure is not the same as that of the material cost estimate, transfer this information in the cost estimate through assignments to a transfer structure.

## Activities

Create a cost component structure.

Enter an alphanumerical key and a name for the cost component structure, and specify whether the cost component structure is a primary cost component split.

Define the cost components.

Enter the cost component structure, a key and a name for the cost component. Define the attributes of the cost component. For example, specify if the cost component contains

variable or full costs

production, distribution or administrative costs - relevant for the stock evaluation

Assign cost components to cost component groups.

Assign the cost elements, or cost elements and origin groups, to these cost components. For each cost component, enter the cost component structure, the chart accounts, and the relevant cost element interval.

If you want to use additive costs, assign cost elements and origin groups to the cost components under which you want to update the costs.

If you want to transfer data from a primary cost component split in Cost Center Accounting and the primary cost component split uses a different cost component structure, assign the cost components of the source cost component structure to the cost components of the target cost component structure.

Check the supplied cost component groups.

Check the definition of the cost component views.

Assign the cost component structure to the relevant organizational units, and specify when the assignment is valid and whether you want to have an auxiliary cost component split in addition to the main cost component split.

When the cost component structure is no longer in the creation phase, activate it.

## Further notes

For more information, refer to the SAP Library under *Product Cost Planning*.

# 4 Aggregated Items

## 4 Define Formula Element

### Use

In this IMG activity you define formula elements that you need to define pricing keys. A formula element determines which subordinate items or characteristics are evaluated for aggregated items.

Refer to the SAP Library for more information on aggregated items, for example under *Project System (PS)* -> *Costs* -> *Cost Planning*-> *Easy Cost Planning and Execution Services* -> *Editing Costing Models and Assigning Attributes* -> *Defining Derivation Rules* -> *Aggregated Items*.

### Activities

Enter an alphanumeric key as the name of the *formula element*.

You use the element type to specify how the value of the formula element is determined.

## 4 Define Pricing Key

### Use

The pricing key describes the key figure or costing item that you want to represent with the aggregated item.

### Activities

You can specify a cost element for the aggregated item. This cost element is used for further analysis of the aggregated item.

Enter the price unit and the base unit of measure for calculation of the value (*Value* field) of the aggregated item.

In the pricing key, use either the function module (*Function Name* ) or a *formula* for calculation of the value of the aggregated item in the *Price* field. Use the previously defined formula elements in the pricing key formula.

For detailed information on the functions of the formula editor, refer to the SAP Library under *Financials* -> *Controlling (CO)* -> *Profitability Analysis (CO-PA)* -> *Information System* -> *Functions in the Information System* -> *Key Figure Schemes* -> *Formula Editor*. **Example**

You want to calculate contribution margin I in an aggregated item. You create the pricing key CONTRMARG1 and define the following formula:

ABS(REV) - VAR - FIX

You define the following formula elements:

REV:  with the cost element interval containing all revenue cost elements

VAR: with a cost element group containing all cost elements for variable costs

FIX: with a cost element group containing all cost elements that represent directly assignable overhead

## Archiving

In this section you make the settings for archiving in CO.

Customizing settings are only necessary for the archiving of CO line items.

## Prepare Archiving of Controlling Line Items

In this IMG activity you make the settings for the archiving of CO line items. You can archive in Cost Element Accounting in the Controlling application

To archive CO line items, you need to specify the residence times.

The write program archives CO line items of all object types, for which you enter residence times. You can also exempt individual object types explicitly from the archiving.

Each CO line item is only archived when the appropriate number of residence periods have elapsed since its posting period. Special periods do not count. Documents posted in special periods are assigned to the final period of the fiscal year.

### Example

You entered six residence periods for cost objects. Archiving takes place in April 1998. In a fiscal year with 12 months as posting periods, the last posting period in which a document can be archived is September 1997.

The elapsed periods are October through December 1997, and January through March 1998. Documents from October 1997 are therefore no longer archived.

### Activities

Maintain the residence times for the write program:

Choose "New entries" or change the existing entries.

Create at least one entry for each object to be archived. All further entries are optional and restrict selection correspondingly.

If you want to differentiate orders (except sales orders) by order type, enter the order type as the sub-object type.

If you want to differentiate by objects of a specified controlling area, enter the specified controlling area in the "COarea" column.

If you want to differentiate by plan and actual line items, enter the appropriate abbreviation in the "ValTyp.Category" column.

You can exclude individual rows from the archiving process, by selecting the "Do not archive" column.

Enter the number of residence periods for each row.

If you only want to archive complete fiscal years, select the "Complete year" column.