



# SAP AUUIT MAHAYEIHEIT

# SAP

# **Profit Center Accounting**

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INTRODUCTION	7
-	

PROFIT CENTER ACCOUNTING	
BASIC SETTINGS	 
Set Controlling Area	l
Controlling Area Settings	I 
Maintain Controlling Area Settings	ii
Activate Direct Postings	ÍV
Set Control Parameters for Actual Data	iv
Plan Versions	V
Maintain Plan Versions	V
Adjust Line Items and Totals Records	vi
Analyze Settings	vii
Update Basic Settings	viii
ACTIVATE AVERAGE BALANCE LEDGER	IX
Police of Control of	
Balance Carryforward	X
Allow Balances To Be Carried Forward	X .
Maintain Retained Earnings Accounts	XÍ
Maintain Transaction Types for Consolidation	Χİ
ENTERPRISE ORGANIZATION	XI
Set Active Plan Version	XÌ 
Enter Settings for Enterprise Organization	xii 
Create Enterprise Organization	xiii
Generate Enterprise Organization from Profit Center Standard Hierarchy	XÍV
GENERATE STANDARD OR ALTERNATIVE HIERARCHY FROM ENTERPRISE	XV
ORGANIZATION	XV
Activate Inactive Master Data	XVI
Delete Inactive Master Data	xvii
MASTER DATA	XVII
Profit Center	xviii
Define Standard Hierarchy	XVIII
Copy Cost Center Groups	XİX
Specify Time-Dependent Fields for Profit Centers	XX
Create Dummy Profit Center	XX
Define Profit Center	XXI
Activate Inactive Profit Centers	XXI
Delete Inactive Profit Centers	XXII
Copy Cost Centers	xxii 
Define Profit Center Groups	xxiii 
Define Hierarchy Versions	xxiii
Activate Inactive Hierarchies	xxiv
Define Matchcode IDs for Profit Centers	XXV
Statistical Key Figures	xxvi
Define Statistical Key Figures	xxvi

Maintain Statistical Key Figure Groups	xxvi
Choose Statistical Key Figures	XXX
Representative Materials	xxxi
Activate Representative Materials	xxxi
Choose Representative Materials	xxxi
Derive Representative Materials	xxxii
ASSIGNMENTS OF ACCOUNT ASSIGNMENT OBJECTS TO PROFIT CENTERS	XXXIII
Check Assignments	xxxiii
Profit Center Where-Used List	xxxiii
Material	xxxiv
Perform Fast Assignment	xxxiv
Assign Material Masters	XXXV
Assign PP Production Orders	XXXV
Assign Process Orders	XXXV
Assign CO Production Orders	xxxvi
Assign Cost Objects	xxxvi
Assign Projects	xxxvi
Assign Cost Centers	xxxvii
Assign Internal Orders	xxxvii
Assign Business Processes	xxxviii
Assign Maintenance Orders	xxxviii
Assign Fixed Assets	xxxviii
Assign Real Estate Objects from Area RE Classic	xxxviii
Assign Real Estate Objects from Flexible Real Estate Management	xxxix
Sales Orders	xxxix
Assign Sales Orders	xl
Sales Order Substitutions	xl
Define Substitution Rules	xl
Assign Substitution Rules	xli
Transfer Prices	XLI
Basic Settings for Pricing	xlii
Advanced Settings for Pricing	xlvii
Define Price Dependencies (Condition Tables)	xlvii
Define Access Sequences	xlviii
Define Condition Exclusion for Groups of Conditions	xlix
Define Pricing Reports	1
Settings for Internal Goods Movements	li
Define Account Determination for Internal Goods Movements	li
Define Acct Determination for Production Variances in Delivs to other Pctrs	liv
Define Special Handling for Internal Goods Movements	liv
Profit Planning	lv
Define Keys for Accessing Material Cost Estimates	lv
Assign Costing Key	lvi
Define Permitted Accounts	lvii
ACTUAL POSTINGS	LVII
Basic Settings: Actual	lvii
Maintain Document Types	lvii
Define Number Ranges for Local Documents	lviii

Manual Entry using a Layout	lix
Maintain Layout for Document Entry	lix
Maintain Layout for Entry of Statistical Key Figures	lx
Maintain Automatic Account Assignment of Revenue Elements	lxi
Choose Additional Balance Sheet and P&L Accounts	lxi
Choose Accounts	lxii
Derivation Rules for Finding the Profit Center	lxii
Period-end closing	lxiii
Define Distribution	lxiv
Create Assessment Cost Elements	lxiv
Define Assessment	lxv
Maintain Field Usage	lxv
Transferring Selected Balance Sheet Items	lxvi
Generate Opening Balance for Material Stocks	lxvii
Generate Opening Balance for Work in Process	lxvii
Generate Opening Balance for Assets	lxviii
Generate Opening Balance for Payables and Receivables	lxviii
Perform Account Control for Valuation Differences	lxx
Actual Data Transfer	lxxi
Transfer CO Actual Data Periodically	lxxi
Select and Transfer CO Actual Data	lxxii
Transfer FI Actual Data	lxxii
Transfer MM Actual Data	lxxiii
Transfer SD Billing Documents	lxxiii
Statistical Key Figures: Transfer Actual Opening Balance	lxxiv
Preparation for Consolidation	LXXIV
Derivation: Partner Profit Center in Purchasing and Sales	lxxiv
Derive Partner Profit Center in Purchasing	lxxv
Derive Partner Profit Center in Sales	lxxvi
Read Purchase Orders/Sales Orders	lxxvii
Identify Affiliated Companies	lxxvii
Information System	LXXVII
Drilldown Reporting	lxxviii
Import from Client	lxxviii
Import Reports	lxxviii
Import Forms	Ixxix
Maintain Key Figures	Ixxix
Maintain Variables	lxxxi
Maintain Form	lxxxiii
Maintain Report	lxxxiv
Transport	lxxxiv
Transport Reports	lxxxv
Transport Forms	lxxxv
Reorganization	lxxxv
Delete Report Data	lxxxvi
Delete Reports	lxxxvi
Delete Forms	lxxxvii
Maintain Currency Translation Keys	lxxxvii

Import Reports	lxxxviii
Specify Report Languages	lxxxix
Maintain Libraries	lxxxix
Create Reports	xc
Generate Reports	xc
Define Report Groups and Read Programs for Archive	xci
Tools	XCI
Authorizations	xcii
EC-PCA: ACTUAL DATA TRANSFER	XCV
Create Role, Generate Profile and Assign Users	xcvi
Change Message Control	xcvi
Set Distribution of Profit Center Data ( ALE )	xcvii
REQUIREMENTS	XCVIII
SYNCHRONIZATION OF SETTINGS	XCVIII
Activities	XCVIII
Maintain Field Movement	ci
Maintain Substitution	ci
Assign Field Movement to Company Code	cii
Transport Customizing Settings	cii
Transport Environment	ciii
Transport Master Data	ciii
Transport Settings for Planning	civ
Transport Plan Versions	civ
Transport Distribution Keys	cv
Transport Planning Layouts	cv
Import Planning Layouts	CV
Transport Settings for Actual Postings	cvi
Transport Settings for Actual Postings	cvi
Transport Layout	cvi
Import Layout	cvii
Transport Assessment/Distribution Cycles	cvii
Transport Information System	cvii
Transport Tools	cviii
Transport Substitutions	cviii
Transport Sets	cviii
Transport Variables	cix
Customer Enhancements	cix
Choose Activities for Exit PCASELEK	cix
Develop Enhancements for Profit Center Accounting	CX
Maintain Document Summarization	CX
Prepare Production Startup	cxi
Delete Test Data	CXI
Delete Transaction Data	cxi 
Delete Profit Centers	cxii 
Delete Long Texts	cxii
Data Transfer	CXİİİ
Transfer CO Plan Data	cxiii
Statistical Key Figures: Transfer Plan Opening Balance	cxiv

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Transfer CO Actual Data Periodically	cxiv
Select and Transfer CO Actual Data	CXV
Transfer FI Actual Data	cxvi
Transfer MM Actual Data	cxvi
Transfer SD Billing Documents	cxvi
Statistical Key Figures: Transfer Actual Opening Balance	cxvii
Generate Opening Balance for Material Stocks	cxvii
0 Generate Opening Balance for Work in Process	cxviii
1 Generate Opening Balance for Assets	cxviii
2 Generate Opening Balance for Payables and Receivables	cxix
Sets and Variables	CXX
Maintain Sets	сххі
Maintain Variables	cxxi
Conversion from Release 2.x to 4	cxxi
Convert user-defined reports, groups, and allocations	cxxii
Convert Totals Records	cxxii
Convert Actual Line Items	cxxiii
Convert Plan Line Items	cxxiii
Convert Allocation Cycles to Release 4	cxxiv
Convert Profit Center Master Data to Release 4 C	cxxiv

# **INTRODUCTION**

# **Profit Center Accounting**

This implementation guide describes the installation tasks for the component **EC-PCA Profit Center Accounting** using the account-based period account and cost-of-sales accounting methods.

In order to understand the installation guidelines, you should know how to work with the SAP system. For information on this, see the manual *Introduction to the SAP system*.

Before you start setting up the system, you should familiarize yourself with the business functions and with the concept of account-based Profit Center Accounting. You can find further information in the online manual *EC-PCA - Profit Center Accounting*.

For information on the functionality of SAP Basis, see the online manual BC - System administration.

The corresponding SAP training courses will provide you with the knowledge necessary to configure your system.

# **Basic Settings**

In the following activities, you make the basic settings necessary for working with account-based Profit Center Accounting (EC-PCA).

First you need to set the controlling area to the one in which you want to set up Profit Center Accounting.

Then you need to maintain the global settings for Profit Center Accounting in the controlling area.

If you wish to use the average balance ledger, you also need to activate the average balance ledger.

# **Set Controlling Area**

The settings you maintain in the following section apply for a single controlling area. With this function you determine which controlling area this should be.

# **Controlling Area Settings**

In the following steps, you make the basic settings required to run Profit Center Accounting according to your requirements.

Under Maintain Controlling Area Settings, you Assign certain master data to the controlling area

Make the settings for the distribution scenario (ALE)

Make the settings for elimination of internal business volume

Determine which currencies and, where required, which valuation views you wish to use

You make settings which control postings of transaction data in the actual and plan systems under Activate Update.

All of the basic controlling area settings can be checked under Analyze Settings and be changed in certain cases using the function Update Basic Settings.

# **Maintain Controlling Area Settings**

In this IMG activity you define the general control parameters for the current controlling area.

#### Controlling area settings

The first step you need to take is to enter the name of the standard hierarchy of profit center master data.

The system creates the standard hierarchy automatically when you save. You can then maintain it under *Master data -> Standard hierarchy* in Customizing.

The dummy profit center receives all the postings in your system to objects which are not assigned to a profit center. This ensures that your data will be complete in Profit Center Accounting.

This field is displayed here for informational purposes only. You **create** the dummy profit center under *Master data -> Dummy center*.

The checkbox **Elim. of internal business** lets you eliminate internal business volume in your controlling area. If you check off this field, the system will not update transaction data between objects which are assigned to the same profit center in account-based EC-PCA.

Example: When you make a secondary allocation from one cost center to another, and both cost centers are assigned to the same profit center, this information will only be updated to Profit Center Accounting if elimination of internal business is **not** active.

In the field **Currency type**, you enter the type of currency you want to use as the special profit center report currency. The system uses this currency in some standard reports, which display data in this currency.

The transaction data in Profit Center Accounting is updated in up to three currencies:

transaction currency (optional): currency in which the transaction was carried out.

company code currency ( mandatory )

the so-called third currency (mandatory): a special profit center local currency

In the **Profit center local currency type** field, you set the type of special profit center local currency you want to use. This is used, for example, for standard reports which display values in this currency.

You can choose from between the

group currency (30)

controlling area currency (20) and the

special profit center currency which you can define (90). If you choose the last option, you need to enter that currency in the next field.

If you choose the group currency or controlling area currency as the profit center report currency, the field **profit center local currency** must remain blank. The system will determine the currency automatically as data is posted. If you choose the special profit center currency, enter that currency here.

The field **Store transaction currency** lets you decide whether the system should also update the transaction data to Profit Center Accounting in the transaction currency. This is only possible,

however, if you selected **legal valuation view**. Deactivating this flag reduces your data volume. However, it is then no longer possible to analyze your data in the transaction currency.

The field "Valuation" determines whether the data in Profit Center Accounting is stored using the transfer price from the legal view, the group view, or the profit center view in this controlling area. For a detailed description of the different valuation methods and views in transfer pricing, see the online documentation for Profit Center Accounting. You can only set a different valuation than the legal one if you are using transfer prices.

To activate this function, you must carry out the steps described in Customizing for Controlling, under Multiple Valuation Methods/Transfer Prices). If you use a currency and valuation profile that calls for profit center valuation, you must use profit center valuation here.

If you store your data in Profit Center Accounting in the transaction currency, you can only use legal valuation here.

(See also Transfer Prices.)

A **distribution method** determines whether and how data in Profit Center Accounting is distributed across systems using ALE (Application Link Enabling). For more information, see Set Up Distribution of Profit Center Data.

#### Note

In most cases, you can no longer **change** these settings once data has been posted to Profit Center Accounting in the controlling area.

An exception to this is changing the **currency type**: where the type of currency being used is the same, it is possible, even after postings have been made, to change the currency type from 90 to 20 or 30, from 20 to 30 and from 30 to 20.

You can also change the **ALE distribution method** after postings have already been made. However, you also need to perform a number of additional activities to do this. Note the long texts for the messages which appear when changing the distribution method, and see the information under Set distribution of profit center data.

#### **Control indicator**

This flag activates Profit Center Accounting in the controlling area **beginning with** the specified fiscal year.

This flag lets other components easily see whether they need to perform activities for Profit Center Accounting. If the indicator is not set, no data is posted to Profit Center Accounting.

#### **Actions**

Maintain the desired control indicators for the current controlling area.

Then enter the control parameters for transferring actual data.

If you want to transfer plan data, you also need to create the desired plan versions.

Select the checkbox in the line with the correct fiscal year to activate Profit Center Accounting.

#### Note

In the view "Control Indicators for Profit Center Accounting", the system only displays those combinations of controlling area and fiscal year for which other control indicators in Controlling already exist. This means that other functions in CO must be active for the corresponding controlling area and fiscal year as well. These might include: Cost Center Accounting, Orders, Projects, Sales Orders, Profitability Analysis, etc. Since Profit Center Accounting takes its data primarily from these applications (the profit center is automatically posted in the background), it only makes sense to activate Profit Center Accounting if at least one of these other applications is also active.

To obtain additional entries in this view, proceed as follows:

Choose the function *Environment -> Controlling area* in another application, such as Cost Center Accounting or Internal Orders.

Position the cursor on the desired controlling area.

Choose the function *Goto -> Control indicators*.

Make a new entry with the appropriate indicators for the desired "From" fiscal year, and save your changes.

For more information, see the Implementation Guide for Cost Center Accounting in the section Activate cost center accounting in controlling area

#### Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Activate Direct Postings**

In the following steps, you make the settings required for updating plan and actual data.

You maintain the control parameters for actual data once for the control area (see Set Control Parameters for Actual Data).

With plan data, it is possible to create various versions in one controlling area, which can have different control indicators (see Plan Versions).

#### **Set Control Parameters for Actual Data**

Here you set all the control parameters for actual postings in Profit Center Accounting.

#### **Prerequisites**

The current controlling area must be set.

The settings for Profit Center Accounting must be maintained in the controlling area. You can check this using the function Environment -> controlling area.

#### **Activities**

Enter the control parameters which should be valid **beginning with** the fiscal year entered:

If the *lock indicator* is active, the controlling area is locked for actual postings in Profit Center Accounting. No changes can be made to the actual data.

The *online indicator* controls whether or not data is posted to Profit Center Accounting simultaneously (by activity).

If the indicator is not active, you need to post the data later by period or fiscal year using the available programs.

The *line item indicator* determines whether actual line items are updated.

#### **Further notes**

Note that the control parameters are valid **beginning with** the fiscal year specified. If the settings do not change for several consecutive years, you only need to make an entry for the first year.

Furthermore, note that once you have posted data in a given time frame, it is no longer possible to change the control parameters. If you want to change the parameters after transaction data has been created, you must delete the transaction data beforehand.

# Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

#### **Plan Versions**

You can carry out your planning in various plan versions. For example, you can create a version with the original plan. If this plan changes in the course of the approval process, you can create a different, modified version. You must normally specify the plan version when working with plan data. In the subsection Maintain Plan Versions (transaction Maintain Plan Versions), you can maintain plan versoins for Profit Center Accounting.

In the subsection Adjust Line Items and Summary Records (transaction Adjust Line Items and Totals Records), you can check the consistency between balances for line items and the corresponding summary records for each plan version.

You should do this, for example, if you have changed the **Line Item Indicator**.

#### **Maintain Plan Versions**

In this activity, you maintain plan versions for Profit Center Accounting.

Plan versions let you create and save parallel sets of plan data for the same profit center, because you can use several plan versions in parallel.

In the first step, you create the versions for general use in the SAP system on the *General version definition* screen. On the basis of this general definition, you must then maintain control parameters for the individual applications.

For Profit Center Accounting, you have to maintain these control indicators for each controlling area and fiscal year. You do this on the *Settings for Profit Center Accounting* screen.

#### Requirements

Set the desired controlling area before maintaining your versions.

#### **Activities**

First the system displays the **General version definition** screen. Check whether the field *Plan* is selected for the desired version. If you want to create a new version, choose *Edit -> New entries*.

Next you need to make the **Profit Center Accounting settings** for the current controlling area. If necessary, choose *Extras -> Set controlling area* to make sure you are in the right controlling area. Then maintain the fiscal-year dependent parameters for the controlling area.

To do so, select the field next to the desired version. Then choose *Settings for Profit Center Accounting* in the *Navigation* box.

On the next screen, you can enter a special text for the version for Profit Center Accounting.

Then maintain the control indicators for each fiscal year.

If the *lock indicator* is selected, the plan version is locked. This means that the plan data for that year cannot be changed. This flag lets you protect plan data from being changed once it is in its final form.

If the indicator is not selected, the plan version can be changed. If necessary, you can remove the "X" and then make your changes.

The flag *Online data transfer* determines whether postings are transferred to Profit Center Accounting simultaneously with original activity.

If the indicator is not selected, you need to transfer the postings manually by fiscal year using the plan data transfer function.

The *Line items* flag controls whether plan line items are created when you change plan data. The line items document every change made to a plan.

With the **exchange rate type**, you determine which rate - such as the average rate or bank selling rate - should be used to translate the plan data in that version. If you do not designate a **value date**, the values will be translated using the exchange rate valid on the first day of the month. With a value date, you can set a date to be used for the translation.

You must determine the variants for transfer pricing if you want to valuate planned quantities of representative materials with transfer prices for the purposes of quantity-based goods movement planning, or if you want to derive material direct costs from costing.

To enter parameters for a new fiscal year, choose Edit -> New entries.

#### Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Adjust Line Items and Totals Records**

In this activity, you check the consistency of plan line item table GLPCP with summary record table GLPCT.

It is recommended that you perform this activity if the indicator **Write line items in planning** has been changed for an EC-PCA plan version in transaction **OKEQ** (Maintain plan versions).

#### **Activities**

Start the transaction with the setting **Check line item table**. The system then displays information about the existing summary records and the balance of line items for the EC-PCA plan version in the specified controlling area and fiscal year.

Five different scenarios may apply at this point:

Line item updating is active and there are already summary records in the corresponding plan version. Not all plan line item balances agree with the summary records to which they belong. Tables GLPCT and GLPCP are therefore not consistent with one another for the plan version in question. In this case, it is recommended that you start the transaction

with the setting **Adjust line item table**. If you do this, the system will create corresponding clearing/opening line items, which ensure that the line item balances agree with the corresponding summary records at closing.

Line item updating is active and there are already summary records in the corresponding plan version.

All plan line item balances agree with the summary records to which they belong. Tables GLPCT and GLPCP are therefore consistent with one another for the plan version in question.

Line item updating is active and there are no summary records in the corresponding plan version. Tables GLPCT and GLPCP are therefore consistent with one another for the plan version in question.

Line item updating is not active. However, there are plan line items in the corresponding plan version. Tables GLPCT and GLPCP are therefore not consistent with one another for the plan version in question. It is recommended that you archive the plan line items in question, by choosing Environment -> Archiving in the application menu.

For archiving, you must specify the following parameters: the controlling area to which the line items belong, record types 1 and 3, the plan versions to which the line items belong, the fiscal year, the general processing options *Archive with database update* and the archiving type *Only line items to be archived*.

Line item updating is not active. There are no plan line items in the corresponding plan version. Tables GLPCT and GLPCP are therefore consistent with one another for the plan version in question.

# **Analyze Settings**

This function lets you display and check the settings for Profit Center Accounting.

At this time the system checks the following settings. The analysis always applies for the **current** controlling area:

General control information which is maintained in Customizing:

control indicators for each controlling area

dummy profit center

standard hierarchy

profit center report currency and

other indicators (elimination of internal business, storing of transaction currency)

fiscal-year dependent control parameters for plan versions (lock indicator, line items, online indicator)

fiscal-year dependent control parameters for actual postings (lock indicator, line items, online indicator)

the business activities which are transferred to Profit Center Accounting

additional technical control information for the General Ledger, which is used for updating data. These control entries are created automatically in the background. No manually entries are required.

assignment of the company codes in the controlling area to the fixed ledger 8A (Table T882)

additional control information for the plan versions (Table T894) and fiscal-year dependent version parameters (Table T895)

General control information for the fixed profit center ledger 8A (Table T881), such as the storing of three different currencies or the debit/credit indicator

In addition to this information, a check is made for consistency between the profit center standard hierarchy and the master data of the profit centers contained there.

This test recognizes inconsistencies in the target system after transporting customizing settings. First, the system checks whether or not master data exists for all the profit centers contained in the standard hierarchy. Then it checks whether all the existing profit centers are contained in the standard hierarchy.

#### **Further notes**

If inconsistencies occur in the technical control information of the General Ledger, you can create this information automatically using the function Update.

If inconsistencies occur in the master data, check whether the master data or the standard hierarchy has been transported. If either of these is incomplete, transport the missing information.

# **Update Basic Settings**

Technically, transaction data is updated in Profit Center Accounting using the tools of the component *FI-SL Special Purpose Ledgers*. The ledger "8A" is a so-called fixed ledger, which is maintained entirely in Profit Center Accounting.

In addition to the application-specific control tables, other tables also must be maintained for the internal control of FI-SL. This usually takes place automatically in the background when you maintain higher-level settings in Profit Center Accounting.

Under some circumstances, such as when you import customizing settings or change an assignment of company code to controlling area, you may need to generate these additional control entries manually.

The following control information is generated or checked:

the installation entries in the summary record table GLPCT, the actual line item table GLPCA and the plan line item table GLPCP in FI-SL (Table T800A)

the definition of the fixed ledger 8A (Table T881)

the assignment of company codes to the fixed ledger "8A" (Table T882)

the plan versions (Table T894)

the fiscal year-dependent version parameters (Table T895)

If important entries (in Table T800A) are missing, you need to run a generation program in FI-SL to install Profit Center Accounting. **No data may be posted in any productive client in your system** while this program is running! This could cause postings to be lost without your becoming aware of it.

The program sends a confirmation prompt, so that you can inform your users accordingly. Once you have made sure that no more postings are being made, you can confirm. Then the system automatically generates the objects. This should only take a few minutes.

#### Requirements

Profit Center Accounting must be active in the affected controlling area.

The Customizing settings for Profit Center Accounting must have been either maintained manually in or imported to the affected controlling areas.

In addition, the assignments of company codes to controlling areas must be up to date.

#### **Further notes**

If you are not sure that all the internal control tables are up to date, check this using the function Analyze settings(Transaction 1KE1).

#### **Notes on Transport**

The menu option *Update Basic Settings* has the sole function of removing non-permitted inconsistencies in Customizing for Profit Center Accounting. As transporting the database changes made here does not necessarily lead to removal of possible inconsistencies in the target system, this transaction is *not* connected to the Profit Center Accounting transport link.

# **Activate Average Balance Ledger**

In this activity you can activate or deactivate an average balance ledger for Profit Center Accounting. The system automatically creates a fixed ledger "8Z" for the summary record table in Profit Center Accounting (table GLPCT).

All transactions carried out during a period are stored with a date weighting in the average balance ledger. This means that a transaction that takes place on the first day of the period is updated with a full weighting, whereas later transactions are weighted according to when in the period they occurred (days remaining in period, divided by days in period).

#### **Activities**

Choose "Activate" or "Deactivate" to activate or deactivate the average balance ledger.

In the second box, you can decide how the average balance should be calculated. You can have the system use either the posting date (SAP standard / exit G01) or a user exit. Standard exits/user exits Save your settings.

#### **Further notes**

The average balance ledger (8Z) only contains weighted transactions by period. To calculate the average balance for a period, the system needs to take the opening balance into account as well. This opening balance is taken from the profit center ledger "8A".

#### Example:

At the beginning of period 2, account balance = ,0000 Number of days in period 2: 28 Inward movement on 2/15: ,0000

=> weighted movement: ,0000 \* 14 days / 28 days = 5,0000

Inward movement on 2/22: ,0000

=> weighted movement: ,0000 \* 7 days / 28 days = 2,5000

-----

This yields an average balance for period 2 of 17,5000

Note that quantities are ignored when you updated the average balance ledger using the standard exit. In other words, they are not weighted.

#### Caution:

If you want to calculate the average balance using the value date, note that there are certain limitations. In particular, it is not possible to ensure that the ledger is updated consistently if the value date and posting date differ.

The average change in balance of a transaction is posted in the period of the posting date. In addition, the system adds the balances in ledger 8A from the previous period, which do not use the value date, to the average balance in ledger 8Z in order to calculate the average.

You can only update the average balance ledger if you update accounts in realtime. If you transfer these periodically, you can only see the balances as of the end of the period. It is no longer possible to determine when during the period the transactions were carried out.

For more information about the average balance ledger, see the SAP Library, under Profit Center Accounting.

# **Balance Carryforward**

In this step you set up the function for carrying balances forward in Profit Center Accounting.

You need to do this if you want to transfer Additional Balance Sheet and Profit & Loss Accounts to Profit Center Accounting.

This function makes it possible to carry forward balance sheet and income statement accounts. The balance sheet accounts are carried forward to the same account, while those of income statement accounts are carried forward to retained earnings accounts.

# **Example**

You transfer postings made to balance sheet accounts in Financial Accounting to Profit Center Accounting. You want to carry the balances of these accounts forward when you perform your year-end closing activities.

#### **Further notes**

You can also use the functionality for carrying balances forward in Planning.

For more information about carrying balances forward, see the R/3 Library for Profit Center Accounting under *Actual Data -> Carrying Balances Forward*.

#### Allow Balances To Be Carried Forward

In this step you allow balances to be carried forward in Profit Center Accounting. This makes it possible to execute the program for carrying balances forward in the application menu, and automatically carries forward balances from the previous year for all postings which are

Transferred from Financial Accounting or

Created directly in Profit Center Accounting or

This action only applies for the client you are currently working in.

#### **Activities**

Select the "Bal. CF" field.

#### Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Maintain Retained Earnings Accounts**

In this activity you define the retained earnings accounts you want to use for carrying forward income statement accounts.

#### **Activities**

Enter a retained earnings account for each income statement account type.

#### **Further notes**

Using income statement account types, you can assign more than one retained earnings account to each chart of accounts. You must assign a retained earnings account to each type used in a chart of accounts. The assigned retained earnings accounts can be identical or different.

The chart of accounts is stored in the master data for the company code.

Note that these accounts are also used for carrying forward balances in the component FI-SL Special Purpose Ledgers.

# **Maintain Transaction Types for Consolidation**

In this step you can maintain Consolidation transaction types.

#### Standard settings

A range of transaction types are preset in the standard SAP system. They are used in particular for showing the horizontal development of balance sheet items.

#### **Activities**

Check whether the transaction types supplied meet your requirements.

Maintain additional transaction types if required.

# **Enterprise Organization**

In this activity you specify the necessary settings for using enterprise organizations

#### **Further information**

For more information on enterprise organizations, see the SAP Library under AC - Financials -> CO - Controlling -> General Controlling -> Contolling Methods -> Enterprise Organization.

#### **Set Active Plan Version**

Only **one** of the **plan versions** created in the system is active at a given time. The workflow system regards this plan version (with its contents) as the only valid plan version.

# Recommendation

Mark plan version 01 as the active plan version.

#### Standard settings

All SAP workflows supplied are then automatically in the plan version marked as active.

#### **Activities**

Enter the plan version that you want to use as the active plan version in the field **Value semantic abbreviation** in the parameter group "PLOGI PLOGI".

#### **Further notes**

Maintaining an active plan version is part of the settings made in automatic Customizing.

You should definitely execute automatic Workflow Customizing, because it also makes other important settings. You can find automatic Workflow Customizing in the Implementation Guide by choosing SAP Business Workflow / Webflow-> Maintain Standard Settings for SAP Business Workflow.

If you have already set an active plan version, it is not overwritten by automatic Customizing.

# **Enter Settings for Enterprise Organization**

To use the enterprise organization functions for maintaining cost centers or profit center standard hierarchy, you must activate enterprise organization per controlling area.

#### Note

If you have activated enterprise organization in a controlling area, the maintenance of the standard hierarchy for cost centers or profit centers is **limited** (the group structure cannot be changed: master data can be maintained).

#### **Activities**

To activate enterprise organization for a new controlling area, choose *New entries*.

To change the data on an existing controlling area, select the corresponding controlling area and choose *Detail*.

Prerequisite: You are in change mode.

Enter the controlling area.

To activate the enterprise organization, select *Enterprise organization active* for the controlling area in question.

Enter the fiscal year interval for which the standard hierarchy is to be classed as complete.

Note on number of fiscal years

Specify whether company codes may be assigned to one another hierarchically.

Note on assigning organizational units

# **Create Enterprise Organization**

If you have **not** generated the enterprise organization from the standard hierarchy, you will need to regenerate the enterprise organization.

#### **Prerequisites**

You have activated the enterprise organization for the controlling area in question.

See

Customizing for Cost Center Accounting under Enterprise Organization -> Settings for Enterprise Organization

Customizing for Profit Center Accounting under Enterprise Organization -> Settings for Enterprise Organization

Check the preview period.

This time interval determines the processing period of the enterprise organization and is the preset processing period for the CO objects contained. You can change the preview period if necessary.

#### **Activities**

Creating a root organizational unit

The standard system contains a new HR organizational unit with the provisional title *New Organizational Unit* that you can use as a root organizational unit.

In the detail area, overwrite the provisional entries.

Save your entries.

# **Creating Additional HR Organizational Units**

You can created additional HR organizational units:

In Customizing for the relevant application component by choosing *Enterprise*Organization -> Enter Settings for Enterprise Organization

In the relevant application component by choosing *Master data -> Enterprise organization -> Change* 

To create further HR organizational units within an organizational structure, in the **overview area** select the organizational unit under which the new object is to be assigned.

Choose Create -> Organizational unit

#### Note

You can also copy an existing HR oganizational unit. All properties of this organizational unit are copied in the process. You then change the data in the **detail section** as needed.

To maintain the data for the HR organizational unit, double-click on the unit in the organizational structure.

#### **Creating Cost Centers/Profit Centers**

You can create additional cost centers and profit centers.

In Customizing for the relevant application component by choosing *Enterprise Organization* -> *Enter Settings for Enterprise*.

In the relevant application component by choosing *Master data -> Enterprise organization -> Change* 

To create cost centers/profit centers within an organizational structure, in the **overview area**, select the HR organizational unit to which the cost center/profit center is to be assigned.

Choose Create -> Cost center (for organizational unit)

The system displays the master data in the *detail area*. In so doing, the system transfers the data in accordance with the inheritance principle.

#### Note

The system displays the assignment of the cost center/profit center to the HR organizational unit in the structure for the **overview area** 

At present you can only maintain **cost center and profit center master data** in the enterprise organization. You can only display the master data for controlling area and company code from the organizational structure.

# **Creating Cost Center Groups/Profit Center Groups**

You can create additional groups

In Customizing for the relevant application component by choosing *Enterprise*Organization -> Enter Settings for Enterprise Organization

In the relevant application component by choosing *Master data -> Enterprise organization -> Change*.

To create groups within an organizational structure, in the **overview area**, select the HR organizational unit to which the cost center is to be assigned.

The detail area contains the data on the HR organizational unit for processing.

In the **detail area** on the tab strip CO Assignment choose Cost center group -> Create or Profit center group -> Create.

Enter the name of the group along with a description.

The system transfers the group -> HR organizational unit assignment to the structure in the overview area

#### Note

You can change the group name at a later date but only up to the point at which you have **not** generated a standard hierarchy from the enterprise organization. If you have already assigned a group or an object to an HR organizational unit, you **cannot** assign any further group(s).

#### **Further notes**

For more information on the enterprise organization, see the SAP Library under *Financials - CO - Controlling -> Controlling Methods -> Enterprise Organization*.

# **Generate Enterprise Organization from Profit Center Standard Hierarchy**

You can generate the enterprise organization from an existing standard hierarchy.

You can then continue processing the standard hierarchy using the enterprise organization functions.

#### Requirements

You have activated enterprise organization for the corresponding controlling area in the standard hierarchy.

**See also** Customizing for Cost Center Accounting under Enterprise Organization -> Enter Enterprise Organization.

#### **Activities**

Specify the target plan version.

The system defaults the active plan version in each case, which you can however overwrite.

**See also** Customizing for Cost Center Accounting under Enterprise Organization -> Set Active Plan Version.

Specify the controlling area for which the enterprise organization is to be generated.

The system determines the appropriate standard hierarchy according to this controlling area.

Specify the key date.

At which the enterprise organization is to be generated (first generation run)

As of which all changes in the standard hierarchy are to be transferred to the enterprise organization (subsequent generation run)

The system defaults the current date which you can however overwrite.

# Generate Standard or Alternative Hierarchy from Enterprise Organization

At a given key date, you can generate the following hierarchies for a cost center from the enterprise organization:

Standard hierarchy

Alternative hierarchie

Replace standard hierarchy with alternative hierarchy

#### Requirements

You specified the fiscal year interval in which the objects in the hiearchy in question are to be valid. This interval determines which objects are contained in the given hierarchy.

#### See also:

Customizing for Cost Center Accounting under Enter Enterprise Organization

Customizing for *Profit Center Accounting* under *Enterprise Organization -> Enter Enterprise Organization*.

#### Recommendation

If the hierarchies are large, generate them in the background.

If you try to generate large hierarchies online, processing can be stopped due to timeout.

#### **Activities**

Enter the key date on which the hierarchy is to be generated.

The system defaults the current date, which you can however overwrite.

If you want to generate an **alternative hierarchy**, enter a suffix for this hierarchy.

#### Note

You can assign a name without a suffix for the standard hierarchy only

If you want to replace the standard hierarchy with an alternative hierarchy,

Enter the name of the alternative hierarchy that is to be the standard hierarchy Note

When it generates this new standard hierarchy, the system automatically shortens the previous name by this suffix.

Enter a suffix for the old hierarchy.

This becomes an alternative hierarchy.

Specify whether the hierarchy should be generated for **cost center** or **profit center**.

Specify whether groups that exist in the existing standard or alternative hierarchy should be overwritten when the new hiearchy is generated.

Note on hierarchies

Specify whether the hierarchy is to be generated for controlling areas or for profit centers.

Choose Execute

To generate the hierarchies in the background, choose Execute program in background

#### **Further notes**

Detail information on time-dependent generation of hierarchies

#### **Activate Inactive Master Data**

In this IMG activity, you can activate inactive master record versions for the following organizational units within the enterprise organization:

Cost centers

Profit centers

Note on Active and Inactive Master Record Versions

#### **Activities**

- 1. Choose the corresponding organizational unit using one of the following criteria:
  - <Organizational unit> or <Organizational unit> interval
  - <Organizational unit> group

All <Organizational units> in a controlling area 2. Decide whether to activate *immediately* or in a *Test run* first.

Decide whether to activate in the background or online.

To activate the organizational units, choose *Execute*.

#### Note

You can go to Profit center activation from Cost center activation and vice versa.

#### **Further notes**

For more information, see the SAP Library under Financials -> CO - Controlling -> Methods in Controlling -> Enterprise Organization -> Processing The Enterprise Organization -> Activate Inactive Master Data.

#### **Delete Inactive Master Data**

In this IMG activity, you can delete inactive master record versions within the enterprise organization for the following organizational units:

Cost centers

Profit centers

Note on Active and Inactive Master Record Versions

#### **Activities**

- 1. Choose the corresponding organizational unit using one of the following criteria:
  - <Organizational unit> or <Organizational unit> interval
  - <Organizational unit> group

All <organizational units> of a controlling area 2. Decide whether to delete *immediately* or in a *test run* first.

Decide whether to delete in the background, or online.

To delete the inactive master record versions, choose *Execute*.

#### Note

You can go directly to *Deleting profit centers* from *Deleting cost centers* and vice versa.

#### **Further notes**

For more information, see the SAP Library under *Financials -> CO - Controlling -> Methods in Controlling -> Enterprise Organization -> Processing the Enterprise Organization -> Deleting Inactive Master Data.* 

# **Master Data**

In the following steps, you create the master data for Profit Center Accounting.

This comprises:

Profit centers

Standard hierarchy

Statistical key figures

Representative materials

#### **Profit Center**

In the following steps, you make the settings required to set up and structure profit centers.

You must define the following:

the standard hierarchy (if you are **not** using the enterprise organization)

the actual profit centers

the dummy profit center

The following steps are optional:

setting up additional profit center groups

copying cost centers in order to align the profit center structure with the cost center structure

copying cost center groups for the same purpose

specifying time-based fields for profit centers -maintaining matchcode IDs for profit centers

# **Define Standard Hierarchy**

If you do not use the *Enterprise Organization* function, create the **standard hierarchy** for profit centers in this IMG activity and make any necessary changes.

The standard hierarchy is a tree structure for organizing all the profit centers belonging to a controlling area. In the standard hierarchy, there are two types of node as structure elements:

Profit centers can be assigned directly to an end node.

Summarization nodes do not themselves contain profit centers. Instead, they summarize other nodes (end nodes or summarization nodes).

The system divides the nodes into these types automatically. If you have already assigned profit centers to a node, you can no longer attach any subnodes to it. Similarly, profit centers **cannot** be assigned to a node that already contains subnodes.

#### **Prerequisites**

The following prerequisites apply for this function:

In Profit Center Accounting: When defining the settings for the relevant controlling area, you need to have entered the name of the standard hierarchy.

In new General Ledger Accounting (with the scenario *Profit Center Update*): You need to have performed the activity Define Profit Center Standard Hierarchy in Controlling Area.

#### Recommendation

First create a special group for the dummy profit center of the controlling area. You create this special group directly under the hierarchy root node, which has generally already been created automatically. This makes it easier later in the information system to display the nonassigned costs and revenues for this controlling area.

#### **Activities**

Subsequently, in the definition of the master data, the actual profit centers are assigned to the hierarchy areas. With this function, only the hierarchical structure for the profit center groups of the standard hierarchy is defined.

#### **Further notes**

You have the option of copying the standard hierarchy of Cost Center Accounting so that you can use it as a template.

#### Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Copy Cost Center Groups**

If your standard cost center hierarchy is similar to your standard profit center hierarchy, you can use this step to copy the cost center hierarchy to a profit center hierarchy. Once you have done this, you can then change the profit center groups as desired.

It is also possible to copy alternative cost center groups to alternative profit center groups. Note, however, that it is not possible to copy the standard cost center hierarchy to an alternative profit center group, or to copy an alternative cost center hierarchy to the standard profit center hierarchy.

You use the same number for corresponding cost centers and profit centers as well as for corresponding cost center groups and profit center groups.

You have set the desired controlling area.

If you want to copy the standard hierarchy, its name must already be entered in the controlling area settings, but the hierarchy structure itself cannot already exist. An existing profit center hierarchy cannot be overwritten, since this could lead to inconsistencies.

#### **Activities**

If you want to copy the standard hierarchy, select the corresponding field and enter the name of the cost center standard hierarchy. All the nodes of the standard hierarchy will be copied. However, the profit centers will not be assigned to the end nodes of the hierarchy. You need to do this when you create the profit cetner master records.

If you want to copy an alternative cost center group, leave the field "Copy standard hierarchy" blank and choose the desired cost center hierarchy. In this case the system will copy the end nodes with the corresponding profit center numbers.

After copying, change the profit center hierarchy as desired.

Save your standard hierarchy or profit center group.

#### Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Specify Time-Dependent Fields for Profit Centers**

If you wish to define master data fields as **time-based**, you should do this **before** creating profit center master data.

The settings delivered with the standard SAP system should be sufficient.

#### Note

The SAP system stores a separate master record for each period of validity if the time-based fields differ in the two periods.

If the master records differ only in fields which are not time-based, the system stores only one master record, valid for the entire period. When you create the master record, the system copies the contents of the non-time-based fields from the latter period of validity. If a field which is not time based changes, this affects existing data records only if the end of the validity period falls within the time period of the change.

Note that this method of storage can lead to very large data volumes. Consequently, you should only define the most important fields as time-based.

#### **Actions**

Select the fields you wish to define as time-based. If you check off the flag next to a field, that field will be defined as time-based in the master data table (the content can differ for different time periods).

#### **Additional information**

Note that a profit center with master data in more than one time frame will appear more than once in the matchcodes.

#### Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Create Dummy Profit Center**

This function lets you create the dummy profit center for the current controlling area.

The dummy profit center is updated in data transfers whenever the object to which the data was originally posted (cost center, order, and so on) is not assigned to a profit center. This ensures that the data in Profit Center Accounting is complete. You can later send the data on the dummy profit center to the other profit centers using assessment or distribution.

You create the master record for the dummy profit center using this special transaction. To change or display it, use the normal profit center maintenance functions.

The name of the dummy profit center is displayed in the controlling area settings for Profit Center Accounting.

#### **Prerequisites**

The standard hierarchy must exist for the current controlling area.

### **Actions**

Enter the name of the dummy profit center. The rest of the steps are the same as when you create a normal profit center.

Choose the function *Extras* -> *Set controlling area* first to make sure that the correct controlling area is set.

#### Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

#### **Define Profit Center**

With this function you create profit center and change profit center master data.

#### **Prerequisites**

Set the desired controlling area beforehand.

The standard hierarchy for the controlling area must have been created either directly of via the enterprise organization.

#### **Actions**

See the SAP Library for Profit Center Accounting, under Basic

Functions -> Master Data -> Profit Center for detailled instructions.

#### **Further notes**

You can copy cost centers to profit centers and then change these as desired.

# Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Activate Inactive Profit Centers**

In this IMG activity, you can activate the inactive version of a master record.

The following master data can be either active or inactive versions:

Cost centers

Profit centers

Business processes

Note on Active and Inactive Master Record Versions

Choose the corresponding objects using one of the following criteria:

```
<Object> or <object> interval
```

<Object> group

All <objects> in a controlling area

Decide whether to activate *immediately*, or in a *test run* first.

Decide whether to activate in the background, or online.

To activate the objects, choose Execute.

#### Note

You can go from the activation of one object into the activation for another object. This means that you can go from *Activation of cost centers* to *Activation of profit centers*.

#### **Further notes**

For more information, see the SAP Library, under Financials -> CO - Controlling -> Methods in Controlling -> Enterprise Organization -> Processing Enterprise Organization -> Activate Inactive Master Data.

# **Delete Inactive Profit Centers**

In this IMG activity, you can delete the inactive version of one of the following master records:

Cost centers

Profit centers

Business processes

Note on Active and Inactive Master Record Versions

#### **Activities**

Choose the corresponding objects using one of the following criteria:

```
<Object> or <object> interval
```

<Object> group

All <objects> in a controlling area

Decide whether to delete immediately, or in a test run first.

Decide whether to delete in the background, or online.

To delete the inactive master record versions, choose Execute.

#### Note

You can go from the deletion transaction for one object to that of another object. This means that you can go from *Deleting cost centers* to *Deleting business processes* and *Profit centers*.

#### **Further notes**

For more information, see the SAP Library under *Financials ->* CO - Controlling -> Enterprise Organization -> Processing the Enterprise Organization -> Delete Inactive Master Data.

# **Copy Cost Centers**

In this section you can copy cost centers to profit centers, and then change these as you wish.

The program creates a batch-input session which is used to create the corresponding profit centers.

# Requirements

You use identical numbers for cost centers and the corresponding profit centers.

You have set a controlling area.

You have already created the nodes of the standard hierarchy to which the new profit centers will be assigned.

The profit centers you are copying do not exist yet. Existing profit centers are not overwritten, since this could lead to inconsistencies.

#### **Activities**

Choose a cost center group that contains all the cost centers you want to copy. In addition, enter a name for the batch-input session.

Then import the batch-input session.

#### **Further notes**

If you want to copy an interval of cost center numbers, you can create a cost center group which contains these, and then copy that group.

#### Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Define Profit Center Groups**

In addition to the standard hierarchy of the controlling area, you can also create alternative hierarchies, which are called "profit center groups". These can be used in planning, in allocations or in the information system.

Unlike the standard hierarchy, the profit center groups do not have to contain all the profit centers in the controlling area. They let you select and regroup several profit centers in a meaningful way.

#### **Actions**

Enter the controlling area and the name of the profit center group. You can then enter or change the compressed nodes, end nodes and profit centers which you require.

# Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Define Hierarchy Versions**

Use

In this Customizing activity, you define hierarchy versions for use with inactive hierarchies. When you create an inactive hierarchy using a hierarchy version, the system applies the definition of the hierarchy version to the inactive hierarchy.

By using inactive hierarchies, users can create hierarchies for the future. These inactive hierarchies cannot be used in other transactions until they are activated. When an inactive hierarchy is activated, it overrides the current effective hierarchy.

After you have defined an inactive version, you can use the Web Dynpro frontend to copy your profit center group hierarchy into this inactive version.

#### Standard settings

If a hierarchy version is used by an inactive hierarchy, you cannot delete it in this activity. If an inactive hierarchy using the hierarchy version has been activated, you cannot change the hierarchy version.

#### **Activities**

When you define a hierarchy version, you must enter the following:

- A unique ID for the hierarchy version

A hierarchy version ID cannot contain special characters. Valid characters include letters (but not ö or á), numbers, underscores, and hyphens. - The date on which the hierarchy version takes effect

#### **Activate Inactive Hierarchies**

#### Use

In this Customizing activity, you activate inactive hierarchies whose validity dates have been reached. When a hierarchy is activated, the previously effective profit center group hierarchy is superseded by the newly activated hierarchy, This allows you to report on the hierarchy, use it in planning applications, and allocate using the groups contained within the hierarchy.

Hierarchies can be maintained in the Web Dynpro application by a central master data team and are typically updated periodically, for example, quarterly or yearly. Changes then come into effect on a specified validity date. For these types of hierarchies, you define inactive hierarchies for use in the future.

We recommend that you run the report behind this Customizing activity on a regular basis using either a background job or the *Schedule Manager* (SCMA) transaction.

#### Requirements

You have completed the following:

You have defined a hierarchy version in the Customizing activity Define Hierarchy Versions.

You have copied your profit center group hierarchy into the inactive hierarchy version using the Web Dynpro frontend.

# Activities

Within this inactive hierarchy you can create new profit center groups and assign profit centers as required.

Once you are satisfied with the structure of your hierarchy, you can make it active by running the activation program. This creates a copy of the hierarchy and makes it effective for reporting, planning, allocations, and so on. If you need to report on the previously effective version you can set the parameters in Report Writer to read on an earlier key date.

#### Note:

The system skips over any hierarchies that are locked or for which authorizations are missing. If an effective hierarchy is changed after an inactive hierarchy is created, you get a message. If this happens, you have to actively confirm that you want to continue running this report.

If you schedule the report behind this Customizing activity to run as a background job in test mode, you can run transaction CFG1 to read messages raised by the system when activating the hierarchies. The messages are stored in the application log under object COOMMD and subobject COMDACTIVATE.

#### **Define Matchcode IDs for Profit Centers**

In this step, you define matchcodes for profit centers. If you want to change or display a profit center master record, but do not know the name of the profit center, you can search for the profit center using a matchcode. The system stores certain fields from a profit center master record in the matchcode. You can search for the profit center using these fields.

The structure of matchcodes is generated from the master data tables via database views and indices (= update type I).

#### **Example**

You want to find a profit center, but only know the short text and the name of the person responsible. With a matchcode search, you can find the profit center via the short text or the name of the person responsible.

# Standard settings

SAP provides three standard matchcodes IDs for profit centers:

The matchcode with identification H allows you to search via the profit center standard hierarchy.

The matchcode with identification N allows you to search via the profit center key.

The matchcode with identification S allows you to search via the profit center short text.

The matchcode object for profit centers is called *PRCT*. The matchcode object determines which database tables and fields will normally be required for the matchcode IDs. For each matchcode object, you can then create one or more matchcode IDs. The matchcode ID determines which fields and field combinations will be used for searching.

#### **Activities**

Determine which matchcodes you require in your company.

Check the matchcode IDs provided. It is important, for example, that the desired fields are given in the correct order. Create your own matchcode IDs where appropriate.

# **Statistical Key Figures**

In the following activities you make the settings necessary for using statistical key figures in Profit Center Accounting.

Under Choose Key Figures, you define which statistical key figures you want to transfer. After you have done this, statistical key figures are transferred to Profit Center Accounting if online transfer has been activated for actual/plan data (see Activate update).

From Profit Center Accounting, it is possible to create and change statistical key figures in Controlling. You can do this by choosing Maintain Statistical Key Figures and Maintain Statistical Key Figure Groups.

#### **Further information**

If statistical key figures have already been entered in Controlling, you must also generate an opening balance to serve as a basis for online entry. If you want to transfer statistical key figures periodically, rather than online, you must generate the opening balance periodically on the relevant key date. You can find the relevant customizing activity under *Planning -> R/3 Internal Plan Data Transfer* or under *Actual Postings -> R/3 Internal Data Transfer*.

# **Define Statistical Key Figures**

In this IMG activity, you create statistical key figures or change existing ones.

Statistical key figures serve as the basis for internal allocations and are used for key figure analyses.

When maintaining the master data for a statistical key figure, you can link a key figure from the *Logistics Information System (LIS)* to a statistical key figure from Cost Center Accounting. By setting up this link, you meet the condition for a subsequent transfer of key figures from the LIS to Cost Center Accounting, from where the key figures can subsequently be transferred to Profit Center Accounting.

For more information on the interface to the LIS, see the SAP Library for *Cost Center Accounting*, under *Master data in Cost Center Accounting -> Statistical key figure -> Edit statistical key figures -> Link to the LIS*.

# **Notes on Transport**

You transport statistical key figures in Customizing for Controlling.

#### **Further Notes**

For more information on statistical key figures, see the SAP Library:

For **General Ledger Accounting** under *Tools > Statistical Key Figures*For **Profit Center Accounting** under *Basic Functions -> Statistical Key Figures and Statistical Key Figure Groups.* 

# **Maintain Statistical Key Figure Groups**

In this activity, you create new statistical key figure groups, or change existing ones.

You can combine statistical key figures of the same kind into statistical key figure groups. You can combine these groups into further groups and so create a hierarchy of statistical key figures and key figure groups.

Examples of how you can use statistical key figure groups are:

to create reports about certain statistical key figures in the information system

to edit a number of statistical key figures in one step in Profit Center Accounting, say in

planning,

distribution, or

assessment

Statistical key figures which are used as reference values for assessment/distribution can be combined into a group.

#### **Maintaining Groups**

# Notes on group maintenance

During group maintenance, you can take advantage of the following functions.

Selection Variants

If you create or change groups of cost centers, cost elements, activity types, internal orders, business processes or WBS elements, you can also add a selection variant onto an end node. This end node is one that you already defined in the implementation guide (IMG) for the corresponding object type. To do this, place the cursor on the end node, then choose *Insert lower level* followed by .+<<)< Name of selection variant> ( or choose the selection variant using input help).

By double-clicking, you can change each selection variant.

You cannot create new selection variants while processing a group.

You can reassign selection variants in the same way as groups.

You can display a list of the master data that belongs to one selection variant by placing the cursor on the selection variant and choosing *Extras -> Break down selection variant*. The system then displays a list of the corresponding master data in a dialog box.

# Expand/collapse

You can open the entire hierarchy to the individual value level or hide it up to the second level. You can thus display and print different summarization levels of the hierarchy. Under *Edit*, you find *Expand all* and *Collapse all*.

#### Change node

You can change the location of subgroups or individual nodes in the hierarchy. To do so, select the highest subgroup node or individual node, select the reference node, and choose *Same level* or *Lower level*.

#### Remove nodes/values

You can remove subgroups or values from the structure. To do so, select the highest subgroup node, the value, or the value interval, and choose *Edit -> Selected entry -> Remove*. The affected node is thereafter no longer part of the complete group, but remains on the database.

### Delete node from database

To delete nodes in a database structure, select the highest node and choose *Edit -> Selected entry -> Delete*.

You can only delete each node if it is not used elsewhere in the system. To check this, choose *Extras -> Where-used list group*. You then receive a selection of the areas for which you can create the Where-used list.

Find values

Within each group, you can search for particular values using *Edit -> Cost element*, *cost center*, *activity type*, *statistical key figure*, *business process*, *order or WBS structure -> Find*. The system expands the corresponding subgroup and highlights the single value.

## Sort values

To sort values, choose *Edit -> Cost element/Cost center/Activity type/ Statistical key figure/Business process/Order WBS element ->* Sort in ascending order or *Sort in descending order*.

## Display master data

You can branch to displaying master data. To do so, select the value and choose *Master data*. If you entered a value interval, you cannot display master data.

#### Report info

To maintain report information, choose *Utilities -> Report settings*.

#### Maintain defaults

You can maintain the following defaults using *Utilities -> Defaults -> Structur*, for:

Master data

Node structures

You can make the following default settings to compare individual values with master data in the initial screen of group maintenance:

## Display texts

Master data texts of individual values appear in the hierarchy.

Master data validation

Checks whether master data exists for the individual values of the hierarchy. If no master data exists, a warning message appears.

You can display individual values with existing master data by entering a search string in the individual value field.

## Breakdown interval

Checks whether at least one individual value exists in master data within an interval of individual values. If no individual value exists, a warning message appears. If values exist in the master data, these appear instead.

## Key date

Enter the test date for the master data. The current date is defaulted.

## Notes on copying groups

To copy groups, you have the following options:

#### Copy Entire Group Structure

In the same controlling area/chart of accounts

To copy the group, you enter a supplementary key as a suffix. The copy receives a new name through the attachment of the suffix to the original name of the group node. If a suffix already exists, this will be replaced by the new suffix. Copy and original are two separate, independent structures.

Example:

CO area 0001, group HIER

-> CO area 0001, group HIER997

To a different controlling area/chart of accounts

In this case, you create a new group based on a reference group from another controlling area or chart of accounts.

The complete structure and name are copied from the current controlling area/chart of accounts.

Copy and original are two separate, independent structures.

#### Example:

CO area 0001, group HIER

-> CO area 9999, group HIER

This does not apply to order groups because they are not assigned to a controlling area or chart of accounts.

Copy Highest Group Node in Controlling Area/Chart of Accounts and Attach Existing Structure

In this case, you create a new group based on a reference group from the same controlling area or chart of accounts.

The highest node holds the given group name, and the existing structure attaches to the highest node. All changes in the original automatically affect the copy as well.

#### Example:

When copying groups, the system checks whether group nodes with the copy name exist in the system. If at least one exists, the system asks whether it should overwrite all existing group nodes or whether it should not carry out copying. The standard hierarchy is exempt from this overwriting function.

Copying groups is especially useful when you want to freeze the characteristics of a group with time-based dependencies for objects at a given time in order to make changes affecting the following fiscal year.

## **Example: Copy standard hierarchy for cost centers**

#### **Problem:**

You are using planning functions for cost centers. You want to execute planning for the following fiscal year in the current fiscal year, based on the standard hierarchy.

However, in the new fiscal year, changes will take place in the structure for the standard hierarchy, due for example to the removal or addition of cost centers, or because the hierarchy assignment for these

cost centers has been changed. To be able to plan using the standard hierarchy structure that is valid for the next fiscal year, you must make the necessary changes to the standard hierarchy. The previous standard hierarchy is required for reporting in the current fiscal year, because it no longer matches the structure in the current fiscal year.

#### Solution:

Copy the current standard hierarchy to "freeze" its current state, and carry out the changes to the structure.

There are two hierarchies available for you in the system:

The current standard hierarchy used for reporting

The changed standard hierarchy used for planning the next fiscal year Further usages of the copying of groups is a possibility.

#### Note:

Remember that the number of groups doubles with each copying transaction. If you have a very large hierarchy, you should

regularly delete those copies you no longer need. Alternatively, you can keep the number of groups low by only copying those parts in which changes occur. If you do this, you need to create the backup copy manually.

## **Transport notes**

You transport statistical key figure groups in Customizing for Controlling

# Note on period of validity

Note that groups have no period of validity. By contrast, most master data is time-dependent.

#### **Further notes**

For further information on statistical key figures, see the SAP Library for *Profit Center Accounting*, under *Basic functions -> Statistical key figures and Statistical key figure groups*.

## **Choose Statistical Key Figures**

Here you specify all the statistical key figures that you want to transfer from Controlling to Profit Center Accounting.

## **Example**

You want to transfer the statistical key figure "Employees" from Cost Center Accounting. This is only possible if you specify the key figure "Employees" here.

## Activities

Enter all the statistical key figures you want to transfer, together with the controlling objects which you want to transfer them from.

## **Further notes**

These entries are valid for both actual and plan data.

## **Representative Materials**

In this section, you can define derivation rules for finding representative materials.

A representative material is a selected material number that represents a group of materials in Profit Center Accounting. This makes it possible to analyze exchanges between profit centers not only by account, but also by groups of materials.

# **Activate Representative Materials**

You activate a representative material for specific material per controlling area, valuation grouping code, and valuation class. Essentially, this means you activate it per balance sheet account.

## **Example**

Semifinished and finished products are generally grouped together under one representative material, whereas raw materials are not analyzed in further detail.

## Requirements

Valuation is set up in Customizing for Materials Management under account determination using the functions Define Valuation Control and Group Together Valuation Areas.

The valuation classes are defined in the material master records. You do this in the activity Define Valuation Classes.

#### Recommendation

Do not activate derivation of representative materials for raw materials. This can lead to long runtimes.

## **Activities**

Activate derivation of representative materials in the desired valuation classes for the relevant valuation grouping constants.

## **Choose Representative Materials**

In this activity you specify the material numbers you would like to use as representative materials in your controlling area.

## Requirements

The materials must already exist in your system.

## **Further notes**

Choose the materials you would like to use as representative materials in each controlling area.

## **Derive Representative Materials**

In this activity, you maintain derivation rules which help to find representative materials for individual materials or for intervals of materials.

You can derive a representative material from one of the source fields below, or from a combination of these fields:

Controlling area

Company code

Valuation area

## Requirements

You have performed the two activities

Activate Representative Materials and Choose Representative Materials.

#### **Activities**

By combining these source fields, you can determine a sequence of derivation steps. To do this, enter *Edit -> Choose* or *Edit -> Create Step* 

Under *Goto -> Maintain rule values* you can maintain several derivation rules per derivation step, which the system will process in succession. As soon as a default profit center is found for a derivation rule, the system will add this profit center and will cease processing derivation rules.

It is possible that not all characteristics are set in all postings. If the system does not find a default for a posting in any of the rule values contained in the derivation step, it skips to the next derivation step.

## Example

You assign materials 4711 to 4721 to the representative material 4711.

## Recommendation

Remember that complex derivation strategies can lead to significantly longer program runtimes.

To ensure the consistency of the representative materials, you should make the assignments at the controlling area level.

## **Further notes**

If you have activated the key figure *Display error message* for a derivation step under *Edit* -> *Choose* on the tab page *characteristics*, a warning will appear if no rule value is maintained for the current posting. The derivation step will then be ended, and other existing derivation steps will cease to process. To avoid this, enter a rule value for every combination of source values you use.

On the same tab page, you can make a setting so that rule values can be maintained with validity date. This allows you, for example, to deactivate values temporarily for testing purposes without having to delete them.

For more information about maintenance of derivation rules, see the section *Profitability analysis (CO-PA)* in the SAP Library, under *Characteristic derivation*.

## **Notes on Transport**

# **Assignments of Account Assignment Objects to Profit Centers**

In this activity you assign all objects which store data which is relevant for profits to a profit center. This means that you do not need to post the data explicitly to a profit center, since the system posts it to the right profit center automatically according to this assignment.

## **Prerequisites**

The controlling area to which the assigned objects belong is identical to the controlling area of the profit center

The profit centers to which you want to assign the objects must already exist. In addition, the period of validity of a profit center must contain the period of validity of the objects you assign to it.

#### **Additional Information**

For more information about dividing your company up into profit centers and reflecting business transactions in Profit Center Accounting, see the R/3 library.

# **Check Assignments**

The assignment monitor lets you check all the assignments of objects to profit centers. If an object is not assigned to a profit center, its costs and revenues are posted to the dummy profit center.

Check these assignments carefully, since it is difficult to transfer the data to the "right" profit center later.

#### **Actions**

From the overview menu, choose the type of object (such as cost center, order, or project) you want to analyze. For this type of object, you can obtain a list of all objects without an assignment (cost centers not assigned to profit centers) or a list of all the objects and their assignments to profit centers or profit center groups.

On the next screen you can limit your selection further (for example, by specifying a cost center type).

When the list is displayed online, you can maintain the objects individually by double-clicking on the corresponding line. This allows you to make any missing assignments.

For selections which may be time-consuming (such as a list of material masters), you can create the list in the background.

# **Profit Center Where-Used List**

Profit Center Where-Used List

You use the Profit Center Where-Used List to analyze the usage of profit centers in the master data of the SAP system. The program enables you to check which cost centers, orders, or materials are assigned to a given profit center.

Before you can use the Profit Center Where-Used List, you need to create a run to collect the data. After performing the data retrieval run (online or in the background), you can analyze how profit centers are used in the objects returned by the run.

When defining the data retrieval run, you specify the master data for which you would like an overview of the profit center assignments. You can create and execute as many data retrieval runs as you require. The time-dependent master data tables for cost centers, business processes, and profit centers are analyzed for the specified analysis date.

The data is analyzed separately for each data retrieval run. You can analyze which profit centers are used in the objects returned by the run. The program displays the profit centers stored in the master data of all objects analyzed in a data retrieval run. Objects that do not have a profit center assignment are displayed separately.

If the data retrieval run has not been restricted to specific profit centers, the results of the analysis can be displayed using a specified profit center hierarchy or a specified node of a profit center hierarchy, or using individual profit centers. If there is a restriction, the results of the analysis can only be displayed for the profit centers specified in the data retrieval run.

If you have activated Segment Reporting in General Ledger Accounting, you can also use segments to portray the results.

## Material

The functions found in this section let you assign material masters to profit centers. This assignment is always valid for one plant.

The assignment of individual master records is described under Assign Material Masters. For assigning a large number of master records to a *single* profit center simultaneously, see Perform Fast Assignment.

For information about the further use of assignments by the system, see the section *Assigning Materials* in the SAP Library.

# **Perform Fast Assignment**

The fast assignment function lets you quickly assign a large number of material master records to a profit center.

## **Prerequisites**

You can only assign materials for which a plant segment already exists in the plant you are working in. The plant is assigned to a controlling area via its assignment to a company code, and the profit center must be in the same controlling area.

## **Activities**

On the first screen, enter the profit center to which you want to assign the material masters. Also enter the plant for which you want to assign the materials.

Enter a material type, a material group, or a product hierarchy to select a list of the materials you want to process. If you select the "Also assigned materials" field, the system also selects those materials that have already been assigned to profit centers.

Now go to the Assignment screen.

On the next screen, assign the materials to the corresponding profit center by selecting them in the list. Save your assignments.

#### **Further notes**

It may happen that you want to assign material masters that are currently being processed by other users and therefore cannot be processed. You can assign these materials at a later point using a list that the system displays.

# **Assign Material Masters**

This function lets you access the material master directly to assign your profit centers.

#### **Actions**

Assign the material in question to a profit center. You do this on one of the following tab pages or views:

Calculation 1

Sales and Distribution: General/Plant Data

Further Notes

You can make the Profit Center a mandatory field in the configuration menu of the Material Master, in the field selection. You do this by assigning it to its own field selection group and making this mandatory in the field selection.

# **Assign PP Production Orders**

In this activity you can assign production orders to a profit center.

Note that when you create a production order, the default profit center is taken from the plant segment of the material master. It is therefore important, when you create new production orders, that all the materials you want to produce are assigned to a profit center.

You can find information about the further use of assignments by the system in the SAP Library under Profit Center Accounting, *Assign production orders*.

#### **Actions**

Assign the production order to a profit center. You can find the field "Profit center" under the menu option *Goto -> Header* on the tab page *Assignments*.

# **Assign Process Orders**

In this activity you can assign process orders to a profit center.

When you create a process order, the system determines the profit center from the master record of the main product. You can change it manually if you like.

For information about how the system uses the assignments, see *Assigning Manufacturing Orders* in the application help for Profit Center Accounting.

## **Activities**

You can find the field "Profit center" by choosing "Goto -> Header" on the Assignment tab page.

# **Assign CO Production Orders**

In this activity, you assign CO manufacturing orders to a profit center.

Note that when you create a manufacturing order, a default profit center is proposed on the basis of the plant segment of the material master record. Therefore it is important that all the materials your organization manufactures are assigned to a profit center.

For more information about the use of assignments by the system, see the section *Assigning Manufacturing Orders* in the online documentation "EC Profit Center Accounting".

## **Activities**

Assign the CO manufacturing orders on the Master Data screen to a profit center.

# **Assign Cost Objects**

In this activity, you assign cost objects to a profit center.

You can find further information on the use of assignments by the system in the SAP Library, under Profit Center Accounting, *Assigning Cost Objects*.

#### **Actions**

Assign profit centers to cost objects on the Basic Screen.

## **Assign Projects**

In this activity you assign a profit center to your project structures. These are

the project definition

PSP elements

the network header

network processes

You can find information on the operational structures in the SAP Library, under *Financials -> PS Project System*.

For further information on how the system uses assignments, see the SAP Library for Profit Center Accounting, under *Assigning Projects*.

#### **Activities**

## Choose Change Work Breakdown Structure.

**Project Definition** 

Assign a profit center on the Basic data tab page, on the Project definition screen.

**PSP Elements** 

Assign a profit center on the Assignments tab page, on the PSP element overview screen.

## Choose Change Network

Network Header

Assign a profit center on the *Basic data* tab page, on the *Network header* screen.

#### **Network Processes**

On the *Process overview* screen, choose *Detail -> Process/Element -> General*. Now assign profit centers on the *Assignments* tab page.

# **Assign Cost Centers**

This function lets you assign profit centers to cost centers. This makes it possible for you to reflect the costs settled between or posted to cost centers in Profit Center Accounting.

When assigning cost centers, please refer to the notes under Assign Fixed Assets.

You can find information on the further use of assignments by the system in the SAP Library, under Profit Center Accounting, *Assigning Cost Centers*.

#### **Acitivities**

Assign the cost center to a profit center on the screen Master Data on the tab page Basic Data.

## **Assign Internal Orders**

In this activity you assign your internal orders to profit centers.

When assigning internal orders, please refer to the notes under Assign Fixed Assets.

You can find information on the further use of assignemnts by the system in the SAP Library, under Profit Center Accounting, *Assigning Internal Orders*.

## **Actions**

Enter the profit center on the *master data* screen on the *Assignments* tab page.

## **Further notes**

If you wish to assign a large number of internal orders, you should use the list processing function, which is described in the Implementation Guide for Internal Orders. To do this, you need to create a list variant which contains the field "Profit center".

With the order type *Internal Order*, the field "Profit center" becomes mandatory, which means that a profit center must be entered for each internal order.

## **Assign Business Processes**

In this activity you can assign business processes to a profit center.

For information about how the system uses these assignments, see *Assigning Business Processes* in the SAP Library for Profit Center Accounting.

#### **Activities**

Enter the profit center on the *Master Data* screen on the *Basic Data* tab page.

## **Assign Maintenance Orders**

In this activity you can assign maintenance orders to a profit center.

For information about how the system uses assignments, see *Assigning Maintenance Orders* in the SAP Library for Profit Center Accounting.

## Requirements

You are using the Plant Maintenance (PM) application component.

#### **Activities**

Assign a profit center to the maintenance order on the Additional Data screen.

The system proposes the profit center in the cost center belonging to the responsible work center. You can overwrite this, however.

If you change the responsible work center in the order, the system does not automatically overwrite the profit center on the additional data header screen. If required, change this manually.

You can change the profit center in the order, provided that no actual data exists for the order yet.

## **Assign Fixed Assets**

In this activity, you assign profit centers **indirectly** to fixed assets.

Assets are always implicitly assigned to a profit center via an assignment to an internal order to to a cost center.

Where an asset is assigned to both an internal order and a cost center, the profit center assigned to the internal order has priority. You can find information on the further use of assignments by the system in the SAP Library, under Profit Center Accounting, *Assigning Assets*.

## **Actions**

Assign the fixed asset to an internal order or a cost center. You do this on the *Master Data* screen on the *time-dependent* tab page.

## Assign Real Estate Objects from Area RE Classic

In this activity you can assign real estate objects to profit centers.

For information about the function and further use of assignments by the system, see the section *Assigning Real Estate Objects* in the online documentation "EC Profit Center Accounting".

## **Activities**

Enter the profit center on the General Data tab page on the

screens for maintaining buildings, properties, rental units, business entities, and management contracts.

In settlement unit maintenance, enter the *profit center* on the *Participation IDs* screen.

Assign the profit center for a rental agreement on the Master Data screen, on the Payment Data tab page.

# Assign Real Estate Objects from Flexible Real Estate Management

In this step, you assign profit centers to real estate objects of *Flexible Real Estate Management* ( RE-FX ).

For information on the available functions and on other uses of these assignments, see the SAP Library for Profit Center Accounting. Choose *Assigning Real Estate Objects*.

## Requirements

The transactions here are only valid if you activated Flexible Real Estate Management.

#### **Activities**

Assign the profit center in the application on the following screens:

On the Posting Parameters tab page on the screens for processing master data of:

**Business** entities

**Buildings** 

Land

Settlement units

On the *Posting Parameter* tab page in the rental object on the *Account Assignment* detail screen On the *Posting Parameters* tab page in the real estate contract on the *Organizational Assignment* detail screen

## Sales Orders

When you create a sales order item, the profit center is proposed from the material master or from a substitution rule.

If you want to transfer the data to profit centers other than those proposed, you can do so by carrying out the following steps:

Under Assign Sales Orders you can assign certain sales order items manually to profit centers.

Under Sales Order Substitutions you can define substitution rules, according to which assignments are made automatically, according to selected characteristics.

# **Assign Sales Orders**

In this activity, you assign sales order items to a profit center.

Note that when you create a sales order item, the default profit center is taken from the material master or from a substitution rule.

You can find information about the further use of assignments by the system in the SAP Library under Profit Center Accounting, *Assign Sales Orders*.

## **Actions**

Assign a profit center to the sales order. You can do this from the *Item Overview screen* by selecting *Goto -> Position -> assignment*.

## **Sales Order Substitutions**

Normally the profit center for a sales order item is proposed based on the combination of material and delivering plant. This lets you organize your profit centers according to products.

If you want a more sales-oriented organizational structure, you can define substitution rules here to determine how the system finds profit centers when you create a sales order.

You can then assign one substitution rule to each controlling area.

## **Define Substitution Rules**

In this activity you define substitution rules for finding the default profit center for sales order items. It makes sense to use substitution rules if the profit center proposed from the material master does not meet your requirements.

## **Example**

You want to use a sales office or a distribution channel as a profit center.

## Standard settings

No predefined substitution rules exist.

## **Activities**

Proceed as described under Maintain Substitutions in Customizing for FI-SL Special Purpose Ledgers. The following are predefined in Customizing for Profit Center Accounting:

The application area (Profit Center Accounting)

The callup point (Create Sales Order)

The field to be substituted (Profit Center)

You can substitute the profit center with a constant value or by assigning a table field. It is also possible to use a user exit.

## **Additional Information**

For more information on substitution rules, see the documentation for Financial Accounting on the component "FI-SL Special Purpose Ledgers" (in the chapter "Basic Functions"). Also, read the notes in the SAP Library under *Financial Accounting -> Special Purpose Ledger -> Validation and Substitution -> Substitution*.

#### **Further notes**

Structure PCASUB is used as the transfer table for the fields from the sales order.

# **Assign Substitution Rules**

In this section you can assign each controlling area a substitution rule for finding the default profit center when you create a sales order.

#### Example

You want to use a sales office or a distribution channel as a profit center.

## **Prerequisites**

You have already defined a substitution rule.

## Standard settings

The default profit center in sales orders is taken from the material master.

No substitution rules are defined.

## **Activities**

Assign the substitution rule to each controlling area and set the active indicator.

## Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

## **Transfer Prices**

To use parallel valuation approaches/transfer prices, you must first make the necessary settings in Customizing for the component General Controlling (see Multiple Valuation Approaches/Transfer Prices.

You need to perform the activities listed below in order to use transfer prices specifically in Profit Center Accounting. These are:

**Basic Settings for Pricing** 

If you want to use transfer prices from the profit center valuation view, you must make the basic settings in this activity, so that the correct price can be valuated.

**Detailed Settings for Transfer Pricing** 

The system provides standard settings for all of the settings in this section. You are advised to use these for transfer pricing. However, should you have special requirements, which cannot be catered for using the standard settings, you can define the corresponding pricing components according to your requirements.

**Settings for Internal Goods Movements** 

In this section, you control account determination for postings of internal goods movements.

Settings for Profit Planning

It is possible to carry out quantity-based planning where the quantities and accompanying costs are valuated by the system with transfer prices. If you want to carry out this type of planning, you must make the corresponding settings in this section.

For information on the concept of *Multiple Valuation Approaches/ Transfer Prices*, see the SAP Library for *Profit Center Accounting*.

# **Basic Settings for Pricing**

In this activity, you make the settings required for transfer pricing in Profit Center Accounting. You maintain

Condition types

Pricing procedures

Transfer price variants

For information about these components and about the concept of transfer pricing, see the SAP Library for Profit Center Accounting, under *Transfer pricing*.

#### **General Procedure**

Preset standard deliveries are provided for all components of transfer pricing.

The standard deliveries are displayed in the left-hand screen area, together with condition types, pricing procedures and transfer price variants which you have defined yourself. By selecting the individual elements, you can see the corresponding settings in the right-hand screen area.

To define condition types, pricing procedures or transfer price variants yourself, click on *create* in the left-hand screen area.

## **Condition Types**

Condition records are maintained using the condition type. From the condition records, a transfer price is derived for the exchange of goods and execution of measures between profit centers.

The text below will describe

how you can create a condition type

which condition types are delivered in the standard system

The condition records in which the concrete values for finding a transfer price are stored can be entered and displayed from condition type maintenance. You can also maintain condition records in the application menu, under *Master data -> Transfer prices*.

You can also enter and display the access sequences from condition type maintenance. However, you can also maintain them in Customizing for Profit Center Accounting, under *Maintain detail Advanced settings for transfer pricing*.

## Creating your own condition records

Create a new condition type. To do so, choose Create in the upper left of the screen.

Then enter the following in the right-hand area of the screen:

a key consisting of up to four characters. The key should begin with the letter 'z', as these name spaces are kept free in the standard delivery. In addition to this, enter a text.

an access sequence, where required, which controls access to condition records. If you want to specify the access sequence here, it must already have been defined. Select one of the options in the *Define costing type* group box.

#### Choose Goto -> Detail view.

There are logical preset *control parameters* for the condition types *Base condition type from Material Ledger*, *Base condition type from Costing*, *Fixed price* and *Percentage surcharge*. No rules exist for other condition types. However, make sure that the settings you make are logical and appropriate. You can make the following entries:

#### a) Condition category

The condition category divides condition types into predefined groups. The following condition categories are supported in Profit Center Accounting:

## ''(Other condition categories):

This is used for condition types which do not need a particular condition category, for example surcharges/deductions or fixed transfer prices.

## 'K':

Used for base condition types to read base values that can be used to calculate other values. For technical reasons, these condition types must use the combination of condition category 'K', calculation type 'C' and condition class 'B'. You do not need to enter an access sequence for these condition types.

This condition type does not require an access sequence.

#### 'b':

Used for base condition types to read base values that can be used to calculate other values. For technical reason, these condition types must use the combination of condition category 'b', calculation type 'C' and condition class 'B'. This condition type does not require an access sequence.

## 'h'

Used for base condition types to read base values that can be used to calculate other values. For technical reason, these condition types must use the combination of condition category 'h', calculation type 'C' and condition class 'B'. This condition type does not require an access sequence.

The following condition categories can only be used for base condition types using the legal valuation view.

#### 'G'

For these condition types, the system reads either the standard price or the moving average price, depending on how the price control was defined for that material ('S' for the standard price, 'V' for the moving average price). The condition type does not require an access sequence.

## **'S'**:

For these condition types, the system reads the standard price from the material master, regardless of the price control setting. The condition type does not require an access sequence.

#### **'T'**:

For these condition types, the system reads the moving average price from the material master, regardless of the price control setting. The condition type does not require an access sequence.

#### Calculation type

The calculation type determines how the system calculates discounts/surcharges and prices for a condition type. In Profit Center Accounting, the value can be calculated either as a percentage (calculation type 'A'), based on a quantity (calculation type 'C' or based on an absolute amount (calculation type 'B').

## Condition class

The condition class provides a condition type structure. In Profit Center Accounting, the structure distinguishes between prices ('B') and surcharges/deductions ('A').

## Scale basis

The scale basis determines how the system interprets the scale of a condition type. Profit Center Accounting contains value scales ('B') and quantity scales ('C') in addition to the basic setting ('').

Under Additional settings, you can also make the following settings for each condition type:

Specify a certain +/- sign

Check the scale

Rounding rules

Currency translation

For details on these settings, see field help for the setting in question.

4. Save your condition type.

## **Standard System**

Several condition types are delivered with the standard system. You can use these for defining pricing procedures. These normally cover the requirements of transfer pricing.

By double-clicking in the upper left of the screen, you can display the settings for each condition type in the right-hand area of the screen. By choosing *Goto -> Detail view* you can display the *control data* and *additional settings*.

The following condition types are delivered as standard:

## **TP01** Transfer price (fixed)

This is a condition type for a fixed price.

(Condition category '', calculation type 'C', condition class 'B').

# TPB1 Material price (material ledger)

This is a base condition type, which uses the profit center price from the material ledger. Surcharges/deductions can then be calculated in the pricing procedure on the basis of this base condition type.

(Condition category 'h', calculation type 'C', condition class 'B').

## TPB2 Costing basis

This is a base condition type, which uses the price from costing. Surcharges/deductions can then be calculated in the pricing procedure on the basis of this base condition type. (Condition category 'K', calculation type 'C', condition class 'B').

```
TP02 Markup (percentage)
```

This is a condition type for a percentage markup. (Condition category '', calculation type 'A', condition class 'A').

## **Pricing Procedures**

A pricing procedure determines which condition types are to be calculated and in which order. The choice of which pricing procedure the system accesses for transfer pricing is determined by the transfer price variant.

## **Example**

```
Step C.type Name From step

TP01 Transfer price (fixed)

20 TPBA Material price (Mat. ledger)

30 TP02 Markup (percentage) 20
```

In the above example, the system first finds a fixed price. If it cannot find one, it reads the profit center price from the material ledger. The markup is then calculated on the basis of this profit center price.

It is also possible to calculate another value on the basis of this markup by defining a subtotal line without a condition type. This line must contain the steps that are to be added together and can then be used for other calculations.

#### Recommendation

If you define a pricing procedure, this should only contain the condition types which you actually use. Otherwise, the system has to access the condition unnecessarily.

## **Creating Pricing Procedures**

Choose *Create* in the left-hand screen area. In the right-hand screen area, enter a key of up to six characters and a description.

Specify the condition types to be used. Set the order of your processing by choosing the fields *level* and *counter*. If you want a line in the pricing procedure to refer to several other steps, you can set this by chooing the fields *From step* and *To step*.

Save your pricing procedure

## **Standard Settings**

Several pricing procedures are delivered with the standard system. You can assign any of these to transfer price variants. These standardpricing procedures normally meet the requirements of transfer pricing. The following pricing procedures are delivered with the standard system: **TP0001 Fixed transfer price** 

Step	Condition type	Name
0 TP01	Transfer price fixed	

# **TP0002** Transferprices - percentage

A percentage mark-up is made to the profit center price from the material ledger.

Step	Condition type <i>Name</i>	From To	
0	TP01	Material price	
020	TP02	Mark-up percentage0	0

## - TP0003 Plan procedure costing

A percentage mark-up is made on the price from the material cost estimate

Step	Condition type Name	From	<u>To</u>	
0	TPB2		Costing price	
020	<i>TP02</i>		Mark-up percentage0	0

#### **Transfer Price Variants**

A transfer price variant determines whether plan data or actual data is to be valuated.

For goods movements, only actual data is valuated. In this case you only need the fixed variant 000.

However, if you want to find plan prices based on costing data, you can define any number of variants for transfer prices.

## Creating your own transfer price variant

Click on Create in the lower left-hand screen area.

Give your variant a three-digit number and a text description.

Specify the costing sheets which are to run in the transfer price variant. You can choose the sequence in which they are processed using the *seq*. field.

If the *condition analysis* indicator is activated, the system will call up condition analysis for each transaction which determines a transfer price.

This indicator should only be activated for testing purposes, in order to ensure that transfer prices are found correctly in accordance with the settings in Customizing for Profit Center Accounting.

Unless you specify otherwise, condition analysis is performed for each transfer price variant, and is not user-specific.

Condition analysis can also be made user-specific. To do so, set the set get parameter **DIA** to **X** in the user master record. The user in question can then activate condition analysis for all existing transfer price variants.

Save your variant.

## Standard system

## - 000 Actual variant

Number	Costing shee	et , Desi	ignation	, <u>Sec</u>	quence
TP0001	Fixed trans	fer price	01		
20	TP0002	Percentage	transfer	price	02

To begin with, the system works through costing sheet TP0001. If it finds a transfer price here, it will use this transfer price. If it does not find a transfer price here, it will then work through costing sheet TP0002.

## - 001 Planvariante 1

Number	Costing shee	et ,Designation	, <u>Sequence</u>
TP0001	Fixed trans	fer price 01	
20	TP0003	Plan calculation price	02

To begin with, the system works through costing sheet TP0001. If it finds a transfer price here, it will use this transfer price. If it does not find a transfer price here, it will then work through costing sheet TP0003.

If you want to set up highly complex pricing, and the information in this section is not enough, you can find the necessary information in the SAP Library, under *Logistics -> Sales and Distribution -> Conditions and Pricing*.

## **Notes on Transport**

The system automatically records changes to the basic settings. When saving, you can specify whether you want these changes to be transported.

# **Advanced Settings for Pricing**

In the following activities, you define certain components of transfer pricing:

Condition tables

Access sequences Condition exclusions

Pricing reports

The standard settings for all of these components should be sufficient. If you have special requirements, however, you can define condition tables, exclusions, lists and access sequences yourself.

#### **Further notes**

It is possible to calculate transfer prices using your own programs and without relying on conditions. You do this using the customer enhancement PCATP001.

This user exit also lets you insert additional fields in the condition tables. These fields are not otherwise available in the standard transaction for condition table maintenance.

You can view the documentation on enhancements in SAP Enhancement Maintenance (transaction SMOD).

Further information about using enhancements can be found in Project Management of SAP Enhancements (transaction CMOD) under *Utilities -> Online Handbook*.

You can find further information on the concept of calculating transfer prices in the Profit Center Accounting section of the SAP Library.

## Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Define Price Dependencies (Condition Tables)**

In this activity you define the price dependencies for transfer prices. You can make any price, markup or deduction dependent on what values are contained in certain fields. You define these dependencies using so-called "condition tables". The condition table consists of combinations of fields, for which you can create condition records.

## **Example**

In your costing sheet, you want to use a condition type KA01 that sets a transfer price depending on the combination of plant, material and profit center. To do this, you need to choose the fields *Plant, Material* 

and *Partner Profit Center* from the field catalog. If you only want to make the transfer price dependent on plant and material, you need to choose these fields only.

## **Activities**

Before you create a new condition table, check whether the fields in the field catalog meet your requirements. If you want to use a field that is not contained in the standard field catalog, you can add this field.

Only fields contained in tables KOMG, KOMK or KOMP can be added. However, you can add tables you need to these tables. The procedure for doing this is described in the Implementation Guide (IMG) for Sales and Distribution, under New Fields for Pricing.

The fields contained in tables KOMG, KONK or KOMP are also transferred to user exit PCATP001 to allow changes to the arguments for transfer pricing. You can find further information about this topic under Develop Enhancements in Profit Center Accounting.

Create new condition tables. To do so, proceed as follows:

Enter the name of the table you want to create.

You can enter any number between 501 and 999. If you do not enter anything, the system automatically assigns a number. (Internally, the tables are named "Axxx", for example "A501".)

Specify whether you want to limit the validity of the table.

Enter a text for the condition table.

Choose the desired fields from the field catalog.

Generate the new condition table.

Enter the condition table in the relevant access sequences (see section Condition Types).

This is where you link the condition type, access sequence and condition records.

## **Define Access Sequences**

In this activity you define access sequences.

An access sequence is a strategy the system uses to search for valid condition records for a condition type.

For example, you can specify that the system should first look for a record for a specific material, plant and profit center, and then for a combination of plant and profit center.

## **Example**

Access sequence Z001 for condition type KA01:

No.	Table	Name	Condition	
Exclu	sive			
				-
-				
01	501	Plant/Material/Profit center	X	
02	502	Plant/Profit center	X	

Access sequence Z001 first looks for condition records stored with the key consisting of the combination "Plant/Material/Profit center". If no record is found for that combination, the system then searches for a record for the combination "Plant/Profit center".

If a record is found for a line where the field "Exclusive" is selected, the system stops reading data records.

#### Recommendation

If you define your own access sequences, you should give them a key that begins with the letter "Z". The standard R/3 system contains no access sequences in this name range.

To ensure that the first condition record found is used, set the "Exclusive" flag for each line. If you do not set this flag, the system adds the values for all the condition records found, which usually is not desirable for transfer pricing.

#### **Activities**

Create new access sequences. Enter a key of up to four characters and a description.

Enter the condition tables that you want to access using this access sequence in the order in which you want them to be accessed. Using the "Fields" function, you can display the field combinations for the individual condition tables.

If you want the system to stop searching as soon as the first valid condition record is found for a particular condition type, select the "Exclusive" indicator. If you want to specify other conditions, you can make an entry in the "Condition" field.

Save your access sequence.

#### **Further notes**

You must define and save your access sequence before you can assign it to a condition type and define condition records for it.

## **Define Condition Exclusion for Groups of Conditions**

If more than one condition record is valid for a document item, you can define rules that determine which condition records are selected and which are ignored. These rules are called "condition exclusions".

To exclude conditions, you need to define so-called "exclusion groups". An exclusion group is a list of condition types that are compared with one another during pricing. Depending on the results of this comparison, individual condition types or an entire exclusion group can be excluded.

This lets you influence pricing to achieve the value that fits the desired criterion, such as the "best price", by taking into account certain condition types while ignoring others.

## Example

You can define a condition exclusion that finds the best transfer price for the profit center and always ignores any less favorable ones. The best price then overrides the priority of condition types specified in the access sequence.

The costing sheet determines how the exclusion groups are selected and processed. The following options are available:

Select the best condition type in an exclusion group

Select the best condition record for a condition type if more than one valid condition record exists for that condition type

Select the best of two exclusion groups (all the condition types in both groups are added together and the totals compared with one another)

Exclusion method: If any one condition type in the first group exists in the document, all the condition types in the second group are removed from the document.

No condition exclusions are delivered with the standard system. If you want to create condition exclusion, you therefore need to do the following: - Define exclusion groups

Assign condition types to the exclusion groups

Enter the exclusion groups in a costing sheet and specify how the condition types to be excluded are found

#### **Activities**

Create an exclusion group. Enter a four-character key and a name.

Assign condition types to the exclusion group. An exclusion group can contain any number of condition types.

Enter the exclusion group in a costing sheet that you use for pricing. Pay special attention to the order in which the exclusion groups are to be processed.

You can use two exclusion groups for condition exclusion. If you do, however, you use choose method "C", which finds the best price between two exclusion groups.

# **Define Pricing Reports**

In this activity you can define the structure of your pricing reports. Pricing reports are ABAP report lists that let you display condition records according to various criteria.

## **Activities**

Create new pricing reports. To do so, proceed as follows:

Enter the title of the pricing report you want to create.

On the next screen, the system displays all the key fields that are used for conditions in alphabetical order. Select all the key fields you want to see in your pricing report.

Choose *Edit -> Continue* if you want to select all tables which contain **at least one of** the selected key fields.

Choose *Edit -> Continue with AND* if you want to select all tables which contain **all** selected key fields.

On the next screen, select all the condition tables that you want to analyze.

Choose *Edit -> Continue to List Structure* to define the structure for the pricing report. The next data screen displays all key fields for the selected tables.

To hide fields which you do not want to appear as selection criteria when displaying the pricing report, remove the "X" next to these fields in the "selection" column.

Save the pricing report

## **Settings for Internal Goods Movements**

Internal goods movements in Logistics (stock transfers, goods usage for production orders etc.) can lead to a material flow between profit centers.

In the following activities, you make settings to ensure that these goods movements are represented correctly in Profit Center Accounting.

Under Define Account Determination for Internal Goods Movements you specify which material movements are to be posted to which accounts for Profit Center Accounting.

You must also define account determination for produktion variances during deliveries to other profit centers.

Under Define Special Handling for Internal Goods Movements, you determine which internal goods movements are not to be represented as material flows between profit centers.

## **Define Account Determination for Internal Goods Movements**

Internal goods movements in Logistics (stock transfers, materials usage for production orders, and so on) can lead to an exchange of goods between profit centers.

To be able to show the material flow correctly in Profit Center Accounting, you need to look at the profit center as an independent company. This means that a sale is made by the sending profit center, while the receiving profit center posts a goods receipt.

This way of looking at postings in Profit Center Accounting cannot be achieved based solely on the original posting.

You therefore need to make an additional account assignment. A separate **account determination** generates additional posting lines on the basis of the original document, and then posts these in Profit Center Accounting.

The source document is not changed. Therefore this has **no** effect on Financial Accounting (FI). However, note that these lines are also updated in FI if your organization is using transfer prices and storing the profit center valuation method in FI (see the example below).

For some goods movements, it is not useful to make an additional posting. These goods movements are given a **special handling**. The table that contains these exceptions is fully maintained and delivered by SAP in the standard system. You only need to define **special handling** if you require this for movement types that you defined yourself.

In this step, you enter the accounts that you need in order to represent internal goods movements in Profit Center Accounting for each controlling area:

Accounts for internal revenue

Accounts for internal balance sheet changes

Accounts for deliveries from profit centers

In addition, you can define an alternative account for posting internal balance sheet changes at the receiver profit center. Such a differentiation of the accounts is useful when, for example, you want to identify these balance sheet changes as cost of sales at the sending profit center.

Stock transfer of material M1 from plant 01 to plant 02 using the legal valuation method in Profit Center Accounting and in FI

## FI posting:

Stock to stock 1,000

## **EC-PCA** posting:

```
PrCtr material M1 plant 01 --> internal revenues (1,000)
--> Internal B/S change 1,000

PrCtr material M1 plant 02 --> delivery from profit center 1,000
--> Internal B/S change (1,000)
```

In this case, no original postings are transferred. Instead, all the postings are represented in Profit Center Accounting by additional postings.

# Material withdrawal of a semifinished product 1 from plant 1 and plant 2 using transfer prices

The stock value using legal valuation is 1,000 The stock value from the PrCtr view is 1,200 The transfer price is 1,500 **FI posting:** 

In FI, only legal valuation is recorded.

Change in stock (plant 2) to stock (plant 1) 1,000

## **EC-PCA posting:**

```
EC-PCA posting: EC-PCA stores the profit center valuation.

PrCtr material M1 plant 01 --> internal revenues (1,500)

--> Internal B/S change 1,200

PrCtr material M1 plant 02 --> delivery from profit center 1,500

--> Internal B/S change (1,500)
```

# Material withdrawal of semifinished product material 1 (profit center 1) for production order 2 (profit center 2) using legal valuation in Profit Center Accounting and FI

For material withdrawals, the costs on the receiver profit center are shown, plus an internal sale is assigned to the sender profit center. On the receiving side, it may be necessary (consumption of semifinished goods) to correct the posting under "Change in stock" with a posting "Delivery from profit center".

## FI posting:

Change in stock SF to stock 1,000

## **EC-PCA** posting:

```
Profit center 1 --> Internal revenue (1,000)
--> Internal B/S change 1,000
Profit center 2 --> B/S change SF 1,000
--> Internal B/S change (1,000)
--> Delivery from profit center 1,000
```

The two lines "Change in stock" on the receiver side cancel each other out. The transaction is an external delivery from the point of view of the receiver profit center, which is reflected in the line "Delivery from profit center".

# Material withdrawal of a semifinished product 1 (profit center 1) for production order 2 (profit center 2) using transfer prices

```
The stock value using legal valuation is 1,000
The stock value from the PrCtr view is 1,200 The transfer
price for the semifinished material is 1,500 FI posting:
```

In FI, only legal valuation is recorded.

Change in stock SF to stock 1,000 EC-PCA

## posting:

```
EC-PCA posting: EC-PCA stores the profit center valuation.
```

```
Profit center 1 --> Internal revenue (1,500)
--> Internal B/S change 1,200

Profit center 2 --> B/S change 1,500
--> Internal B/S change (1,500)
--> Delivery from PrCtr 1,500 EC-PCA postings
```

when alternative account on receiver side EC-PCA posting: EC-PCA stores the profit center valuation.

```
Profit center 1 --> Internal revenue (1,500)

--> Internal costs 0,-
Profit center 2 --> B/S change 1,500

--> Internal B/S change (1,500)

--> Delivery from PrCtr 1,500
```

## Requirements

You must already have created FI profit and loss accounts with the "Only Automatic Posting" indicator.

Accounts for internal revenue

Accounts for internal balance sheet changes

Accounts for deliveries from profit centers Cost elements are not permitted.

## **Activities**

Choose the material types for which you want to represent goods movements between profit centers.

Note that only the material types you choose here will be taken into account in the representation of material flows between profit centers.

You may want to leave out material types for raw materials or operating supplies which have little value. If you do not choose these material types, only the consumption postings will be debited to the profit center on the receiver side.

All in all, you can make account determination dependent on the following objects:

Material type

Valuation class

Valuation grouping code

Blank entries (for example, without a valuation class) are interpreted as generic entries. However, the material type must have at least one entry.

In the field No receiver records you enter whether the system should ignore the data records on the receiver side.

This might make sense if you also want to represent goods movements of raw materials between profit centers. In this case, the system posts a "material usage" on the receiver side. It is not necessary to correct the "change in stock" as shown in the third and fourth examples.

## Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

## **Define Acct Determination for Production Variances in Delivs to other Pctrs**

When you use transfer prices in cross-plant manufacturing, a price is negotiated for goods delivered from one profit center to another. However, if the actual cost of goods manufactured differs from the planned cost, you need an additional account in which to post production variances. This account is necessary so that you can settle the difference to the sender profit center instead of the receiver.

In this step, you define the profit and loss account to which you want to post production variances. You can define this separately for each valuation class and valuation grouping code.

## Requirements

The necessary profit/loss account must already exist, and the "Automatic posting only" indicator must be selected in Financial Accounting

#### **Activities**

Specify the account for production variances for each valuation class and valuation grouping code.

## **Further notes**

For more information, see "Transfer Pricing" in the online Documentation for Profit Center Accounting.

# **Define Special Handling for Internal Goods Movements**

All internal goods movements which are not represented as material flow between profit centers are contained here.

## **Example**

Scrapping a material:

FI posting: Usage scrap to stock 1,0000

This goods movement naturally does not need to be represented as a material flow between profit centers.

## Standard settings

The table is maintained completely and delivered with the standard R/3 system.

## **Activities**

If you have defined your own movement types in Materials Management, you need to check whether these lead to a material flow between profit centers.

If this movement type should not be taken into account, you need to make an entry in this table.

# **Profit Planning**

If you use transfer prices in the profit center valuation view, you can plan quantities for goods movements and have the planned quantities valuated with transfer prices. You can also valuate your planned stock changes with the cost of goods manufactured. In addition, you can derive the corresponding cost of goods manufactured using transfer prices from material costing.

For more information, see the SAP Library, under Profit Center Accounting -> Enterprise Controlling -> Profit Center Accounting -> Profit Planning

The activities in this section let you set up how EC-PCA reads the data from material costing:

Define Access to Material Costing

Assign Costing Key

Define Allowed Accounts

## **Define Keys for Accessing Material Cost Estimates**

With this function, you can specify which cost estimates in Product Cost Planning should be used to valuate plan data in Profit Center Accounting.

For profit planning, the planned output costs are required from product cost planning, from the profit center valuation view. For this purpose, you define a set of access parameters, known as costing keys.

These parameters include the following:

Costing variant

Costing version

Costing date

Period/Year

Plan period indicator

## Requirements

You are using transfer prices to represent the profit center viewpoint.

You are using material costing.

You have defined representative materials.

## **Activities**

Define all the necessary costing keys that you want to use to valuate plan data in Profit Center Accounting. You can find further information on this topic in the Implementation Guidelines (IMG) for Product Cost Controlling, under Cost Estimate with Quantity Structure.

# **Assign Costing Key**

In this activity, you maintain derivation rules to specify which costing key should be used to access the relevant material cost estimate.

You can derive a costing key from the one of the following source fields, or a combination of them.

Representative material

Version

Fiscal year

Plant

#### **Activities**

By combining these source fields, you can determine a sequence of derivation steps. To do this, enter *Edit -> Choose* or *Edit -> Create Step* 

Under *Goto -> Maintain rule values* you can maintain several derivation rules per derivation step, which the system will process in succession. As soon as a default profit center is found for a derivation rule, the system will add this profit center and will cease processing derivation rules.

It is possible that not all characteristics are set in all postings. If the system does not find a default for a posting in any of the rule values contained in the derivation step, it skips to the next derivation step.

#### **Example**

You assign the costing key I01 to the representative material ABC in plant 001.

## Requirements

You have already defined the corresponding costing keys in Customizing, underDefine Keys for Accessing Material CostEstimates.

## **Further notes**

If you have activated the key figure *Display error message* for a derivation step under *Edit -> Choose* on the tab page *characteristics*, a warning will appear if no rule value is maintained for the current posting. The derivation step will then be ended, and other existing derivation steps will cease to process. To avoid this, enter a rule value for every combination of source values you use.

On the same tab page, you can make a setting so that rule values can be maintained with validity date. This allows you, for example, to deactivate values temporarily for testing purposes without having to delete them.

For more information about maintenance of derivation rules, see the section *Profitability analysis (CO-PA)* in the SAP Library, under *Characteristic derivation*.

## **Notes on Transport**

You have to transport derivation rules manually. Choose *Extras -> Transport*.

## **Define Permitted Accounts**

In this activity, you define permissible revenue and stock change accounts for profit planning.

For the revenue accounts which you define as permissible here, the following are derived:

Transfer prices for the planned sales quantities

Material direct costs for the planned production quantities

For the stock change accounts which you define as permissible here, the following are derived:

The cost of goods manufactured for planned stock changes

For further information, see the SAP Library, under *Profit Center Accounting -> Planning -> Planning Directly in Profit Center Accounting -> Profit Planning*.

#### **Activities**

Enter your required P&L accounts as revenue or stock change accounts.

Note that an account cannot be entered as a revenue account AND a stock change account simultaneously.

# **Actual Postings**

In the following activities, you make settings which are necessary for creating and allocating actual data in Profit Center Accounting.

## **Basic Settings: Actual**

You must carry out the following activities in order to be able to assess or distribute actual data in Profit Center Accounting or to enter data directly there:

Maintain Document Types

Define Number Ranges for Local Documents

## **Maintain Document Types**

This option lets you define which document types are valid for allocating actual data (assessment and distribution) and creating profit center documents.

#### **Actions**

Define a new document type or maintain an existing one.

The three columns for the transaction currency, local/company code currency and third currency determine which currencies are stored for this document type. The simplest is to select all three. The

flag for checking balances determines whether documents with a balance not equal to zero should be posted.

The information on the number ranges used for local and global ledgers is only displayed here. It is defined here automatically for when you maintain number ranges for this document type later. The profit center ledger "8A" is a local ledger.

Enter a name for your document type.

## Note

You can use the standard document type **A0** "**FI-SL Actual posting**". However, you should use your own document types if possible.

## **Define Number Ranges for Local Documents**

In this activity you assign concrete number intervals to the documents you created and to those delivered with the system. The number assignment is dependent on the company code and the fiscal year.

Technically, this function is the same as number interval maintenance for local G/L documents.

#### **Actions**

You can reach the screen for maintaining number interval groups using **Group -> Maintain**. There you can make all the necessary settings.

Document types which belong together logically should be put together into one **group**. For example, it is advisable to create all the document types in Profit Center Accounting as a single group.

## Function **Group** -> **Insert**

This function lets you add a new group. You need to enter fiscal-year specific number range intervals for each company code where the document types in that group are going to be used. When you insert the group, the system will ask you for the first combination of company code, fiscal year and number interval.

## Function Interval -> Maintain

This function lets you enter number range intervals for additional combinations of company codes and fiscal years for the selected group. You receive the screen for maintaining number range intervals. You can make the necessary entries by using **Edit** -> **Insert year**.

## Functions Edit -> Select element / Assign element group

Next, the document types must be assigned to the group which you have created. Select the desired document types, which are here referred to as **elements**, using the first function. Then assign the selected element to the group and the number interval using the second function. Save the settings.

You can view the current settings at any time from the screen for maintaining number range intervals for local G/L documents using **Number range object -> Overview**.

## Notes on transporting

INCLUDE TRANS\_NUM OBJECT DSYS ID CHAP

## Manual Entry using a Layout

It is possible to enter actual postings and values for statistical key figures manually in Profit Center Accounting.

In the following activities, you define the layouts in which you can enter the required data.

Maintain Layout for Document Entry

Maintain Layout for Entry of Statistical Key Figures

# **Maintain Layout for Document Entry**

In this actitvity, you define or change layouts for document entry of actual postings.

A document entry layout must contain the following characteristics:

Profit center

Account

Company code

These characteristics must be specified with a characteristic value, a group, an interval or a variable. If you specify a variable, this must be a mandatory variable, so that the user has to assign it a when creating the document.

If you design a layout with lead columns, one of the lead columns must be assigned the characteristic posting line. You must then specify the maximum number of posting lines that a document may contain. It is recommended that the whole possible range is specified from 1 to 999.

Plan and actual data are distinguished using the *Plan/Actual flag*. If the layout contains no plan data, it is not necessary to select this characteristic. Otherwise, you must enter the Plan/Actual flag for each column or row. For plan data, the version must be entered in the columns/rows. No version can be entered for actual data.

The characteristics Functional area, Partner profit center, Partner company, Representative material, Plant, Object class and Unit of measure are optional in the layout and can be set as optional variables. In this case, they do not necessarily have to be specified during document entry.

Note that a partner profit center is entered for elimination of internal business volume for the purposes of Reporting/Consolidation. Actual values, which cannot be eliminated during elimination of internal business volume when analyzing a superior profit center group, should not be entered with a partner profit center, even if the partner is known. (Example: Entry of direct consumption in profit center P1 from the balance of profit center P2).

The characteristic *origin object* is optional, though it must be specified if used in the layout.

You must include at least one key figure with currency amounts in your document entry layout. If you choose the key figure *Transaction currency*, the transaction currency(ies) to be entered must be specified. Note that the transaction currency is only updated if you enter it explicitly.

In addition to currency amounts, you can also create quantities, which cannot, however, be planned without currency amounts. If you would like to create quantities, you should also include the characteristic *Unit of measure* in the layout. You need to enter the unit(s) of measure to be created. If you do not do this, the data will be updated without the unit of measure. Note that if you enter actual data without a unit of measure, you can change the planned quantities later, but cannot change the unit of measure.

Although plan values can be displayed in a layout for document entry and be used in formulas for calculating other amounts, they are not ready for input.

#### **Activities**

- Create layouts in accordance with your requirements for entering actual postings or change an existing layout.

## **Further notes**

You can find further information about defining layouts under Procedure for Layout Definition.

In the R/3 standard system, layouts are only created in client 000. To use them as templates for your own layouts, you have to import them (see Import Document Entry Layout).

## **Notes on Transport**

The Implementation Guide (IMG) for *Profit Center Accounting* contains a function for transporting layouts, under *Tools -> Transport Customizing Settings*.

# Maintain Layout for Entry of Statistical Key Figures

In this activity, you define or change layouts for entering and displaying statistical key figures.

A layout for entering statistical key figures must contain the following characteristics:

Profit center

Statistical key figure

Fiscal year

Period

Company code

These characteristics must be specified, that is, assigned a characteristic value, a group, an interval or a variable. If you specify a variable, this may only be a mandatory variable, so that the user must enter a value here when entering statistical key figures.

Plan and actual data are distinguished using the *plan/actual indicator*. If the layout contains no plan data, you do not need to select this characteristic. Otherwise, the plan/actual indicator must be set for each column or row. For plan data, the version must be specified in each column or row. No version can be specified for actual data.

The characteristics *functional area, representative material and plant* are all optional in the layout, and can be set as optional variables. In this case, it is not strictly necessary to specify them when entering statistical key figures.

The characteristic *origin object* is optional, though it must be specified if used in the layout. If you want to summarize over the origin object, it may not be used as a characteristic in the layout.

No currency amounts can be entered in layouts for statistical key figures. Only quantities can be entered. The units of measure are clearly determined by the statistical key figures. For this reason, the characteristic *unit of measure* must be contained in the layout.

#### **Activities**

In accordance with your requirements, create layouts for statistical key figures or change an existing layout.

#### **Further Notes**

For further information on defining layouts, see Layout definition procedure.

In the standard R/3 system, layouts are only created in client 000. To use these as templates for your own layouts, you must import them (see Import layout).

## **Transport notes**

For the transport of layouts, there is a function in the Implementation Guide (IMG) for *Profit Center Accounting* under *Tools -> Transport Customizing settings*.

# **Maintain Automatic Account Assignment of Revenue Elements**

In this activity you can assign revenue elements and sales deductions to profit centers.

The system automatically enters the specified profit center in the primary line items of the revenue elements.

## **Prerequisites**

You have completely defined the controlling area.

You have maintained the revenue element or sales deduction you want to assign.

You have created a master record for the desired profit center.

#### Actions

Enter the profit center which you want the system to add to the line item of the particular revenue element.

## **Additional Information**

See also Automatic assignment of cost elements in the Cost Center Accounting Implementation Guide.

You can find further information in Maintain Automatic Account Assignment in Cost Center Accounting Customizing.

#### Choose Additional Balance Sheet and P&L Accounts

In the standard system, all postings made to cost and revenue elements are transferred to Profit Center Accounting. Profit and loss accounts are also transferred if they affect operations in Logistics or where a profit center is entered for the underlying operation.

The functions Choose Accounts and Derivation Rules for Finding the Profit Center let you transfer additional accounts to Profit Center Accounting. In this way, you can transfer certain balance sheet accounts (payables, receivables, assets, inventories, and WIP) periodically or (except for payables and

receivables) in realtime to Profit Center Accounting. You can also update other accounts, such as down payments on a WBS element, in Profit Center Accounting in realtime.

If no profit center is set for a specific transaction in one of these additional accounts, the system posts to the default profit center for that account interval. If you require greater flexibility in finding the profit center, you can also define derivation rules for this purpose.

## **Example**

Other items which can be treated as accounts in Profit Center Accounting include payment accounts, down payments or retained earnings accounts.

#### **Further notes**

For more information about transferring balance sheet items, see the section *Balance Sheet Items in Profit Center Accounting* in the online documentation "EC Profit Center Accounting".

## **Choose Accounts**

In this activity, you define which accounts or account intervals you want to transfer to Profit Center Accounting.

If no profit center is specified in a posting, the system uses the default profit center for the account or account interval.

If determination of a profit center per controlling area and account interval is not precise enough for you, you can also define derivation rules for finding the default profit center.

#### **Activities**

Enter the desired accounts or account intervals.

## **Further notes**

Be sure that the accounts you enter do not overlap with the accounts already transferred by default.

For more information, see the SAP Library for Profit Center Accounting, under *Actual Postings -> Balance Sheet Items in Profit Center Accounting*.

## **Derivation Rules for Finding the Profit Center**

Here you can define derivation rules that the system should use to find a default profit center for the additional balance sheet/profit and loss accounts.

If no profit center has been specified for an additional balance sheet or profit and loss account, the system finds a default profit center using the derivation rules. If this does not yield a profit center, it uses the default profit center maintained for that account or the corresponding account interval.

To distinguish profit centers according to derivation rule, you have the following source fields:

Account number or account interval (mandatory)

Company code

Valuation area

#### **Activities**

By combining these source fields, you can determine a sequence of derivation steps. To do this, enter *Edit -> Choose* or *Edit -> Create Step* 

Under *Goto -> Maintain rule values* you can maintain several derivation rules per derivation step, which the system will process in succession. As soon as a default profit center is found for a derivation rule, the system will add this profit center and will cease processing derivation rules.

It is possible that not all characteristics are set in all postings. If the system does not find a default for a posting in any of the rule values contained in the derivation step, it skips to the next derivation step.

## **Example**

With postings in the balance sheet account X to company codes 1 to n, the system finds profit center A.

## Requirements

You can only define derivation rules and derivation steps for accounts or account intervals that you have already decided to transfer to Profit Center Accounting (see Choose Accounts).

#### **Further notes**

If you have activated the key figure *Display error message* for a derivation step under *Edit -> Choose* on the tab page *characteristics*, a warning will appear if no rule value is maintained for the current posting. The derivation step will then be ended, and other existing derivation steps will cease to process. To avoid this, enter a rule value for every combination of source values you use.

On the same tab page, you can make a setting so that rule values can be maintained with validity date. This allows you, for example, to deactivate values temporarily for testing purposes without having to delete them.

For more information about maintenance of derivation rules, see the section *Profitability analysis (CO-PA)* in the SAP Library, under *Characteristic derivation*.

## **Notes on Transport**

You have to transport derivation rules manually. Choose Extras -> Transport.

## Period-end closing

In this activity, you define period-related actual allocations with sender/receiver relationships in cycles.

Define Distribution

Create Assessment Cost Elements

Define Assessment

Maintain Field Usage

### **Define Distribution**

In this step, you define cycles as rules for actual profit center settlement by account.

### Standard settings

EC-PCA is delivered with application-specific settings for the distribution cycles. If necessary, you can change these settings under Maintain Field Usage.

#### Recommendation

You can improve system performance by carrying out assessment instead of distribution. This is possible provided that it is not necessary to state the cost elements originally posted.

For example, if allocations are carried out from a sender profit center with 0 cost elements to 500 receiver profit centers, this means that

using assessment (with a single assessment cost element:

500 sender summary records and 500 receiver summary records are updated. Partner profit centers are updated on both sides, though no differentiation is made according to the underlying cost elements.

using distribution:

 $0 \times 500$  sender summary records and  $0 \times 500$  receiver summary records are updated. Summary records are differentiated both according to partner profit center and cost elements.

The greater the number of senders and receivers, the greater the benefit to be gained in terms of system performance by using assessment rather than distribution.

#### **Activities**

To create a cycle, proceed as follows:

Specify a name and a start date for the cycle.

Enter the header data for the cycle.

Create the individual segements using *Attach Segment* and make the required entries for distribution rules/assessment rules.

Save the cycle.

#### **Further notes**

You can transport these settings using the Profit Center Accounting transport connection.

# **Create Assessment Cost Elements**

In assessment, the R/3 System converts the original cost elements cumulatively or in groups into assessment cost elements. The original cost elements are lost in this process.

Assessment cost elements are secondary cost elements.

# Requirements

- Complete the IMG activity Maintain Controlling Area, found in the *General Controlling* section of the IMG under *Organizaton*.

### **Activities**

Create secondary cost elements of category 42 (assessment cost element).

#### **Note**

For more information, see Maintain Cost Element.

### **Define Assessment**

In this step, you define cycles as rules for actual profit center settlement.

In contrast to distribution, the original cost elements are updated neither at the sender nor at the recipient. Instead, assessment is carried out via one or more special assessment cost elements.

### Requirements

You have already created assessment cost elements.

### Standard settings

EC-PCA is delivered with application-specific settings for the assessment cycles. If necessary, you can change these settings under Maintain Field Usage.

#### **Activities**

To create a cycle, proceed as follows:

Specify a name and a start date for the cycle.

Enter the header data for the cycle.

Create the individual segements using *Attach Segment* and make the required entries for distribution rules/assessment rules.

Save the cycle.

#### **Further notes**

You can transport these settings using the Profit Center Accounting transport connection.

# **Maintain Field Usage**

The settings required for allocations are already made in *Profit Center Accounting*. It is not normally necessary for you to make any changes to these settings.

If you do want to make changes, however, you can do this using the maintenance transaction in the component *FI Special Ledger*.

### Recommendation

In Profit Center Accounting, the controlling area (KOKRS field) should be in the cycle level.

The company code cannot be maintained as a receiver criterion, as assessments and distributions can only take place within a company code.

Test every change made to field usage settings very carefully.

### Example

You can, for example, specify

which fields are to be used as sender fields and which as receiver fields

that, when cycles are created, they can be restricted to certain company codes

#### **Activities**

You can find information about setting cycles in the Implementation Guide (IMG) for FI Special Ledger, under

Naintain Field Usage for Assessment

Maintain Field Usage for Distribution

You can make the necessary settings in the Implementation Guide (IMG) for *FI-Special Ledger* under *Periodic Processing -> Allocation*.

#### **Further notes**

# **Transferring Selected Balance Sheet Items**

This section contains the following activities:

You generate an opening balance for

**Asset Portfolios** 

Material Stocks

Work in Process

You must generate the opening balance to be able to transfer the corresponding balance sheet items online, as only transactions (changes in stock) are posted for these. Another condition for online transfer is that the appropriate balance sheet accounts are entered in Customizing for Profit Center Accounting, under Choose Additional Balance Sheet and P&L Accounts.

It is good practice to enter the affected balance sheet accounts as additional balance sheet and P&L accounts in good time before postings are made to a new period. This ensures that all postings to these accounts are transferred online to Profit Center Accounting. After period closing, you can generate the opening stock at period end in Profit Center Accounting. Online postings which were made in the previous period (transfer period) are then deleted.

Payables and receivables cannot be transferred online to Profit Center Accounting. For this reason, you have to transfer them periodically, in the activity Generate Payables and Receivables.

Under Perform Account Control for Valuation Differences, specify to which account corrections made to valuation differences are to be posted.

# **Generate Opening Balance for Material Stocks**

In this activity, you set up the opening balance for materials.

The system determines the material stock balance from Materials Management and posts it to Profit Center Accounting.

After setting up the opening balance, it is advisable to post the changes in the material stock balance online to Profit Center Accounting, as this simplifies reconciliation with Financial Accounting.

However, you can also transfer the material stock balance to Profit Center Accounting periodically.

#### **Further notes**

You can only transfer the material stock balance for the current period or the previous period. It is not possible to transfer earlier periods.

When you transfer the material stock balance, only those company codes are offered which are maintained in Materials Management. You make the transfer under Maintain company codes for Materials Management

Transaction Change company codes from the Materials Management view
For more information on transferring balance sheet items, see the SAP Library for *Profit Center Accounting* under *Actual Postings -> Balance Sheet Items in Profit Center Accounting*.

# **Generate Opening Balance for Work in Process**

In this activity, you create the opening balance for work in process (WIP).

WIP is determined in the results analysis and posted to Profit Center Accounting.

To create an opening balance, select *Create opening balance*. Only now cam the system select WIP for all previous periods and years. Otherwise, the system only the determines and transfers the delta WIP from the previous transfer period.

After creating the opening balance, it is recommended that you post the changes in the WIP balance to Profit Center Accounting online, as this simplifies reconciliation with Financial Accounting.

However, you can also transfer the WIP balance to Profit Center Accounting periodically. In this case, do not select *Create opening balance*, as this would have an adverse effect on performance.

For more information on transferring balance sheet items, see the SAP Library for *Profit Center Accounting*, under *Actual postings -> Balance sheet items in Profit Center Accounting* 

# **Generate Opening Balance for Assets**

In this activity, you create the opening balance for assets.

The asset balance is determined from Assets Management and posted to Profit Center Accounting.

After creating the balance, it is recommended that you post the changes in the asset balance to Profit Center Accounting online, as this simplifies reconciliation with Financial Accounting.

However, you can also transfer the asset balance to Profit Center Accounting periodically.

#### **Further notes**

If you are transferring your Asset Accounting to the SAP system from a different system, read the following paragraphs.

After transferring from an *old system*, Asset Accounting will not contain the same information for depreciations as for a posting of depreciations in the SAP system.

For a month in which depreciations were still posted in the old system, it is therefore only possible for asset balances to be posted correctly to Profit Center Accounting provided that no more depreciation runs are executed (in either the old system or in the SAP system).

For a month in which depreciations were posted in the SAP system, it is not possible to transfer asset balances to Profit Center Accounting later. It is recommended that you transfer asset balances as early as possible, that is, before a depreciation run is started for a subsequent period. This is better for performance, as the system then reads the balances from the annual table, instead of from the period table.

When you are transferring asset balances, the system only proposes company codes which have a chart of depreciation assigned to them in Asset Accounting. For further information, see Assign Chart of Depreciation to Company Code, transaction OAOB..

For more information about transferring balance sheet items, see the SAP Library for *Profit Center Accounting*, under *Actual postings* -> *Balance sheet items in Profit Center Accounting*.

# **Generate Opening Balance for Payables and Receivables**

The purpose of this activity is to:

create the opening balances for payables and receivables

transfer the balance changes for payables and receivables periodically

The system determines open items and posts them periodically to Profit Center Accounting.

In contrast to other balance sheet items, payables and receivables cannot be transferred to Profit Center Accounting online. You must always transfer them periodically.

### Requirements

You have started distribution of open items according to profit centers or business areas by choosing *General ledger -> Periodic processing -> Closing -> Regroup -> Calculate B/S readjustment* in the application menu for *Financial Accounting*. (Transaction FD)

When the system transfers payables and receivables to Profit Center Accounting, it corrects any valuation variances arising from foreign currency revaluation. Under Perform Account Control for Valuation Differences Transaction 2KEM) determine which account these adjustments are to be posted to.

### **Activities**

If you are transferring payables and receivables to Profit Center Accounting for the first time, read the following section.

When you post payables and receivables in Financial Accounting for the first time, the system creates a "noted item" for each open item, as the document is of relevance for subsequent distribution according to profit centers. This only happens, however, if Profit Center Accounting has already been activated or you are using business area balance sheets.

### Missing open items

If you started Profit Center Accounting at a later point or are not using business area balance sheets, it is possible that there are still open items in Financial Accounting. No "noted item" is created for these when you post them. For this reason, the system does not select them during transfer to Profit Center Accounting.

To transfer these open items to Profit Center Accounting anyway, proceed as follows:

Make sure that activity *B/S readjustment special functions* has not already been performed for business area balance sheets in the period in question. If this activity has been performed, do not under any circumstances perform it again for Profit Center Accounting. This would cause serious errors to occur.

Otherwise, choose *General ledger -> Periodic processing -> closing -> Regroup -> B/S Readjustment -> Special functions* (Transaction FG).

When the next popup appears, choose Set up readjustment.

Under Date of 3 Release upgrade, enter the date from which Profit Center Accounting is to be activated.

Unter *Setup from (posting date)* enter the date from which you want to see the open items in Profit Center Accounting.

The system selects all open items which were posted in the time period you entered.

### Assignment to profit centers

The open items which were posted before activation of Profit Center Accounting are transferred to the dummy profit center. This also occurs if profit centers have been assigned to the participating materials and CO objects following activation of Profit Center Accounting.

Distribution to profit centers is based solely on document lines posted in Financial Accounting.

With customer enhancement F180A001, however, you can make assignments to profit centers. However, this is only possible for single-item invoices, that is, where the open item belongs to one profit center only and does not have to be distributed to more than one profit center.

If you wish to use this customer enhancement, you must set it up **before** you can perform the activities listed above.

The enhancement is called up in the activities *Set up readjustment* and . *Subsequent Business Area/Profit Center Adjustment - Calculation*.

This enhancement has no effect on documents which are already contained in the "note tables".

You can view the documentation on enhancements in SAP Enhancement Maintenance (transaction SMOD).

Further information about using enhancements can be found in Project Management of SAP Enhancements (transaction CMOD) under *Utilities -> Online Handbook*.

### **Perform Account Control for Valuation Differences**

When you transfer payables and receivables into Profit Center Accounting, the system adjusts valuation differences arising from foreign currency revaluation. As a prerequisite for this, the foreign currency revaluation must have been carried out during balance sheet preparation and valuation differences therefore marked for the open items.

In this activity, you decide which account these adjustments through foreign currency revaluation are to be posted to.

There are two possibilities here:

### Posting to the General Ledger account for payables/receivables

The payables and receivables are adjusted directly by the amount of the valuation differences. The original amount of the payables and receivables can no longer be determined in Profit Center Accounting. The value at which payables and receivables are stored corresponds to the last foreign currency revaluation in Profit Center Accounting.

# Posting to the balance sheet adjustment account of the general ledger account for payables/receivables

The payables and receivables are transferred at their original value to the general ledger account in Profit Center Accounting. The adjustments required for valuation differences are posted to the balance sheet adjustment account of the general ledger account. You can examine the exact settings for the accounts under Account determination. adjustment account. For more information on these settings, see Define accounts for exchange rate differences..

To show the actual value of open items, the values in the general ledger account and the accompanying adjustment account must be analyzed together.

This procedure is used in Financial Accounting.

# **Example**

Posting a receivable in Financial Accounting with a current value of: 00 DM.

Value of the receivable at period end: 950 DM Transfer to Profit Center Accounting:

By general ledger account

 Account
 Amount

 140000
 950 DM

By adjustment account

<u>Account</u> <u>Amount</u>

140000	00	DM
140099	- 50	DM

### Standard settings

If you do not make any settings, the system will use the general ledger account.

### Actual Data Transfer

Before you go productive with Profit Center Accounting, you may need to transfer historic data to Profit Center Accounting. The functions in this section let you transfer historic plan and actual data in separate steps.

### **Prerequisites**

The profit centers and the dummy profit center must already be defined in the relevant controlling area.

The objects from which you want to transfer data must all be assigned to profit centers.

The controlling area must be activated for Profit Center Accounting in the desired fiscal years.

In addition, the controlling area settings (elimination of internal business volume, currency settings) must be maintained.

For actual data, the control parameters must be maintained.

For plan data, a plan version must be defined for Profit Center Accounting.

# **Transfer CO Actual Data Periodically**

This function lets you manually post all the **secondary costs** from the following CO objects:

cost centers
internal orders
investment orders
sales orders (in make-to-order manufacturing)
projects
networks
cost objects
real estate
profitability segments in account-based Profitability Analysis

Note that before the transfer, the system deletes all the existing secondary costs on the aforementioned objects.

If you are repeating the data transfer, note that only data transferred in or after Release 3 can be deleted before the next transfer.

This means that it is **not** possible to repeat a data transfer from before Release 3.

### **Prerequisites**

The prerequisites for the actual data transfer are described in Data Transfer.

#### **Actions**

Choose the controlling area.

Choose whether you want to **post** the data or carry out a **test run**.

If errors occur when you transfer historic data, the system stores the incorrect records in a separate file. These records can then be posted to Profit Center Accounting separately after you have rectified the errors. To do this, choose the function *Post incorrect records*. Note that **only the incorrect records** from the last regular transfer are posted.

You have the option of transferring **line items**. However, this is not recommended due to the large data volume.

#### Note

For more information, see Customizing under Transfer FI actual data.

### **Select and Transfer CO Actual Data**

With this function you can transfer selected **actual data** from all the CO objects to Profit Center Accounting. You can select the data by fiscal year, document number and activity.

When you run the transfer, note that the functions *Check for existing records* and *Cancel* only work if you are storing line items in Profit Center Accounting. Before each transfer, you can do a test run and then check the information contained in the log.

The log displays a total per cost element for each object selected. By double-clicking on these objects, you can display the individual document numbers. From there you can also access the CO document by double-clicking again.

### Requirements

The prerequisites for the actual data transfer are described in Data transfer.

### **Actions**

Choose the **controlling area**.

Choose the fiscal year, a document number interval and an activity from Controlling.

Select the relevant indicator for your transfer.

# **Transfer FI Actual Data**

This function lets you post data from Financial Accounting to Profit Center Accounting.

All the documents found for the selection criteria are displayed in a list. By double-clicking you can look at the corresponding FI document to check whether the desired documents were selected.

### Requirements

Profit Center Accounting must be active.

The control parameters for actual data must be maintained. In particular, the parameter "Line items" must already be set if desired.

Additional prerequisites for the data transfer are described in the section Data Transfer.

# **Transfer MM Actual Data**

MM Actual Data

With this function you can **post data from Materials Management** to Profit Center Accounting.

In the log, the system displays all the documents found which met the selection criteria. You can access each MM document individually by double-clicking to make sure that the desired documents were selected.

### **Prerequisites**

Profit Center Accounting must be active.

The actual control parameters must be maintained, particularly the parameter "Line items".

Additional prerequisites for the data transfer are described in the section Data Transfer.

### **Transfer SD Billing Documents**

This function lets you transfer billing data from the SD Module to Profit Center Accounting.

Note that the system only selects **data for which an accounting document already exists**. Billing documents which have not yet been transferred to FI, cancelled documents, documents with errors in the price determination, and so on are not transferred.

The log displays the number of billing documents chosen and then divides this into how many were transferred to Profit Center Accounting and how many either were not transferred or contain errors. The billing documents not transferred include those which do not contain a real error but also do not contain any data to be assigned to a profit center.

The system displays further information if you double click on a line.

# Requirements

Profit Center Accounting must be active.

The control parameters for actual data must be maintained. In particular, the parameter "Line items" must already be set if desired.

Further requirements for the actual data transfer are described in chapter Data Transfer.

# **Statistical Key Figures: Transfer Actual Opening Balance**

In this activity, you transfer the opening balances already created in Controlling for statistical key figures.

If the values are changed in Controlling following the transfer, and the online transfer is active for actual data (see Set Control Parameters for Actual Data), changes are updated automatically in Profit Center Accounting.

In a production run, the system deletes any existing figures when the opening balance is generated. The system only deletes key figures for the selected object type. Key figures that were entered directly in Profit Center Accounting are not deleted.

You can therefore repeat this transaction as often as you like, without the risk of multiple entries or loss of data. In addition to online transfer, it is therefore also useful when you wish to transfer statistical key figures periodically.

#### **Further notes**

If you carry out a test run, the system only creates a transfer log.

# **Preparation for Consolidation**

In this IMG activity, you make the necessary settings for consolidation in Profit Center Accounting. Consolidation refers to the elimination of internal revenues within a company. To make this possible, you must know both the profit center and a partner profit center for each posting.

# Company codes in different SAP systems

If your organization has company codes in different systems, you need to define rules for the derivation of partner profit centers in purchasing and sales.

### All company codes in one SAP system

If your company codes are all in the same SAP system, you must activate profit center consolidation for your organization and then choose the companies for which partner profit centers can be determined using a special program.

# **Derivation: Partner Profit Center in Purchasing and Sales**

When goods are exchanged between profit centers in different company codes and different SAP systems, it is not automatically possible for the system to find the partner profit center for the posting. In such cases, you need to define rules for deriving the partner profit center in other systems.

# **Derive Partner Profit Center in Purchasing**

In this IMG activity you maintain rules for deriving the partner profit centers in purchasing transactions.

You can derive the partner profit center from any one or more of the following source fields:

Vendor number

Material number

Partner company

Sender profit center

#### **Activities**

By combining these source fields, you can determine a sequence of derivation steps. To do this, enter *Edit -> Choose* or *Edit -> Create Step* 

Under *Goto -> Maintain rule values* you can maintain several derivation rules per derivation step, which the system will process in succession. As soon as a default profit center is found for a derivation rule, the system will add this profit center and will cease processing derivation rules.

It is possible that not all characteristics are set in all postings. If the system does not find a default for a posting in any of the rule values contained in the derivation step, it skips to the next derivation step.

### Example

When you buy material M1 from vendor 001 - 0, the system determines that the partner profit center is "PP1"

# Requirements

Profit center involved in exchanges of goods or services between company codes must be defined in all systems. This also applies to profit centers in different controlling areas. Thus in the above example, partner profit center PP1 needs to be defined and must have the same meaning in all affected controlling areas and systems.

# **Further notes**

If you have activated the key figure *Display error message* for a derivation step under *Edit -> Choose* on the tab page *characteristics*, a warning will appear if no rule value is maintained for the current posting. The derivation step will then be ended, and other existing derivation steps will cease to process. To avoid this, enter a rule value for every combination of source values you use.

On the same tab page, you can make a setting so that rule values can be maintained with validity date. This allows you, for example, to deactivate values temporarily for testing purposes without having to delete them.

For more information about maintenance of derivation rules, see the section *Profitability analysis (CO-PA)* in the SAP Library, under *Characteristic derivation*.

# **Notes on Transport**

You have to transport derivation rules manually. Choose *Extras -> Transport*.

### **Derive Partner Profit Center in Sales**

In this IMG activity you maintain rules for deriving the partner profit center in sales transactions.

You can derive the partner profit center from any one or more of the following source fields:

Customer number

Material number

Partner company

Sender profit center

#### **Activities**

By combining these source fields, you can determine a sequence of derivation steps. To do this, enter *Edit -> Choose* or *Edit -> Create Step* 

Under *Goto -> Maintain rule values* you can maintain several derivation rules per derivation step, which the system will process in succession. As soon as a default profit center is found for a derivation rule, the system will add this profit center and will cease processing derivation rules.

It is possible that not all characteristics are set in all postings. If the system does not find a default for a posting in any of the rule values contained in the derivation step, it skips to the next derivation step.

### Example

When you sell material M1 to customers 001 - 0, the system determines that the partner profit center is "PP1"

# Requirements

Profit center involved in exchanges of goods or services between company codes must be defined in all systems. This also applies to profit centers in different controlling areas. Thus in the above example, partner profit center PP1 needs to be defined and must have the same meaning in all affected controlling areas and systems.

# **Further notes**

If you have activated the key figure *Display error message* for a derivation step under *Edit -> Choose* on the tab page *characteristics*, a warning will appear if no rule value is maintained for the current posting. The derivation step will then be ended, and other existing derivation steps will cease to process. To avoid this, enter a rule value for every combination of source values you use.

On the same tab page, you can make a setting so that rule values can be maintained with validity date. This allows you, for example, to deactivate values temporarily for testing purposes without having to delete them.

For more information about maintenance of derivation rules, see the section *Profitability analysis (CO-PA)* in the SAP Library, under *Characteristic derivation*.

#### **Notes on Transport**

You have to transport derivation rules manually. Choose *Extras -> Transport*.

### Read Purchase Orders/Sales Orders

If the company codes in your organization are stored in the same system, the system can determine the partner profit center using a special program as follows:

With billing documents and goods deliveries to affiliated companies, the system determines the profit center from the partner company's purchase order and sets this as the partner profit center.

With billing documents and goods deliveries from affiliated companies, the system determines the profit center from the partner company's sales order or delivery (with stock transport orders) and sets this as the partner profit center.

For more information on determining partner profit centers, see the SAP Library for Profit Center Accounting under *Preparations for Consolidation*.

### **Prerequisites**

You have activated the program for the relevant companies (see Identify Companies in the Same Client.

# **Identify Affiliated Companies**

In this activity, you name all the affiliated companies for which the system should find the partner profit center by reading the corresponding purchase order or sales order. The system does this by reading the corresponding purchase order or sales order.

This is possible when the company is in the same client of your system and is using the SAP modules MM or SD.

### **Activities**

Select the field *Read* for the desired companies.

Note that reading logistical predecessor documents has an adverse effect on system performance. You should therefore only activate the field if it is also possible to find the partner profit centers.

### **Further notes**

The field *Read* is also used for business area consolidation.

For more information, see the SAP Library, under Profit Center Accounting, *Preparation for Consolidation*.

# **Information System**

In this section, you find the functions needed to:

Install the information system for Profit Center Accounting in the current client

Make the SAP standard reports available

Create your own reports using drilldown reporting or the Report Painter

With the exception of the activity defining report groups and read programs for the archive, you can carry out all of these activities from the Profit Center Accounting application menu.

# **Drilldown Reporting**

In the following steps, you make the settings which you need in order to call up and create drilldown reports in a client.

The following steps must be carried out in Customizing:

**Import Reports** 

Import Forms

Transport Reports

Transport Forms

Maintain Key Figures

The following steps can be carried out either in Customizing or from the application:

Maintain Variables

Maintain Form

Maintain Report

Maintain Currency Translation Keys

Reorganization

For more information about using drilldown reporting, see the SAP Library, under *CA-Cross-Application Components -> Drilldown Reporting*.

# **Import from Client**

In the following activities, you can import reports and forms from a source client to the client in which you are working.

Import Forms

Import Reports

# **Import Reports**

In this activity, you can import the standard reports from a source client (client 000 for example) to the client in which you want to work.

You must do this if you want to use the standard reports in your client.

### **Activities**

Enter the source client.

Select the desired reports.

Decide whether you want to import the reports online with the function "Execute" or in the background ("Execute in background").

# **Import Forms**

In this activity, you import forms from a source client (from client 000 for example) to the client in which you want to work.

To use the standard forms delivered by SAP in the client in which you are working, you first have to import these forms from client 000.

Activities - Enter the source client. - Select the forms you require.

- Decide whether you want to import the forms online with *Execute* or in the background with *Exec.* in *Background*.

# **Maintain Key Figures**

In this step, you maintain the key figures.

The basic key figures of an aspect are the value and quantity fields in the relevant data structure. In order to prevent redundant data being stored, you should only save values/quantities on the database which cannot be calculated from other values/quantities. Calculated key figures can be defined using the key figure transaction.

You need to enter an arithmetic formula to form a calculated key figure. Valid components of the formula are the basic key figures of the aspect, constants and key figures already defined.

### Note

Key figure formulas may be up to 4096 bytes long. Note that key figures in the info system are substituted internally.

### **Actions**

Choose an aspect for which you wish to maintain key figures.

Enter a new key figure or edit an existing one.

Maintain the short text, the description and enter a formula.

You can assign the key figure to a key figure group which is used in reporting when defining reports. Each key figure is attached to a particular aspect, however, if all the basic key figures used in it are also available in a second aspect, the resulting key figure can also be used in the second aspect if you enter it in table TKCTA.

# **Further information**

Using the function 'Display basic fields', you can display the possible components for the formula. Using the function 'Switch basic fields', you can switch between basic key figures, existing key figures and constants.

The following operators are supported in the formula:

<b>Operator</b>		<b>Description</b>
+, -, *, /		Basic arithmetic operations
%		Percentage variance
%A		Percentage
**	Raise to a power	
=	Assignment	
ABS	Absolute amount	
COS	Cosine	
DIV	Division (of integers)	
EXP	Exponential function	
LOG	Logarithm MAX	Maximum
MIN	Minimum	
MOD	Remainder (of division of	integers)
SIN	Sine	
SQT	Square root	

Before saving, you should execute the 'Check formula' function. The formula is then checked for correct syntax, the formula stages are generated and the technical attributes are set to default values. The formula stages are the different steps which build up the complete formula.

To reset the formula to that saved in the database or the last saved version, you can use the function 'Reset formula'.

When you choose the function 'Substitute formula', the key figures are replaced by the formulas behind them until the formula contains only basic key figures and constants.

Using the function 'Get formula(s)', you can display or hide the formulas for the key figures in the lower section of the formula area. You can specify the key figures by entering the name or subgroup.

Using the function 'Switchover paging', you can switch between the upper and lower formula areas.

Using the function 'Evaluate formula(s)', you can enter values in the basic key fields and have the system evaluate the formula ('Calculate key fig.'). The system displays the calculated values on the formula stage screen (you may have to switch between the value and attribute display).

Using the function 'Check recursive act.', you check whether recursive relationships exist between key figures.

The function 'EIS stage forms' is for internal purposes only.

If you choose the function 'Formula stages', you branch to another screen. Here, the system displays in which stages the key figure is calculated. In addition, you can set the time-based and non-time-based aggregation rules, reference field, 'No aggregation' flag and the display (number format).

The 'No aggregation' flag specifies how the key figure is to be calculated in the results row. It is either aggregated or calculated according to the rules of the formula from the aggregated basic key figures.

#### Example

	1		 11	11	or 1 ?
1		0			
A	В	A/B			

The 'No aggregation' flag must be set if:

operators other than '=', '+' and '-' are used in the key figure,

a key figure used in the formula has the flag 'No aggregation' set,

a time-based or non-time-based aggregation rule other than 'SUM' is used in a key figure used in the formula.

The (non-time-based) aggregation rule determines how the data is to be summarized. The following functions are available:

<b>Function</b>	<b>Description</b>
MAX	Maximum
MIN	Minimum
NOP	No aggregation
SC+	Summation where $> 0$
SC-	Summation where $< 0$
SUM	Summation

The time-based aggregation rule determines how the key figures are summarized with respect to time. If you have chosen a rule other than 'SUM', you need to enter a reference field. You can enter '&PERI' if the time-based aggregation should be based on fiscal year and period. The following functions are available:

<b>Function</b>	<b>Description</b>
AVG	Average
CNT	Counter
FIR	First value
LAS	Last value
MAX	Maximum
MIN	Minimum
NOP	No aggregation
SC+	Summation where $> 0$
SC-	Summation where < 0
STD	Standard deviation
SUM	Summation
VAR	Variance

You can maintain time-based and non-time-based aggregation separately. For stock (e.g. average warehouse stock), you may wish to choose time-based aggregation 'AVG' and non-time-based aggregation 'SUM'.

For any time-based aggregation other than 'SUM', you must enter a reference field. This can either be '&PERI' (for fiscal year and period) or a valid characteristic of type 'D'.

Further notes
Transport of settings

# **Maintain Variables**

In this step you define global variables for *drilldown reports*.

You use variables for flexibility during the creation of forms.

Variables are parameters that are either already provided by the system or are defined after a report is defined and run. The latter occurs when you fill the fields in a dialog screen.

Variables with an SAP exit or customer exit must not be entered.

### Standard settings

The following global variables feature an SAP exit:

Value variable for global parameters

Value variable for ledgers with special logic

Hierarchy variables for organizational units - Hierarchy variables for FS items

The following generally applies to all variables:

Variable names start with an ampersand character ("&").

You can use the variable types characteristic value or hierarchy.

You choose the characteristic via the field name.

# Value variable for global parameters

Variable type Value Variable name &0GP

Characteristic dimension, cons chart, ledger, version,

fiscal year, period, reference version, reference fiscal year, reference period

Type of substitution SAP exit

Value variable for ledgers with special logic

Variable type value

Variable name &0FROMTCG
Characteristic ledger ( RLDNR )

Type of substitution SAP exit

The ledger can be derived from a unique combination of the characteristics dimension, cons group, version and fiscal year. This is acheived by defining the characteristics in the report using the characteristic selection, or in forms by creating exactly one variable for the characteristics (as the variable for the From Value).

### Hierarchy variable for organizational units

Variable type hierarchy
Variable name &0FROMTCG
Characteristic consolidation group,

consolidation unit, partner unit

Type of substitution SAP exit

If a report was defined with a hierarchy display for one of the specified characteristics, and the variable &OFROMTCG was chosen as the hierarchy, the name of the hierarchy is derived from the unique values for the dimension, totals cons gorup, version, fiscal year and period.

The dimension is unique when you determine the dimension in the report using the characteristic selection, or you define in the form exactly one variable for the From Value of the dimension. The same applies to the totals consolidation group. The version is derived from a unique value for the reference version; if that is not given, the version is taken from the characteristic "consolidation version". The

fiscal year is derived from a unique value for the characteristic "reference fiscal year"; if that does not exist, from the characteristic "fiscal year".

The period is taken from the value for the "reference period"; if that does not exist, then the highest of the variables residing in the form is used for the characteristic "period". If no value is found, then 16 is used.

### Hierarchy variable for FS items

Variable type Hierarchy
Variable name &0FROMTITM
Characteristic FS item ( RITEM )

Type of substitution SAP exit

If a report was defined with a hierarchy display for characteristic *FS item* (RITEM) and the variable &OFROMTITM was chosen as the hierarchy, then the hierarchy name is derived from the unique data of the consolidation chart of accounts. The cons chart data is unique if you choose the cons chart of accounts in the report using the characteristic selection, or you define in the form exactly **one** variable for the From Value of the cons chart. Then all item hierarchies for this cons chart are displayed. If unique data also exists for the totals item, the sub-hierarchy of that totals item of the cons chart is displayed.

#### **Activities**

Define your globale variables.

### **Further notes**

For more detailed information, see *Help -> SAP Library -> Cross-application components -> CA-General Drilldown Report*.

### **Maintain Form**

In this step, you can

Create your own forms

Change forms that you have created yourself

Adapt standard SAP forms to your requirements You can assign a single form to several reports.

# **Prerequisites**

If you wish to include global variables in a form, you must first define them under Maintain Variables.

# Standard settings

SAP delivers standard forms in client 000, which you can copy into the client in which you are working. You can then either use the standard forms as they stand, or copy them as templates for your own forms.

The name space provided by SAP for the technical specification of the forms includes all specifications beginning with the numbers (0XXXXXX,...,9XXXXXX). This cannot be used for user-defined forms.

#### **Further notes**

When changing a form, you must take into account that it may already have been used in a number of reports. The changes you make will also be made in all of these reports.

For more information about creating forms in Drilldown Reporting, see the SAP Library under *CA General Drilldown Reporting Book*.

# **Maintain Report**

In this step, you can

Create your own reports

Change reports which you have created yourself

Adapt standard SAP reports to your requirements

### Standard settings

SAP delivers standard reports in client 000, which you can import into the client in which you are working. You can then either use the standard reports as they stand, or copy them as templates for your own reports.

The name space provided by SAP for the technical specification of the reports includes all specifications beginning with the numbers (0XXXXXX,...,9XXXXXX). This cannot be used for user-defined reports.

To find out which reports are delivered as standard, consult the SAP Library for Profit Center Accounting, under *Standard Reports*.

#### **Further notes**

You can find detailed information about creating drilldown reports in the SAP Library, under CA General Drilldown Reporting Book.

# **Transport**

In the following steps, you can transport reports and forms between two different systems.

For example, you can transport reports and forms between a test system and a productive system.

Transport reports

Transport forms

# **Transport Reports**

In this activity, you transport reports from one system to another.

### **Example**

You have defined reports in the test system and want to transport them to the production system.

# Requirements

In the source system, create a transport request to the target system.

The same release must be installed for both systems.

### **Activities**

Select all reports which you wish to transport. Now start the transport by choosing *Execute* or *Exec. in Background*.

# **Transport Forms**

In this activity, you transport reports from one R/3 system to another.

# **Example**

You have defined reports in the test system and want to transport them to the production system.

### Requirements

In the source system, create a transport request to the target system.

The same release must be installed for both systems.

# **Activities**

Select all reports which you wish to transport. Now start the transport by choosing *Execute* or *Exec. in Background*.

# Reorganization

In the following steps, you can:

Delete Report Data

Delete Reports

Delete Forms

Before making any deletions, make sure that you no longer need the data you wish to delete.

# **Delete Report Data**

In this activity, you can select and delete sets of frozen report data.

Before deleting the selected data, the system displays a dialog box in which you must confirm your selection.

You can enter characteristic values for the fiscal year, period, and period/year as selection criteria. These options allow you to delete individual sets of frozen data for reports that are executed periodically. This helps you avoid an overflow of frozen report data.

### **Example**

You can delete the data in your test reports before going live.

You can delete frozen report data by report, name, and date created.

### **Activities**

Reorganize your report data.

# **Delete Reports**

Here you can select a list of reports according to a number of parameters and then delete individual reports from this list.

Before actually deleting the reports, the system displays a dialog box in which you must confirm your selection.

# Example

You can delete all the test reports created by a certain user before you go productive with CO-PA.

### **Actions**

Reorganize your reports.

#### **Delete Forms**

Here you can select a list of forms based on certain parameters and then delete individual forms from that list. Before actually deleting, the system displays a dialog box in which you must confirm your selection.

### **Example**

You can delete all the forms with one axis and key figures which were created on a specific date.

#### Note

You can only reorganize those forms which are not being used in any report. The system automatically checks this before deleting any forms, and at the same time calls up and checks the individual reports.

#### **Actions** Reorganize

vour forms.

# **Maintain Currency Translation Keys**

When you execute a drilldown report online, you can translate individual currency columns to a different currency using the function **Settings** -> **Currency**. In this step, you can maintain currency translation keys to be used for this translation. You define these translation keys by controlling area.

#### **Activities**

Define your translation keys by specifying the following:

a text

the exchange rate type (such as "average rate")

the currency you want to translate the values into

Specify whether the rate is an inverse exchange rate.

Inverse exchange rates are useful where the values have already been translated and you want to translate them back into the original currency with the original values.

Specify whether the translation key should use a fixed or variable translation date. A fixed translation date is either a specific date or the date on which the report is executed. This date, together with the exchange rate type, determines which exchange rate is used later for the translation.

If the translation date is variable, the system determines the time reference in each data record and translates the values according to that information. Here you specify the point of time - start of the period or year end - that should be used. This allows you to translate each data record according to the exchange rate valid in the period in which it was posted.

If you use a variable translation date, note that columns in the list that are calculated using the translated column are automatically translated as well.

Save your currency translation keys.

Example of a currency translation key with an inverse exchange rate

Assume the following exchange rates:

DEM USD USD DEM 03 When translating from USD to DEM with an inverse rate, the system uses the exchange rate 1/ = 025 and not 03.

# **Report Painter**

In the following activities, you make the necessary settings to call up and create report painter reports in a client

With the exception of defining report groups and read program for the archive you can carry out all of these activities from the Profit Center Accounting application menu.

You can find further information on working with the report painter in the SAP Library, under FI Special Purpose Ledger -> Report Painter Reports.

# **Import Reports**

This function is used to copy Report Writer reports between different clients of an SAP System. You call up the function in the client into which the reports are to be copied.

When you upgrade your system, the standard reports are only imported into client 000. Consequently, you need to copy them to your other clients.

You can also copy user-defined reports between clients.

### Note

When copying the report groups, the system copies all dependent objects to the target client as well. These include the reports and the library as well as sets, set variables and value variables. Thus if a revenue/cost element group is prespecified in a report, it will be overwritten in the target system by the import. The profit center standard hierarchy is not overwritten, however.

### **Actions**

First, select the processing mode:

If you choose **Background processing**, only the standard report groups (prefixes 8A\*) are copied to the current client. You can choose any client you wish as the source client, though in most cases this will be client 000.

This function lets you schedule, but not release your background job. To release it, use the function *System -> Services -> Jobs -> Job overview*. Select "Jobs without start date", and release the job.

In **Online** processing, you can narrow your selection of report groups down more. The system sets client 000 as the default source client, and all the standard report groups as the default report groups. However, you can change these values. You should copy the report groups together with the dependent objects. From the selection screen, you jump to another selection list, where you can choose the groups you want to copy before executing the function.

# **Specify Report Languages**

Report Writer can generate a report in up to 32 languages simultaneously. When generating a report group, the system adopts the language-dependent report parts (such as rows or column texts) in the languages set by you in the report. In addition, the logon language is taken into account.

#### Note

The languages that you specify are valid for all Report Writer reports and in all clients.

To improve performance, only enter the languages required. The more languages specified, the longer it takes for the system to execute the report.

#### **Activities**

Determine the languages you need for your reports.

Enter the required languages.

choose New entries

Enter a language key and the corresponding description.

Save your entries.

### **Maintain Libraries**

In this IMG activity, you can maintain previously defined libraries or create new ones. You must assign each report that you define to a library.

A library is a selection of characteristics, key figures, and predefined columns from the list of all options in the Report Writer table. In Controlling, table *CCSS* is used.

A characteristic (in earlier releases *field* or *dimension*) is a non-numerical field, for example, *Account*, *Cost center*, and *Business area*.

A key figure (new as of Release 3) is a numerical value field, such as *Amount in local currency*, *Total costs*, and *Activity quantity*.

A default column (in earlier releases *Data-set-entry* is made up of a key figure and one or more characteristics. With default columns, you can define standard columns that can be used more than once in your reports, for example, *Actual costs in current fiscal year* and *Plan costs in closed fiscal year*.

Four screens are available for library maintenance:

Header

Key figures

Characteristics

Default columns

### **Activities**

Check whether the standard libraries satisfy your requirements. If not, proceed as follows:

Enter a name for the library and the name of the table to which the library is assigned.

To copy and change an existing library, enter the name of the reference library in the field of the same name.

Enter a description for your library.

Determine which key figures are to be used in the library.

Determine which characteristics are to be used in the library.

Determine which default columns are to be used in the library.

For steps 2 to 4, if necessary, enter the ranking order (position) in which the characteristics, default columns, and key figures are to appear in the selection lists of the Report Painter.

# Note on transport

To transport libraries, an separate function is available, Transport Report Writer Objects, in the IMG for Financial Accounting under *Special Purpose Ledger -> Tools -> Transport*.

#### **Further notes**

For more information, see the SAP Library under Financials -> Financial Accounting (FI) -> Special Purpose Ledger -> Libraries.

# **Create Reports**

The menu option *Report Painter* in the application menu (Information System -> Tools -> Report Painter) takes you to the **Report Painter**, where you can create your own Report Painter reports for your company to supplement the standard reports.

The Report Painter makes it quick and easy to create a report. It provides you with most of the functionality of the Report Writer but is easier to use.

You can perform the following for reports:

create

change - display

delete

#### **Actions**

To read about how to create a Report Painter report, see the chapter **Information system** in the online manual.

# **Generate Reports**

This function generates programs from the report definitions of the imported Report Writer reports.

#### **Actions**

You have the following options for generating the reports:

If you want to generate them online, proceed as follows:

Select the reports which you want to generate.

Choose the function "Generate".

If you want to generate in the background, create a background job as follows:

Give the job a name.

Enter a start date for the job.

Enter a start time for the job.

Set the flag "Release immediately" if you want to execute the job immediately.

The system then generates the standard reports of the groups 8A1 and 8 A 2.

### Note

If you want to generate all the reports, you should schedule the job for a time when the system workload is low.

# **Define Report Groups and Read Programs for Archive**

In this activity, you specify which of your report groups and/or read programs can be used for analyzing archived data.

#### **Activities**

To enter a new report group or program, choose "New entries".

Enter "PCA\_OBJECT" as the archiving object.

If you entered a report group, enter "RW" as the report type. If you entered an ABAP program, leave this field blank.

Enter the name of the report group or program.

If you want the "Archive selection" button to appear on the read program screen in archiving, enter "X" in the "Activate archive sel." field.

For Report Writer and Report Painter reports as well as generated programs, this field must remain blank.

Choose "Table view -> Save" to save your entries.

### **Tools**

The following steps contain activities which are generally performed by system administration. They are settings of a technical nature which you require in order for the *EC-PCA* application to be tailored to your company's structure.

These activities are:

Assign authorizations

Change message control

Set up distribution of profit center data (ALE)

Transport customizing settings

Set up customer enhancements

Maintain document summarization

Prepare your system for going productive

Define sets and variables

Convert your system from release 2.x to 4

Convert your system to release 4 - allocation cycles

### **Authorizations**

Systen administration is responsible for creating and assigning authorizations. For more information on this subject, see the Implementation Guide (IMG) for *Basis*, under *Users* and *Authorizations*.

This is where the standard authorization objects and authorization profiles for Profit Center Accounting are listed.

It is urgently recommended that you create authorization profiles using the profile generator, and not manually!!! See Create Role and Assign Users.

The information about **authorization objects** which follows is not required for these activities. It is merely intended to provide technical background information.

The description of **authorization profiles** which follows is only relevant for you want to user a standard profile rather than generating you own profiles.

# **Authorization Objects**

The individual functions of the authorization objects listed below are defined in the standard for the individual functions of Profit Center Accounting. When a function is called up, the associated authorization object is tested.

Functions for	authorization object
Responsibility area	K_PCA
Delete transaction data	K_PCAB_DEL
Transfer actual data	K_PCAI_UEB
Transfer FI data	K_PCAF_UEB
Transfer MM data	K_PCAM_UEB
Transfer SD data	K_PCAS_UEB
Generate ledger	K_PCAL_GEN
Maintain planning hierarchy	K_PCAP_SET
Transfer plan data	K_PCAP_UEB
Standard reports	K_PCAR_SRP
Profit center maintenance	K_PCAS_PRC
Assessment/distribution in actual/plan	K_PCAD_UM

### Transfer prices

### **Authorization profiles**

An authorization profile contains authorization objects for a restricted task area. A composite profile contains several profiles.

By using profiles and composite profiles, you can structure and manage authorizations simply.

By entering a profile or a composite profile in the user master data, a user receives all authorizations contained in them.

Two standard profiles have been created for Profit Center Accounting:

Profile **K\_PCA\_ALL** (entered as a composite profile in SAP\_ALL) contains the following profiles:

**G\_BASE\_ALL** (all general ledger basic authorizations)

Rollup and database transactions GB01, GB11, GD13/23/33/43, GP12, GP22/13/23 and GL15

### **G\_PLAN\_ALL**

**GPxx** - Transactions

**G\_RW\_ALL** (all authorizations in the Report Writer)

Report, parallel report, library, standard layout and report group

G\_SETS\_ALL (all authorizations for sets) Set and Variable

### **G\_SUBST\_ALL**

(Speciale ledgers - Substitution: All authorizations)

**K\_PCA\_AL1** (see below)

Profile **K\_PCA\_AL1**, the actual profit center profile for own profit center transactions. The profile contains the ALL authorizations for the following authorization objects:

EC-PCA: Delete transaction data

EC-PCA: Actual data transfer

EC-PCA: FI data transfer

EC-PCA: MM data transfer

EC-PCA: Generate and activate ledger

EC-PCA: Planning hierarchy

EC-PCA: Plan data transfer

EC-PCA: Standard reports and datasets

EC-PCA: Profit center

EC-PCA: Summary and line-item reports

EC-PCA: Assessment/distribution

Number range maintenance

Table maintenance (for example, using transaction "SM31")

Archiving

These objects contained in these profiles are used in the following transactions:

#### **EC-PCA: Profit Center**

Fields: Controlling area, Activity

Create/change profit center master data (KE51 - 54)

Activity: 01, 02, 03, 04

Copy cost centers (2 KEV)

Activity: 01

Create dummy profit center (1KE2 and KE59)

Activity: 01

PrCtr/Customizing - delete master data

Activity: 06

Time-dependent fields (0 KE 7)

Activity: 02

Master data index (KE5X)

Activity: 03

Transport of customizing settings (0 KEP-0KEV)

Activity: 21

Conversion of reports, line item and summary record files 2.x -> 3 (OKEW,

OKEX, OKEY, OKEZ)

Activity: 42

### EC-PCA: Summary and line item reports

Fields: Company code, profit center, cost type, activity

This object, in addition to the object "EC-PCA: Profit Center", is checked during master data maintenance. In this way, master data maintenance can be restricted to individual profit centers. Activity: 01, 02, 03, 06

Protection of reporting: Report writer reports and the display of line items ( KE5Y, KE5Z) and summary records (2KEE) can be restricted to individual profit centers and cost elements.

Actual postings: The entry of profit center documents and statistical key figures can be restricted to individual profit centers and company codes. Activity: 76

### **EC-PCA: Planning hierarchy**

Fields: Controlling area, activity

Maintain profit center hierarchies

Activity: 02, 03

Copy cost center groups

Activity: 01

Add, change, display and delete planning sets used via object G\_800S\_GSE Activity: 01, 02, 03, 34

### EC-PCA: Standard reports and datasets

Fields: Ledger (not currently taken account of in the authorization check), activity

Multiple selection (02), generation (07), issuing and selection of standard reports (16), conversion (42), import (60) and export (61) of reports and datasets. Used with KE5A-KE5L, KE6A-KE6L, 0KEC-0KEF, OKEA, OKEB.

Aktivity: 02, 07, 16, 42, 60, 61

The customer can assign the sets 8A-ALL-PRCTR, 8A-SAP-GKR, 8A-KOKRS001 to an authorization group. In this way, only users who have entered an authorization for the object G\_800S\_GSE, activity 03 in their user master data can user the standard hierarchy.

When actual and plan line item displays are called up, the system checks that authorization exists for the object G\_GLIP with the fields ACTIVI 03, GLRLDNR (ledger), GLRRCTY (record type) and GLAVERS (version of line item).

# EC-PCA: Actual data transfer

Field: Controlling area

Data transfer program for PrCtr invoice actual data (1 KEA)

Data transfer program for statistical key figures (1KED, 1 KEE)

### EC-PCA: FI data transfer

Field: Company code

FI data transfer to Profit Center Accounting (1 KE 8)

### EC-PCA: MM data transfer

Field: Activity

Data transfer from MM to Profit Center Accounting (1 KEC) Activity: 90

### EC-PCA: SD data transfer

Field: Activity

Data transfer from SD to Profit Center Accounting (1 KE 9) Activity: 90

### EC-PCA: Plan data transfer

Fields: Controlling area, version and business year.

Plan data transfer to Profit Center Accounting. During data transfer, data which has already been posted will be deleted, via the program RGUDEL00, object S\_ADMI\_FCD FIELD 'RSET', system administrator function.

### EC-PCA: Delete transaction data

Field: Ledger

Customizing PrCtr delete transaction data (0 KE 1)

#### EC-PCA: Generate and activate ledger

Fields: Controlling area, activity

Analysis of settings (1 KE 1) Activity: 03

Activate profit center ledger

Activity: 63

Regenerate ledger Activity: 64 **EC-PCA: Assessment/distribution** 

Fields: Activity, record type

Actual assessment/distribution (3KE1 - 6, 4KE1 - 6)

Record type: 2

Activity: 01, 02, 03, 06, 16

Plan assessment/disribution Record type: 3

Activity: 01, 02, 03, 06, 16

### Number range maintenance

The profile K\_PCA\_AL1 contains the authorization COPCA\_ALL. This authorization has been created for the number range objects NR\_NKPRIN and COPCA\_PHNR.

**Table maintenance** (for example, using the transaction 'SM31')

The profile K\_PCA\_AL1 contains the authorization K\_PCA\_ALL. This authorization has been created for the table authorization groups GC, KCS, KE1C and KKB1 (authorization to maintain all EC-PCA tables and views.

# **Archiving**

Fields: Application class, archiving object, activity

Create, delete, restore and manage archive (KE71 - KE74)

Archiving object: PCA\_Object

Activity: 01

# Create Role, Generate Profile and Assign Users

In this step, you can create roles and use the profile generator to generate authorization profiles.

#### **Activities**

To assign an authorization profile to a user, do the following:

Create a role

Enter a description

Select transactions

Create and edit authorizations

Assigns users and compare the user master (in doing so, the profile is entered in the user's master record)

Transport roles, if desired

### **Detailed documentation**

For more information about the procedures, see transaction documentation
See also the general documentation on the Profile Generator in the SAP Library. Choose:
Basis Components -> Computing Center Management System -> Users and Roles or in the
Implementation Guide (IMG), choose: Basis Components -> System Administration -> Users and
Authorizations -> Maintain Authorizations and Profiles using Profile Generator.

#### Note

You can also use authorization profiles you created manually or were delivered by SAP, in roles. You can create a role without a menu and include the corresponding profile in the authorization data of the role

In the fourth step, choose "Edit -> Add authorization -> From profile" to add the authorization profile data to the role.

### **Change Message Control**

With this IMG activity, you can set the appearance of selected system messages in accordance with your own requirements.

You can

Determine the message type (error, warning, note in the bar at the foot of the screen)

Switch a message off completely

In the <LSialog column, you can set the message type for the following processing types:

Dialog

Background processing

Batch input processed in the dialog (open)

You can determine the message type for batch inputs processed in the background in the *BatchI* column.

You can make the corresponding settings for all users or for individual users.

#### Recommendation

To begin with, use the standard system messages. If a changeable message appears, it is possible for you to go from the message long text to the change mode of message control.

#### **Activities**

Specify the application area from which the message comes. Close the dialog box by choosing Exit.

Choose Edit -> New entries.

Now enter the following data:

Message number

Note that only certain messages in an application area are changeable.

User name

If you enter a name here, the settings apply only for this user. IF you make no entries here, the settings apply for all users in the client.

Message type

Enter the required message type.

Save your entries. The corresponding message text is set automatically.

### Notes on transporting

You can transport message control settings manually. To do so, choose Table view -> Transport.

# Set Distribution of Profit Center Data (ALE)

This section describes the settings which are necessary for distribution in Profit Center Accounting.

A distinction is made here between settings for **Central Profit Center Accounting** and settings for **Decentralized Profit Center Accounting**.

A further distinction is made between the functional properties of the systems participating in the ALE scenarios. There is

a central controlling system

a central master data maintenance system

(These two systems can be identical.)

#### one or more local systems

For more information about distribution methods, see the SAP Library, CA - ALE Business Process Library under ALE in Profit Center Accounting.

# Requirements

- 1. In the Implementation Guide (IMG) for *Distribution (ALE)* you make the basic settings and set up communication.
- enter the logical system name of the central systems (under Model and implement business processes -> Configure pre-defined ALE business processes -> Accounting -> AC <-> AC -> Cost Center Accounting scenario).
- define a distribution method for the profit center data (under Set distribution of profit center data (ALE)). The system also shows you which system is the central controlling system and which where a distinction occurs is the central master data maintenance system for the controlling area.
- 2. You make the settings for Profit Center Accounting in the Implementation Guide (IMG) for *Profit Center Accounting*.
- If you have not already done so in the Implementation Guide (IMG) for *Distribution (ALE)*, define the distribution method when maintaining the controlling area (under Maintain settings for the controlling area).
- If you are using the decentralized distribution method, you must also assign a master system the logical system of the profit center to each profit center. You do this during master data maintenance. For the controlling area, this is either done in a separate central master data maintenance system or in the central controlling system.
- If you are using decentralized distribution, activate updating of line items in the control parameters for actual postings starting from the current fiscal year (under Set Control Parameters for Actual Data).
- If you change from the central distribution method to the decentralized distribution method, the system will automatically set the central controlling system as the master system for all existing profit centers. You cannot change the assignment of a profit center to a logical system.
- If you want to send the summary records to the ALE-linked systems in a compressed form, to reduce the volume of data, you can set this in Customizing for Profit Center Accounting (under Maintain field movement, Maintain substitutions and Assign field movement to company code.

### Synchronization of settings

All Profit Center Accounting settings must be valid and identical in all systems.

The best way to ensure this is to perform Customizing in a central system and then distribute the data to all participating systems. You normally feed Customizing data into decentralized Profit Center Accounting using the transport system.

If, instead of making the Profit Center Accounting settings in a central Customizing system, you make them in each of the participating systems, make sure that all settings are valid and identical in all systems.

### **Activities**

### Maintaining the distribution model

The distribution model determines which source system the data comes from. You define the distribution model centrally. For this purpose, you must maintain the following message types in the corresponding systems:

# **CENTRAL DISTRIBUTION METHOD**

	Inbox	Outbox
Central	PRCMAS	( PRCFET )
Controlling	COGRP6	
System	COGRP9	
	PCROLL	
Central PRCFET		PRCMAS
Master Data		COGRP6
Maintenance		COGRP9
System		
Local PRCMAS		PRCFET
Systems COGRP6		PCROLL
COGRP9		(COGRP 9)

# DECENTRALIZED DISTRIBUTION METHOD

	Inbox	Outbox
	DD CM A C	DDCEET
Central	PRCMAS	PRCFET
Controlling	COGRP6	SaveReplica
System	COGRP9	SaveReplicaPlanD
ata		
	PCROLL	Reverse
	SaveReplica	Delete
	SaveReplicaPlanData	
	Reverse	
	Delete	
Central	PRCFET	PRCMAS
Master Data	FREIEI	COGRP6
Maintenance		COGRP9
System		
Local	PRCMAS	PRCFET
Systems	COGRP6	PCROLL
	COGRP9	SaveReplica
	SaveReplica	
SaveReplicaPlanData		
	SaveReplicaPlanData	Reverse
	Reverse	Delete
	Delete	

Message types which are used for distributed Profit Center Accounting:

PRCMAS Profit center

COGRP6 Profit center group

COGRP9 Account group

PCROLL Rollup

PRCFET Request profit centers

PRCDOC Replication of actual line items

Method: SaveReplica

Object: ProfitCenterDocument

PRCDOCP Replication of plan line items

Method: SaveReplicaPlanData

Object: ProfitCenterDocument

PRCDOCR Reversal of profit center documents

Method: Reverse

Object: ProfitCenterDocument

PRCDOCD Deletion of profit center documents

Method: Delete

Object: ProfitCenterDocument

### Define filter object

If you have more than one central system for the profit center transaction data, it might be necessary to send the data separately for each company code. In the distribution model, you must specify the filter object 'company code' for the message type PCROLL. If you are using the central scenario, it is therefore possible to send the data separately for each company code . If you are using the decentralized scenario, you must ensure that all data for the company codes belonging to a controlling area is sent to the central controlling system .

# **Error processing**

The standard task TS40007915 PCROLL must be assigned to a position or workflow organizational unit, so that work items will be created for error processing when errors occur.

For further information on this point, see Error Processing.

## Periodic processing

If you have set up distribution for Profit Center Accounting, you can plan the export rollup to the central system in the local systems. If you are using decentralized Profit Center Accounting, you perform the rollup in the corresponding master systems. In this case, the system only sends the summary records for the profit center which has the current system as its master system.

With the general job definition, you can send the IDocs automatically at period end.

## Master data

The master data which is required for using Profit Center Accounting in the local systems comprises the profit center master records and, where appropriate, the profit center groups and account groups. Responsibility for master data maintenance lies either with the central controlling system or with a separately created central master data maintenance system. For further information about the distribution of master data, see Master Data Maintenance.

#### **Maintain Field Movement**

In this step, you can specify from which or into which fields data is to be summarized. You can also assign a substitution activity to a field movement in order to substitute values using this substitution activity. You yourself can define the conditions under which a substitution is performed.

For complex substitutions or field modifications, you also have the possibility of entering a user exit. The user exit would then be executed when the respective field movement is executed.

When you execute a rollup, the data from the following dimensions is automatically transferred from the source ledger(s) to the rollup ledger:

Ledger

Record type

Version

Company code or global company (local or global)

Transaction currency (according to ledger definition)

Unit of measure (according to ledger defintion)

Target/actual indicator (according to ledger definition)

#### **Actions**

Define or maintain a field movement.

Specify which fields of the sender table are to be transferred into which fields of the receiver table.

Data will be summarized for all fields not entered here.

Define a substitution activity if specific values are to be substituted.

Enter, if necessary, a user exit number for processing the field movement. This user exit is executed, when the data from the sender field is transferred to the receiver field during the rollup execution.

## **Maintain Substitution**

In this step, you can create substitution activities or maintain existing substitution activities. Using a rule, you can enter the condition that must be met in order for a substitution to be carried out.

### Note

If no condition is defined, the substitution is always carried out.

### **Actions**

Define or maintain a substitution activity.

Specify the receiver table and the receiver field.

Enter the value that is to be transferred to the receiver field if the condition is met.

Enter, if necessary, a user exit. If your substitution condition is too complex to be defined here, you can define the substitution condition in a user exit.

If necessary, use a rule to define a condition that must be fulfilled in order for the required value to be substituted.

Rules for rollups must always be created with table GLU1 (application area GU and callup point 0002).

#### **Further notes**

For more information on creating rules, see activity Maintaining logical rules.

# **Assign Field Movement to Company Code**

In this activity, you assign field transfers to company codes.

During the Rollup, the summary records for the company codes specified here will be summarized in accordance with the field transfer the company codes are assigned to.

# Requirements

You have defined the field transfers in Customizing, under Maintain field transfers.

# **Transport Customizing Settings**

In this section, you can transport selected customizing settings from one client to another client or SAP system.

### Note

Note that the system does not check the transported settings for consistency or completeness in the target client/system.

If necessary, check for yourself whether any inconsistencies arise due to the transport. In some cases it may be safer to check and adjust the customizing settings manually.

### Recommendation

Do not carry out the transport until you have fully customized your system.

## **Further notes**

For more information on setting up the productive system, see SAP Procedure Model.

Transport drilldown reports in Customizing for Profit Center Accounting, under *Drilldown Reporting* -> Transport

To transport report painter reports, proceed as follows:

Choose the option Tools -> Report Painter from the Profit Center Accounting application menu.

Transport the reports by choosing *Utilities -> Transport*.

# **Transport Environment**

In this activity you can choose the customizing settings which you want to transport to the target system. The customizing settings include: - basic data and controlling area settings

business activities in Profit Center Accounting

statistical key figures transferred from Controlling

The system places the selected objects in a transport request. You can then transport them to the target system using the transport functions.

#### Recommendation

When you transport basic data and controlling area settings, you transport settings which are also maintained in other components (such as Cost Center Accounting). Since the controlling area settings already in the target system are overwritten by the transport, you should finish customizing the other components as well before you transport.

#### **Activities**

Decide which data you want to transport. Select the data for your controlling area.

Place the data in a transport request using the function "Include in request", or remove it using "Remove from request".

You can only remove the data from the transport request if the corresponding task was not yet released to the transport request.

# **Transport Master Data**

In this IMG activity, you choose the master data that you want to transport to the target system. The master data objects are dependent on the controlling area.

The R/3 System places the selected objects in a transport request. You can then transport the data to the target system using the transport functions.

You can transport the following objects:

Profit centers

Standard hierarchy

Time-based fields

Profit center groups

Substitutions for sales orders

### Recommendation

Always transport the following objects together to avoid inconsistencies in the target system:

The standard hierarchy and the profit center groups represent logical sets of profit centers. Transporting these sets separately could lead to inconsistencies if the corresponding profit centers (master data) do not exist or are incorrect in the target system.

If you have transported profit centers, restart the matchcode data in the target system so that the transported master data can be displayed using the "Possible entries" function.

#### **Activities**

Decide which data you want to transport.

Select the controlling area.

Place the data in a transport request using the function *Include in request*, or remove it using *Remove from request*.

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

You can analyze the settings in Profit Center Accounting using the function "Analysis" in Customizing for EC-PCA. This makes it possible for you to check the master data for consistency.

Using the function *Sales order substitution*, you can transport the assignment of substitution rules to controlling area which applies for Profit Center Accounting.

You transport the substitution rule itself using Transport substitutions in the activity *Transport tools*.

To delete a profit center in the source and target systems, first create the corresponding transport request. Then delete the affected profit center in the source system. Only then should you release the transport request.

# **Transport Settings for Planning**

In the following settings, you transport the customizing settings for Planning via the Profit Center Accounting transport link:

Transport Plan Versions

Transport Distribution Keys

**Transport Planning Layouts** 

You import Planning layouts from a source client in the activity Import Planning Layouts.

## **Transport Plan Versions**

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-		uiio	ucti vi	ij jo	u cuii	uunop	JOIL BC	200	101	your p	Jiuii	VCI BIOIIB

These include:

CO versions

EC-PCA versions

GL versions

### **Activities**

Select a controlling area.

Check off the transport flag.

Place the data in a transport request using the function "Include in request", or remove it from the request using "Delete from request".

You can only delete data from the transport request if you have not yet released the relevant task to the transport request.

# **Transport Distribution Keys**

In this activity you can specify which distribution keys you want to transport.

### **Activities**

Enter the name of the distribution key which you want to transport.

# **Transport Planning Layouts**

In this activity, you create a transport request for transporting your layouts to a target system.

# Requirements

The source and target systems must be the same R/3 release (update level).

# **Activities**

Specify a transport request.

Select the layouts you want to transport.

Transport the request.

# **Import Planning Layouts**

In this activity, you can copy layouts from other clients to this client.

This function is especially useful for copying the standard layouts from client 000 to your client.

# **Activities**

Enter the source client from which you want to import layouts to your current client, and choose *Execute*.

Select all the layouts you wish to import.

Carry out the import.

# **Transport Settings for Actual Postings**

In the following settings, you transport the customizing settings for actual postings via the Profit Center Accounting transport link:

**Transport Settings for Actual Postings** 

Transport Document Entry Layouts

You import document entry layouts from a source client in the activity Import Document Entry Layout.

# **Transport Settings for Actual Postings**

In this activity you can choose the customizing settings for actual postings in your controlling area which you want to transport to the target system.

Note that some settings are only indirectly dependent on the controlling area. For example, the automatic assignment is specified by company code. These records are also placed in the transport request.

You can transport the data to the target system using the transporting functions.

You can transport the following settings:

Control parameters

Automatic account assignment

Internal goods movements: Account determination

Internal goods movements: Special handling

Additional balance sheet and profit and loss accounts

#### Recommendation

When you transport control indicators, these take effect immediately in the target system.

Therefore you should check whether the parameters set are valid for the target system as well.

For the settings for automatic account assignment and account determination, only these assignments are transported. The corresponding master data (cost elements, cost centers, profit centers and so on) are not transported.

Be sure to transport the master data involved along with the assignments in order to avoid inconsistencies in the target system.

## **Activities**

Decide which data you want to transport.

Select the controlling area.

Place the data in a transport request using the function "Include in request", or remove it using "Remove from request".

You can only remove data from a transport request if you have not yet released the corresponding task to the transport request.

## **Transport Layout**

In this activity, you create a transport request for transporting your layouts to a target system.

### Requirements

The source and target systems must be the same R/3 release (update level).

### **Activities**

Specify a transport request.

Select the layouts you want to transport.

Transport the request.

# **Import Layout**

In this activity, you can copy layouts from other clients to this client.

This function is especially useful for copying the standard layouts from client 000 to your client.

### **Activities**

Enter the source client from which you want to import layouts to your current client, and choose Execute.

Select all the layouts you wish to import.

Carry out the import.

# **Transport Assessment/Distribution Cycles**

In this activity you can specify which assessment/distribution cycles should be transported. In addition, you can decide whether the sets contains in the selected cycle should be transported as well.

### **Activities**

Enter the name of the assessment/distribution cycle you want to transport.

Enter the start data of the assessment/distribution cycle, and specify whether the sets used in the cycle should be transported as well.

# **Transport Information System**

In this activity you choose the information system settings you want to transport to the target system.

These include:

Report list

Report tree

### **Activities**

Decide which data you want to transport.

If you want to transport a report tree, enter the name of the tree. The system proposes the name of the tree you defined in Customizing as a default.

Place the data in a transport request using the function *Include in request*, or remove them from the request using *Delete from request*.

You can only remove objects from the transport request if you have not yet released the task to the transport request.

### **Further notes**

The reports in the report list and report tree are not transported together with the report or tree. To transport these reports, use the functions of the Report Painter

# **Transport Tools**

In this section you will learn how to transport settings for the tools to your target system.

# **Transport Substitutions**

In this activity you can specify which substitution rules you want to transport. You can also specify whether the logical rules, sets and Boolean classes used in the substitution should be transported as well.

## Note

The Boolean class used in Profit Center Accounting is class 50. Only substitutions of this class are relevant and can be maintained in Customizing. One substitution rule can be active for each controlling area.

### **Activities**

Enter the name of the substitution you want to transport. If you wish to display a list of possible substitutions, select the substitutions of the class 50.

Specify which relevant information should be transported along with the substitution.

# **Transport Sets**

In this activity you can specify which sets you want to transport. You can also decide whether the related objects (sets or variables contained in the transported sets) should be transported as well.

### Note

You only need to transport sets like this if you have created your own sets for reports using the Report Writer.

To transport the Profit Center Accounting standard hierarchy and the profit center groups, which are also represented by sets, use the function Transport master data.

If you have defined your own sets, these sets are probably based on the EC-PCA summary record table **GLPCT**, which you must specify together with the names of the sets.

#### **Activities**

Enter the names of the sets you want to transport. Also enter the table name for the sets.

Decide whether you want to transport the related objects as well.

# **Transport Variables**

In this activity you can specify which variables you want to transport. You can also decide whether you want to transport the related objects (sets contained in the variable) as well.

### **Actions**

1. Enter the name of the variable you want to transport. Specify whether the related objects should be transported as well.

### **Customer Enhancements**

In some cases, it makes sense to adapt the standard functionalities to the customer's special requirements.

For this reason, a number of customer enhancements are delivered with EC-PCA, making it possible for you to take account of special requirements in Profit Center Accounting.

In comparison with modifications programmed by the customer, these enhancements have the advantage that they are taken over into successive releases and are not overwritten.

Develop Enhancements for Profit Center Accounting

Choose Activities for Exit PCASELEK

# **Choose Activities for Exit PCASELEK**

In this step, you can activate the SAP enhancement **PCASELEK** for each individual business activity. This makes it possible for you to influence the selection criteria for the data transfer and therfore use a different logic than that provided as standard for data transfer.

For example, you can leave out records which are normally transferred to Profit Center Accounting.

## Standard settings

The table is already maintained in the standard system.

### **Activities**

Activate the indicator *User Exit* for the activities for which you with to use selection criteria different to the standard.

The enhancement **PCASELEK** contains a number of function modules. Depending on the type of data transferred with this activity, the system jumps to one of these function modules.

#### **Further notes**

You can view the documentation on enhancements in SAP Enhancement Maintenance ( transaction SMOD).

Further information about using enhancements can be found in Project Management of SAP Enhancements (transaction CMOD) under *Utilities -> Online Handbook*.

## Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

# **Develop Enhancements for Profit Center Accounting**

In this activity, you can set up enhancements which are not provided in the standard SAP system.

In Profit Center Accounting, you can set up the following standard enhancements:

Document changes for data transfer ( PCA 00001)

Assignment of a representative material (PCA 00002)

Determination of transfer prices (PCATP 001)

Enhancement in the authorization check ( **PCAAUTHO** )

Change to selection criteria for data transfer ( PCASELEK )

For additional information about this enhancement, see Choose Actitvies for Exit PCASELEK.

#### **Further notes**

In contrast to modifications, enhancements are not generally affected by new releases. This is because they are set up in a namespace reserved for the customer, rather than in the SAP original.

You can view the documentation on enhancements in SAP Enhancement Maintenance (transaction SMOD).

Further information about using enhancements can be found in Project Management of SAP Enhancements (transaction CMOD) under *Utilities -> Online Handbook*.

## **Maintain Document Summarization**

In this activity you can define rules by which the system should summarize line items created in Profit Center Accounting. This enables you to reduce the data volume in Profit Center Accounting. You can enter certain fields of the line item table separately for each activity. If the line items of a document are summarized, the content of these fields is not updated.

# **Example**

You post a billing document with a large number of items. All items contain the same profit center and differ only in a few fields (such as "Material", "Sales order item", and "Profitability segment number"). If these fields do not interest you when you analyze billing documents in Profit Center Accounting, enter these fields (MATNR and KDPOS) here for the activity SD00.

### **Activities**

Specify the fields that you want to summarize for each business transaction.

#### Additional information

The key fields of the totals records cannot be summarized.

Only lines within the same document can be summarized.

The following fields are automatically summarized, since without them no summarization would be possible:

GL\_SIRID: Record number of the line item record

DOCLN: Posting line

REFDOCLN: Number of the posting line in the FI document

# **Prepare Production Startup**

This section contains functions for preparing to go productive with your system.

## **Delete Test Data**

This section contains the functions for deleting master data and transaction data. The primary purpose of these functions is to clear the system of test data before productive startup.

### **Actions**

Make sure that no references exist before you delete the data. You can do this using the assignment monitor.

# **Delete Transaction Data**

This function lets you delete transaction data in Profit Center Accounting. The original postings in the other components (such as Financial Accounting, Cost Center Accounting, and so on) are not affected by this.

### **Actions**

Specify the controlling area in which you want to delete the data. If desired, you can also narrow down the data selection further.

You can also decide if you want to do a test run first, and whether the system should display statistics afterward.

# Note

It is recommended that you use the test run and the statistics before you actually delete the data.

# **Delete Profit Centers**

This function lets you delete the master data for profit centers by controlling area.

#### **Actions**

Enter the controlling area in which the profit centers are to be deleted.

If desired, enter the individual profit centers or profit center groups to specify which master data you want to delete.

You can specify a time period in which the profit centers are to be deleted. Warning:

If you carry out the deletion without checking (see below) the specified time period is not taken into account. The profit centers are then deleted for their entire period of validity.

To be safe, you can carry out the function in test mode initially, so that no data is actually deleted.

When you execute the delete program, it makes the following checks:

Are materials assigned to the profit center?

If materials are assigned to a profit center, you will be informed in a deletion log. The profit center in question will then not be deleted, even in the update run. Check the corresponding assignments in the assignment monitor.

If you want to delete profit centers despite them having materials assigned, select the *Restricted Check* field.

Are cost centers assigned to the profit center?

Has data already been posted to the profit center?

If cases b) and c) apply, the profit centers in question will not be deleted, even in the update run. You will receive an error message in the deletion log. However, it is possible to delete all profit centers, including those where cases b) or

c) apply, without carrying out this check. To do so, select the *No Check* field. Note, however, that deletion without checking means that **all profit centers are deleted for their entire period of validity**. The consistency of data can therefore no longer be guaranteed.

# **Delete Long Texts**

Here you can delete the long texts for plan data in your system. You can select the long texts according to various criteria.

# **Example**

You can delete all long texts that were created within a certain time frame.

## **Data Transfer**

Before you go productive with Profit Center Accounting, you may need to transfer historic data to Profit Center Accounting. The functions in this section let you transfer historic plan and actual data in separate steps.

## **Prerequisites**

The profit centers and the dummy profit center must already be defined in the relevant controlling area.

The objects from which you want to transfer data must all be assigned to profit centers.

The controlling area must be activated for Profit Center Accounting in the desired fiscal years.

In addition, the controlling area settings (elimination of internal business volume, currency settings) must be maintained.

For actual data, the control parameters must be maintained.

For plan data, a plan version must be defined for Profit Center Accounting.

## **Transfer CO Plan Data**

With this function you can transfer **plan data** from the following CO objects: Cost centers

Internal orders

**Projects** 

Business processes

Networks

Profitability segments in account-based CO-PA

SOP or MRP orders (activity input of cost centers)

Real estate objects

You can transfer planned data either for all the objects of the selected type (for example, all cost centers) or for individual objects only.

Before the transfer, the system deletes all the planned data which already has been transferred from the CO objects listed above.

Please ensure that you do not transfer planned data for CO objects online while the program is posting planned data subsequently. This might cause the planned data to be posted twice. To correct this, you would then have to post the data subsequently again using the program.

If you repeat the data transfer, note that only data which was transferred in **Release 3** or later releases can be deleted.

This means that it is **not** possible to repeat a data transfer from **before Release 3**.

If you repeat the transfer for individual objects, the system can only delete existing data if line items exist in Profit Center Accounting.

### Requirements

The plan version must exist in Profit Center Accounting.

The further prerequisites for the data transfer are described in Data Transfer.

### **Actions**

Set the **controlling area**, and choose the **plan version** and **fiscal year** for which you want to transfer planned data.

Choose the objects you want to transfer.

Decide whether you want to **update** the planned data or carry out a **test run**.

# Statistical Key Figures: Transfer Plan Opening Balance

In this activity, you transfer the opening balances already planned in Controlling for statistical key figures.

If the values are changed in Controlling following the transfer, and the online transfer is active for the corresponding plan version (see Maintain Plan Versions), changes are automatically updated in Profit Center Accounting.

In a production run, the system deletes any existing figures when the opening balance is generated. The system only deletes key figures for the selected object type. Key figures that were planned directly in Profit Center Accounting are not deleted.

You can therefore repeat this transaction as often as you like, without the risk of multiple entries or loss of data. In addition to online transfer, it is therefore also useful when you wish to transfer statistical key figures periodically.

### **Further notes**

You can also post plan statistical key figures from CO objects which are not integrated into planning to Profit Center Accounting with this program. (It may be that plan data for internal orders is not transferred online for all plan versions.)

If you carry out a test run, the system only creates a transfer log.

# Transfer CO Actual Data Periodically

This function lets you manually post all the secondary costs from the following CO objects:

cost centers

internal orders

investment orders

sales orders (in make-to-order manufacturing)

projects

networks

cost objects

real estate

profitability segments in account-based Profitability Analysis

Note that before the transfer, the system deletes all the existing secondary costs on the aforementioned objects.

If you are repeating the data transfer, note that only data transferred in or after Release 3 can be deleted before the next transfer.

This means that it is **not** possible to repeat a data transfer from before Release 3.

## **Prerequisites**

The prerequisites for the actual data transfer are described in Data Transfer.

#### **Actions**

Choose the **controlling area**.

Choose whether you want to **post** the data or carry out a **test run**.

If errors occur when you transfer historic data, the system stores the incorrect records in a separate file. These records can then be posted to Profit Center Accounting separately after you have rectified the errors. To do this, choose the function *Post incorrect records*. Note that **only the incorrect records** from the last regular transfer are posted.

You have the option of transferring **line items**. However, this is not recommended due to the large data volume.

## Note

For more information, see Customizing under Transfer FI actual data.

## Select and Transfer CO Actual Data

With this function you can transfer selected **actual data** from all the CO objects to Profit Center Accounting. You can select the data by fiscal year, document number and activity.

When you run the transfer, note that the functions *Check for existing records* and *Cancel* only work if you are storing line items in Profit Center Accounting. Before each transfer, you can do a test run and then check the information contained in the log.

The log displays a total per cost element for each object selected. By double-clicking on these objects, you can display the individual document numbers. From there you can also access the CO document by double-clicking again.

### Requirements

The prerequisites for the actual data transfer are described in Data transfer.

### **Actions**

Choose the **controlling area**.

Choose the **fiscal year**, a **document number interval** and an **activity** from Controlling.

Select the relevant indicator for your transfer.

#### Transfer FI Actual Data

This function lets you post data from Financial Accounting to Profit Center Accounting.

All the documents found for the selection criteria are displayed in a list. By double-clicking you can look at the corresponding FI document to check whether the desired documents were selected.

### Requirements

Profit Center Accounting must be active.

The control parameters for actual data must be maintained. In particular, the parameter "Line items" must already be set if desired.

Additional prerequisites for the data transfer are described in the section Data Transfer.

## **Transfer MM Actual Data**

MM Actual Data

With this function you can post data from Materials Management to Profit Center Accounting.

In the log, the system displays all the documents found which met the selection criteria. You can access each MM document individually by double-clicking to make sure that the desired documents were selected.

### **Prerequisites**

Profit Center Accounting must be active.

The actual control parameters must be maintained, particularly the parameter "Line items".

Additional prerequisites for the data transfer are described in the section Data Transfer.

# **Transfer SD Billing Documents**

This function lets you transfer billing data from the SD Module to Profit Center Accounting.

Note that the system only selects **data for which an accounting document already exists**. Billing documents which have not yet been transferred to FI, cancelled documents, documents with errors in the price determination, and so on are not transferred.

The log displays the number of billing documents chosen and then divides this into how many were transferred to Profit Center Accounting and how many either were not transferred or contain errors. The billing documents not transferred include those which do not contain a real error but also do not contain any data to be assigned to a profit center.

The system displays further information if you double click on a line.

# Requirements

Profit Center Accounting must be active.

The control parameters for actual data must be maintained. In particular, the parameter "Line items" must already be set if desired.

Further requirements for the actual data transfer are described in chapter Data Transfer.

# **Statistical Key Figures: Transfer Actual Opening Balance**

In this activity, you transfer the opening balances already created in Controlling for statistical key figures.

If the values are changed in Controlling following the transfer, and the online transfer is active for actual data (see Set Control Parameters for Actual Data), changes are updated automatically in Profit Center Accounting.

In a production run, the system deletes any existing figures when the opening balance is generated. The system only deletes key figures for the selected object type. Key figures that were entered directly in Profit Center Accounting are not deleted.

You can therefore repeat this transaction as often as you like, without the risk of multiple entries or loss of data. In addition to online transfer, it is therefore also useful when you wish to transfer statistical key figures periodically.

### **Further notes**

If you carry out a test run, the system only creates a transfer log.

# **Generate Opening Balance for Material Stocks**

In this activity, you set up the opening balance for materials.

The system determines the material stock balance from Materials Management and posts it to Profit Center Accounting.

After setting up the opening balance, it is advisable to post the changes in the material stock balance online to Profit Center Accounting, as this simplifies reconciliation with Financial Accounting.

However, you can also transfer the material stock balance to Profit Center Accounting periodically.

#### **Further notes**

You can only transfer the material stock balance for the current period or the previous period. It is not possible to transfer earlier periods.

When you transfer the material stock balance, only those company codes are offered which are maintained in Materials Management. You make the transfer under Maintain company codes for Materials Management

Transaction Change company codes from the Materials Management view

For more information on transferring balance sheet items, see the SAP Library for *Profit Center Accounting* under *Actual Postings -> Balance Sheet Items in Profit Center Accounting*.

# **0 Generate Opening Balance for Work in Process**

In this activity, you create the opening balance for work in process (WIP).

WIP is determined in the results analysis and posted to Profit Center Accounting.

To create an opening balance, select *Create opening balance*. Only now cam the system select WIP for all previous periods and years. Otherwise, the system only the determines and transfers the delta WIP from the previous transfer period.

After creating the opening balance, it is recommended that you post the changes in the WIP balance to Profit Center Accounting online, as this simplifies reconciliation with Financial Accounting.

However, you can also transfer the WIP balance to Profit Center Accounting periodically. In this case, do not select *Create opening balance*, as this would have an adverse effect on performance.

# **Further notes**

For more information on transferring balance sheet items, see the SAP Library for *Profit Center Accounting*, under *Actual postings -> Balance sheet items in Profit Center Accounting* 

## 1 Generate Opening Balance for Assets

In this activity, you create the opening balance for assets.

The asset balance is determined from Assets Management and posted to Profit Center Accounting.

After creating the balance, it is recommended that you post the changes in the asset balance to Profit Center Accounting online, as this simplifies reconciliation with Financial Accounting.

However, you can also transfer the asset balance to Profit Center Accounting periodically.

### **Further notes**

If you are transferring your Asset Accounting to the SAP system from a different system, read the following paragraphs.

After transferring from an *old system*, Asset Accounting will not contain the same information for depreciations as for a posting of depreciations in the SAP system.

For a month in which depreciations were still posted in the old system, it is therefore only possible for asset balances to be posted correctly to Profit Center Accounting provided that no more depreciation runs are executed (in either the old system or in the SAP system).

For a month in which depreciations were posted in the SAP system, it is not possible to transfer asset balances to Profit Center Accounting later. It is recommended that you transfer asset balances as early as possible, that is, before a depreciation run is started for a subsequent period. This is better for performance, as the system then reads the balances from the annual table, instead of from the period table.

When you are transferring asset balances, the system only proposes company codes which have a chart of depreciation assigned to them in Asset Accounting. For further information, see Assign Chart of Depreciation to Company Code, transaction OAOB..

For more information about transferring balance sheet items, see the SAP Library for *Profit Center Accounting*, under *Actual postings -> Balance sheet items in Profit Center Accounting*.

# 2 Generate Opening Balance for Payables and Receivables

The purpose of this activity is to:

create the opening balances for payables and receivables

transfer the balance changes for payables and receivables periodically

The system determines open items and posts them periodically to Profit Center Accounting.

In contrast to other balance sheet items, payables and receivables cannot be transferred to Profit Center Accounting online. You must always transfer them periodically.

## Requirements

You have started distribution of open items according to profit centers or business areas by choosing *General ledger -> Periodic processing -> Closing -> Regroup -> Calculate B/S readjustment* in the application menu for *Financial Accounting*. (Transaction FD)

When the system transfers payables and receivables to Profit Center Accounting, it corrects any valuation variances arising from foreign currency revaluation. Under Perform Account Control for Valuation Differences Transaction 2KEM) determine which account these adjustments are to be posted to.

# **Activities**

If you are transferring payables and receivables to Profit Center Accounting for the first time, read the following section.

When you post payables and receivables in Financial Accounting for the first time, the system creates a "noted item" for each open item, as the document is of relevance for subsequent distribution according to profit centers. This only happens, however, if Profit Center Accounting has already been activated or you are using business area balance sheets.

## Missing open items

If you started Profit Center Accounting at a later point or are not using business area balance sheets, it is possible that there are still open items in Financial Accounting. No "noted item" is created for these when you post them. For this reason, the system does not select them during transfer to Profit Center Accounting.

To transfer these open items to Profit Center Accounting anyway, proceed as follows:

Make sure that activity *B/S readjustment special functions* has not already been performed for business area balance sheets in the period in question. If this activity has been performed, do not under any circumstances perform it again for Profit Center Accounting. This would cause serious errors to occur.

Otherwise, choose *General ledger -> Periodic processing -> closing -> Regroup -> B/S Readjustment -> Special functions* (Transaction FG).

When the next popup appears, choose Set up readjustment.

Under Date of 3 Release upgrade, enter the date from which Profit Center Accounting is to be activated.

Unter *Setup from (posting date)* enter the date from which you want to see the open items in Profit Center Accounting.

The system selects all open items which were posted in the time period you entered.

## Assignment to profit centers

The open items which were posted before activation of Profit Center Accounting are transferred to the dummy profit center. This also occurs if profit centers have been assigned to the participating materials and CO objects following activation of Profit Center Accounting.

Distribution to profit centers is based solely on document lines posted in Financial Accounting.

With customer enhancement F180A001, however, you can make assignments to profit centers. However, this is only possible for single-item invoices, that is, where the open item belongs to one profit center only and does not have to be distributed to more than one profit center.

If you wish to use this customer enhancement, you must set it up **before** you can perform the activities listed above.

The enhancement is called up in the activities *Set up readjustment* and . *Subsequent Business Area/Profit Center Adjustment - Calculation*.

This enhancement has no effect on documents which are already contained in the "note tables".

You can view the documentation on enhancements in SAP Enhancement Maintenance (transaction SMOD).

Further information about using enhancements can be found in Project Management of SAP Enhancements (transaction CMOD) under *Utilities -> Online Handbook*.

## **Sets and Variables**

In most cases the G/L sets usually required in Profit Center Accounting for profit center hierarchies, revenue and cost element groups and planning sets are processed using special maintenance transactions. However, in some cases, such as allocation or in the information system, you may need to create additional special sets and G/L variables. The two functions in this section let you do this.

Refer to the documentation FI-SL Sets for more information on working with sets and G/L variables.

#### **Maintain Sets**

This function lets you create G/L sets.

Note that sets for Profit Center Accounting must be created for Table GLPCT.

### Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

## **Maintain Variables**

This function lets you create G/L variables.

Variables for Profit Center Accounting must be created for table GLPCT.

# Notes on transporting

You can transport the Customizing settings for Profit Center Accounting under Transport Connection.

## Conversion from Release 2.x to 4

Due to technical changes in Profit Center Accounting in Release 3, you need to convert a number of objects after upgrading your system. These technical changes include the fact that Profit Center Accounting now only uses one ledger: ledger 8A. In addition, the tables for transaction data had to be changed to the type "Transparent", and at the same time, new distingishing key fields were added to allow additional functions and analyses.

The **control information** for actual and plan postings is converted **automatically** during the system upgrade, so that you can begin posting data again immediately after the upgrade. You do not need to make any more manual changes for this.

Because of the new summary record table GLPCT, however, you need to convert all the sets and their uses in Profit Center Accounting manually. These sets include the **standard hierarchy**; other **groups** of profit centers, revenue and cost elements, and so on; the **Report Writer reports** you defined; and the definitions for **assessment and distribution cycles**. You need to carry out these conversions **manually**.

At first the data you posted before the upgrade remains in the old transaction data tables and ledgers. You need to **convert the transaction data** manually before you can use this data in reports or for allocations. The R/3 System provides you with special functions which let you transfer the summary records, actual line items and plan line items separately. The transaction data is converted at a later point in time in order to minimize the system time lost due to the upgrade.

#### Recommendation

You should convert the standard hierarchies and other groups first (see Convert User-Defined Reports, Groups and Allocations. This is necessary before you can maintain master data for Profit Center Accounting or create new master data for assigned objects (cost centers and so on). (Transaction 0KEW)

You can convert the transaction data later when the system workload is low. The most important data is the summary records, since these are needed for the information system and for allocations (assessment and distribution) in Profit Center Accounting. Whether or not to convert the line items is optional.

### **Further notes**

See also the following release notes:

Changes in Customizing

Changes in the tables

There you will also find information on what to do if you have modified the tables.

# Convert user-defined reports, groups, and allocations

Standard hierarchies, other groups (for revenue/cost elements, profit centers, etc.), Report Writer reports and various control information for allocations are all table-dependent. The corresponding table for Profit Center Accounting is the summary record table. Before Release 3 this was Table GLTPC, now it is Table GLPCT. For this reason you need to convert the control information.

In addition, the actual version was changed from 1 to 0 in order to make it uniform with the actual version in Controlling.

#### Recommendation

You should perform this conversion as quickly as possible after upgrading, since the standard hierarchies are required for master data maintenance.

### **Activities**

You can execute this function online or in the background.

Once you have done this, change the actual version from 1 to 0 in your user-defined reports. If you do not do this, the system cannot select any actual data. If necessary, you should also change the profit center ledger to the fixed profit center ledger 8 A.

For more information, see the corresponding Release note.

# **Convert Totals Records**

The data posted before you upgraded your system to Release 3 initially remains in the old ledger (i.e., the old summary record table GLTPC). Convert this data at a time when the system workload is low.

You must convert this data before you can use it in the information system or for allocations.

### **Activities**

You convert the summary records for one fiscal year in one controlling area at a time. Enter the desired year and controlling area. In addition, you must enter the name of an export file (operating system file) which you want to use when converting the data.

If possible, convert the summary records in the background. To do this, execute the function *Program* -> *Execute in background*.

## **Further notes**

You can only convert the data once for each combination of fiscal year and controlling area.

### **Convert Actual Line Items**

The data posted before you upgraded your system to the new release initially remains in the old ledger (i.e., the old actual line item table GLSPC). Convert this data at a time when the system workload is low.

You must convert this data before you can use it for line item reports or any other purpose.

If you no longer need the historic data, it is not necessary to convert these actual line items.

#### **Activities**

You convert the line items for one fiscal year in one controlling area at a time. Enter the desired year and controlling area. If possible you should convert the line items in the background. To do this, execute the function *Program -> Execute in background*.

### **Further notes**

The old line items from Release 2 in table GLSPC are not deleted automatically after the conversion (in Release 3F and higher).

If you need additional **memory space**, you can delete all the historic data from 2 in table GLSPC following the conversion of the desired controlling areas and fiscal years using the ABAP/4 Database Utilities. After that, you should reorganize the tables to make the space freed up available again.

If the program **terminates abnormally**, you first need to delete the data that was converted successfully for the affected controlling area and fiscal year from table GLPCA. Otherwise you will receive error messages when the system tries to insert the data that has already been converted. This would not be detrimental to the conversion itself, but the large number of error messages would make analysis of the log difficult. To delete this data, use program **RPCADEL2**. You can select the data by controlling area and fiscal year. Next, find the cause of the abend and fix it, and then restart the conversion with the same parameters.

# **Convert Plan Line Items**

The data you posted before the new Release initially remains in the old ledger (the old plan line item table GLPPC). Convert this historic data at a time when the system workload is low.

You must convert this data before you can use it for line item reports or any other purposes.

However, it is not strictly necessary to convert plan line items.

### **Activities**

You convert the line items for one fiscal year and one version in one controlling area at a time. Enter the desired values.

If possible convert the line items in the background. To do this, execute the function *Program -> Execute in background*.

### **Further notes**

The old line items from Release 2 in table GLPPC are not deleted after the conversion (in Release 3F and higher).

If you need additional **memory space**, you can delete all the historic data from 2 in table GLPPC after completing the conversion for all the desired controlling areas, versions and fiscal years using the

ABAP/4 Database Utilities. After that, you should reorganize the tables to make the space freed up available again.

If the program **terminates abnormally**, you first need to delete the data that was converted successfully for the affected controlling area, plan version and fiscal year from table GLPCP. Otherwise you will receive error messages when the system tries to insert the data that has already been converted. This would not be detrimental to the conversion itself, but the large number of error messages would make analysis of the log difficult. To delete this data, use program **RPCADEL3**. You can select the data by controlling area, plan version and fiscal year. Next, find the cause of the abend and then restart the conversion with the same parameters.

# **Convert Allocation Cycles to Release 4**

In this activity, you assign existing allocation cycles to controlling areas appropriate to the company code, where these cycles do not yet have a controlling area in their header data. From Release 4A, allocations in Profit Center Accounting (distribution and assessment) are carried out at the controlling area level. When maintaining allocation cycles for Profit Center Accounting, you must enter a controlling area. This assignment must therefore also be made for existing cycles.

#### Recommendation

Note that it makes sense to carry out conversion for several/all controlling areas, as selection is always made for all cycles.

You can start this transaction initially in test mode, and check which cycles now contain the corresponding controlling areas.

#### **Further notes**

During conversion, it is not possible to create or change cycles in Profit Center Accounting.

# **Convert Profit Center Master Data to Release 4 C**

In this activity, you convert profit center master data that was created before Release 4C to the current Release.

This conversion is necessary due to changes in profit center master data maintenance. For further information, see Release information for Release 4C inChanges when Creating and Changing Profit Centers.

From Release 4C, a profit center no longer has to be created several times for various periods of validity. This means, however, that gaps can no longer exist between the various periods of validity of a profit center. The periods must always be joined - without gaps. If a specified period of validity contains one or more analysis periods, in which it should not be possible for the profit center to be posted to, these can be locked in master data maintenance using the lock indicator.

Profit centers which were created using the old master data maintenance, and whose periods of validity contain gaps, must be adapted to the new method here using the conversion program.

### **Activities**

The conversion program is carried out at controlling area level. It changes all profit centers, so that they a seamless period of validity.

If you choose *with lock indicator*, the gaps in the period of validity will be replaced with analysis periods, with the lock indicator set.

If you choose *without lock indicator*, gaps between analysis periods will always be integrated into the later analysis period. This then merges with the preceding analysis period.

This procedure makes sense if you have not defined the lock indicator as a time-dependent field (see Define Time-Dependent Fields for Profit Centers).

#### **Further notes**

For further information on master data maintenance of profit centers, see the SAP Library for *Profit Center Accounting*, under *Basic Settings -> Master Data -> Profit Center* and

Basic Settings -> Master Data -> Profit Center -> Creating, Changing and Displaying Profit Centers (Individual Processing).