**Business Unit or Link** 

# LC-BG USER MANUAL Financial Document

14 March 2020



Sensitivity: Confidential (C2)



PricewaterhouseCoopers LLP, [PwC Address 1] [PwC Address 2] T: +44 (0) 00 0000 0000, F: +44 (0) 00 0000 0000

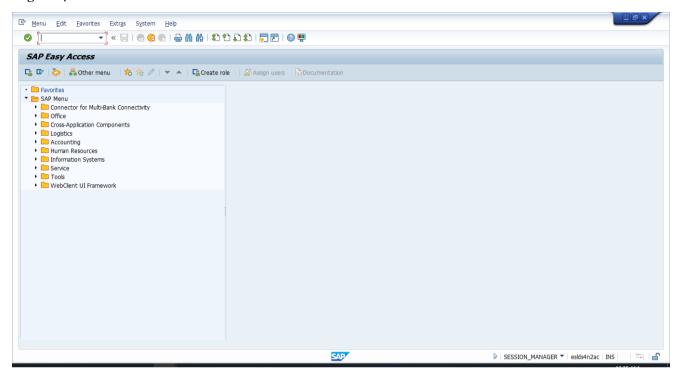
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7. Create Shipment Cost	Error! Bookmark not defined.
7.1. Creation	Error! Bookmark not defined.
7.1.1. Step 1	Error! Bookmark not defined.

# 1. LC

## 1.1. Creation

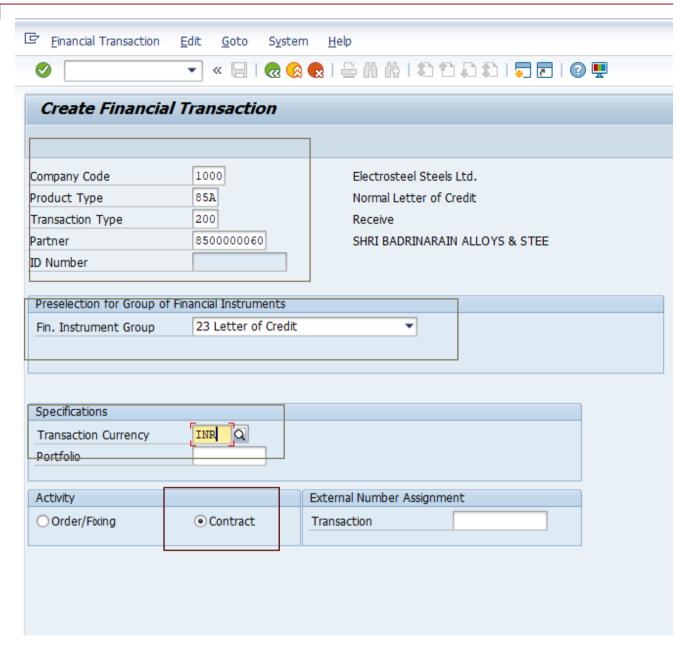
Log in S4 HANA



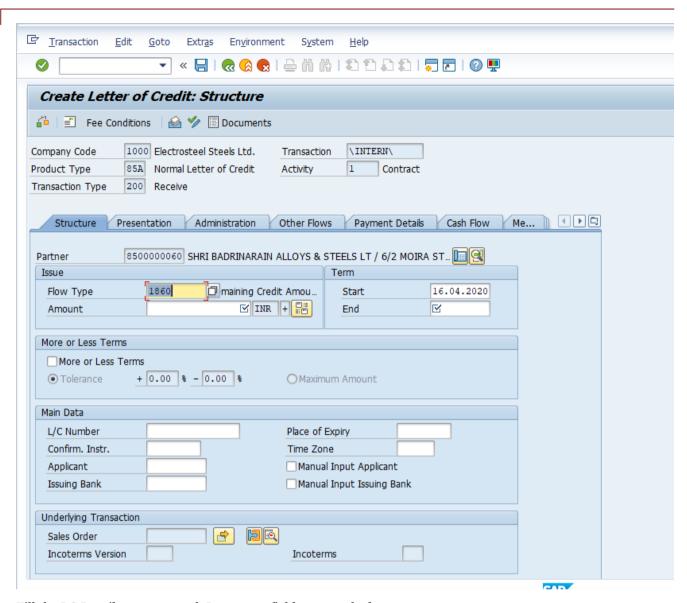
#### TCODE- FTR\_CREATE

Create LC

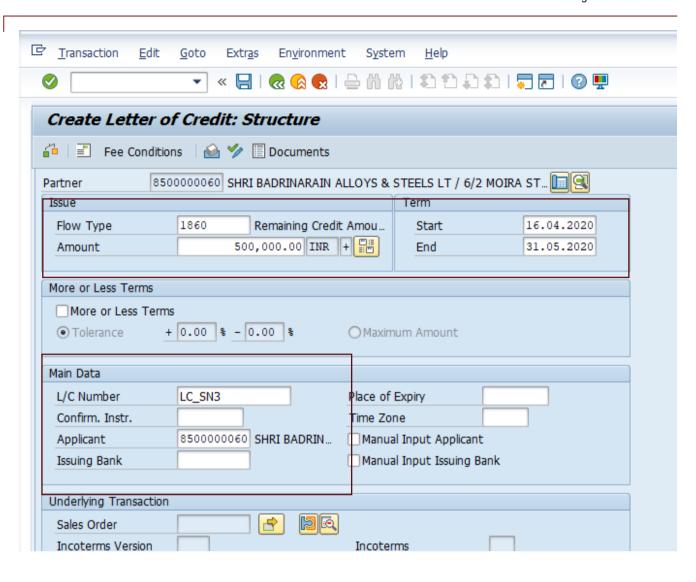
14 March 2020

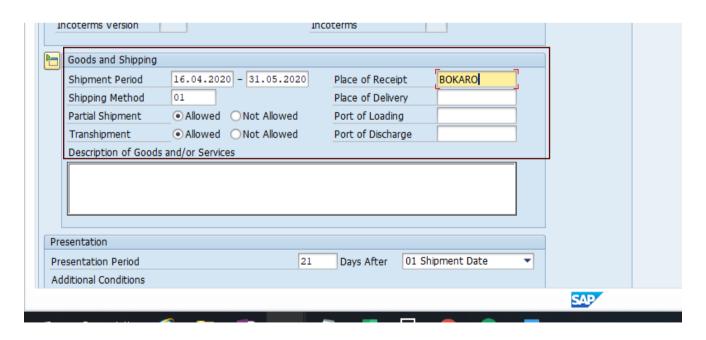


Press enter. Following screen will appear

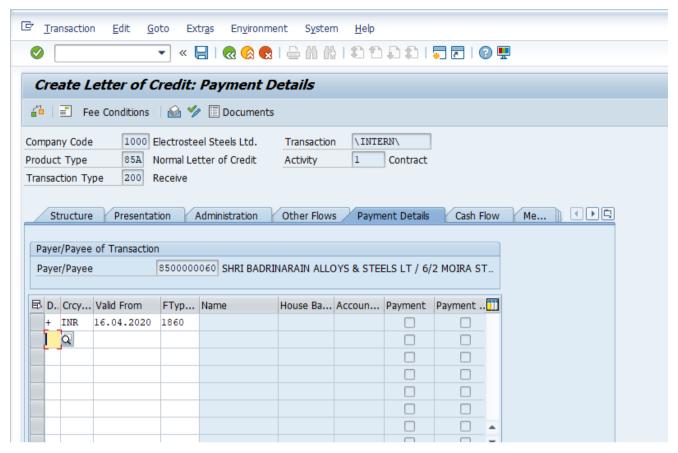


Fill the LC Details as per actual. Important fields are marked

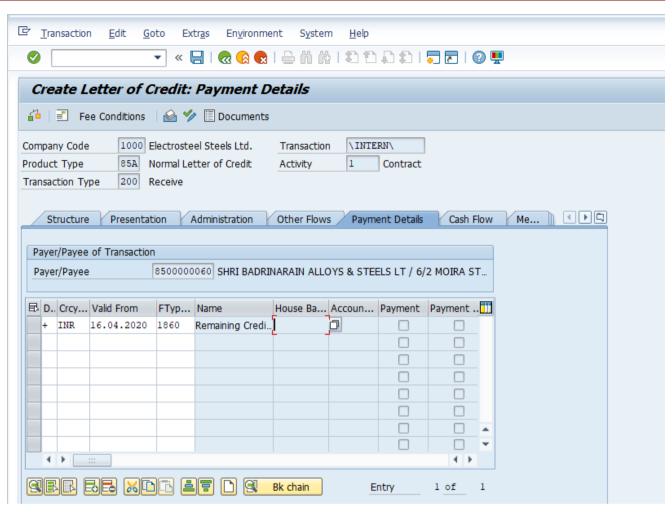




#### Go to tab Payment details. Fill in the following details



Enter

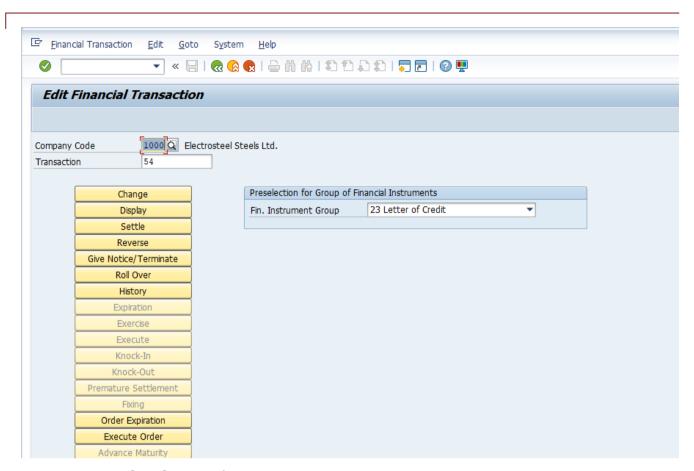


Save

Financial transaction saved under number 54

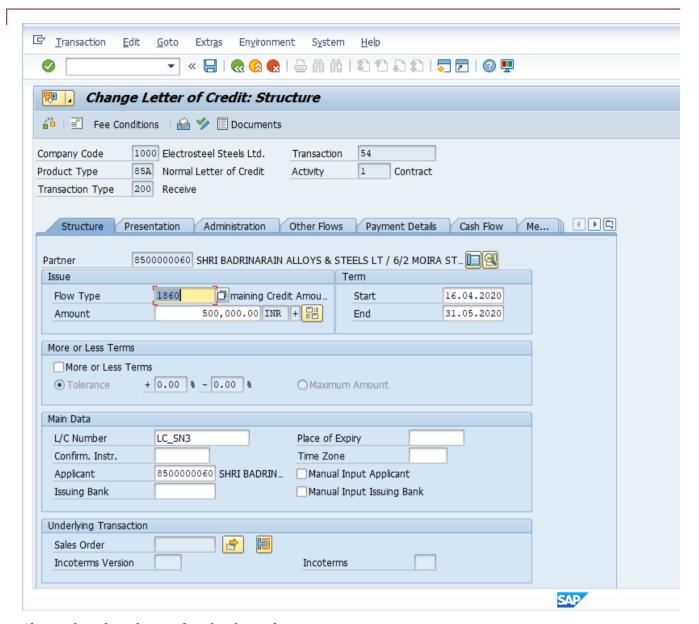
## 1.2. Change

Tcode-FTR EDIT

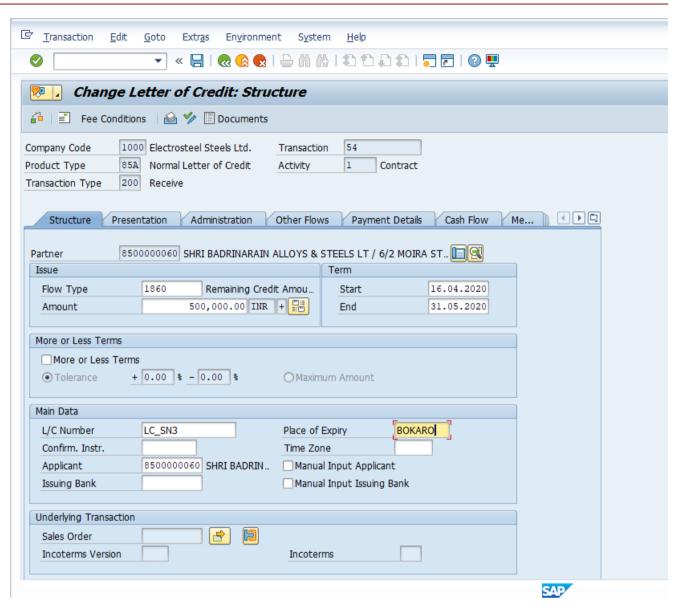


Enter company code and Transaction. Press enter

To change click on Change



Change the values that needs to be changed



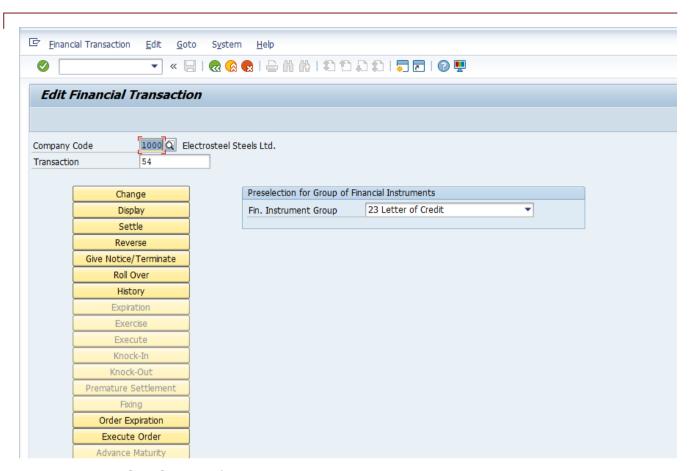
#### Save



## 1.3. Settle

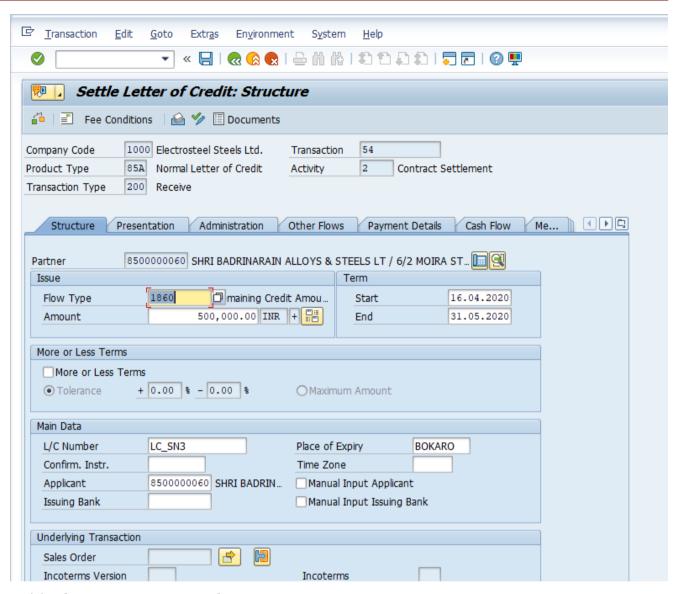
**Tcode-FTR\_EDIT** 

note: LC or BG cannot be used without settling the financial document first



Enter company code and Transaction. Press enter

To settle click on settle



Activity changes to 2- Contract Settlement

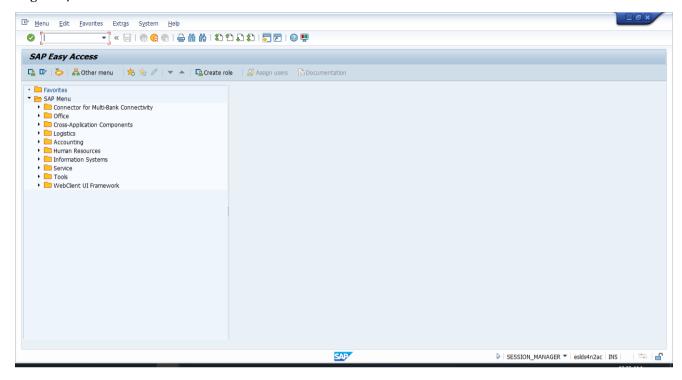
Save

Financial transaction saved under number 54

## **2.** *BG*

### 2.1. Creation

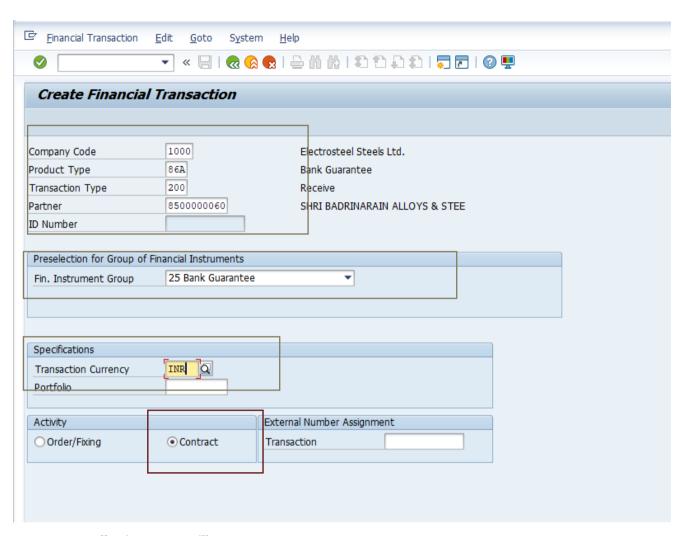
Log in S4 HANA



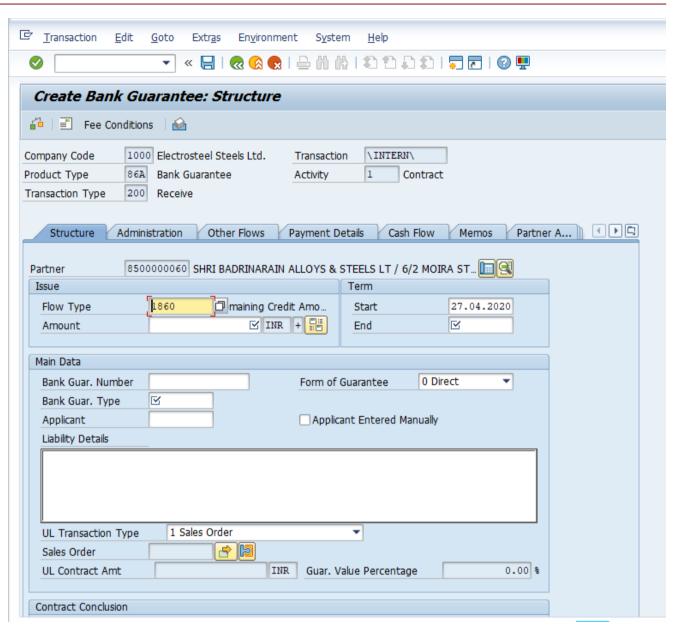
#### TCODE- FTR\_CREATE

Create BG

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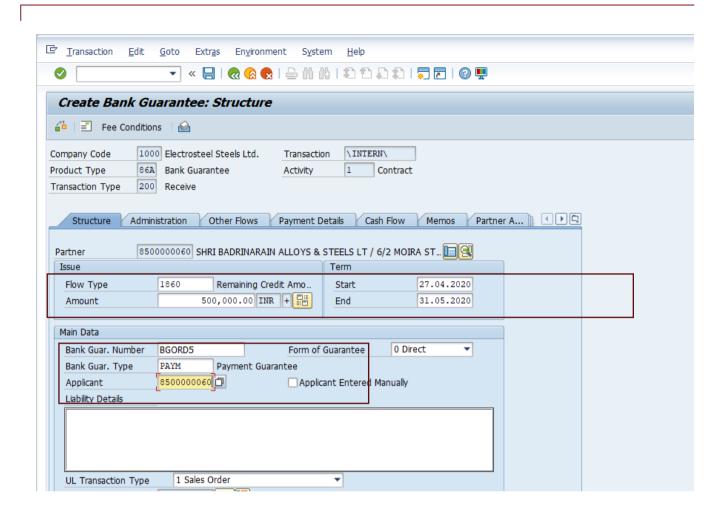


Press enter. Following screen will appear



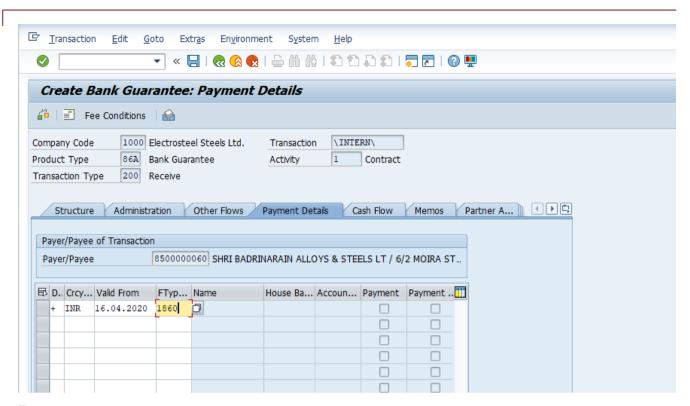
Fill the LC Details as per actual. Important fields are marked

16

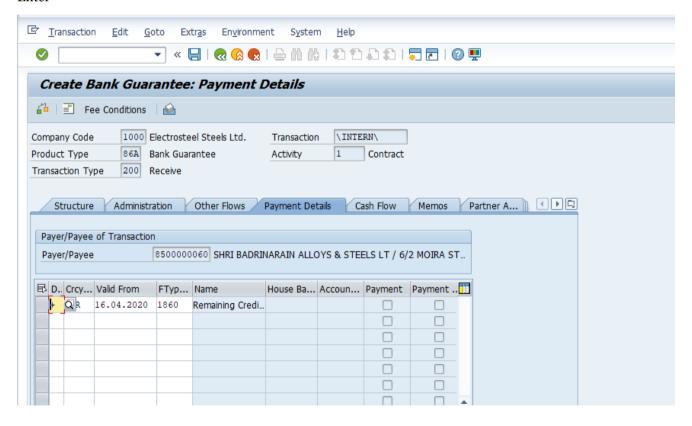


Go to tab Payment details. Fill in the following details

17

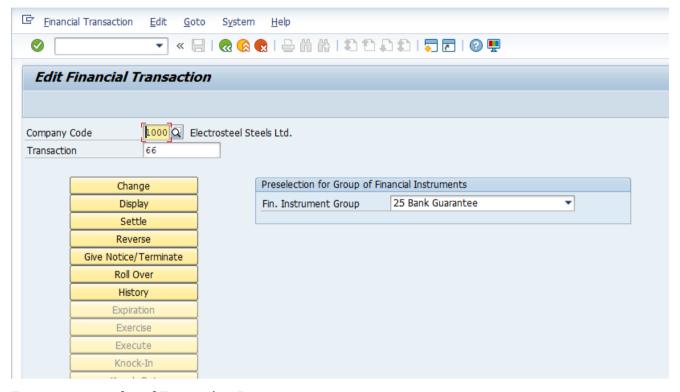


#### Enter



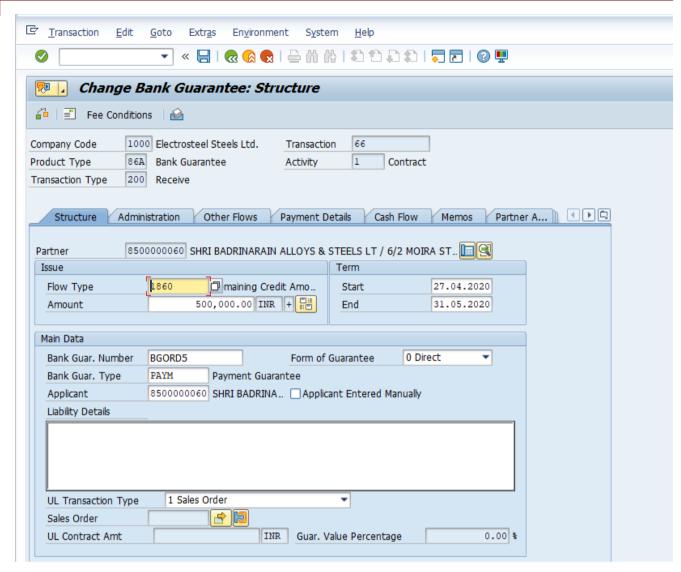
## 2.2. Change

Tcode- FTR\_EDIT

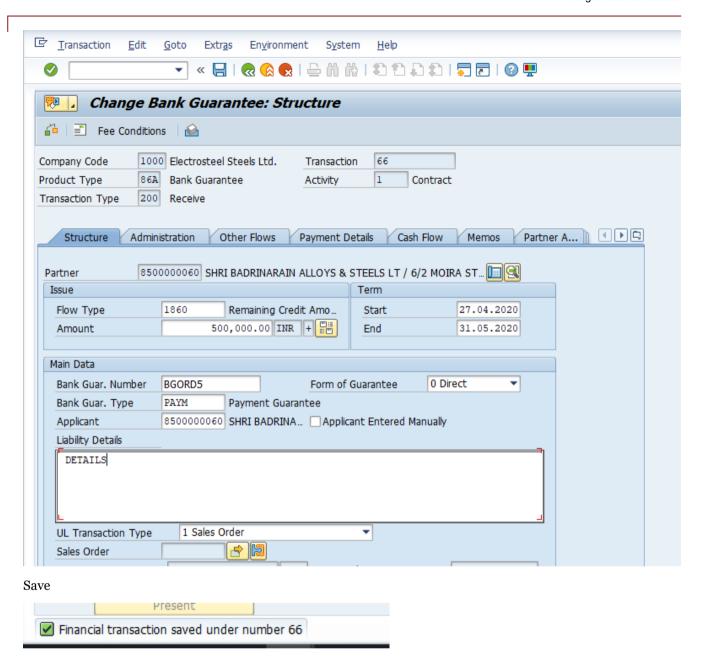


Enter company code and Transaction. Press enter

To change click on Change



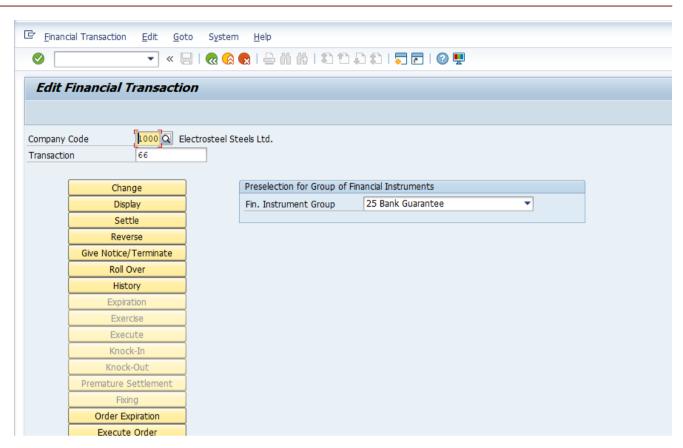
Change the values that needs to be changed



## **2.3.** *Settle*

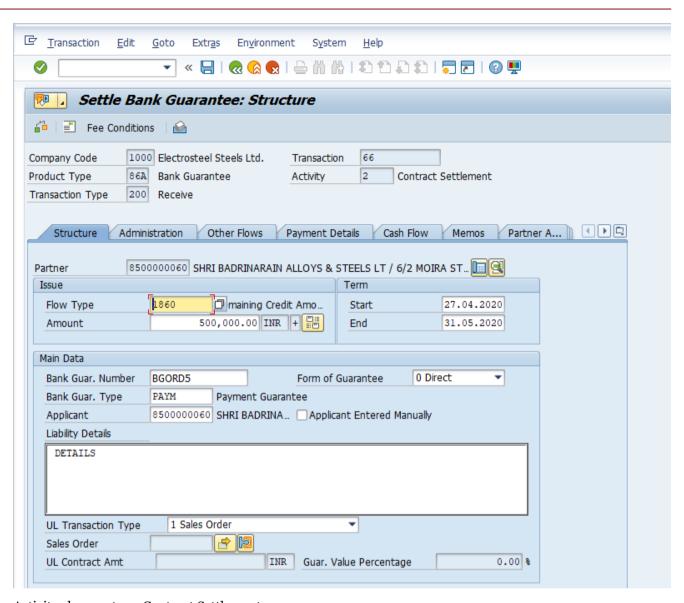
**Tcode-FTR EDIT** 

note: LC or  $\overline{BG}$  cannot be used without settling the financial document first



Enter company code and Transaction. Press enter

To settle click on settle



Activity changes to 2- Contract Settlement

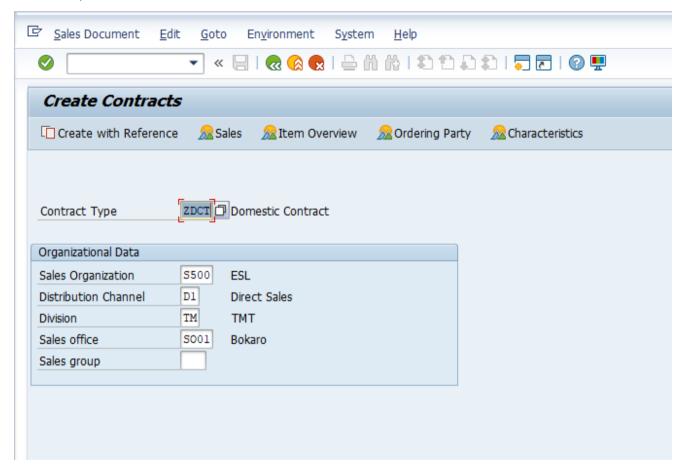
Save



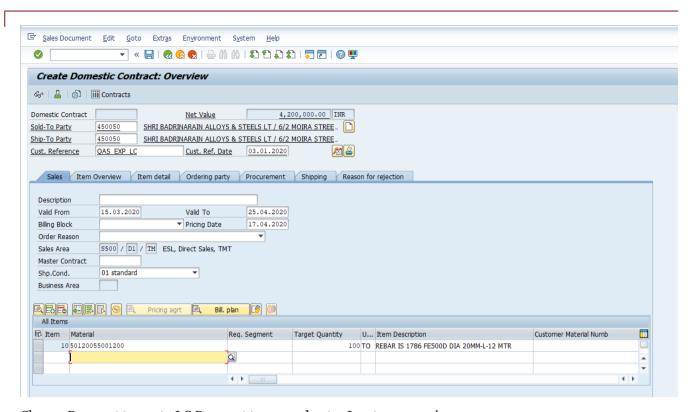
# 3. Contract Creation

## 3.1. Creation

Tcode-VA41

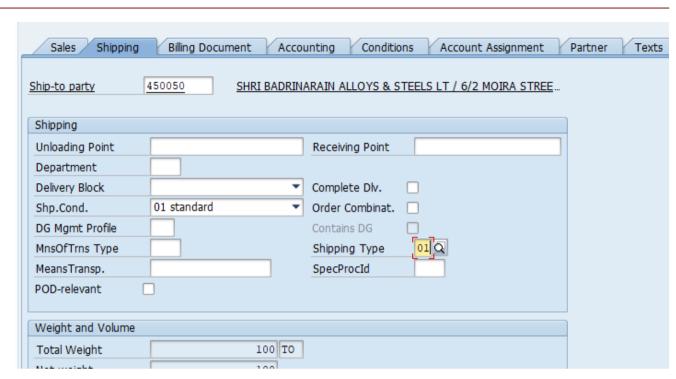


Enter

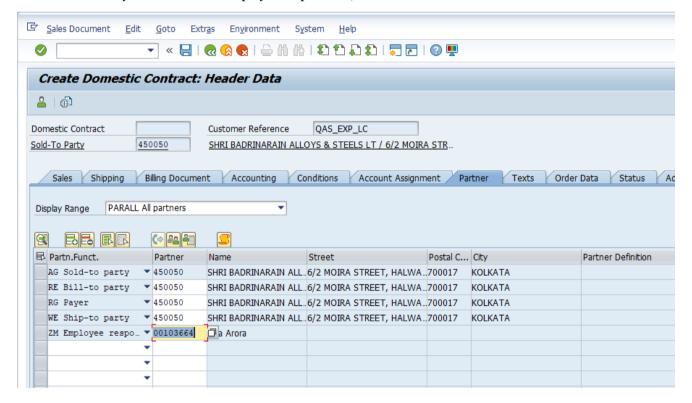


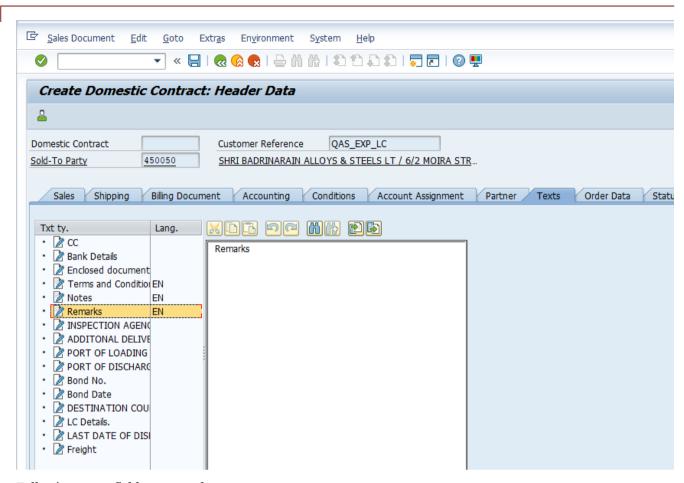
#### Change Payment terms to LC Payment terms and enter Incoterms version





Fill in all necessary details such as Employee responsible, texts



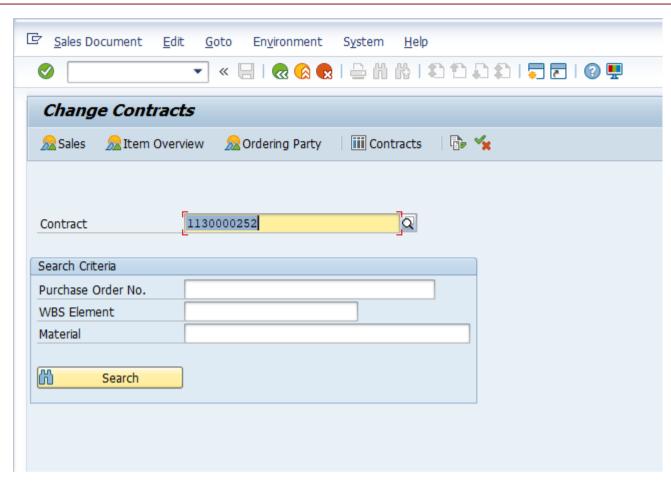


Following 3 text fields are mandatory

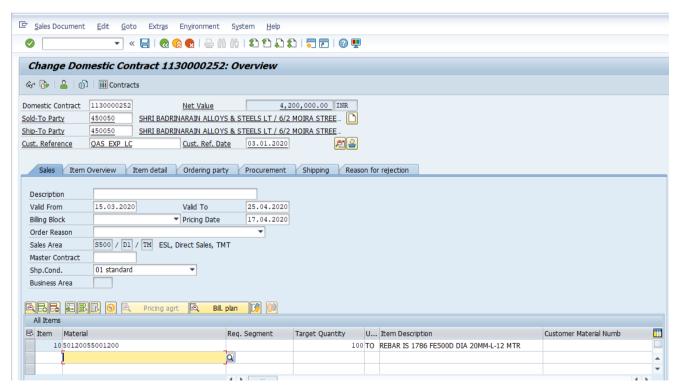
Terms and condition, notes and Remarks

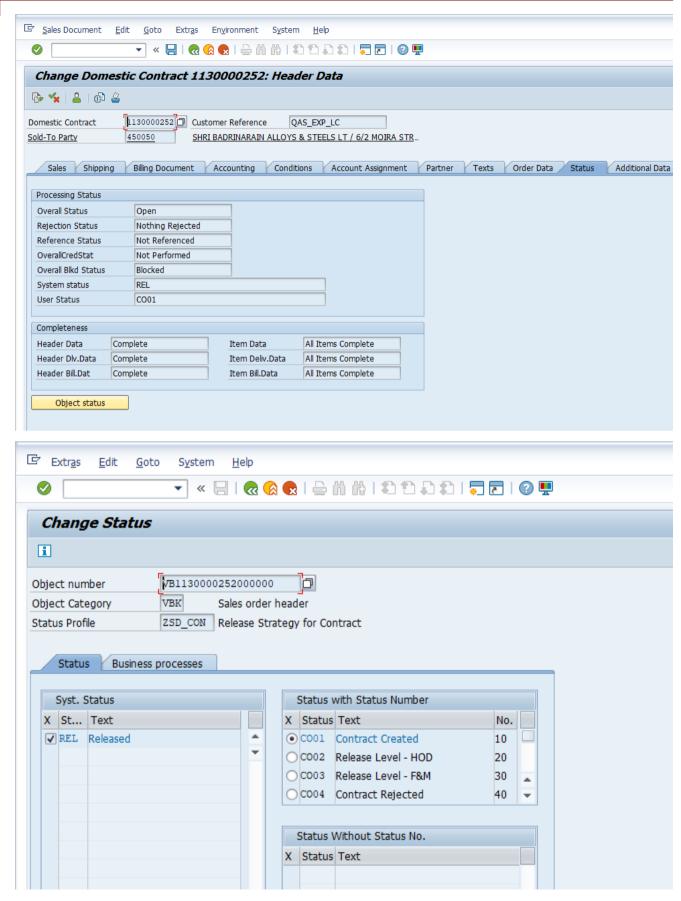


## 3.2. Release Contract

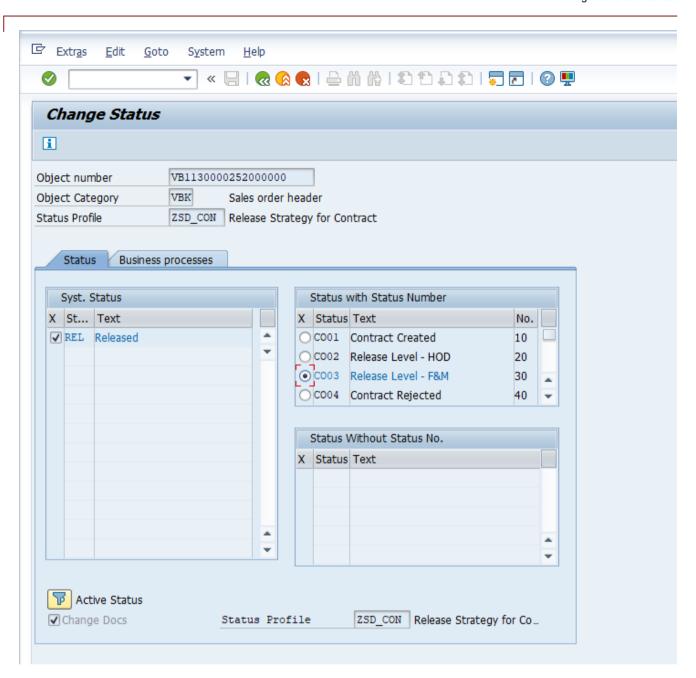


#### Enter

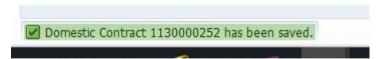




Change release level as per current authorization.



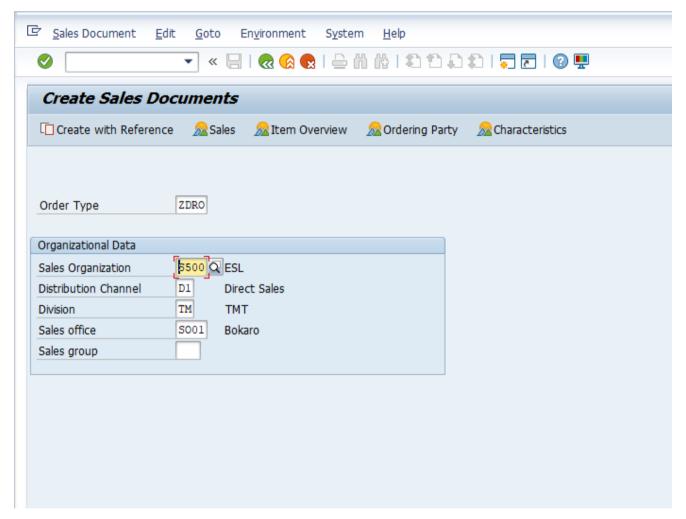
#### Save



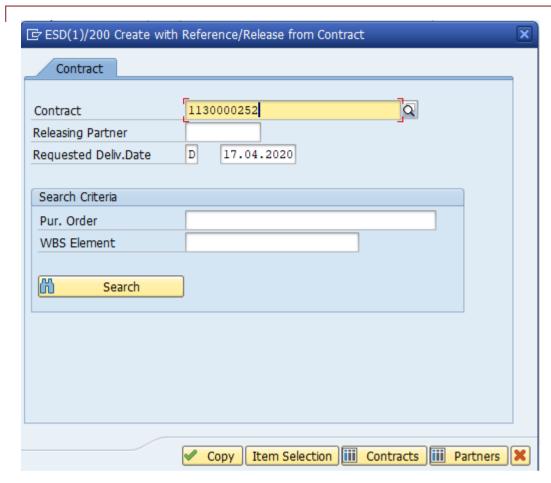
# 4. Creation of Sales Order

## 4.1. Creation

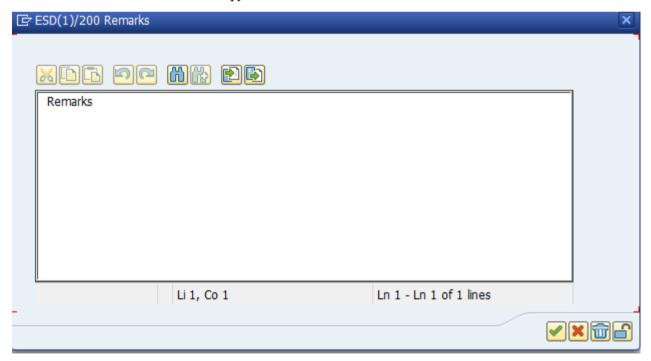
Tcode- VA01

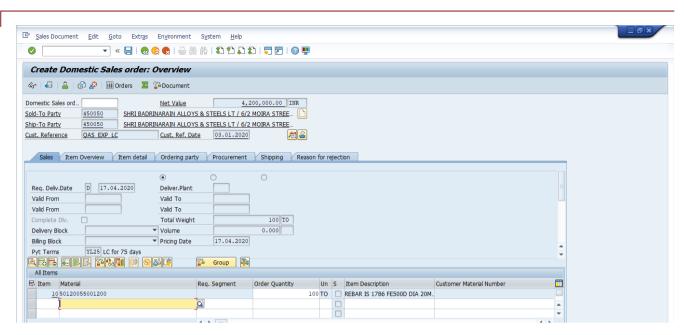


Enter

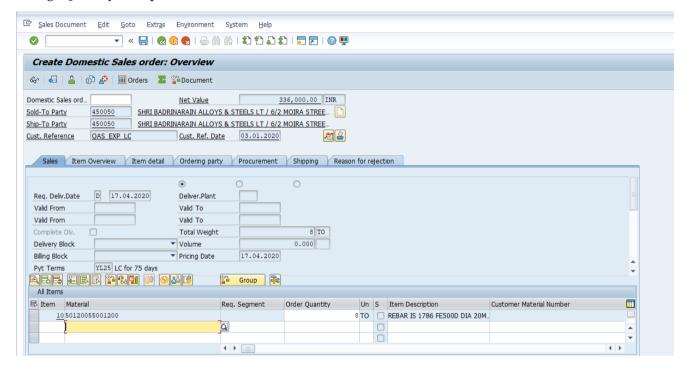


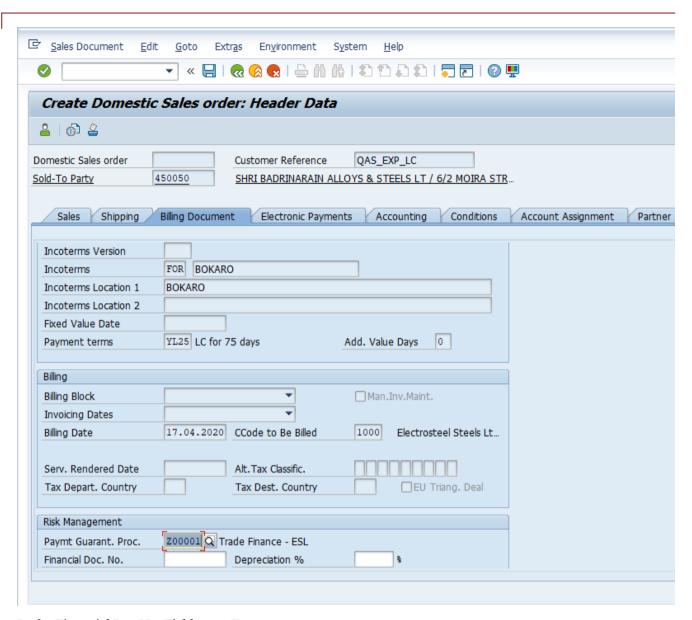
Enter Contract number and create copy



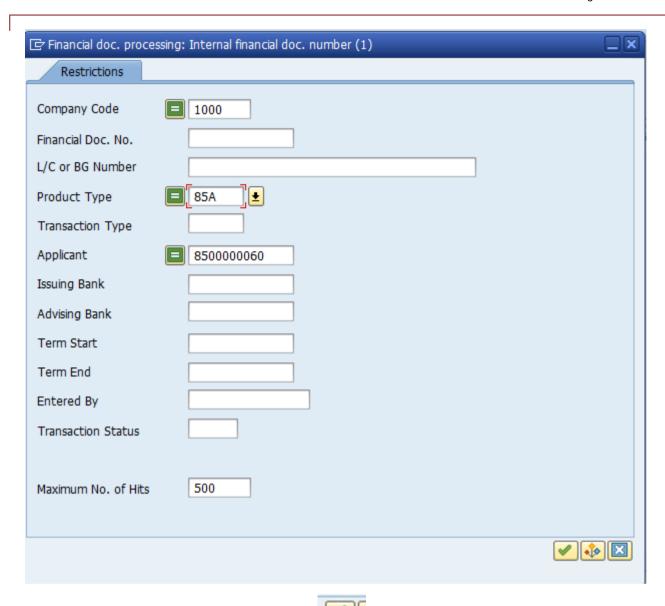


#### Change Quantity as required

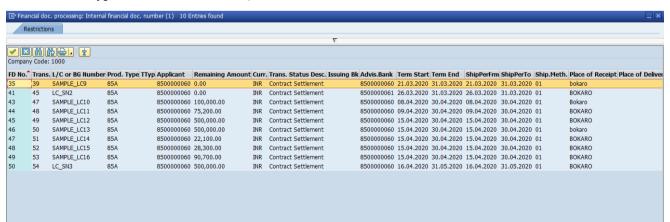




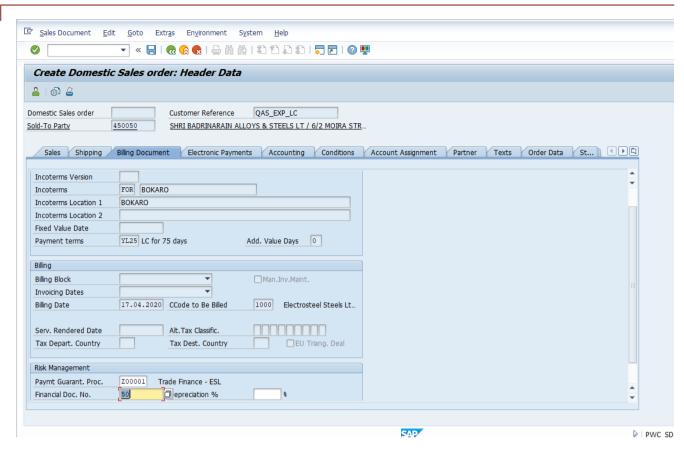
In the Financial Doc No. Field press F4



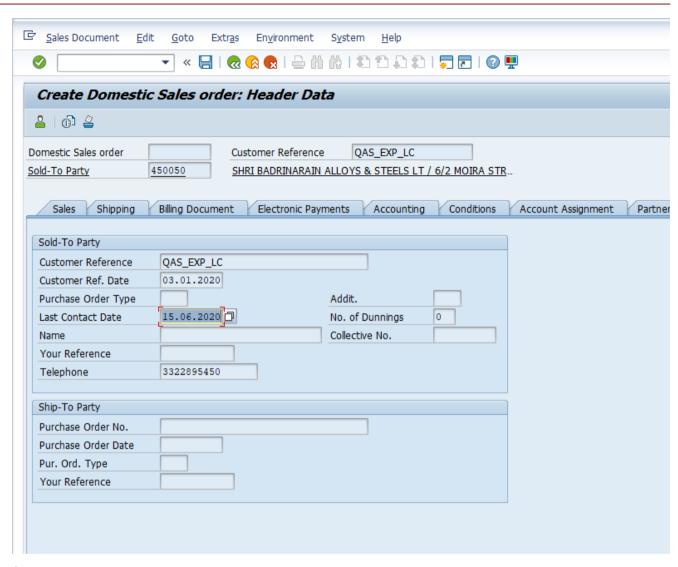
Enter Product type- For LC it would be 85A. click



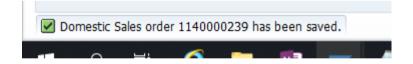
Select the LC



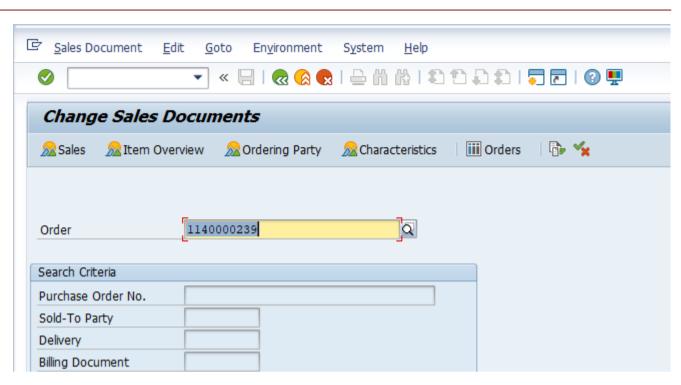
Goto Header-->Order data. Fill In Last contact Date

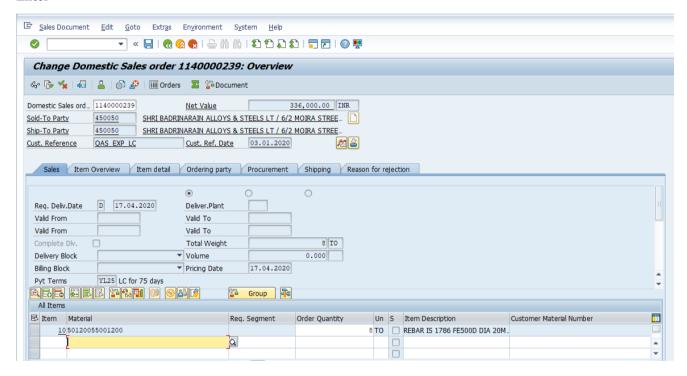


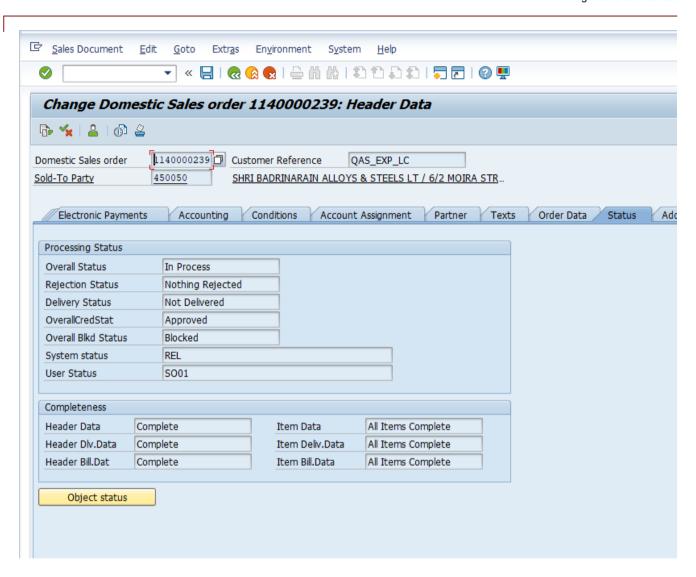
Save

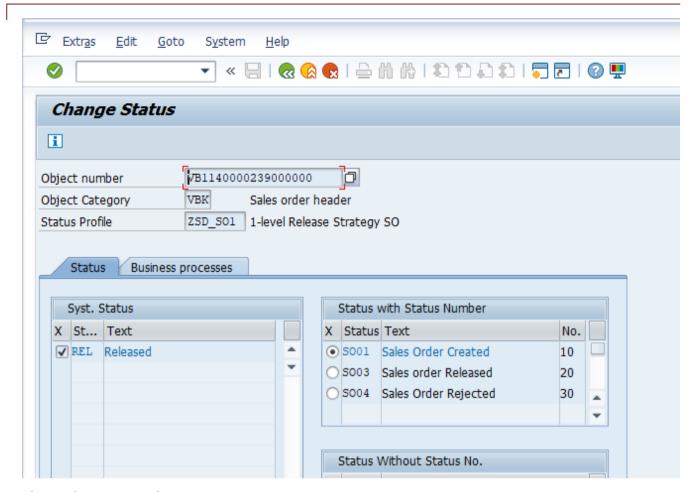


## 4.2. Release Sales Order

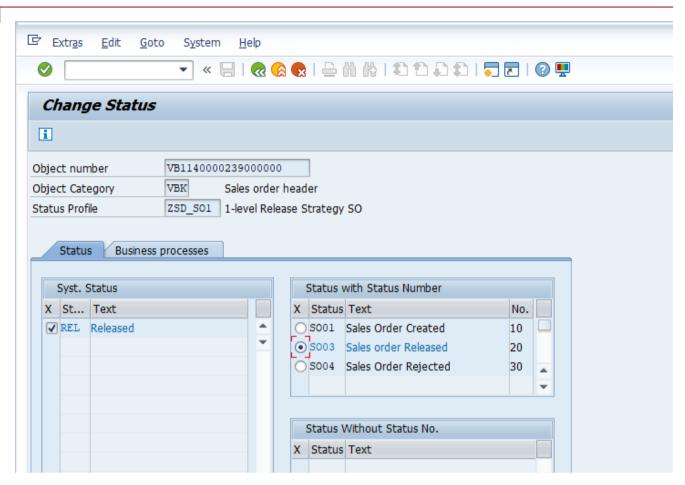








Change the status to release

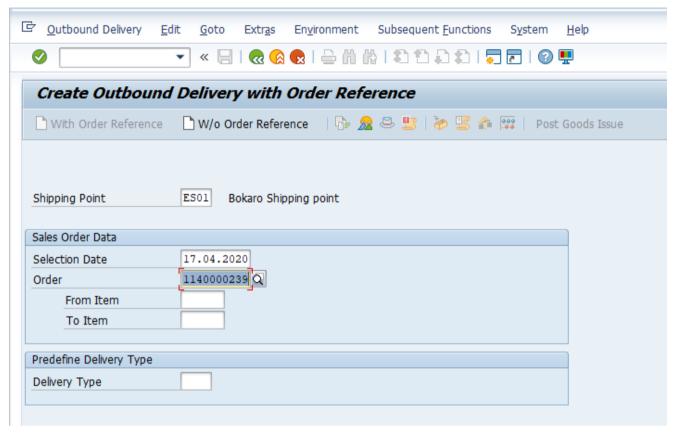


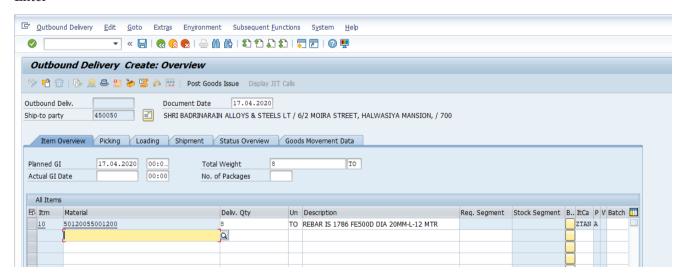
Save

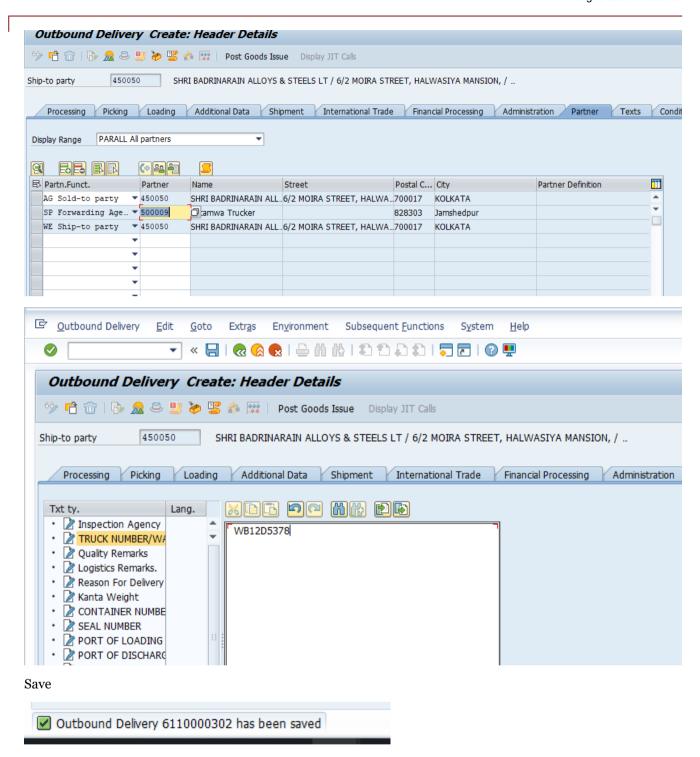


# 5. Create Delivery

### 5.1. Creation

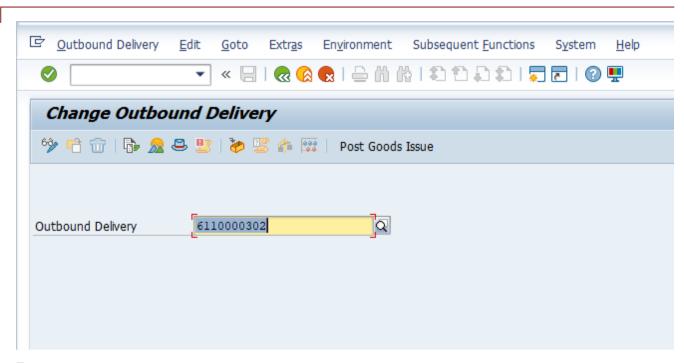


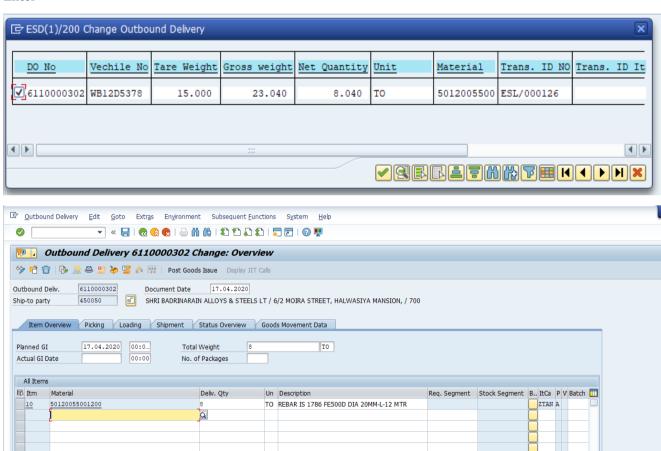




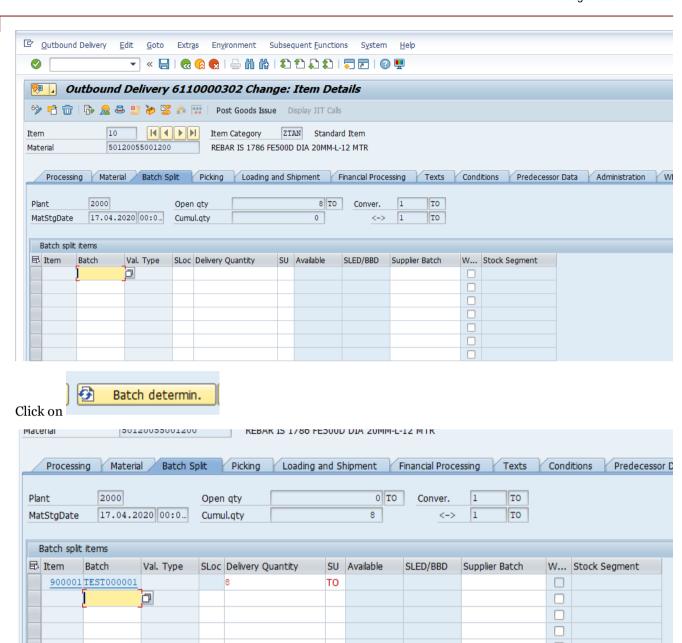
## 5.2. Picking and goods issue

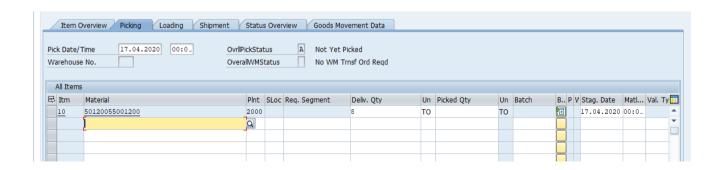
After scanning and weighment is done, goto Delivery

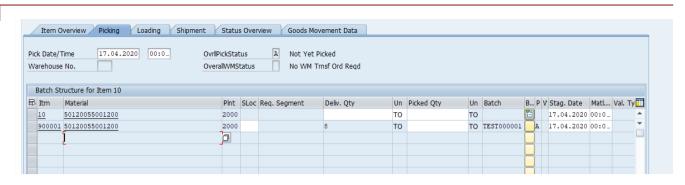




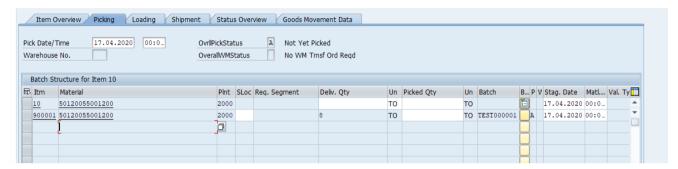
Goto Item-->Batch split







#### **Enter Picking quantity**



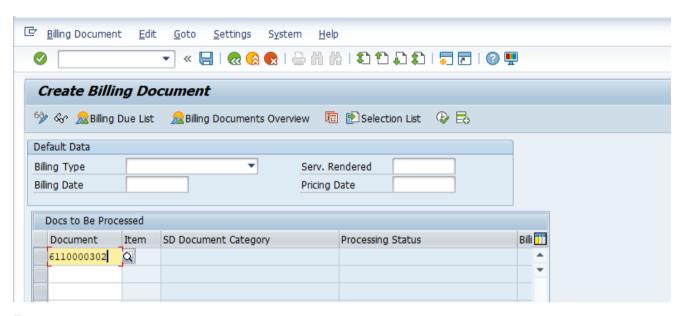


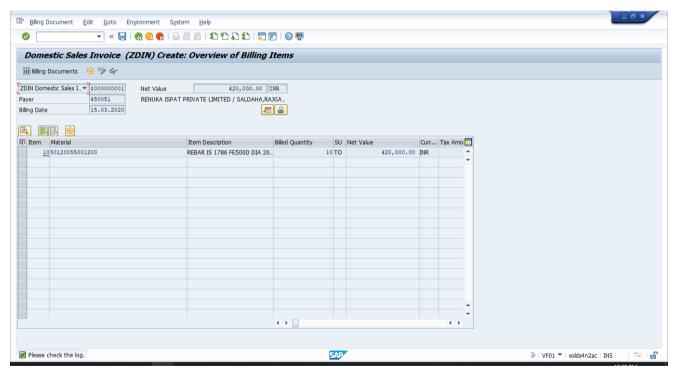
## 6. Create Invoice

### 6.1. Creation

### 6.1.1. Step 1

Tcode-VF01





☑ Document 9100000132 has been saved.

