

SAP S/4 Hana FICO Syllabus



Phrase: 1 Basic Accounting Knowledge & Explaining Work Process in Accounts

- ✚ What is Accounting?
- ✚ Accounting Cycle
- ✚ Financial Statement
- ✚ Double entry System
- ✚ Chart of accounts
- ✚ Branch of accounts
- ✚ Accounting Methods & Provisions
- ✚ 30 Accounts Groups
- ✚ Accounts Principles
- ✚ Golden Rule of Accounting
- ✚ Taxation - Goods & Service Tax – Basics Rules, GST Return, Types of GST, Normal Tax Payer Vs Composite Scheme, Exports & Imports.
- ✚ TDS Basic Rules.



Phrase: 2 Creation and configuration level Process

Basic Company Configuration

- ✚ Country
- ✚ Company code
- ✚ Group Company code
- ✚ Business area
- ✚ Fiscal Year Variant
- ✚ Chart of Accounts
- ✚ Profit & Loss account

Ledger Creation Configuration

- ✚ General Ledger Account Group
- ✚ Field Status variant
- ✚ Ledger creation

Vendor Master configuration

- ✚ Vendor Account Groups
- ✚ Create Range Maintenance to Vendor account groups
- ✚ Assign Vendor Account Groups to Number Range
- ✚ Insert region



Business Partner configuration for Vendor

- Define BP Roles.
- Create Number range and groupings for business partner.
- Master data synchronization-Define number assignment for direction BP to vendor.



Ledger Group Settings

- Assign the ledger for company code.
- Define accounting principles
- Assign accounting principles to target ledger groups.
- Define settings for ledgers and currency types to select the ledger.
- Select the company code settings for ledgers.
- Accounting principles for ledgers and company codes.

Customer Master configuration

- Customer Account Groups
- Range Maintenance - Customer
- Assign Customer Account Groups to Number Range
- Insert region

Business Partner configuration for Customer

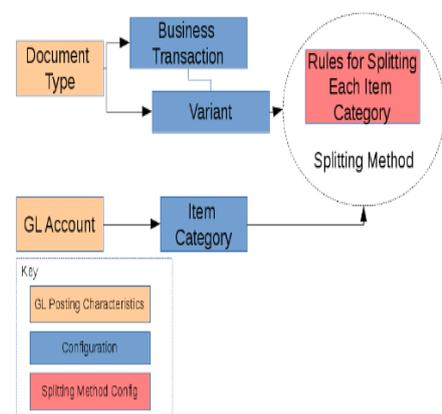
- Define BP Roles.
- Create Number range and groupings for business partner.
- Master data synchronization-Define number assignment for direction BP to Customer.

Posting Period configuration for Open & Close the period

- Create Posting period – Define Variants
- Assign Company Code to Posting Period Variants
- Create Posting Periods – Specify Time Intervals

Posting configuration

- Create Document Type
- Create Range Maintenance – Accounting Document
- Create Credit Control Area
- Tolerances for Groups of G/L Accounts in Local Currency to Company Code
- Create Customer/Vendor Tolerances to company code
- FI Tolerance groups for Users to Company code
- Activate Document splitting



Tax Configuration for Normal Posting

- Check calculation procedure
- Assign Country to Calculation Procedure

Transaction configuration

- Special GL Indicator.
- Screen Sequence Control

TDS Configuration

- ✚ Active Extended Withholding Tax
- ✚ Define Withholding Tax type for Invoice posting
- ✚ Define Withholding Tax Keys
- ✚ Define Withholding Tax Codes
- ✚ Check Recipient Types
- ✚ Assign withholding tax types to company code
- ✚ Maintain Countries
- ✚ Define formulas for Calculating Withholding Tax
- ✚ Change Vendor Master Record
- ✚ Define Accounts for withholding tax
- ✚ Set Min/Max amounts for withholding tax types & codes.



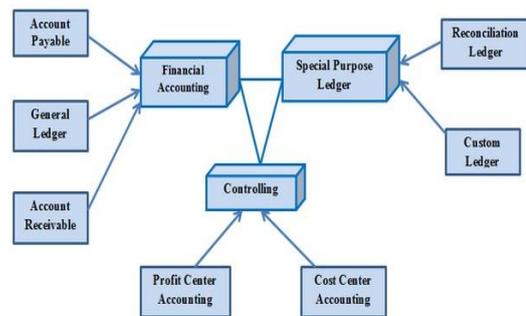
GST Configuration

- ✚ Calculation procedure
- ✚ Tax processing in accounting
- ✚ Define Tax code for Sales/Purchase
- ✚ GL account key to GL.



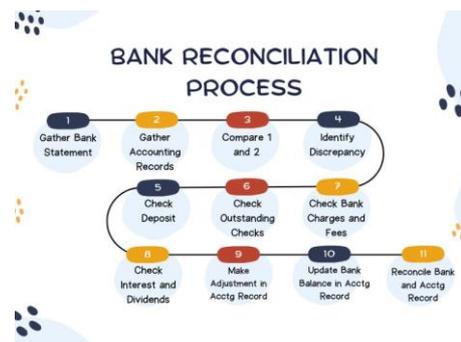
Cost Center Configuration

- ✚ Create Controlling area
- ✚ Set Controlling area
- ✚ Define ledger for CO version
- ✚ Assignment of company codes to controlling area.
- ✚ Activate profit center accounting in controlling area.
- ✚ Standard Hierarchy
- ✚ Define profit center standard hierarchy in controlling area.
- ✚ Cost Center category
- ✚ Profit center group,
- ✚ Maintain control area settings
- ✚ Create/change Profit Center
- ✚ Set control parameter for actual data (1KEF)
- ✚ Maintain version
- ✚ Maintain number range to local documents
- ✚ Create/change Cost Center
- ✚ Maintain automatic account assignment
- ✚ Choose accounts and Range maintenance.
- ✚ Define ledger for CO Version
- ✚ Activate Profit center Accounting in controlling area
- ✚ Define profit center standard hierarchy in controlling area
- ✚ Run Project for updating existing journal entries



BRS Configuration

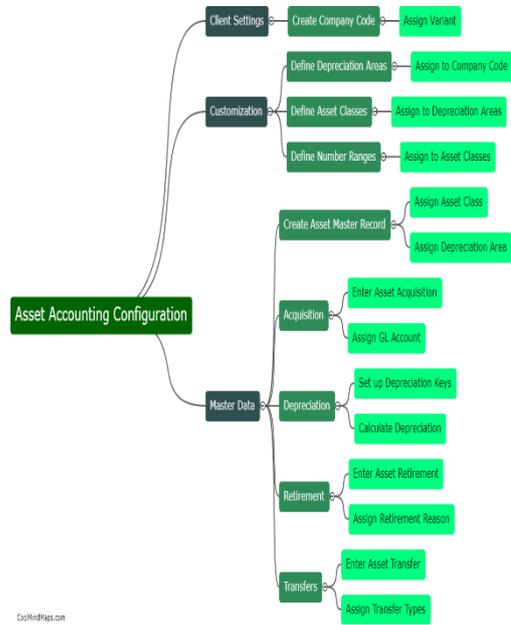
- ✚ Field checks for countries/regions
- ✚ Create a House bank
- ✚ Create Bank Account with SAP Fiori and assigned General ledger account
- ✚ Manual Bank Statement Transaction posting key and posting rule for manual bank statements
- ✚ Create Manual bank statements



- define Variants for Manual bank statement

Fixed Asset Configuration

- Create/Description Reference Chart of Depreciation
- Click copy/delete depreciation area
- Allocate company to non-taxable transaction
- Maintain company in Asset accounting
- Account Determination
- Screen layout rules
- Define number range
- Define Asset class
- Accounts for automatic posting
- Specify Intervals and posting rule
- Specify rounding net book value for depreciation
- Define Screen layout for asset master data.
- Define multi-level method
- Maintain depreciation key
- Depreciation Area
- Generate period control rules
- create asset
- Create sub asset
- Define & activate non-leading ledgers



Asset accounting configuration

- Periodic processing – Year-End closing.
- Balance Carry forward central FI.

Technical clearing account for asset posting

- Create a technical clearing ledger.
- Assign technical clearing account with chart of accounts.

Recurring Documents

- Create a document type
- Number range for accounting Document
- Maintain FI Configuration – Automatic Procedure

Multi-Currency Accounting

- Currency Translation Exchange Rate types
- Currency Translation Ratios
- Currency Exchange Rates

Automatic Posting Procedure

- Bank Charges automatic configuration posting.
- Discount Allowed automatic configuration posting.
- Discount Received automatic configuration posting.

Automatic payment program

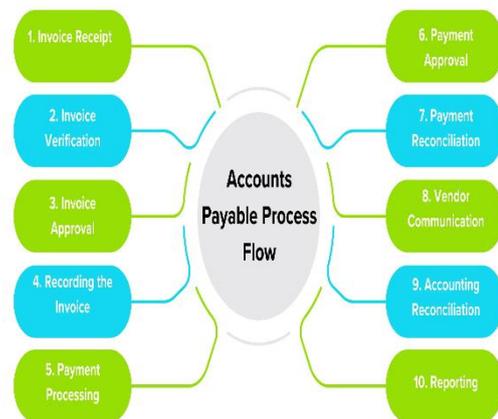
- All company codes
- Paying company codes
- Payment method in country
- Payment method in company code

- ✚ Bank determination – Ranking order, Bank Accounts, Available amounts, value date.
- ✚ Change Vendor Master.
- ✚ Cheque lot

Phrase 3: End-user level Process

Accounts payable

- ✚ Create Vendor master – Generally & FI Vendor.
- ✚ Posting Vendor Invoice (Purchase/Expenses)
- ✚ Display Multiple Document Posted
- ✚ Post/Delete Parked Document
- ✚ Display vendor balance
- ✚ Individual reversal
- ✚ Display/Change Line Items (Multiple vendor balance)
- ✚ Mass reversal
- ✚ Credit memo (Debit Note)
- ✚ Block/Unblock Vendor
- ✚ Vendor payment with Bank charges.
- ✚ Reset cleared items
- ✚ Vendor payment clear
- ✚ Down payment.
- ✚ Posting entry with Automatic Discount Received.



Accounts Receivable

- ✚ Create Customer Master Record
- ✚ Posting Customer Invoice with Cost centre & Profit centre Accounting.
- ✚ Credit memo (Credit Note)
- ✚ Customer Balance display
- ✚ Customer line-item display
- ✚ Incoming payments
- ✚ Customer clearing
- ✚ Customer Block/UnBlock
- ✚ Posting entry with Automatic Discount allowed.



Bank Reconciliation Statement

- ✚ GL Account line-item Balance
- ✚ Process Manual Accounts Statement
- ✚ Bank Statement Postprocessing

Fixed Asset

- ✚ Acquisition from purchase W. Vendor
- ✚ Depreciation run

- ✚ Asset Balance
- ✚ Enter Transfer posting for Asset
- ✚ GL Account line-item Balance
- ✚ Change Control of reconciliation account

General Ledger Accounting

- ✚ Enter G/L Account Document
- ✚ General Posting with Multiple currency accounting.
- ✚ Enter GL Acct document for ledger group

Recurring Documents

- ✚ Create Recurring Document
- ✚ Recurring document list
- ✚ Recurring document Execute
- ✚ GL Account line-item Balance

Automatic Payment program

- ✚ Vendor invoice
- ✚ Automatic payment transactions

Faculty Information

Name:	Prakash P
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