TERP10
SAP ERP Integration of Business Processes

COURSE OUTLINE
Course Version: 17
Course Duration: 10 Day(s)
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American English is the standard used in this handbook. The following typographic conventions are also used.

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## Course Overview

### Unit 1: Automation of Business Processes

1. Lesson: Explaining Interrelated Business Processes
2. Lesson: Using SAP Business Suite to Automate Business Processes

### Unit 2: SAP ERP Basics and Navigation

3. Lesson: Performing Navigation Within the SAP ERP System
4. Lesson: Personalizing the SAP Graphical User Interface (GUI)
5. Lesson: Outlining the Concepts Applied Across SAP ERP Applications
7. Lesson: Outlining New SAP Functionality

### Unit 3: Financial Accounting (FI) Basics

5. Lesson: Describing SAP FI Tasks
6. Lesson: Defining the Organization Levels in SAP FI and SAP Management Accounting (CO)
7. Lesson: Defining General Ledger (GL) Master Data
8. Lesson: Posting a GL Account Document

### Unit 4: SAP Management Accounting (CO) Basics

7. Lesson: Describing the functions of CO
8. Lesson: Defining Organizational Levels in CO
9. Lesson: Completing Postings in CO

### Unit 5: Purchase-to-Pay Processing in SAP ERP

9. Lesson: Describing the Purchase-to-Pay Business Process
10. Lesson: Identifying Organizational Levels that Support the Purchase-to-Pay Business Process
11. Lesson: Defining the master data used by the procure-to-pay business process
12. Lesson: Creating a Vendor-Specific Master Record
13. Lesson: Creating Purchase Requisitions
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15. Lesson: Posting a Goods Receipt for a Purchase Order
16. Lesson: Processing Vendor Invoices
17. Lesson: Processing the Automatic Payment Run
18. Lesson: Identifying Purchase-to-Pay Integration Points
### Unit 6: Plan-to-Produce Processing in SAP ERP

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TARGET AUDIENCE
This course is intended for the following audiences:

- Application Consultant
- Project Stakeholder
- Super / Key / Power User
- Project Manager
Lesson 1: Explaining Interrelated Business Processes

Lesson Objectives
After completing this lesson, you will be able to:

- Identify the primary business processes of an organization
- Outline the interrelationships between the primary business processes of an organization

Lesson 2: Using SAP Business Suite to Automate Business Processes

Lesson Objectives
After completing this lesson, you will be able to:

- Explain the automation of business processes
- Identify the integration of SAP ERP within SAP Business Suite
Lesson 1: Performing Navigation Within the SAP ERP System

Lesson Objectives
After completing this lesson, you will be able to:

- Perform navigation in SAP ERP

Lesson 2: Personalizing the SAP Graphical User Interface (GUI)

Lesson Objectives
After completing this lesson, you will be able to:

- Personalize the SAP GUI

Lesson 3: Outlining the Concepts Applied Across SAP ERP Applications

Lesson Objectives
After completing this lesson, you will be able to:

- Identify the system-wide concepts applied to all SAP ERP applications for business processes
- Set up an organization within SAP organizational levels
- Identify the master data records that support business processes
- Explain the transactions used in SAP ERP
- Identify reporting solutions

Lesson 4: Explaining SAP Business Warehouse (BW) Concepts

Lesson Objectives
After completing this lesson, you will be able to:

- Explain the basic concepts and architecture of SAP BW

Lesson 5: Outlining New SAP Functionality

Lesson Objectives
After completing this lesson, you will be able to:
- Outline the usage and functionality of SAP HANA
- Outline the usage and functionality of Cloud for Customer
- Describe the various aspects of SAP User Experience
Lesson 1: Describing SAP FI Tasks

Lesson Objectives
After completing this lesson, you will be able to:

- Describe SAP FI tasks

Lesson 2: Defining the Organization Levels in SAP FI and SAP Management Accounting (CO)

Lesson Objectives
After completing this lesson, you will be able to:

- Explain the organizational levels used in SAP FI

Lesson 3: Defining General Ledger (GL) Master Data

Lesson Objectives
After completing this lesson, you will be able to:

- Display a chart of accounts to create a GL master record
- Describe the special role of reconciliation accounts

Lesson 4: Posting a GL Account Document

Lesson Objectives
After completing this lesson, you will be able to:

- Perform GL postings
- Process an account balance query
Lesson 1: Describing the functions of CO

Lesson Objectives
After completing this lesson, you will be able to:

- List the functions of CO

Lesson 2: Defining Organizational Levels in CO

Lesson Objectives
After completing this lesson, you will be able to:

- Identify the organizational levels that are relevant to CO

Lesson 3: Completing Postings in CO

Lesson Objectives
After completing this lesson, you will be able to:

- Explain the posting logic between FI and CO
- Post an expense to a cost center
Lesson 1: Describing the Purchase-to-Pay Business Process

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the purchase-to-pay business process

Lesson 2: Identifying Organizational Levels that Support the Purchase-to-Pay Business Process

Lesson Objectives
After completing this lesson, you will be able to:

- Identify the organizational levels that support the purchase-to-pay business process

Lesson 3: Defining the master data used by the procure-to-pay business process

Lesson Objectives
After completing this lesson, you will be able to:

- Create a material master record

Lesson 4: Creating a Vendor-Specific Master Record

Lesson Objectives
After completing this lesson, you will be able to:

- Create a vendor master record
- List other vendor-specific master data

Lesson 5: Creating Purchase Requisitions

Lesson Objectives
After completing this lesson, you will be able to:

- Create a purchase requisition for stock and consumable materials
Lesson 6: Creating a Purchase Order

Lesson Objectives
After completing this lesson, you will be able to:

- Create a purchase order by referencing a purchase requisition
- Integrate Ariba functionality with procurement in SAP ERP

Lesson 7: Posting a Goods Receipt for a Purchase Order

Lesson Objectives
After completing this lesson, you will be able to:

- Post a goods receipt for a purchase order

Lesson 8: Processing Vendor Invoices

Lesson Objectives
After completing this lesson, you will be able to:

- Enter a vendor invoice

Lesson 9: Processing the Automatic Payment Run

Lesson Objectives
After completing this lesson, you will be able to:

- Process the automatic payment run

Lesson 10: Identifying Purchase-to-Pay Integration Points

Lesson Objectives
After completing this lesson, you will be able to:

- Explain the integration points of purchase-to-pay
Lesson 1: Describing the Plan-to- Produce Business Process

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the plan-to-produce business process

Lesson 2: Identifying Organizational Levels which Support the Plan-to- Produce Business Process

Lesson Objectives
After completing this lesson, you will be able to:

- Identify the organizational levels that support the plan-to-produce business process

Lesson 3: Defining Products and Bill of Material Documents

Lesson Objectives
After completing this lesson, you will be able to:

- Display a material master
- Display a bill of material

Lesson 4: Defining Production Processes

Lesson Objectives
After completing this lesson, you will be able to:

- Add components to a routing operation
- Display a work center

Lesson 5: Explaining the Integration Between CO and Production Planning

Lesson Objectives
After completing this lesson, you will be able to:
Lesson 6: Creating a Product Cost Estimate
Lesson Objectives
After completing this lesson, you will be able to:
• Create a product cost estimate

Lesson 7: Planning Product Demand
Lesson Objectives
After completing this lesson, you will be able to:
• Display planned independent requirements in demand management

Lesson 8: Defining the Material Requirements Planning (MRP) Process
Lesson Objectives
After completing this lesson, you will be able to:
• Explain the MRP process

Lesson 9: Processing MRP
Lesson Objectives
After completing this lesson, you will be able to:
• Process MRP

Lesson 10: Describing the Manufacturing Business Process
Lesson Objectives
After completing this lesson, you will be able to:
• Describe the steps involved in processing production orders

Lesson 11: Creating and Releasing a Production Order
Lesson Objectives
After completing this lesson, you will be able to:
• Convert a planned order to a production order
• Explain production order release
Lesson 12: Performing a Material Withdrawal for a Production Order

Lesson Objectives
After completing this lesson, you will be able to:
• Perform a material withdrawal for a production order

Lesson 13: Performing an Order Confirmation and Entering a Goods Receipt

Lesson Objectives
After completing this lesson, you will be able to:
• Perform an order confirmation and enter a goods receipt

Lesson 14: Entering Stock Transfers and Transfer Postings

Lesson Objectives
After completing this lesson, you will be able to:
• Enter a transfer posting
• Create a stock transfer order

Lesson 15: Performing Period-End Activities for Production Orders

Lesson Objectives
After completing this lesson, you will be able to:
• Perform period-end activities for production orders

Lesson 16: Listing the Integration Points of the Plan-to-Produce Process

Lesson Objectives
After completing this lesson, you will be able to:
• List the integration points of the plan-to-produce business process
Lesson 1: Describing the Order-to-Cash Business Process
Lesson Objectives
After completing this lesson, you will be able to:

- Describe the steps in the order-to-cash business process

Lesson 2: Identifying the Organizational Levels That Support the Order-to-Cash Business Process
Lesson Objectives
After completing this lesson, you will be able to:

- List the organizational levels required for the order-to-cash business process
- Explain the relationships between the organizational levels used for the order-to-cash business process

Lesson 3: Creating a Customer Master Record
Lesson Objectives
After completing this lesson, you will be able to:

- Create a customer master record
- Explain the purpose of a customer-material info record

Lesson 4: Using Material Master Records
Lesson Objectives
After completing this lesson, you will be able to:

- Explain the material master views relevant to the order-to-cash business process

Lesson 5: Creating a Customer Material Condition Record
Lesson Objectives
After completing this lesson, you will be able to:

- Create a customer material condition record
Lesson 6: Creating Sales Orders
Lesson Objectives
After completing this lesson, you will be able to:

- Explain sales order processing
- Create a sales order

Lesson 7: Delivering Sales Orders
Lesson Objectives
After completing this lesson, you will be able to:

- Create a delivery document
- Explain the picking and packing process
- Post a goods issue

Lesson 8: Creating Customer Invoices
Lesson Objectives
After completing this lesson, you will be able to:

- Create customer invoices

Lesson 9: Receiving Customer Payment
Lesson Objectives
After completing this lesson, you will be able to:

- Enter a customer payment

Lesson 10: Using Profit Center Accounting
Lesson Objectives
After completing this lesson, you will be able to:

- Use Profit Center Accounting

Lesson 11: Analyzing the Profitability of External Market Segments
Lesson Objectives
After completing this lesson, you will be able to:

- Analyze the profitability of external market segments

Lesson 12: Defining Order-to-Cash Integration Points
Lesson Objectives
After completing this lesson, you will be able to:

- Define the order-to-cash integration points
Lesson 1: Describing the Process Between Internal Orders, Fixed Assets, and EAM

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the relationship among internal orders, fixed assets, and EAM

Lesson 2: Creating a Fixed Asset Master Record

Lesson Objectives
After completing this lesson, you will be able to:

- Create a fixed asset master record

Lesson 3: Monitoring Costs Using Internal Orders

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the functionality of internal orders

Lesson 4: Processing a Commitment for an Internal Order

Lesson Objectives
After completing this lesson, you will be able to:

- Process a commitment for an internal order

Lesson 5: Settling Internal Orders

Lesson Objectives
After completing this lesson, you will be able to:

- Perform an order settlement
- Analyze order settlement results
Lesson 6: Performing Period End Activities for Fixed Assets

Lesson Objectives
After completing this lesson, you will be able to:

- Process a depreciation run
- List the various fixed asset analytics

Lesson 7: Defining the Organizational Levels used in EAM

Lesson Objectives
After completing this lesson, you will be able to:

- Define the organizational levels used in EAM

Lesson 8: Defining the Technical Objects used in EAM

Lesson Objectives
After completing this lesson, you will be able to:

- Explain how functional locations are used in EAM
- Define equipment master records
- Describe the role of bills of material in SAP Enterprise Asset Management (EAM)

Lesson 9: Integrating EAM and Fixed Asset Accounting

Lesson Objectives
After completing this lesson, you will be able to:

- Examine the connection between asset master records and equipment master records

Lesson 10: Creating Maintenance Notifications

Lesson Objectives
After completing this lesson, you will be able to:

- Create a maintenance notification

Lesson 11: Creating Maintenance Orders

Lesson Objectives
After completing this lesson, you will be able to:

- Create a maintenance order

Lesson 12: Performing Maintenance Activities
Lesson Objectives
After completing this lesson, you will be able to:

● Explain the material process flow for maintenance orders
● Enter a confirmation for a maintenance order

Lesson 13: Completing a Maintenance Order
Lesson Objectives
After completing this lesson, you will be able to:

● Complete a maintenance order
● Display an order's document flow and action log
● Perform costs analyses for maintenance orders
● Outline maintenance order settlement
Lesson 1: Creating Projects with Work Breakdown Structure (WBS) Elements

Lesson Objectives
After completing this lesson, you will be able to:

- Explain the purpose of WBS
- Assign a network to a project

Lesson 2: Planning Dates and Resources for a Project

Lesson Objectives
After completing this lesson, you will be able to:

- Use the project planning board
- Plan dates for WBS elements

Lesson 3: Assigning Materials and Resources to a Project

Lesson Objectives
After completing this lesson, you will be able to:

- Assign materials to a project
- Assign a resource to an activity

Lesson 4: Planning Project Costs and Revenues

Lesson Objectives
After completing this lesson, you will be able to:

- Plan project costs and revenues
- Assign a budget to a project

Lesson 5: Recording the Progress of a Project

Lesson Objectives
After completing this lesson, you will be able to:
Lesson 6: Posting a Material Transaction to a Project

Lesson Objectives
After completing this lesson, you will be able to:

- Create Materials Management transactions that post costs to a project
- Create Financial Accounting and Management Accounting transactions that record actual costs to a project

Lesson 7: Performing Period End Closing Activities for a Project

Lesson Objectives
After completing this lesson, you will be able to:

- Perform period-end closing activities for a project

Lesson 8: Identifying the Integration Points of a Project System

Lesson Objectives
After completing this lesson, you will be able to:

- Identify the integration points of a project system
Lesson 1: Explaining HCM Processes
Lesson Objectives
After completing this lesson, you will be able to:

- Explain HCM processes
- Describe HCM in the cloud

Lesson 2: Defining HCM Structures
Lesson Objectives
After completing this lesson, you will be able to:

- Define an enterprise structure
- Define a personnel structure
- Define an organizational structure

Lesson 3: Explaining the Employee Hiring Process
Lesson Objectives
After completing this lesson, you will be able to:

- Explain the employee hiring process

Lesson 4: Managing Employee Records
Lesson Objectives
After completing this lesson, you will be able to:

- Describe the structure of an employee master record
- List the methods to maintain employee master records
- Outline the functionality available with HR Renewal

Lesson 5: Describing Qualifications and Requirements
Lesson Objectives
After completing this lesson, you will be able to:

- Describe qualifications and requirements

Lesson 6: Outlining Training and Event Management

Lesson Objectives
After completing this lesson, you will be able to:

- List the procedures to define training events
- Perform training event enrollment

Lesson 7: Describing HCM Support Processes

Lesson Objectives
After completing this lesson, you will be able to:

- Explain compensation and benefits
- Describe the payroll process
- Discuss employee performance management

Lesson 8: Identifying the Activities in a Self-Service Interface

Lesson Objectives
After completing this lesson, you will be able to:

- List the activities that can be performed using employee self-service
- List the activities that can be performed using manager self-services