

# S4500

## **Business Processes in SAP S/4HANA Sourcing & Procurement**

### **COURSE OUTLINE**

Course Version: 06

Course Duration: 4 Day(s)



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# Typographic Conventions

American English is the standard used in this handbook.

The following typographic conventions are also used.

This information is displayed in the instructor's presentation	
Demonstration	
Procedure	
Warning or Caution	
Hint	
Related or Additional Information	
Facilitated Discussion	
User interface control	<i>Example text</i>
Window title	<i>Example text</i>

# Contents

vii **Course Overview**

**1 Unit 1: Key Features of SAP Fiori and SAP GUI**

- 1 Lesson: Identify the SAP Fiori User Experience
- 1 Lesson: SAP GUI

**3 Unit 2: Processes and Enterprise Structure in Procurement**

- 3 Lesson: Delineating Procurement Processes
- 3 Lesson: Identifying the Organizational Units in Procurement

**5 Unit 3: Plain Procurement Process**

- 5 Lesson: Creating a Purchase Order
- 5 Lesson: Posting a Goods Receipt
- 5 Lesson: Entering an Invoice

**7 Unit 4: Master Data in Procurement**

- 7 Lesson: Maintaining Business Partner Master Data
- 7 Lesson: Maintaining Material Master Data
- 7 Lesson: Maintaining Purchasing Information Record
- 7 Lesson: Analyzing Material Valuation

**9 Unit 5: Stock Material compared with Consumable Material**

- 9 Lesson: Comparing Procurement Process for Stock and Consumption
- 9 Lesson: Creating Purchase Requisition
- 9 Lesson: Creating Purchase Order with Reference to Purchase Requisition
- 9 Lesson: Entering Valuated and Non-Valuated Goods Receipts

**11 Unit 6: Self-Service Requisition**

- 11 Lesson: Performing a Self Service Processes
- 11 Lesson: Confirming Goods Receipt

**13 Unit 7: Advanced Transactions in Procurement**

- 13 Lesson: Maintaining Purchasing Contract
- 13 Lesson: Creating Purchase Requisition with Source Determination
- 13 Lesson: Using Advanced Transaction for Purchase Order Creation
- 13 Lesson: Using Advanced Transaction for Goods Receipt
- 13 Lesson: Using Advanced Transaction for Invoice Verification

**15**      **Unit 8:      Reporting and Analytics**

15      Lesson: Using Analytical Apps

15      Lesson: Using the Procurement Overview Page

# Course Overview

**TARGET AUDIENCE**

This course is intended for the following audiences:





## Lesson 1: Identify the SAP Fiori User Experience

### Lesson Objectives

After completing this lesson, you will be able to:

- Identify key features of SAP Fiori

## Lesson 2: SAP GUI

### Lesson Objectives

After completing this lesson, you will be able to:

- Understand and use the SAP GUI



## Lesson 1: Delinating Procurement Processes

### Lesson Objectives

After completing this lesson, you will be able to:

- Explain a whole procurement cycle
- Describe some special procurement processes

## Lesson 2: Identifying the Organizational Units in Procurement

### Lesson Objectives

After completing this lesson, you will be able to:

- Explain the enterprise structure relevant for procurement processes



## Lesson 1: Creating a Purchase Order

### Lesson Objectives

After completing this lesson, you will be able to:

- Create purchase order

## Lesson 2: Posting a Goods Receipt

### Lesson Objectives

After completing this lesson, you will be able to:

- Post a goods receipt for purchase order

## Lesson 3: Entering an Invoice

### Lesson Objectives

After completing this lesson, you will be able to:

- Execute an invoice verification



## Lesson 1: Maintaining Business Partner Master Data

### Lesson Objectives

After completing this lesson, you will be able to:

- Describe the Concept of the Business Partner
- Maintain Supplier Master Record

## Lesson 2: Maintaining Material Master Data

### Lesson Objectives

After completing this lesson, you will be able to:

- Structure of the Material Master
- Maintain Material Master Record
- Material Valuation Data

## Lesson 3: Maintaining Purchasing Information Record

### Lesson Objectives

After completing this lesson, you will be able to:

- Maintain Purchasing Information Record
- Determin Conditions in Purchasing

## Lesson 4: Analyzing Material Valuation

### Lesson Objectives

After completing this lesson, you will be able to:

- Understand the FI Postings for a Goods Receipt for PO





## Lesson 1: Comparing Procurement Process for Stock and Consumption

### Lesson Objectives

After completing this lesson, you will be able to:

- Describe the differences between procurement of stock material and consumable material

## Lesson 2: Creating Purchase Requisition

### Lesson Objectives

After completing this lesson, you will be able to:

- Create Purchase Requisition

## Lesson 3: Creating Purchase Order with Reference to Purchase Requisition

### Lesson Objectives

After completing this lesson, you will be able to:

- Assign Source of Supply and Create Purchase Order

## Lesson 4: Entering Valuated and Non-Valuated Goods Receipts

### Lesson Objectives

After completing this lesson, you will be able to:

- Enter Goods Receipt and Analyse the Results
- Enter Non-Valuated GR and analyze the Results



## Lesson 1: Performing a Self Service Processes

### Lesson Objectives

After completing this lesson, you will be able to:

- Use the Employee Self Service to Request Material

## Lesson 2: Confirming Goods Receipt

### Lesson Objectives

After completing this lesson, you will be able to:

- Confirm Receipt of Requested Material



## Lesson 1: Maintaining Purchasing Contract

### Lesson Objectives

After completing this lesson, you will be able to:

- Explain the Item Categories in Purchasing Document Items
- Create a Purchase Contract

## Lesson 2: Creating Purchase Requisition with Source Determination

### Lesson Objectives

After completing this lesson, you will be able to:

- Maintain Source List for Automatic Source Determination
- Create a Purchase Requisition with Advanced Transaction

## Lesson 3: Using Advanced Transaction for Purchase Order Creation

### Lesson Objectives

After completing this lesson, you will be able to:

- Create a PO with Reference to Purchase Requisition using the Advanced Transaction
- Create a Purchase Order automatically with Advanced Transaction ME59N

## Lesson 4: Using Advanced Transaction for Goods Receipt

### Lesson Objectives

After completing this lesson, you will be able to:

- Post Goods Receipt with Transaction for Goods Movements

## Lesson 5: Using Advanced Transaction for Invoice Verification

### Lesson Objectives

After completing this lesson, you will be able to:

- Enter an Invoice with Advanced Transaction



## Lesson 1: Using Analytical Apps

### Lesson Objectives

After completing this lesson, you will be able to:

- Use Analytical Apps

## Lesson 2: Using the Procurement Overview Page

### Lesson Objectives

After completing this lesson, you will be able to:

- Use Procurement Overview Page