

S4520

Purchasing in SAP S/4HANA

COURSE OUTLINE

Course Version: 26

Course Duration:

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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

Example text

Window title

Example text

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Course Overview

TARGET AUDIENCE

This course is intended for the following audiences:

- Project Manager
- Application Consultant
- End User
- Super / Key / Power User

Lesson 1: Creating Material Master Records for Purchasing

Lesson Objectives

After completing this lesson, you will be able to:

- Maintain purchasing data in the material master record

Lesson 2: Creating Business Partners

Lesson Objectives

After completing this lesson, you will be able to:

- Maintain purchasing data for business partners

Lesson 3: Using Partner Functions in Purchasing

Lesson Objectives

After completing this lesson, you will be able to:

- Use partner roles in purchasing

Lesson 1: Analyzing Price Determination Basics

Lesson Objectives

After completing this lesson, you will be able to:

- Use conditions and calculation schemas

Lesson 2: Working with Purchasing Info Records

Lesson Objectives

After completing this lesson, you will be able to:

- Manage purchasing info records

Lesson 3: Creating Special Info Records

Lesson Objectives

After completing this lesson, you will be able to:

- Create special types of info records

Lesson 4: Adjusting Prices Collectively in Info Records

Lesson Objectives

After completing this lesson, you will be able to:

- Carry out price changes

Lesson 5: Working with Contracts

Lesson Objectives

After completing this lesson, you will be able to:

- Manage contracts
- Get to know analytics for contracts

Lesson 6: Creating Contracts for Material Groups

Lesson Objectives

After completing this lesson, you will be able to:

- Create contracts for material groups

Lesson 7: Working with Scheduling Agreements

Lesson Objectives

After completing this lesson, you will be able to:

- Manage scheduling agreements

Lesson 8: Creating Scheduling Agreements Without Release Documentation

Lesson Objectives

After completing this lesson, you will be able to:

- Create scheduling agreements without release documentation

Lesson 9: Creating Scheduling Agreements with Release Documentation

Lesson Objectives

After completing this lesson, you will be able to:

- Create scheduling agreements with release documentation

Lesson 1: Controlling Source Determination with Source Lists

Lesson Objectives

After completing this lesson, you will be able to:

- Understand and manage source lists

Lesson 2: Maintaining Source Lists

Lesson Objectives

After completing this lesson, you will be able to:

- Maintain source lists

Lesson 3: Controlling Source Determination with Quota Arrangements

Lesson Objectives

After completing this lesson, you will be able to:

- Create and maintain quota arrangements

Lesson 4: Executing the Planning Run with Quota Arrangements

Lesson Objectives

After completing this lesson, you will be able to:

- Use quota arrangements for source determination in the planning run

Lesson 5: Identifying Additional Aspects of Source Determination

Lesson Objectives

After completing this lesson, you will be able to:

- Identify priorities in source determination

Lesson 6: Blocking Sources of Supply

Lesson Objectives

After completing this lesson, you will be able to:

- Block sources of supply

Lesson 7: Using Catalogs in Sourcing

Lesson Objectives

After completing this lesson, you will be able to:

- Use catalogs in purchasing

Lesson 1: Processing Unassigned Purchase Requisitions

Lesson Objectives

After completing this lesson, you will be able to:

- Assign and process purchase requisitions

Lesson 2: Processing Assigned Purchase Requisitions

Lesson Objectives

After completing this lesson, you will be able to:

- Process assigned purchase requisitions

Lesson 3: Monitoring Purchase Orders

Lesson Objectives

After completing this lesson, you will be able to:

- Monitor order confirmations and deliveries

Lesson 4: Deploying Situation Handling

Lesson Objectives

After completing this lesson, you will be able to:

- Introduce Situation Handling
- Understand the key concepts and features in Situation Handling

Lesson 1: Releasing Purchase Requisitions

Lesson Objectives

After completing this lesson, you will be able to:

- Release blocked purchase requisitions

Lesson 2: Releasing Purchasing Documents

Lesson Objectives

After completing this lesson, you will be able to:

- Release blocked purchase orders

Lesson 3: Configuring Release Procedures in Customizing

Lesson Objectives

After completing this lesson, you will be able to:

- Check Customizing settings for release procedures
- Create release procedures for purchase requisitions

Lesson 4: Setting Up Flexible Workflows in Purchasing

Lesson Objectives

After completing this lesson, you will be able to:

- Set up flexible workflows in purchasing

Lesson 1: Using Invoicing Plans

Lesson Objectives

After completing this lesson, you will be able to:

- Identify differences between periodic and partial invoice plans

Lesson 2: Creating Blanket Purchase Orders

Lesson Objectives

After completing this lesson, you will be able to:

- Create blanket purchase orders

Lesson 3: Working with Subcontracting

Lesson Objectives

After completing this lesson, you will be able to:

- Procure goods using subcontracting

Lesson 4: Deploying Additional Special Functions

Lesson Objectives

After completing this lesson, you will be able to:

- Examine special functions for procurement

Lesson 1: Customizing Document Types in Purchasing

Lesson Objectives

After completing this lesson, you will be able to:

- Change settings for document types

Lesson 2: Setting Up Field Selection in Purchasing Documents

Lesson Objectives

After completing this lesson, you will be able to:

- Customize screen layouts for purchasing documents

Lesson 3: Analyzing Special Aspects in Customizing

Lesson Objectives

After completing this lesson, you will be able to:

- Maintain system messages and user parameters in Purchasing

Lesson 4: Defining Function Authorizations for Buyers

Lesson Objectives

After completing this lesson, you will be able to:

- Check the EFB user parameter

Lesson 1: Explaining KPIs in Supplier Evaluation

Lesson Objectives

After completing this lesson, you will be able to:

- Explain KPIs in supplier evaluation

Lesson 1: Evaluating Suppliers Using Logistics Information System

Lesson Objectives

After completing this lesson, you will be able to:

- Process supplier evaluation

Lesson 2: Setting Up Vendor Evaluation Using Logistics Information System

Lesson Objectives

After completing this lesson, you will be able to:

- Set up vendor evaluation

Lesson 3: Purchasing with Manufacturer Part Numbers (MPNs)

Lesson Objectives

After completing this lesson, you will be able to:

- Execute a purchasing process with MPNs