

# S4F12

## Basics of Customizing for Financial Accounting: GL,AP, AR in SAP S/4HANA

### COURSE OUTLINE

Course Version: 20  
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	<i>Example text</i>
Window title	<i>Example text</i>



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# Course Overview

## TARGET AUDIENCE

This course is intended for the following audiences:

- Business Analyst





## Lesson 1: Getting an Overview of SAP S/4HANA

### Lesson Objectives

After completing this lesson, you will be able to:

- Getting an Overview of SAP S/4HANA

## Lesson 2: Introducing SAP Fiori

### Lesson Objectives

After completing this lesson, you will be able to:

- Explain SAP Fiori Application and Tools



## Lesson 1: Managing Organizational Units in Financial Accounting (FI)

### Lesson Objectives

After completing this lesson, you will be able to:

- Create a company code
- Use the organizational units in FI
- Check the assignment company code/controlling area

## Lesson 2: Checking the Basic Settings in General Ledger (G/L) Accounting

### Lesson Objectives

After completing this lesson, you will be able to:

- Check the basic settings in General Ledger (G/L) Accounting

## Lesson 3: Outlining the Variant Principle

### Lesson Objectives

After completing this lesson, you will be able to:

- Outline the key functionality of variants

## Lesson 4: Managing Fiscal Year Variants

### Lesson Objectives

After completing this lesson, you will be able to:

- Manage fiscal year variants

## Lesson 5: Identifying the Basic Functionality of Currency Keys and Exchange Rate Types

### Lesson Objectives

After completing this lesson, you will be able to:

- Identify the basic functionality of currency keys and exchange rate types

## **Lesson 6: Managing Currency Types**

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Manage Currency Types

## **Lesson 7: Common Practices for Implementing SAP S/4HANA**

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Understand common implementation configurations

## Lesson 1: Maintaining General Ledger (G/L) Accounts

### Lesson Objectives

After completing this lesson, you will be able to:

- Identify the basic settings of a chart of accounts
- Outline the structure of G/L accounts
- Balance Carryforward
- Create account groups to maintain G/L accounts
- Configure the field status of G/L accounts
- Outline the functionality of reconciliation accounts
- Manage G/L accounts
- Manage currency aspects in G/L Accounting
- Maintain G/L accounts using collective processing
- Maintain group chart of accounts and country chart of accounts

## Lesson 2: Creating Profit Centers and Segments

### Lesson Objectives

After completing this lesson, you will be able to:

- Create profit centers, cost centers, and segments

## Lesson 3: Managing Business Partners

### Lesson Objectives

After completing this lesson, you will be able to:

- Describe Business Partner data
- Understand Customer Vendor Integration
- Business Partner and Field Status
- Additional Settings Customers/Vendors



## **Lesson 1: Configuring the Header and Line Items of Financial Accounting (FI) Documents**

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Maintain the structure of FI documents
- Prepare the control elements of the document header
- Use posting keys to control elements of line items
- Configure the field status of line items in FI documents

## **Lesson 2: Managing Posting Periods**

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Manage posting period variants

## **Lesson 3: Managing Posting Authorizations**

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Manage posting authorizations

## **Lesson 4: Creating Simple Documents in FI**

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Post simple FI documents





## Lesson 1: Analyzing Document Splitting

### Lesson Objectives

After completing this lesson, you will be able to:

- Analyze document splitting

## Lesson 2: Maintaining Default Values

### Lesson Objectives

After completing this lesson, you will be able to:

- Maintain default values

## Lesson 3: Configuring Change Control

### Lesson Objectives

After completing this lesson, you will be able to:

- Configure change control

## Lesson 4: Configuring Document Reversal

### Lesson Objectives

After completing this lesson, you will be able to:

- Configure document reversal

## Lesson 5: Configuring Payment Terms and Cash Discounts

### Lesson Objectives

After completing this lesson, you will be able to:

- Configure terms of payment
- Prepare cash discounts

## Lesson 6: Maintaining Taxes and Tax Codes

## **Lesson Objectives**

After completing this lesson, you will be able to:

- Prepare taxes
- Configure tax codes

## **Lesson 7: Posting Cross-Company Code Transactions**

### **Lesson Objectives**

After completing this lesson, you will be able to:

- Configure the basic settings for cross-company code transactions
- Post cross-company code transactions

## Lesson 1: Performing Open Item Clearing

### Lesson Objectives

After completing this lesson, you will be able to:

- Post a financial document with clearing
- Execute account clearing
- Use the clearing program
- Perform incoming and outgoing payments
- Reset clearing

## Lesson 2: Managing Payment Differences

### Lesson Objectives

After completing this lesson, you will be able to:

- Configure tolerance groups
- Process payment differences

## Lesson 3: Managing Exchange Rate Differences

### Lesson Objectives

After completing this lesson, you will be able to:

- Configure exchange rate differences