SAP Technical Upgrade ECC 6.0

Training Manuals

IMAGINATION BEYOND EDGES

Vendor Credit Memo

FICO
Accounts Payable

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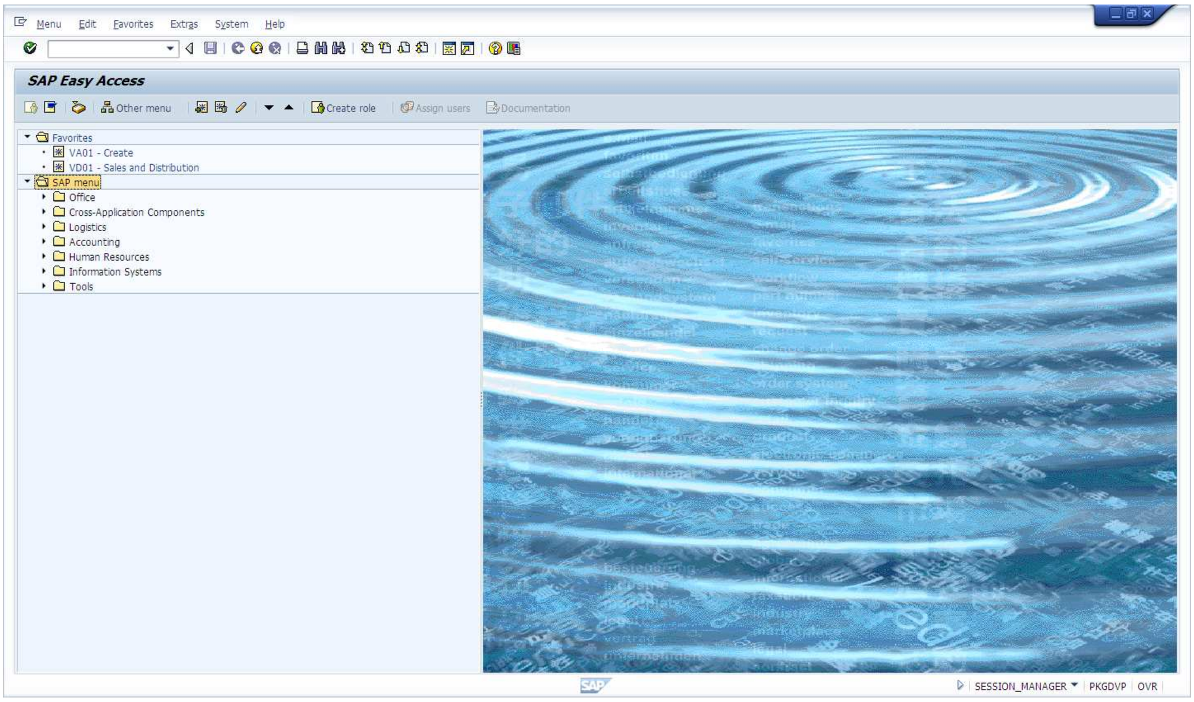
Procedure

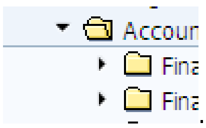
1. Start the transaction using the menu path or transaction code.

SAP Easy Access



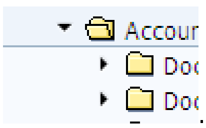
2. Click control

3. Click control



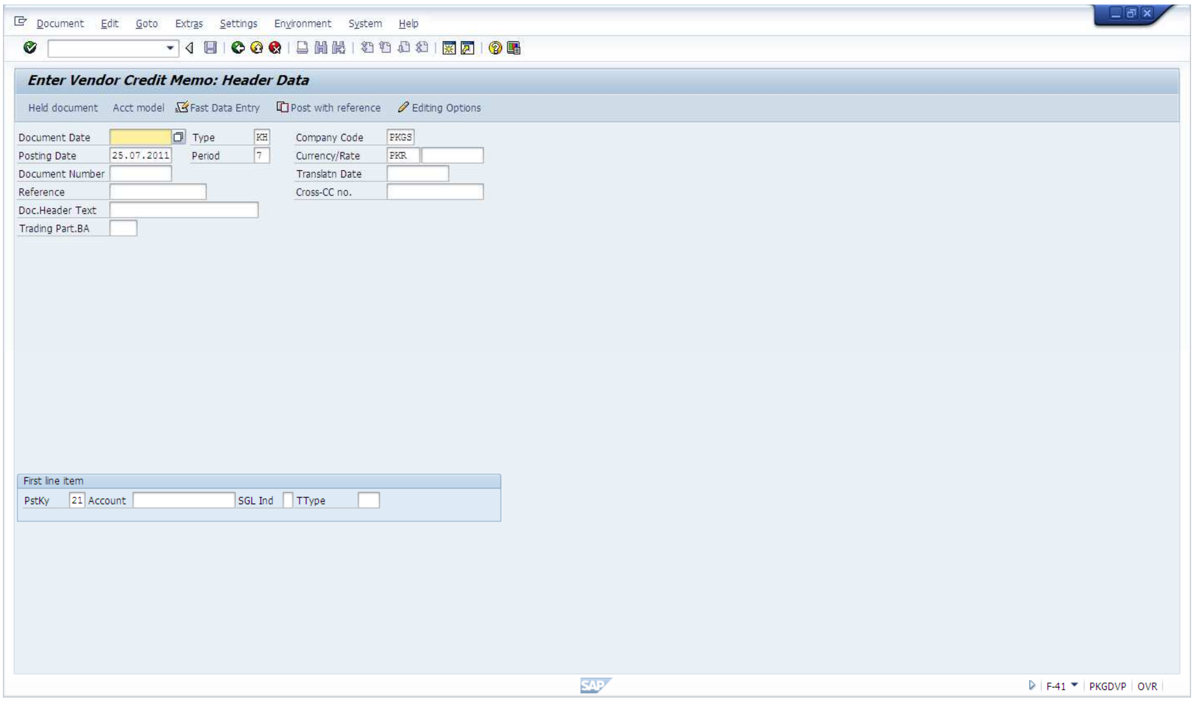
4. Click control

5. Click control



6. Double-click F-41 - Credit Memo - General tree item F-41 - Credit Memo - General.

Enter Vendor Credit Memo: Header Data

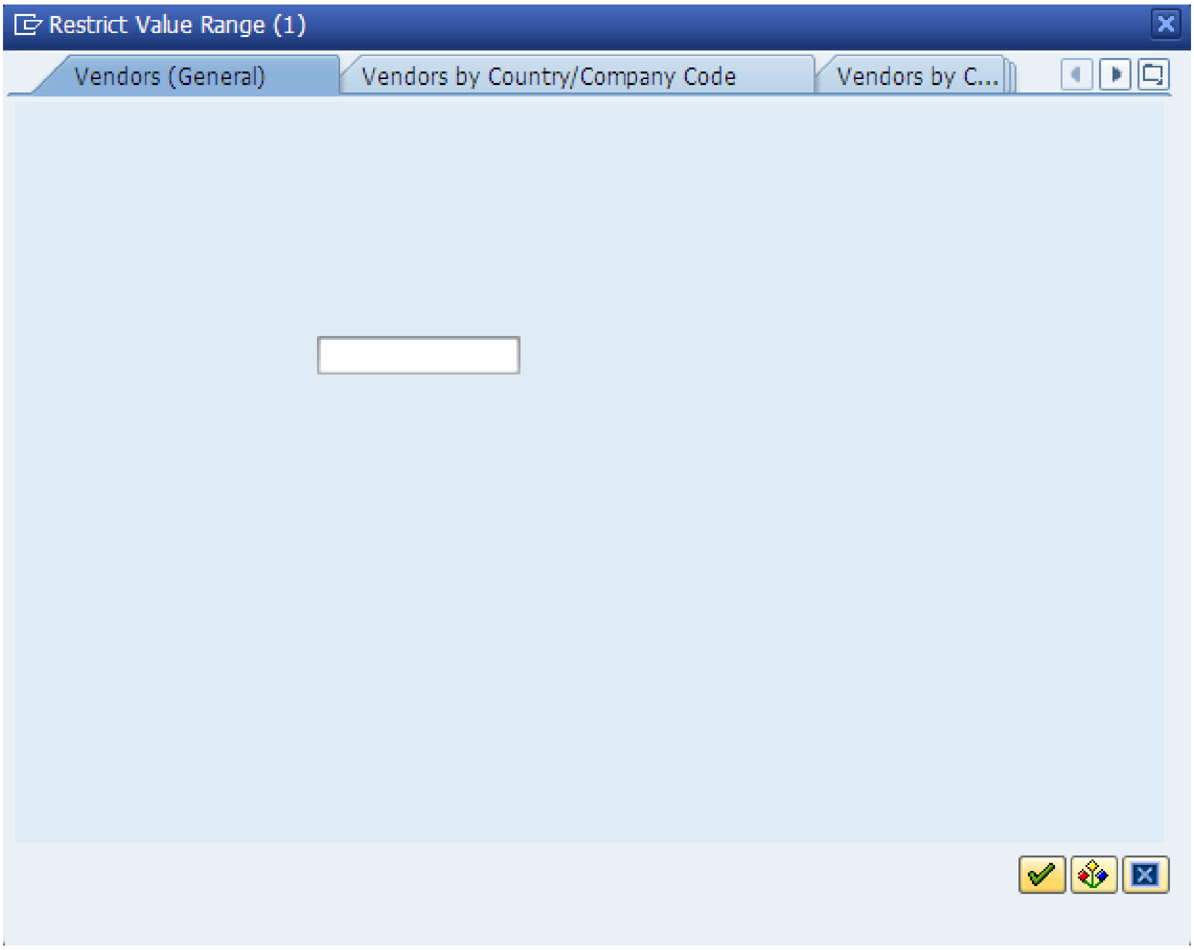


7. As required, complete/review the following fields:

Field	**R/O/C**	**Description**
	R	**Example:** 250511
	R	**Example:**

8. Press "F4".

Restrict Value Range (1)

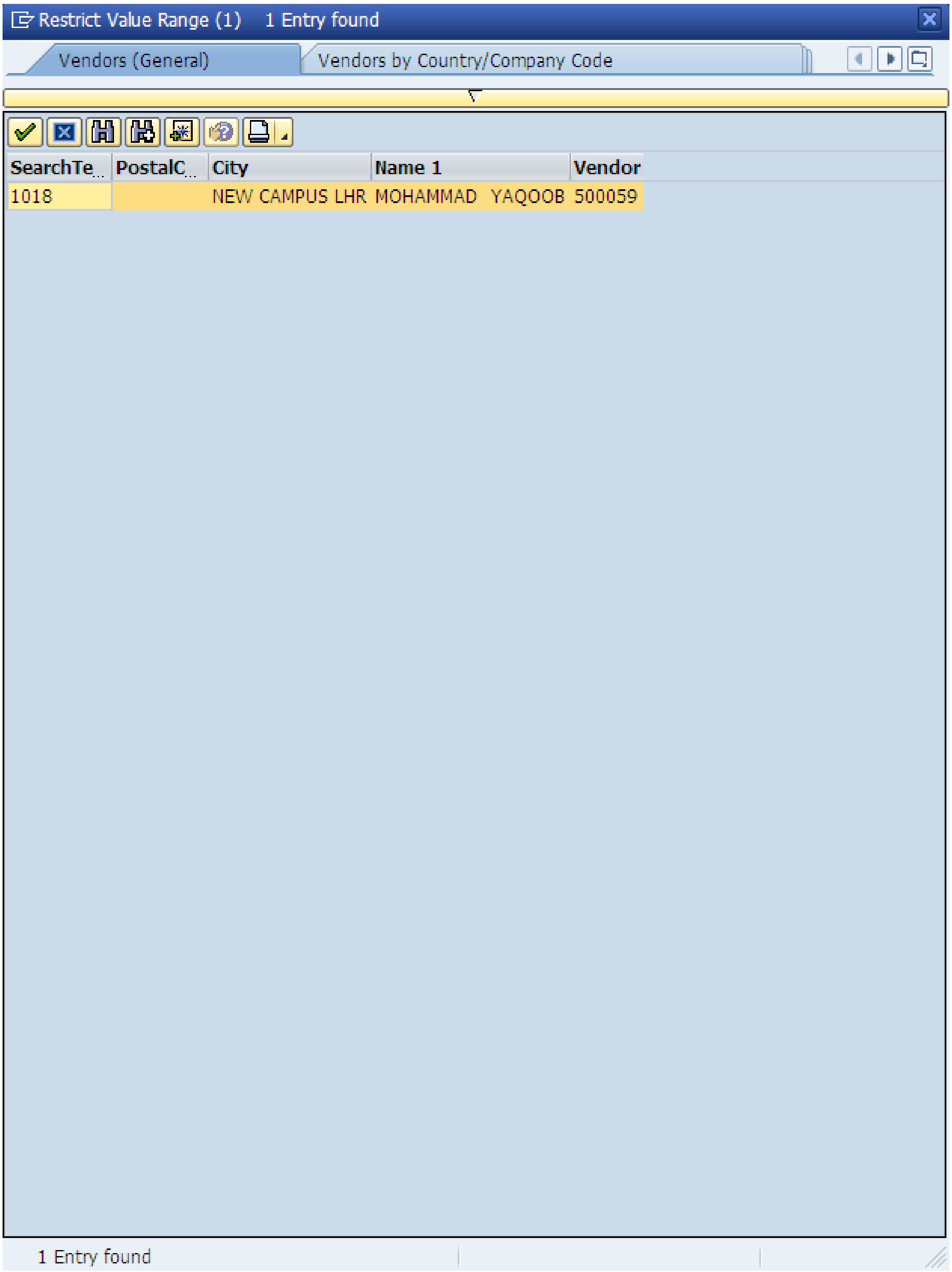


9. As required, complete/review the following fields:

Field	R/O/C	Description
Vendor	R	**Example:** 500059

10. Click button .

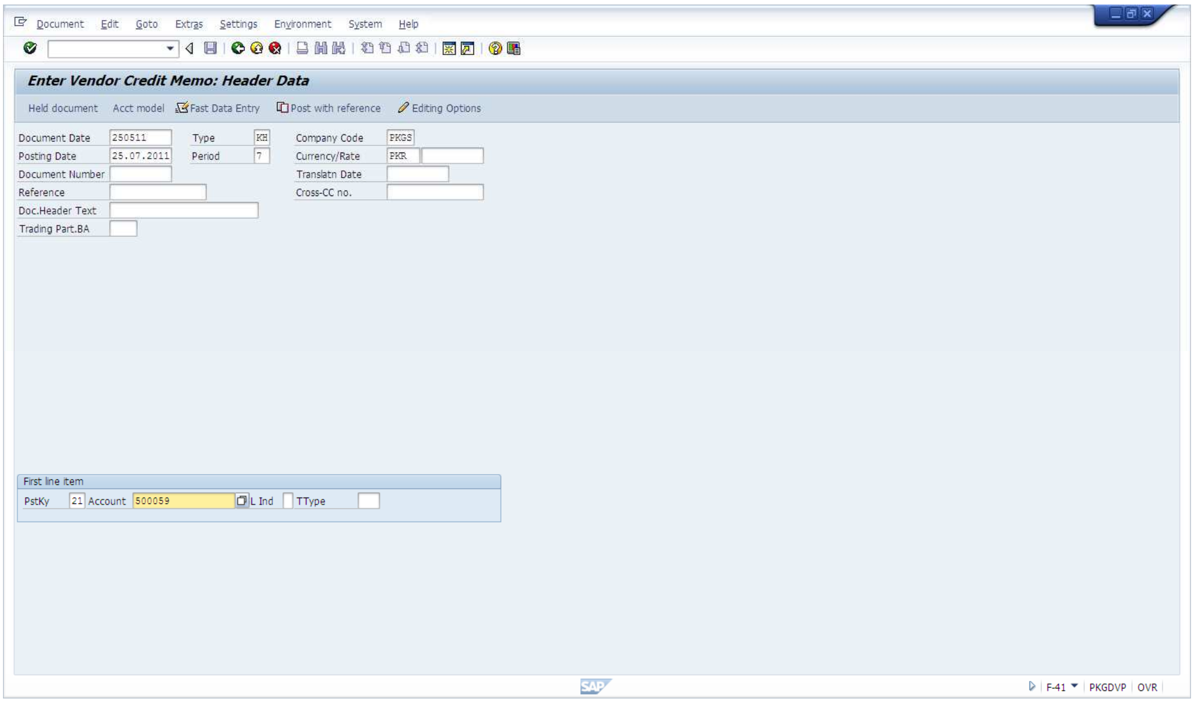
Restrict Value Range (1) 1 Entry found


Restrict Value Range (1)   1 Entry found
Vendors (General)
Vendors by Country/Company Code
SearchTe...
PostalC...
City
Name 1
Vendor
1018
NEW CAMPUS LHR
MOHAMMAD YAQOOB
500059
1 Entry found

11. Double-click label

.

Enter Vendor Credit Memo: Header Data



12. Press "Return".

13. As required, complete/review the following fields:

Field	R/O/C	Description
250511	R	**Example:**

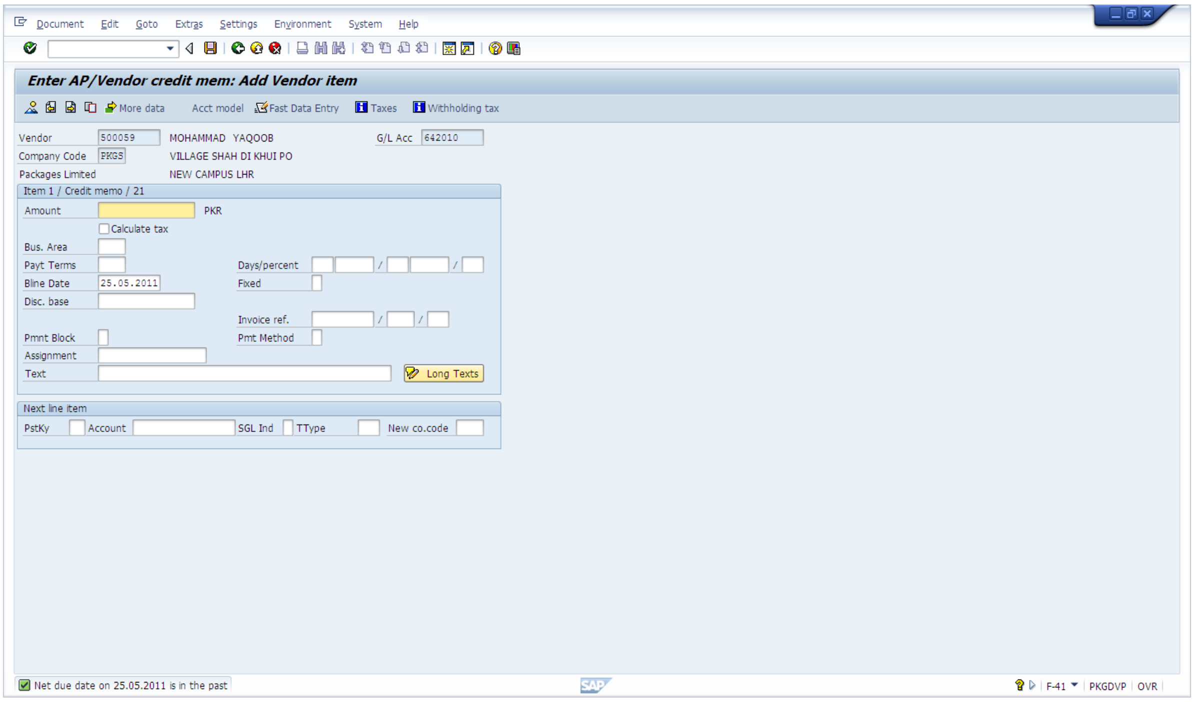
14. Press "F4".

15. Press "Return".

16. As required, complete/review the following fields:

Field	R/O/C	Description
25.07.2011	R	**Example:** test

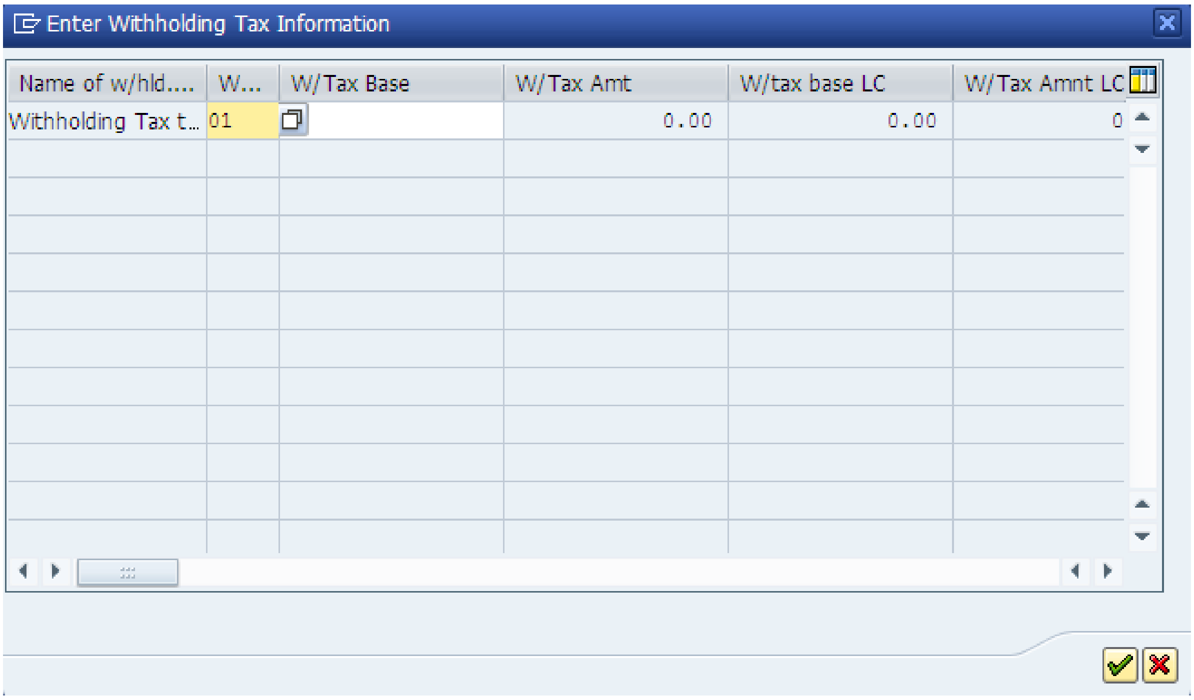
Enter AP/Vendor credit mem: Add Vendor item



17. As required, complete/review the following fields:

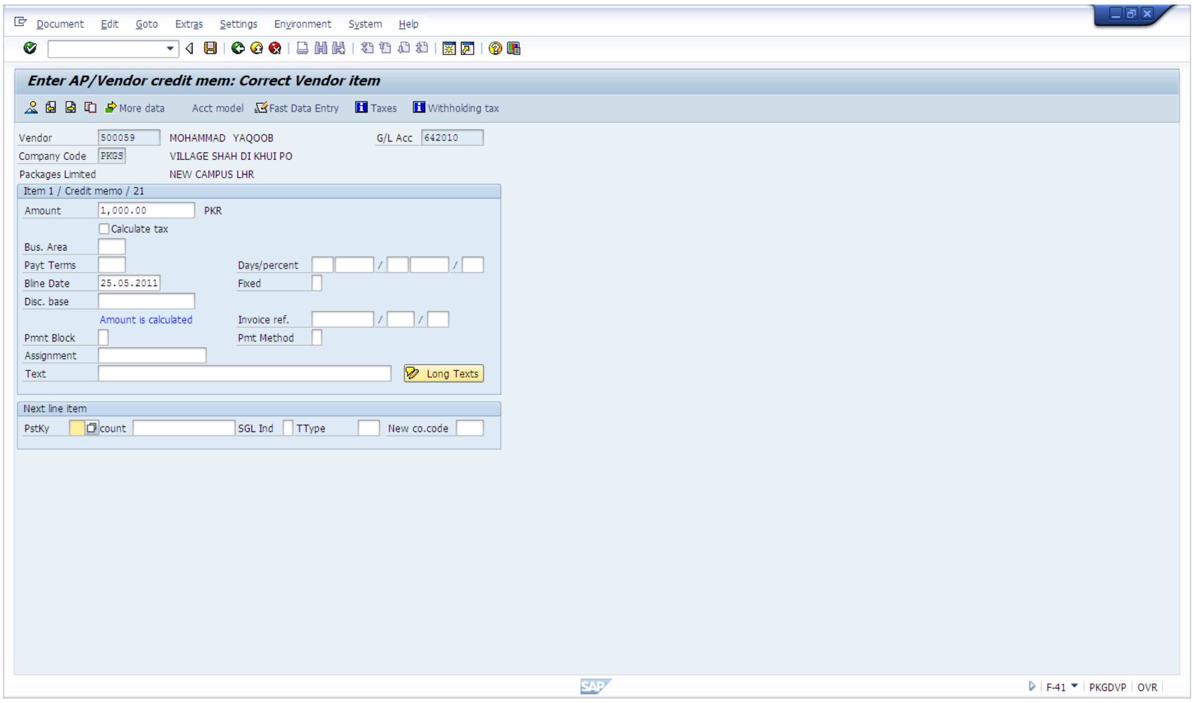
Field	R/O/C	Description
Packages Limited	R	**Example:** 1000

Enter Withholding Tax Information



18. Press "Return".

Enter AP/Vendor credit mem: Correct Vendor item

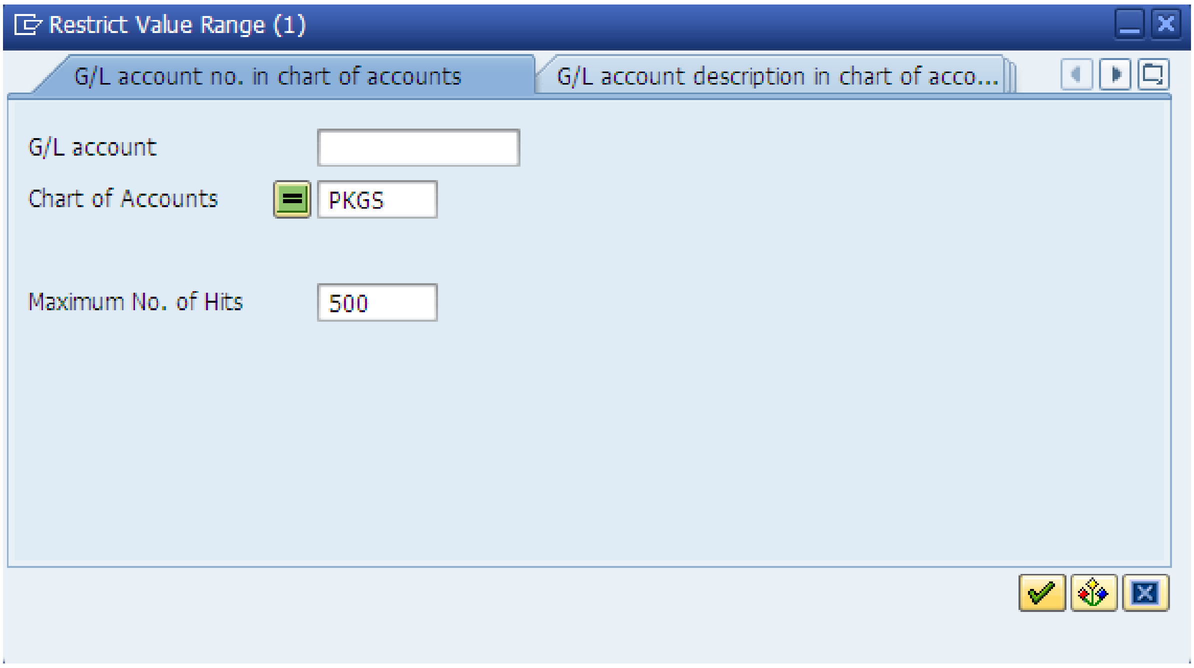


19. As required, complete/review the following fields:

Field	R/O/C	Description
	R	**Example:** 40
	R	**Example:**

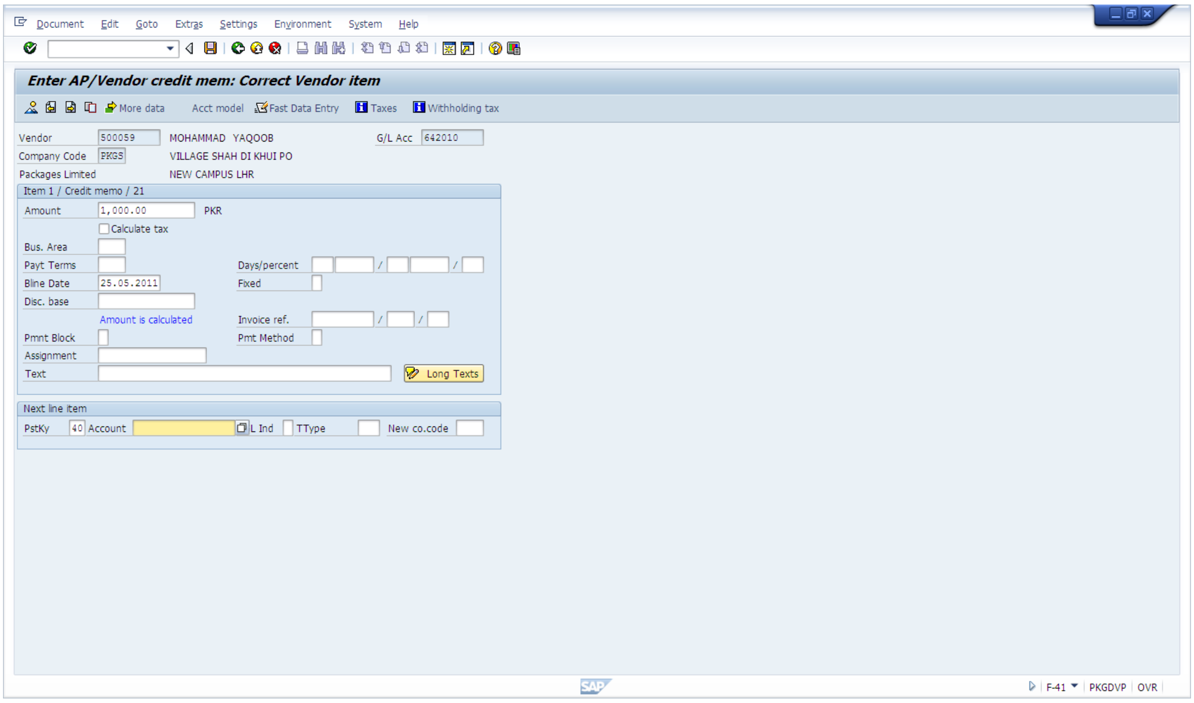
20. Press "F4".

Restrict Value Range (1)



21. Press "Return".

Enter AP/Vendor credit mem: Correct Vendor item

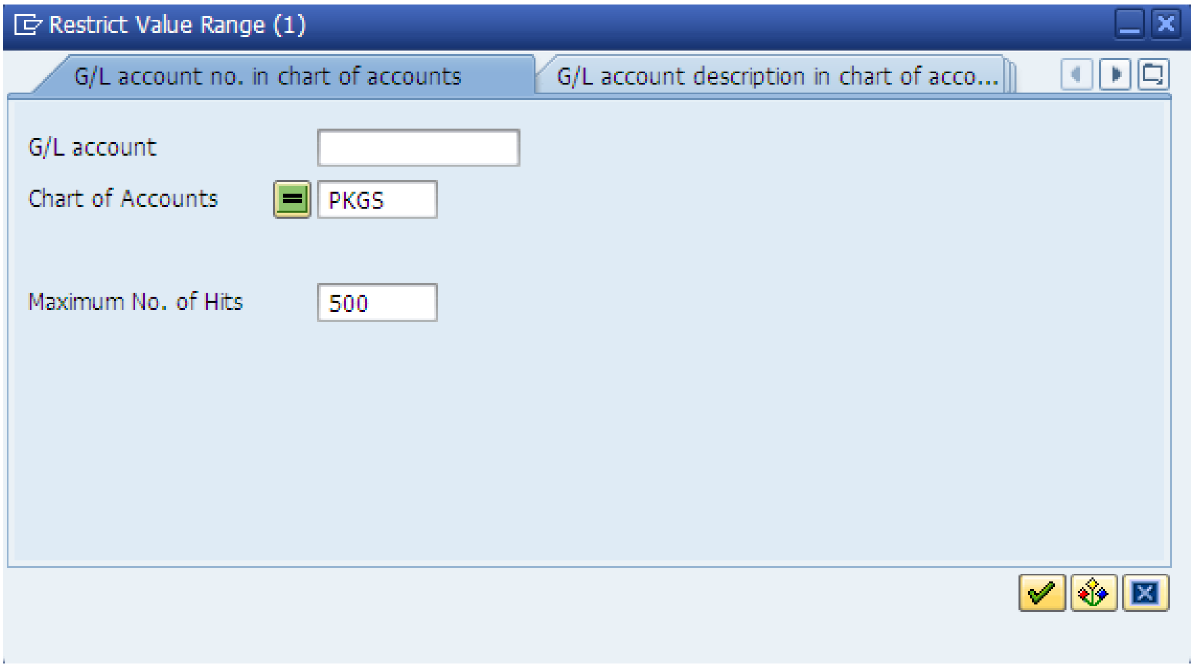


22. As required, complete/review the following fields:

Field	R/O/C	Description
	R	**Example:** 50
	R	**Example:**

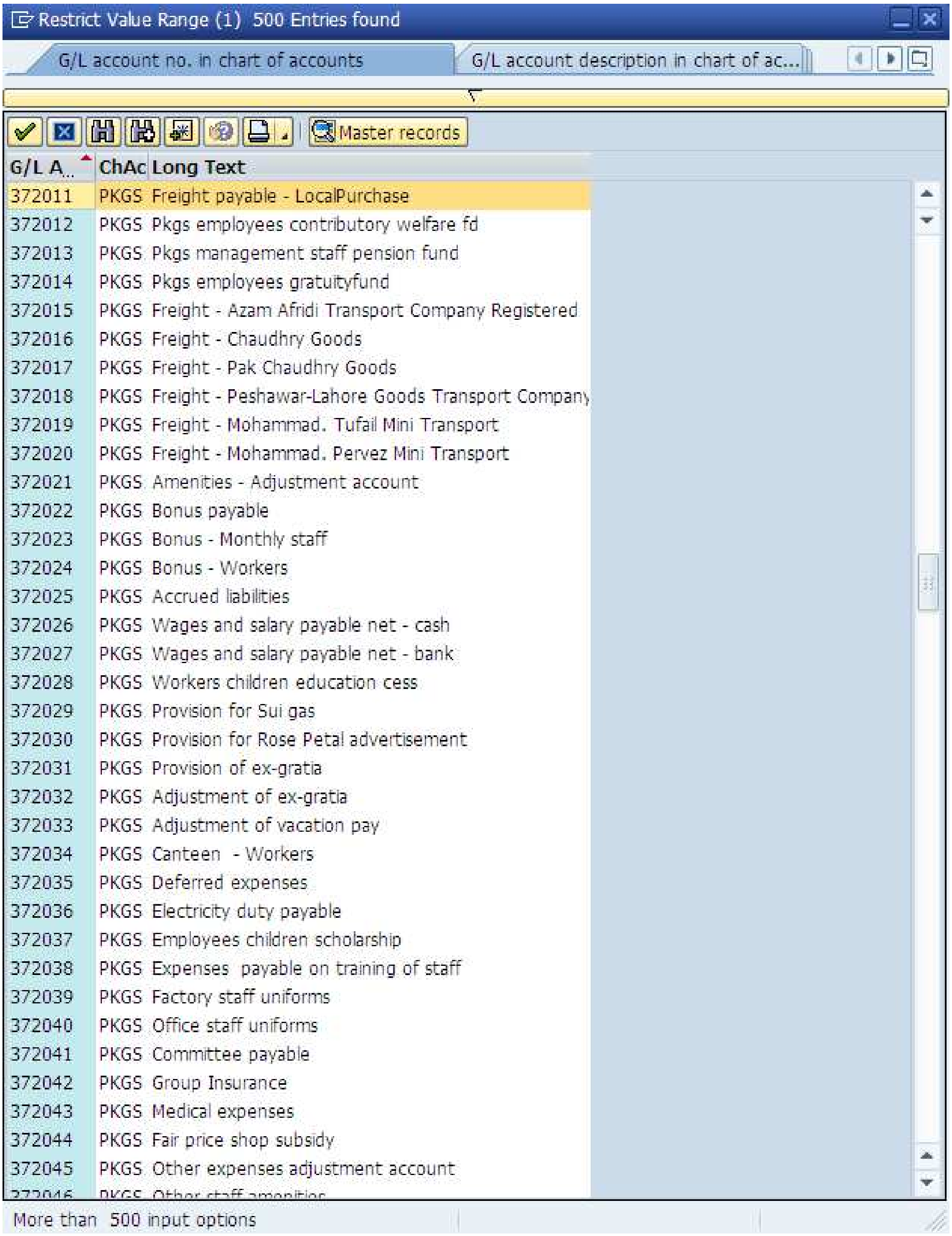
23. Press "F4".

Restrict Value Range (1)



24. Press "Return".

Restrict Value Range (1) 500 Entries found



Restrict Value Range (1) 500 Entries found

G/L account no. in chart of accounts | G/L account description in chart of ac...

Master records

G/L A...	ChAc	Long Text
372011	PKGS	Freight payable - LocalPurchase
372012	PKGS	Pkgs employees contributory welfare fd
372013	PKGS	Pkgs management staff pension fund
372014	PKGS	Pkgs employees gratuityfund
372015	PKGS	Freight - Azam Afridi Transport Company Registered
372016	PKGS	Freight - Chaudhry Goods
372017	PKGS	Freight - Pak Chaudhry Goods
372018	PKGS	Freight - Peshawar-Lahore Goods Transport Company
372019	PKGS	Freight - Mohammad. Tufail Mini Transport
372020	PKGS	Freight - Mohammad. Pervez Mini Transport
372021	PKGS	Amenities - Adjustment account
372022	PKGS	Bonus payable
372023	PKGS	Bonus - Monthly staff
372024	PKGS	Bonus - Workers
372025	PKGS	Accrued liabilities
372026	PKGS	Wages and salary payable net - cash
372027	PKGS	Wages and salary payable net - bank
372028	PKGS	Workers children education cess
372029	PKGS	Provision for Sui gas
372030	PKGS	Provision for Rose Petal advertisement
372031	PKGS	Provision of ex-gratia
372032	PKGS	Adjustment of ex-gratia
372033	PKGS	Adjustment of vacation pay
372034	PKGS	Canteen - Workers
372035	PKGS	Deferred expenses
372036	PKGS	Electricity duty payable
372037	PKGS	Employees children scholarship
372038	PKGS	Expenses payable on training of staff
372039	PKGS	Factory staff uniforms
372040	PKGS	Office staff uniforms
372041	PKGS	Committee payable
372042	PKGS	Group Insurance
372043	PKGS	Medical expenses
372044	PKGS	Fair price shop subsidy
372045	PKGS	Other expenses adjustment account
372046	PKGS	Other staff amenities

More than 500 input options

25. Double-click label

372017 PKGS Freight - Pak Chaudhry Goods

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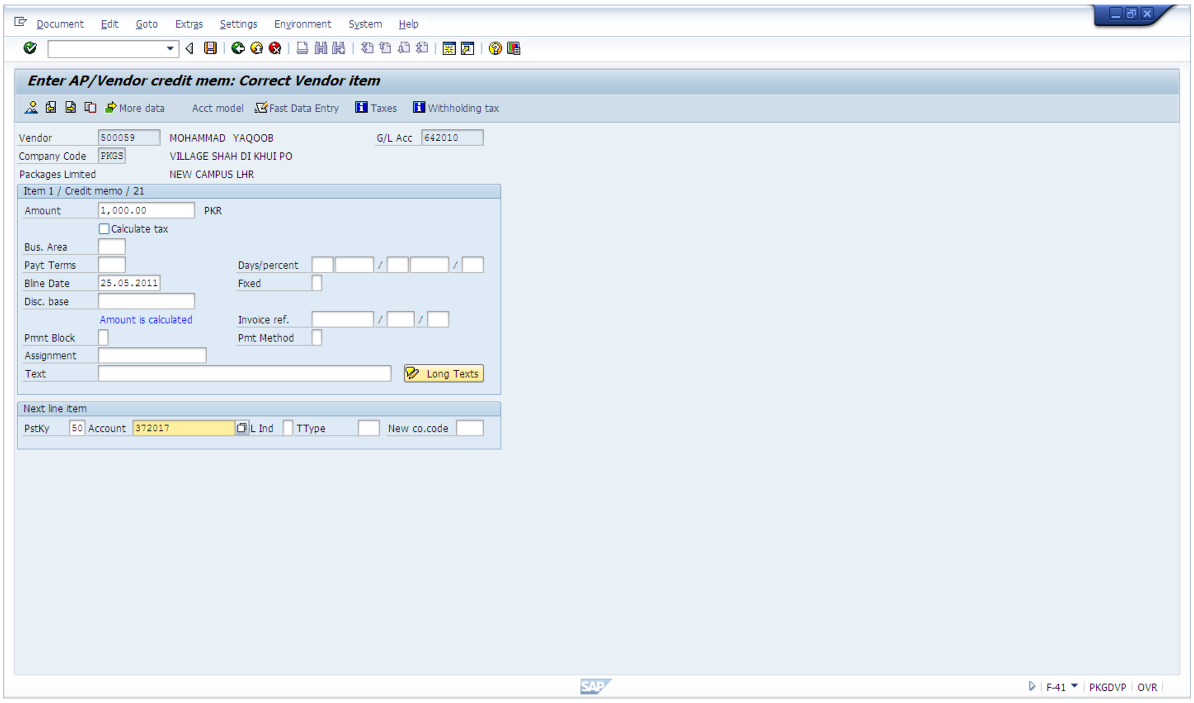
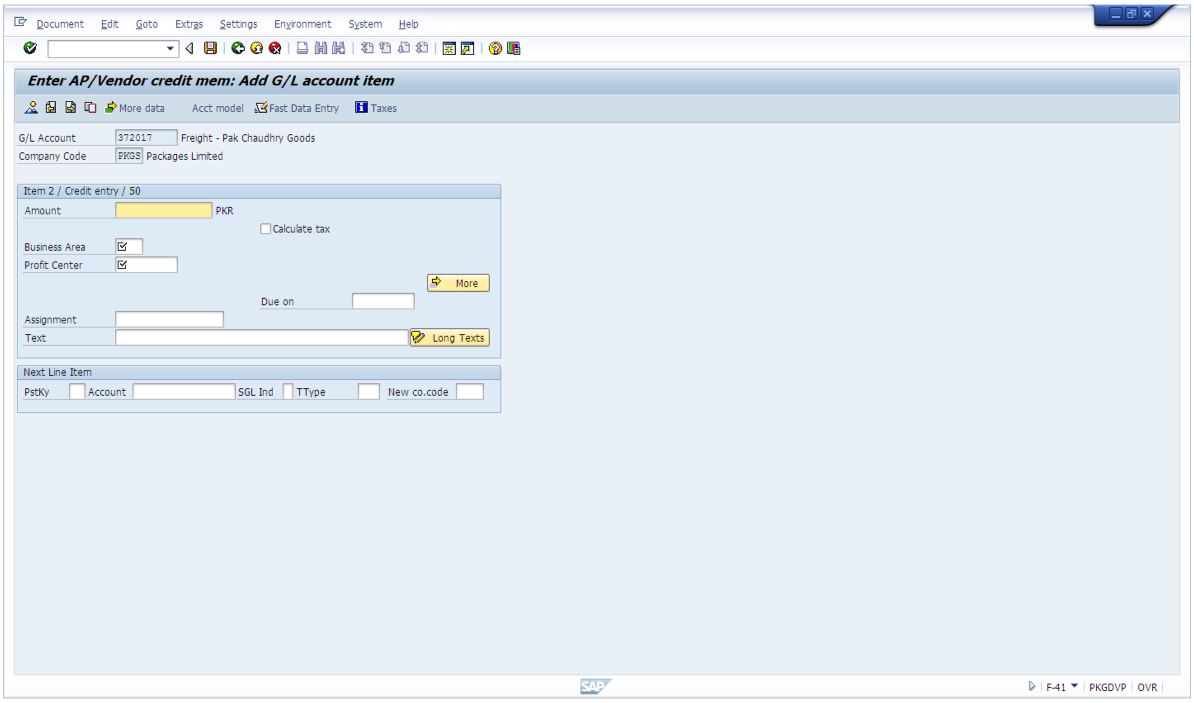
Enter AP/Vendor credit mem: Correct Vendor item



26. As required, complete/review the following fields:

Field	R/O/C	Description
	R	**Example:** 372017

Enter AP/Vendor credit mem: Add G/L account item



27. Press "Return".

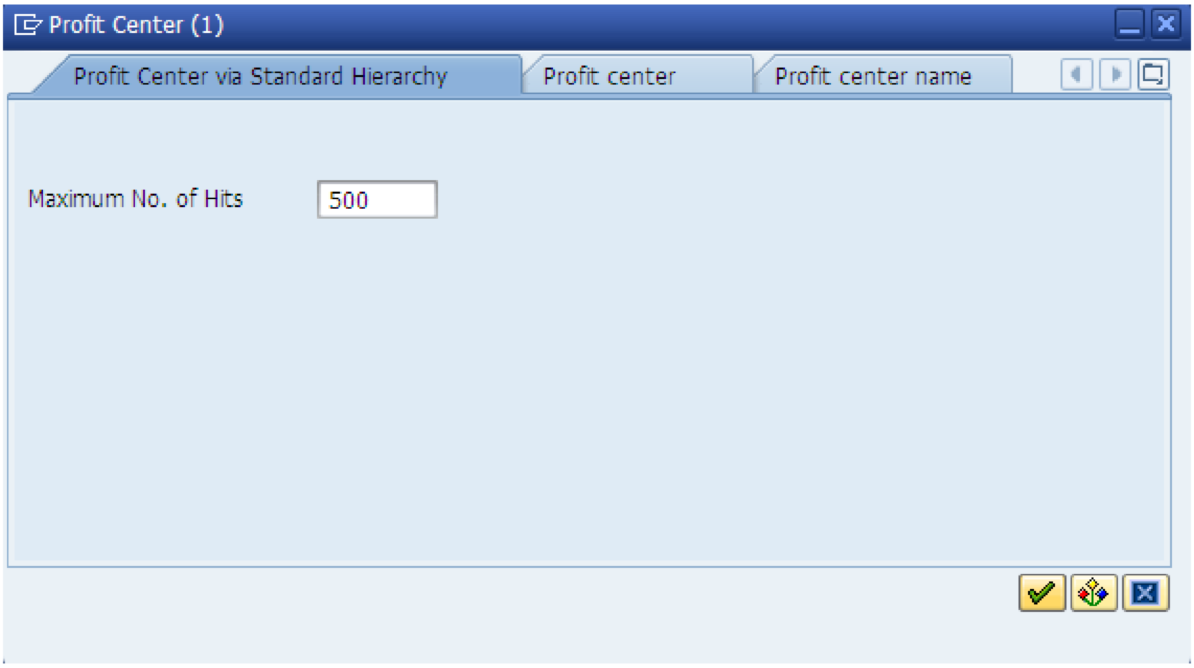
28. Press "Return".

29. Press "F4".

30. Press "Return".

31. Press "F4".

Profit Center (1)



32. Press "Return".

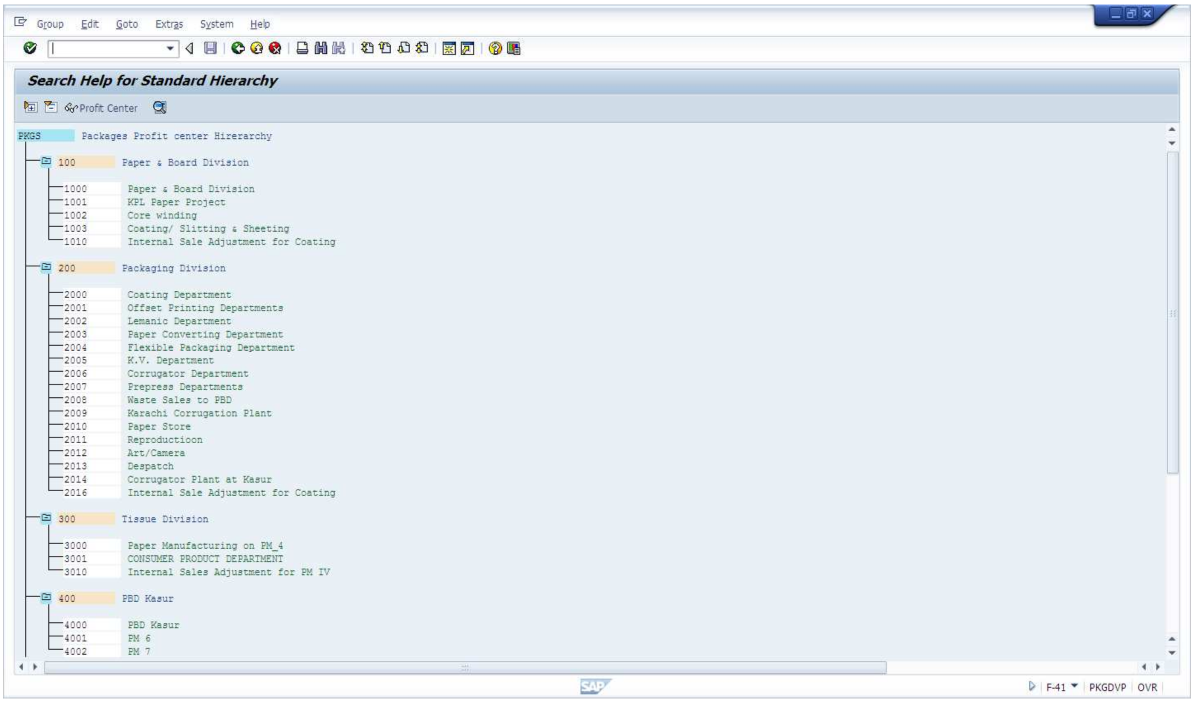
Set Controlling Area

33. As required, complete/review the following fields:

Field	R/O/C	Description
Controlling Area	R	**Example:**

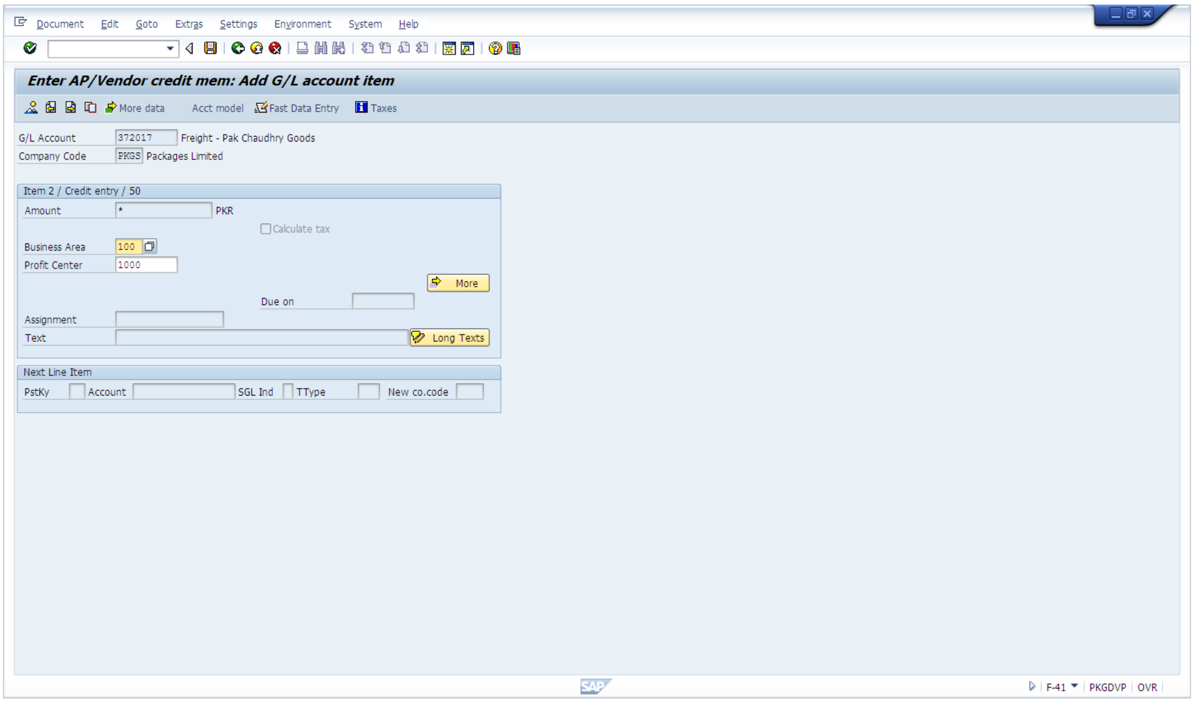
34. Press "Return".

Search Help for Standard Hierarchy



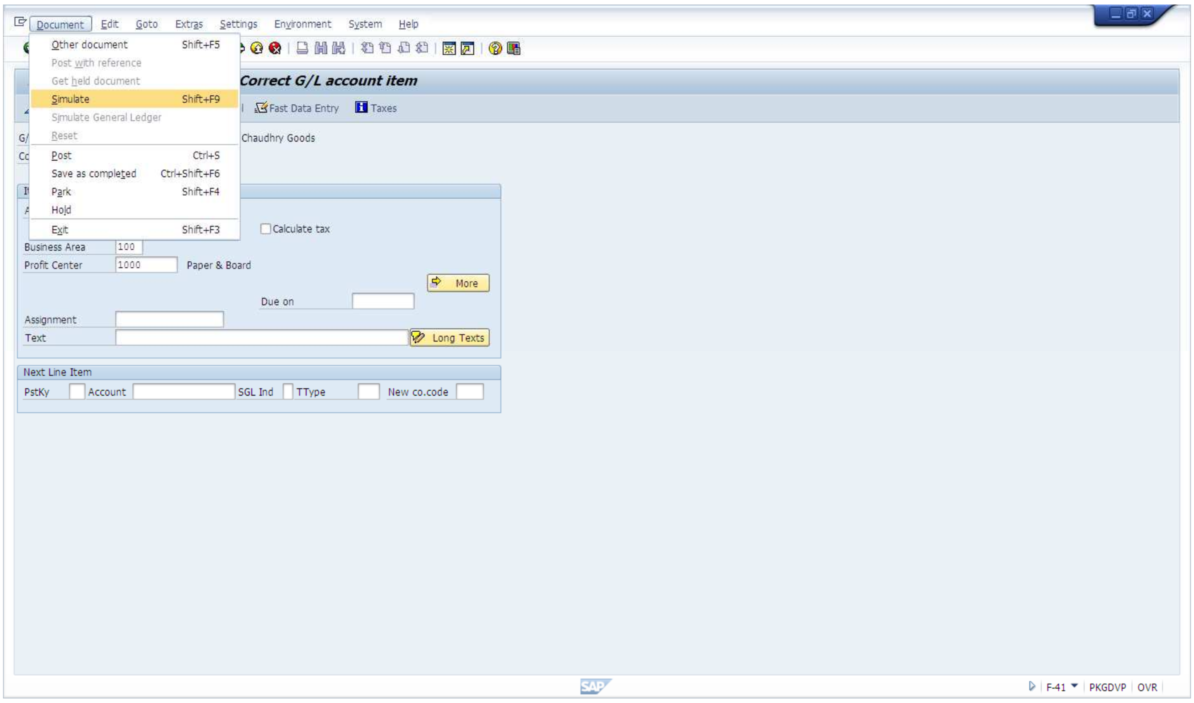
35. Double-click label 1000 .

Enter AP/Vendor credit mem: Add G/L account item



36. Press "Return".

Enter AP/Vendor credit mem: Correct G/L account item



37. Click Document ➔ Simulate Shift+F9 menu item 

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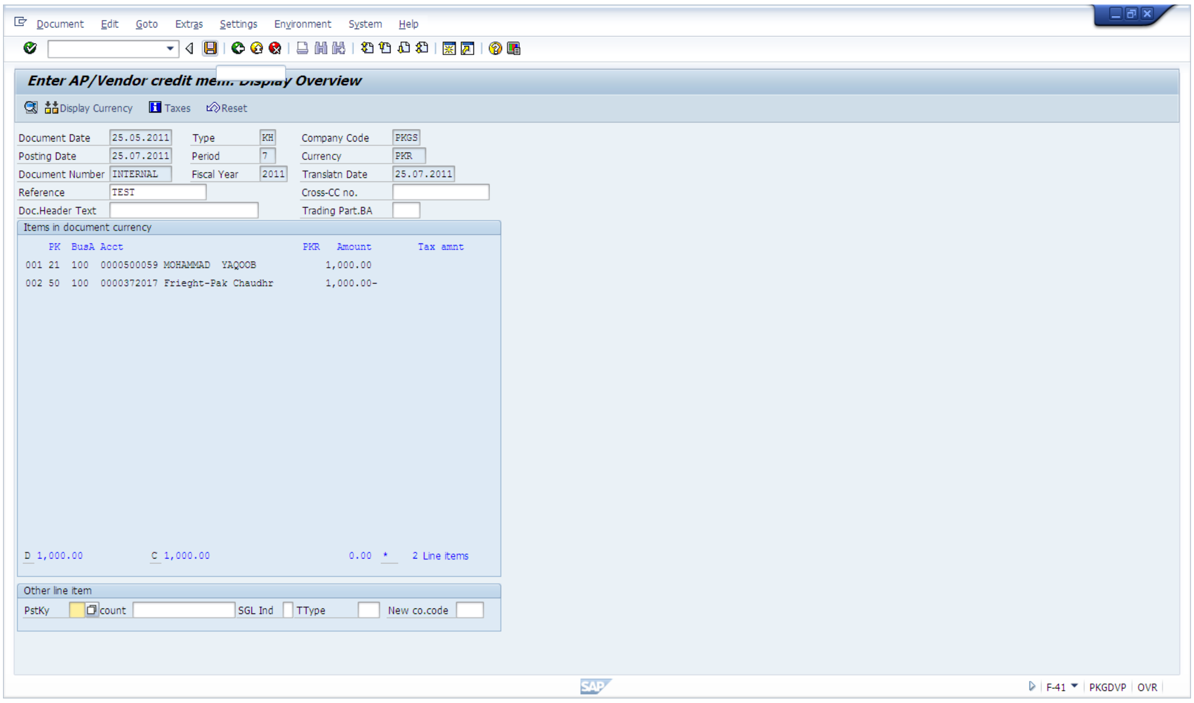
Enter AP/Vendor credit mem: Display Overview



38. Click button .

Result

You have %s.