

SAP Technical Upgrade ECC 6.0

Training Manuals



IMAGINATION BEYOND EDGES

Vendor Credit Memo

FICO Accounts Payable

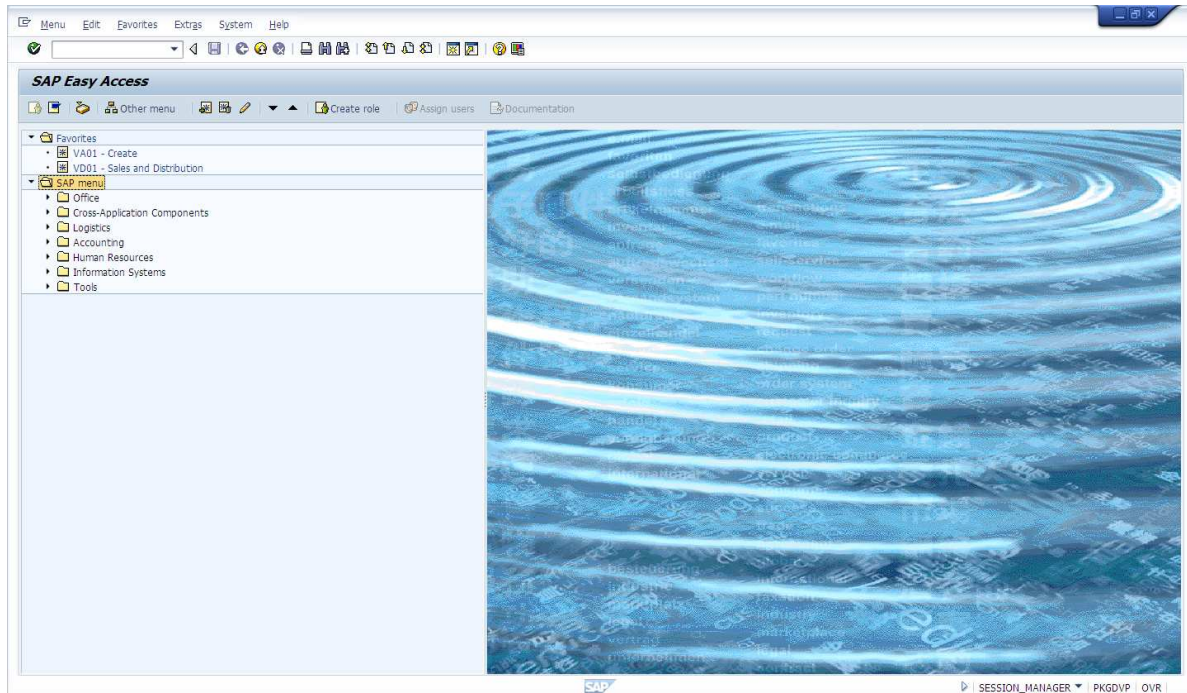
Prepared by : Muhammad Ali & Syed Ijaz Bukhari

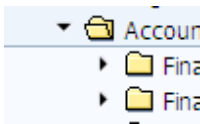
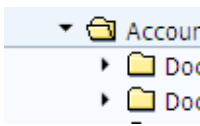


Procedure

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

SAP Easy Access

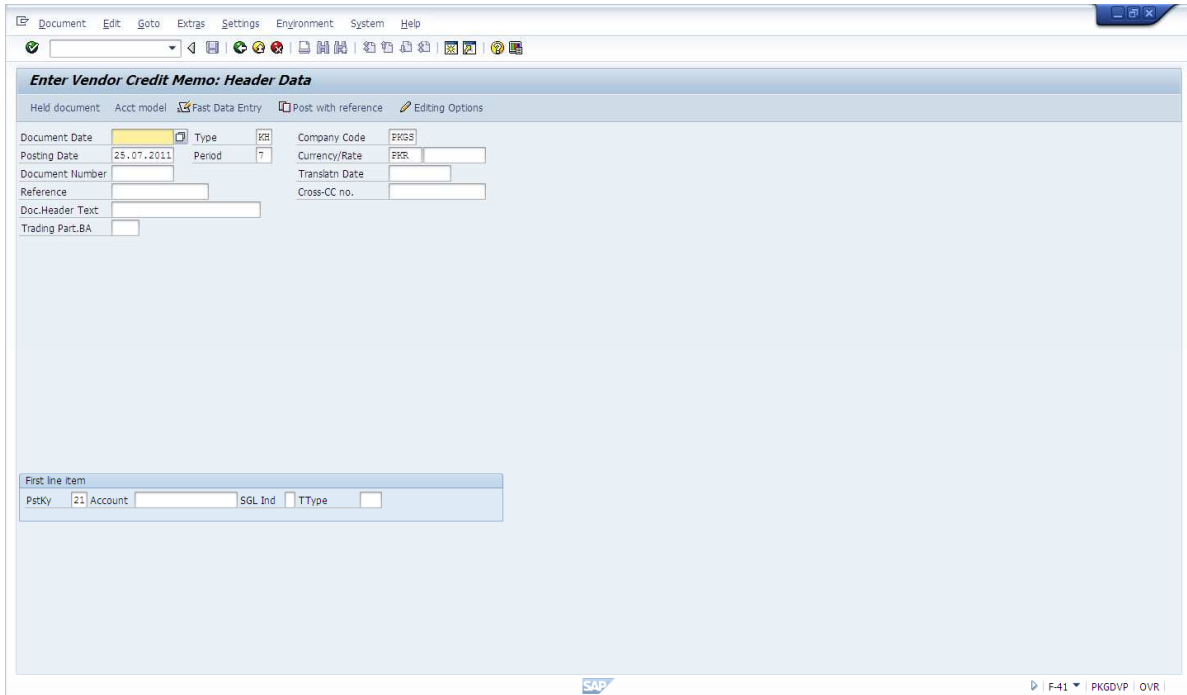


2. 
Click control
3. 
Click control
4. 
Click control
5. 
Click control



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)

Restrict Value Range (1)

Vendors (General) Vendors by Country/Company Code Vendors by C...

Input field:

Buttons: [Checkmark] [Diamond] [X]

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



Tuesday, July 26, 2011	Vendor Cresit Memo (F-41).udc	6/25
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11. Double-click label

1018 NEW CAMPUS LHR MOHAMMAD YAQOOB 500059

Enter Vendor Credit Memo: Header Data

Document Date: 250511 Type: 501 Company Code: 55033
Posting Date: 25.07.2011 Period: ? Currency/Rate: 55033
Document Number: Translation Date:
Reference: Cross-CC no.:
Doc. Header Text:
Trading Part. BA:

First line item
PstKey: 21 Account: 500059 L Ind TType

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

Document Edit Goto Extras Settings Environment System Help

Enter AP/Vendor credit mem: Add Vendor item

More data Acct model Fast Data Entry Taxes Withholding tax

Vendor: 500059 MOHAMMAD YAQOOB G/L Acc: 642010
Company Code: 2228 VILLAGE SHAH DI KHUI PO
Packages Limited: NEW CAMPUS LHR

Item 1 / Credit memo / 21

Amount: PKR
☐ Calculate tax

Bus. Area:
Payt. Terms:
Bline Date: 25.05.2011 Days/percent: / /
Disc. base:
Print Block:
Assignment:
Text:
Invoice ref.: / /
Print Method:
[Long Texts](#)

Next line item
PstKy:
Account:
SGL Ind:
TType:
New co.code:
☒ Net due date on 25.05.2011 is in the past

SAP F-41 PKGDVP OVR

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

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

[illegible]

- | | | |
|------------------------|-------------------------------|-------|
| Tuesday, July 26, 2011 | Vendor Cresit Memo (F-41).udc | 10/25 |
|------------------------|-------------------------------|-------|



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

Document Edit Goto Extras Settings Environment System Help

Enter AP/Vendor credit mem: Correct Vendor item

More data Acct. model Fast Data Entry Taxes Withholding tax

Vendor 500059 MOHAMMAD YAQOOB G/L Acc 642010

Company Code 9908 VILLAGE SHAH DI KHUI PO

Packages Limited NEW CAMPUS LHR

Item 1 / Credit memo / 21

Amount 1,000.00 PKR

☐ Calculate tax

Bus. Area

Payt. Terms

Bline Date 25.05.2011

Disc. base

Days/percent

Fixed

Amount is calculated

Invoice ref.

Pmt. Block

Pmt. Method

Assignment

Text

Long Texts

Next line item

Partly 40 Account ☐ L Ind ☐ TType ☐ New co.code

SAP F-41 | PKGDVP | OVR

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)

Restrict Value Range (1)

G/L account no. in chart of accounts G/L account description in chart of acco...

G/L account

Chart of Accounts

Maximum No. of Hits

☐ ☐ ☐

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...
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

Enter AP/Vendor credit mem: Correct Vendor item

Document Edit Goto Extras Settings Environment System Help

Enter AP/Vendor credit mem: Correct Vendor item

More data Acct. model Fast Data Entry Taxes Withholding tax

Vendor 500059 MOHAMMAD YAQOUB G/L Acc 642010
Company Code 9999 VILLAGE SHAH DI KHUI PO
Packages Limited NEW CAMPUS LHR

Item 1 / Credit memo / 21

Amount 1,000.00 PKR
☐ Calculate tax
Bus. Area
Payt. Terms Days/percent
Bline Date 25.05.2011 Fixed
Disc. base
Amount is calculated Invoice ref.
Print Block Print Method
Assignment
Text Long Texts

Next line item

PstKy 50 Account 372017 ☐ L Ind ☐ TType ☐ New co.code

SAP F-41 PKGDVP OVR

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

Document Edit Goto Extras Settings Environment System Help

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

More data Acct. model Fast Data Entry Taxes

G/L Account: 372017 Freight - Pak Chaudhry Goods
Company Code: PKGB Packages Limited

Item 2 / Credit entry / 50

Amount: PKR ☐ Calculate tax

Business Area: ☒
Profit Center: ☒ More

Due on:

Assignment:
Text: Long Texts

Next Line Item

PstKey: ☐ Account: SGL Ind: ☐ TType: ☐ New co.code:

SAP F-41 PKGDVP OVR

27. Press "Return".
28. Press "Return".
29. Press "F4".
30. Press "Return".
31. Press "F4".



Profit Center (1)

Profit Center (1)

Profit Center via Standard Hierarchy Profit center Profit center name

Maximum No. of Hits 500

32. Press "Return".

Set Controlling Area

Set Controlling Area

Controlling Area

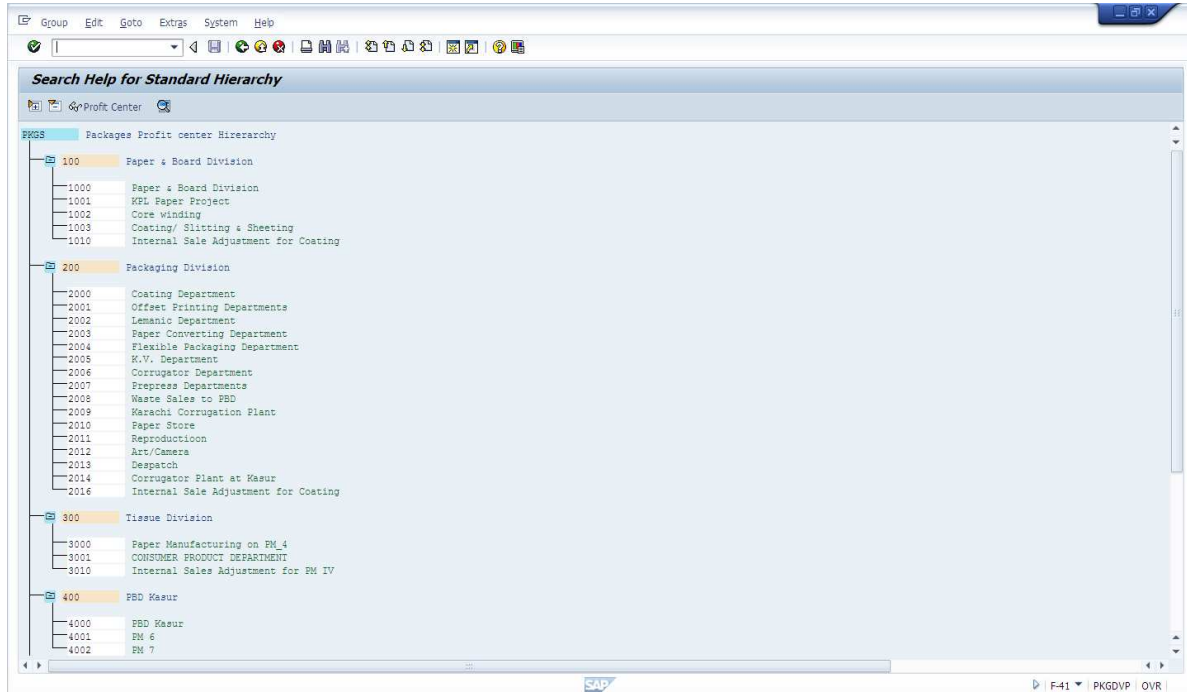
33. As required, complete/review the following fields:

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

Document Edit Goto Extras Settings Environment System Help

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

More data Acct. model Fast Data Entry Taxes

G/L Account: 372017 Freight - Pak Chaudhry Goods
Company Code: PKGS Packages Limited

Item 2 / Credit entry / 50

Amount: * PKR ☐ Calculate tax

Business Area: 100 ☐

Profit Center: 1000

Due on:

Assignment:

Text:

Next Line Item

PstKY ☐ Account SGL Ind ☐ TType ☐ New co.code ☐

SAP F-41 PKGDVP OVR

36. Press "Return".



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

The screenshot shows the SAP F-41 transaction interface. The 'Document' menu is open, and the 'Simulate' option (Shift+F9) is highlighted. The main screen displays the 'Correct G/L account item' title. Below the title, there are fields for 'Business Area' (100), 'Profit Center' (1000), and 'Paper & Board'. The 'Next Line Item' section is also visible, showing fields for 'PstKy', 'Account', 'SGL Ind', 'TType', and 'New co.code'. The bottom status bar shows 'F-41', 'PKGDVP', and 'OVR'.

37. Click Document → Simulate Shift+F9 menu item Simulate Shift+F9.



Enter AP/Vendor credit mem: Display Overview

Document Edit Goto Extras Settings Environment System Help

Enter AP/Vendor credit mem: Display Overview

Display Currency Taxes Reset

Document Date 25.05.2011 Type 258 Company Code FFGS
Posting Date 25.07.2011 Period 7 Currency FGR
Document Number INTERNAL Fiscal Year 2011 Translatn Date 25.07.2011
Reference TEST Cross-CC no.
Doc.Header Text Trading Part.BA

Items in document currency

FK	BusA Acct	FKR	Amount	Tax amnt
001 21 100	0000500059 MORABAD YAQOOR		1,000.00	
002 50 100	0000372017 Frieght-Pak Chaudhr		1,000.00-	

D 1,000.00 C 1,000.00 0.00 2 Line items

Other line item
PstKy count SGL Ind TType New co.code

SAP F-41 PKGDVP OVR

38. Click button .

Result

You have %s.