

Welcome to the Internal Order Planning and Allocations Course



- Darrell Lagler
- Welcome and Introductions
- Logistics
- Ground Rules
- Course Objectives
- Course Content



Course Agenda

	Chapter Description	Time
1	Internal Order Planning Allocations	240 minutes
2	Reports	60 minutes
3	Summary	15 minutes

By the end of this class, you will be able to:

- Create an internal order
- Create Funded Program
- Create the CO plan
- Copy planning versions
- Describe and execute allocations from an internal order
- Describe Statistical Key Figures (SKF)
- Explain settlement rules
- Display activity types
- Explain how cycles and segments are used to define funding lines
- Generate reports



Course Chapters

	Chapter Description	Time
1	Internal Order Planning and Allocations	240 minutes
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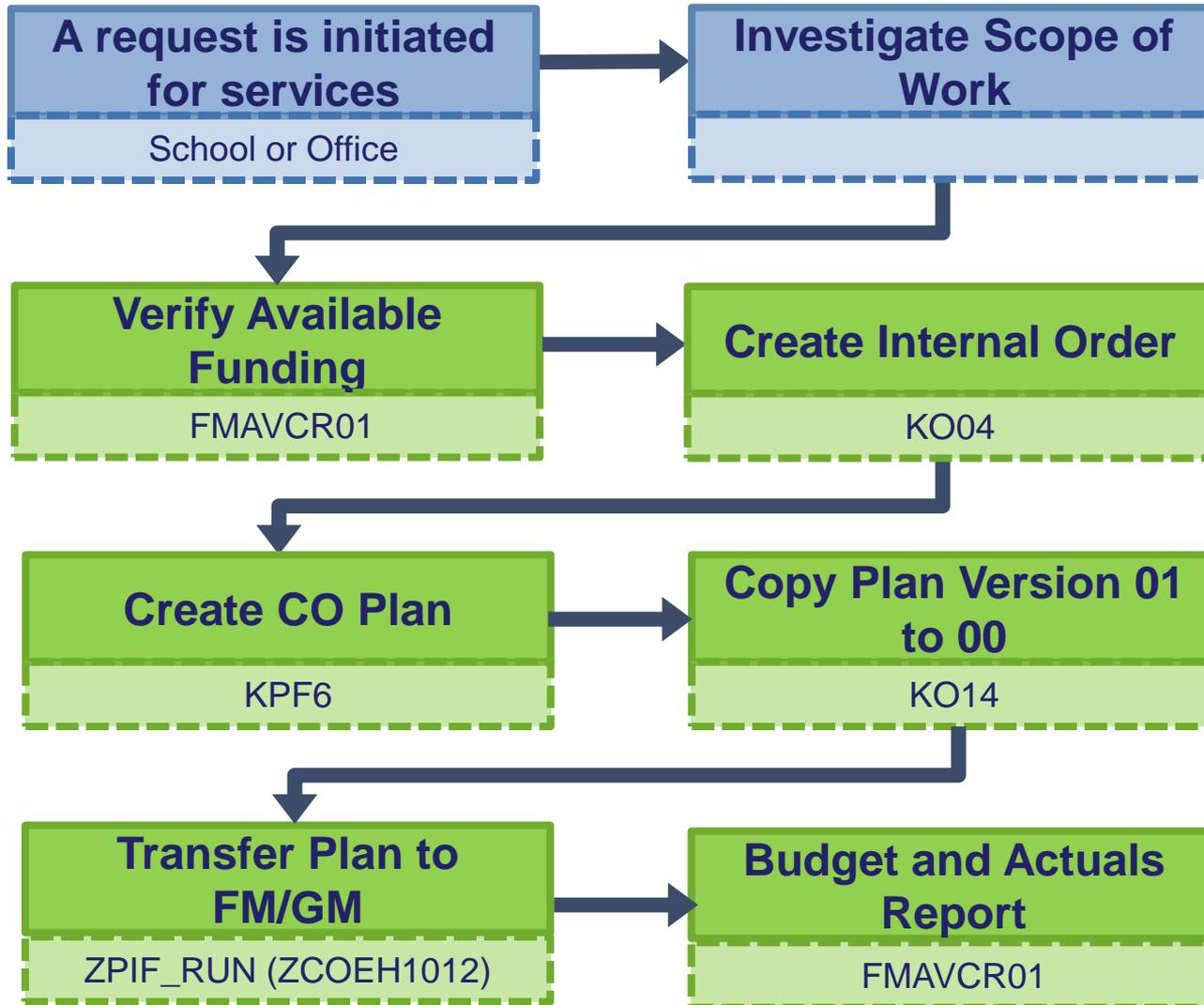
Funding Terminology

OLD	NEW
Fund	Fund
Area	N/A
Org	Funds Center
Program	Functional Area
Object	General Ledger Account
Project	WBS Element
Job Ticket	Internal Order

Allocation Methods

Capital I/O	Distribution	Periodic Reposting	Assessment
A type of allocation which uses a settlement rule to settle first to an Asset under Construction (AuC) and ultimately to a Fixed Asset.	A non-capital allocation in which only direct costs typically are accumulated in a seller funding, and then allocated to multiple funding lines.	A non-capital allocation with multiple buyer lines. The costs collected in the first buyer line and then reposted to the subsequent funding lines as listed.	A non-capital allocation in which direct and overhead costs are typically accumulated in a seller funding and then allocated to multiple buyer funding lines.
Settlement rule/parameters within I/O	Transaction KSV5	Transaction KSW5	Transaction KSU5

CO Plan Process Flow



Walkthrough: Verify Available Funding

FMAVCR01 – Budget and Actuals Report



*This is a
demonstration only.
Watch as the
instructor shows you
how to complete the
task in SAP.*

Exercise: Verify Available Funding

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*To complete this
exercise
follow the
instructions listed
here.*

Walkthrough: Create Internal Order

KO04 – Order Manager



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task in SAP.*

Exercise: Create Internal Order

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Walkthrough: Create Capital Internal Order

KO04 – Order Manager



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Exercise: Create Capital Internal Order

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Capital Internal Order – AuC Creation

Change Internal Order: Master data

Settlement Rule Worklist

Order: 808000056337 Order type: F002 Facilities - Special...

Description: Training Internal Order

Assignments Control data Prd-end closing General data

Period-End Closing

Results Analysis Key

Costing Sheet: 139301 M&O 1393 - C3 SS - NP+Indirect

Overhead Key

Settlement to One Receiver

Settlement cost elem

Cost center

G/L account

Investment Management

Investment profile: 200001

Investment reason

Personal worklist

Order	Type	Description
306064849512	FO01	4849512 AS
808000056337	FO02	Training Iter
808000056338	FO02	

Order 808000056337: System status requires an AuC

Create assets under construction

There is no asset under construction for the order or WBS element.

? Do you want to create the required assets under construction now?

Yes No Cancel

Note the information message.
Click the **Enter** key to continue.
Click the **Yes** button on the next message.

Capital Internal Order – AuC Creation – cont'd

Asset Edit Goto Extras Environment Settings System Help

Asset values

Order: 808000056337 Training Internal Order
 Asset: INTERN-00001 0 Training Internal Order
 Class: 945001 CONSTRUCTION IN PRO... Company Code: 1000

General **Time-dependent** Allocations Origin Deprec. Areas

Interval from 01/01/1900 to 12/31/9999

Cost Center: 1823001 Madison MS
 Int. order:

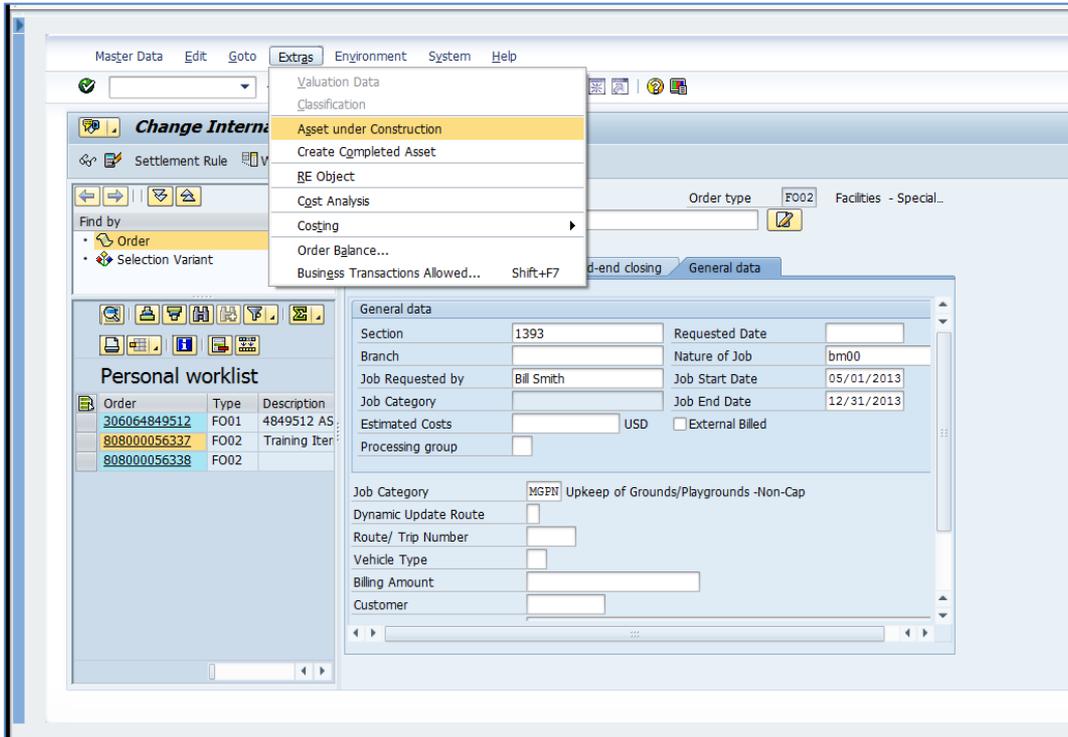
Plant:
 Location:
 Room:
 Personnel Number:

Fund: 010-0000 GF-Unrestricted
 Functional Area: 0000-8500-19600 SAP FixedAsset Conversion
 Grant: NOT_RELEVANT Not_Relevant Grant

Asset Master Record

- Click on **Time Dependant tab**
- Enter Fund and Functional Area
- Click the back button to return to Projects module

Navigation Between Internal Order and Project



Follow the menu path

Extras > Asset under Construction

NOTE: the state of the AuC reflects the state of the I/O

- If the I/O is in change mode, the AuC will also be in change mode

Walkthrough: Create Funded Program

FMMDAUTO – Create Funded Program



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Exercise: Create Funded Program

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- 01 – “Original”; not to be modified. Used as historical reference.**
- 00 – “Operational”; version that is modified to release excess or augment deficient budget allocation. Use to update FM and GM.**
- 99 – “Estimate” (i.e. - Maximo users)**

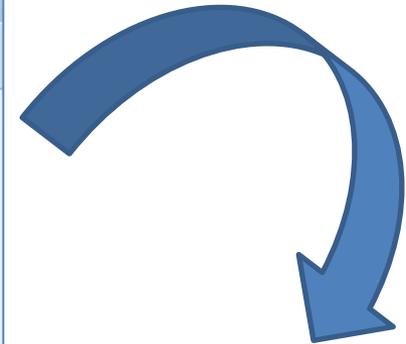
Navigating Versions in KPF6

Planning Cost Elements/Activity Inputs Change: Initial screen

Layout Orig - Cost Element

Variables

From Period	<input type="text" value="1"/>	July
To Period	<input type="text" value="12"/>	June
Fiscal Year	<input type="text" value="2013"/>	



Use the arrow buttons to navigate to other versions

Planning Cost Elements/Activity Inputs Change: Initial screen

Layout Adj - Cost Element

Variables

From Period	<input type="text" value="1"/>	July
To Period	<input type="text" value="12"/>	June
Fiscal Year	<input type="text" value="2013"/>	

Walkthrough: Create CO Plan

KPF6 – Planning Cost Elements



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task in SAP.*

Exercise: Create CO Plan

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Used to copy CO plan amount from Original to Operational

Walkthrough: Copy Planning Version

KO14 – Copy Planning



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task in SAP.*

Exercise: Copy Planning

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The transaction code ZPIF_RUN (ZC0EH1012) will transfer budget from COFE funded program to the Internal Order funded program.

Walkthrough: Budget Allocation

ZPIF_RUN – Budget Transfer



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Exercise: Budget Transfer

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A cycle is a collection of rules for cost allocation.

A cycle may contain a number of segments. A segment consists of the following elements:

- Sender objects
- Receiver objects



Cycle Naming Convention

Position	Legend	Definition
1st	Type of Allocation Method	A - Assessment D – Distribution P – Periodic Reposting
2 nd	Job Cost Users	1 – Maintenance & Operations 2 – Transportation – Fleet 3 – Transportation – Auto 4 – ITD 5 – Truck Operations 6 – Reprographics 7 – Facilities
3 rd to 6 th	IFS Program Code (Receiver)	IFS Program Code (Receiver)

EXAMPLE: A2S046

Walkthrough: Define Allocation of Actual Cost

S_ALR_87005742 – Define Allocation of Actual Cost



This is a demonstration only. Watch as the instructor shows you how to complete the task in SAP.

Exercise: Define Allocation of Actual Cost

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Walkthrough: Allocation of Actual Costs

KSU5 – Allocation of Actual Costs



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Exercise: Allocation of Actual Costs

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Statistical Key Figures

A statistical key figure (SKF) is used for informational purposes and/or as a basis for cost allocations. Statistical information may be maintained and managed for cost centers and internal orders in SAP Controlling.

Examples of SKFs are the number of students, area in square meters, or number of employees.

For job costing purposes, SKFs will be used as a basis for the calculation of labor charges for bus drivers based on student counts.

Statistical Key Figures – cont'd

Provides a more flexible method of allocating costs to multiple receivers.

Entry Data Additional Info

Doc. Date: 04/05/2013
 Postg Date: 04/05/2013 Period: 10
 DocumentNo: 400000101 Number Ranges
 Doc. Text: 06.4050.000 - IO 807300001000

Scrn var.: Cost center Input Type: List Entry

ItemNo.	Rec. CCtr	Receiver fund	RFA	Receiver Grant	StatKF	Cat.	Total Quantity	UM
0001	1823801	010-0000	1110-8100-13027	NOT_RELEVANT	IT0001	1	40 %	
0002	1823803	010-0000	1110-8100-13027	NOT_RELEVANT	IT0001	1	40 %	
0003	1824001	010-0000	0000-8100-14731	NOT_RELEVANT	IT0001	1	20 %	

Multiple receivers using different percentages.

Statistical Key Figure – cont'd

Display Actual Assessment Cycle: Segment

Controlling Area: 1000 LAUSD
 Cycle: A40001 ITDQ-807300001000_06.4050.000
 Segment Name: A40001 ITDQ-807300001000_06.4050.000 Lock indicator

Segment Header | Senders/Receivers | Sender Values | Receiver Tracing Factor

Assessment CEle:
 Allocation structure: Z8 Non_Transportation Assesse...

Sender values

Sender rule: Posted amounts
 Share in %: 100.00 %
 Actual value origin Plan value origin

Receiver tracing factor

Receiver rule: Variable portions
 Var.portion type: Actual Statistical Key Figures
 Scale Neg. Tracing Factors: No scaling

In Segment Header tab, choose Actual Statistical Key Figures.

In Receiver Tracing Factor tab, enter the Statistical Key Figure.

Sender Values | Receiver Tracing Factor | Receiver Weighting Factors

Tracing Factor

Var.portion type: Actual Statistical Key Figures
 Scale Neg. Tracing Factors: No scaling

Selection Criteria

	From	to	Group
Stat. key fig.	IT0001	<input type="text"/>	<input type="text"/>
Activity Type	<input type="text"/>	<input type="text"/>	<input type="text"/>

Statistical Key Figures – cont'd



Walkthrough: Enter Statistical Key Figure

KB31 – Enter Statistical Key Figure



This is a demonstration only. Watch as the instructor shows you how to complete the task in SAP.

Settlements:

- Used for capital assets or project related items
- Monthly settlement run



Internal Order Settlement Rule

Change Internal Order: Master data

Settlement Rule Worklist

Order: 130002678047 Order type: PT04 Pupil Transportati...

F. Description: REG.HTS MIDDAY TRIPS-SPEC.EDUC.PROG-PRES

Assignments Control data Prd-end closing General data

Assignments

Company Code: 1000 LAUSD
 Plant:
 Object Class: Overhead
 Responsible CCtr: 9128500 Trans Region A
 User Responsible:
 Requesting CCtr: 18047
 Tax Jurisdiction:
 External order no.: J0267

Requesting WBS
 Requesting Functional Area

Settlement rule Edit Goto System Help

Maintain Settlement Rule: Overview

Order: 130002678047 REG.HTS MIDDAY TRIPS-SPEC.EDUC.PROG-PRES

Actual settlement

Distribution rules

Cat	Settlement Receiver	Receiver Short Text	%	Equivalence no.	Settlement type	No.	S...	From Period	From Fiscal Yr
CTR	1001571		100		FUL				

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Walkthrough: Display Actual Cost Line Items for Orders

KOB1 – Display Actual Cost Line Items for Orders



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Exercise: Display Actual Cost Line Items for Orders

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Walkthrough: Display Actual Cost Line Items for Cost Centers

KSB1 – Display Actual Cost Line Items for Cost Centers



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Exercise: Display Actual Line Items for Cost Centers

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Course PTR0110 Transaction Codes

FMAVCR01	Display Annual Values of Control Objects
FMMDAUTO	Automatic Creation of FM Master Data
KO04	Order Manager
KPF6	Planning Costs Elements/Activity Inputs Change
KO14	Copy Planning Version
ZPIF_RUN	Budget Transfer
S_ALR_87005742	Create Assessment Cycle
KSU5	Execute Actual Assessment

KOB1	Display Actual Cost Line Items for Orders
KSB1	Display Actual Cost Line Items for Cost Centers

After training support will include:

- **The Procurement Customer Support Center**
- **The BASE Training Center will be the single point of access for SAP end-user documentation/materials.**
 - This website will make it easier for end users to access related business process materials.
 - The materials will include the following:
 - ✓ Course Presentations
 - ✓ Simulations
 - ✓ Quick Reference Guides
 - ✓ Job Aids
- **Context Sensitive Help within the Shopping Cart**
- **Refresher (Open House) sessions**

BASE Training Center Website [http://basetraining.lausd.net]




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