Financial Accounting
SAP Implementation at IESCO
Training Document
Bank

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IESCO_SAP_ERP_FI_TD Fiori_BANK

Contents

Bank

1 Purpose

Cash management will help to manage and maintain banks and their master data, explore cash operations by walking through the daily cash positioning processes, and how SAP S/4HANA can be used for liquidity planning and liquidity forecasting.

- Discover the impact of new SAP S/4HANA functionality on your cash processes
- Explore new tools for bank account management, cash operations, and liquidity management
- Evaluate deployment options to jump-start cash management.

2 Master Data

Master data - Data that is created centrally and it is valid for all applications. It remains constant over the time but we need to update it on regular basis. Bank master maintenance in SAP is maintenance of Bank directory, and is represented by master data 'Bank key'. Bank directory is a global list of Banks/Financial Institutions maintained in SAP ECC and a Financial/Banking institution is represented in SAP ECC by Bank key master. In the financial world, Banks are identified by unique Bank Ids.

3 Process Steps

3.1 Bank Account Maintenance

Use

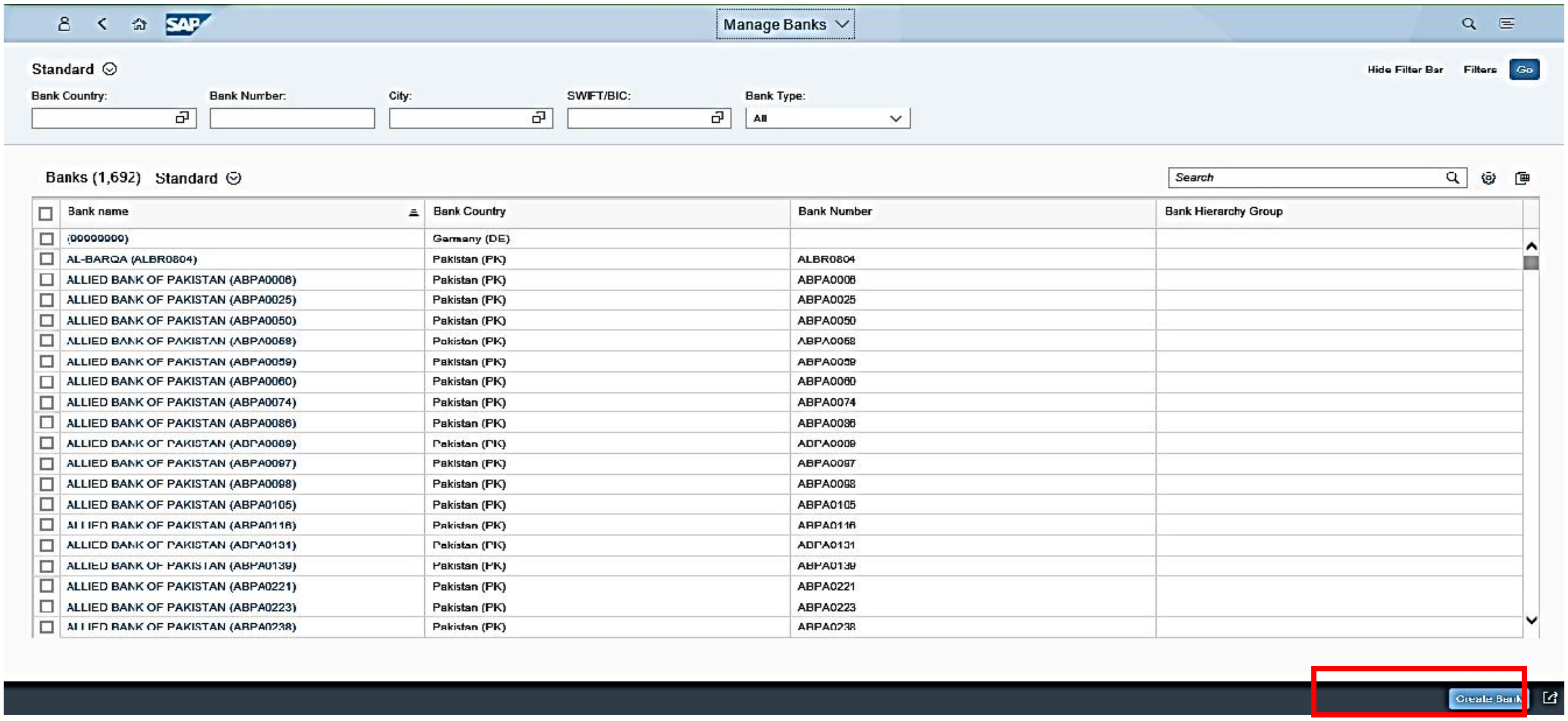
Bank account maintenance is an ongoing process catering for addition, deletion, updating of bank details as per business needs. Along with Bank Accounts, GL accounts for the new bank account should also be maintained.

Procedure

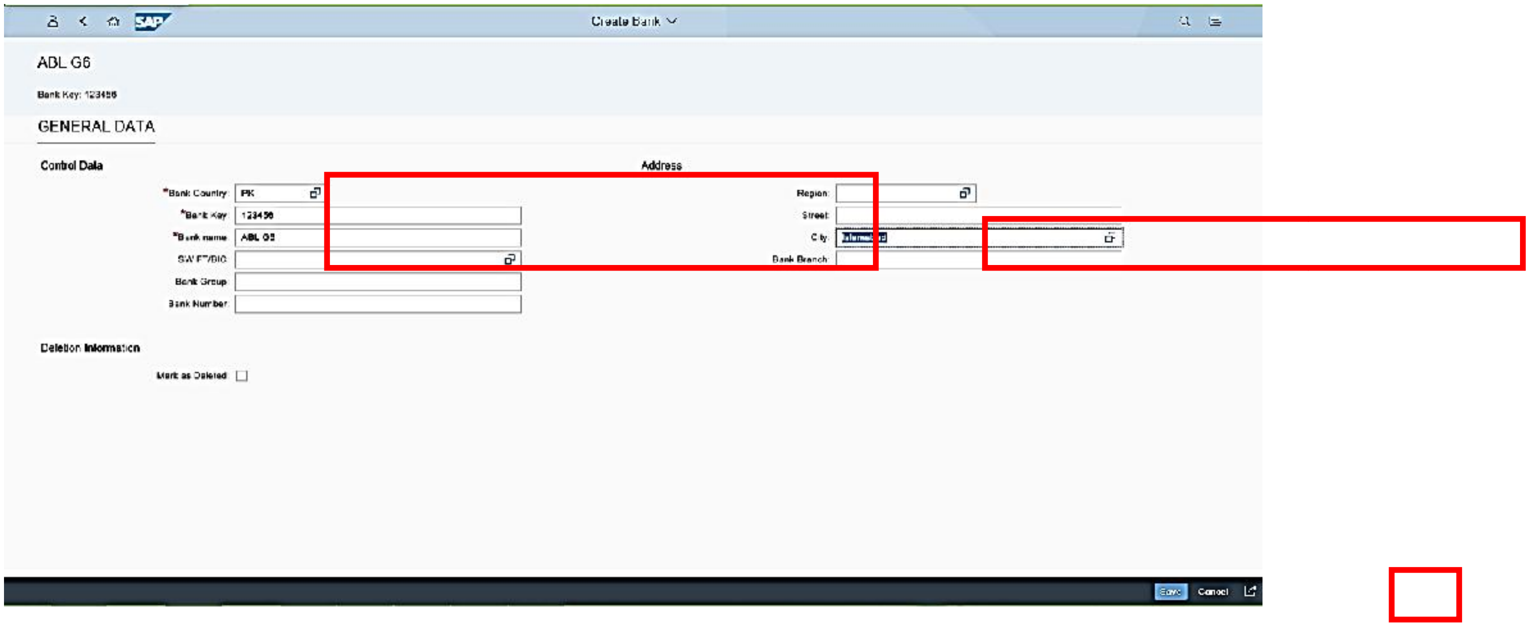
1. Open “Manage Bank” App. from Fiori Launchpad.
2. Enter the following information in the below fields:

Field name	Description	User action and values	Comments
Enter Country and Bank Key		Bank Country: For example, **PK** Bank Key: For example, **123456** Bank name: For example, **ABL G6** SWIFT/BIC: For example, **BOFAUS4D** City: For example, **Islamabad**	
Create		Choose Create Bank.	

Screen shot for Create Bank initial data entry screen.



Bank name	Bank Country	Bank Number	Bank Hierarchy Group
(00000000)	Germany (DE)		
AL-BARQA (ALBR0804)	Pakistan (PK)	ALBR0804	
ALLIED BANK OF PAKISTAN (ABPA0006)	Pakistan (PK)	ABPA0006	
ALLIED BANK OF PAKISTAN (ABPA0025)	Pakistan (PK)	ABPA0025	
ALLIED BANK OF PAKISTAN (ABPA0050)	Pakistan (PK)	ABPA0050	
ALLIED BANK OF PAKISTAN (ABPA0068)	Pakistan (PK)	ABPA0068	
ALLIED BANK OF PAKISTAN (ABPA0059)	Pakistan (PK)	ABPA0059	
ALLIED BANK OF PAKISTAN (ABPA0060)	Pakistan (PK)	ABPA0060	
ALLIED BANK OF PAKISTAN (ABPA0074)	Pakistan (PK)	ABPA0074	
ALLIED BANK OF PAKISTAN (ABPA0086)	Pakistan (PK)	ABPA0086	
ALLIED BANK OF PAKISTAN (ABPA0089)	Pakistan (PK)	ABPA0089	
ALLIED BANK OF PAKISTAN (ABPA0097)	Pakistan (PK)	ABPA0097	
ALLIED BANK OF PAKISTAN (ABPA0098)	Pakistan (PK)	ABPA0098	
ALLIED BANK OF PAKISTAN (ABPA0105)	Pakistan (PK)	ABPA0105	
ALLIED BANK OF PAKISTAN (ABPA0116)	Pakistan (PK)	ABPA0116	
ALLIED BANK OF PAKISTAN (ABPA0131)	Pakistan (PK)	ABPA0131	
ALLIED BANK OF PAKISTAN (ABPA0139)	Pakistan (PK)	ABPA0139	
ALLIED BANK OF PAKISTAN (ABPA0221)	Pakistan (PK)	ABPA0221	
ALLIED BANK OF PAKISTAN (ABPA0223)	Pakistan (PK)	ABPA0223	
ALLIED BANK OF PAKISTAN (ABPA0238)	Pakistan (PK)	ABPA0238	



3. Click Save

Result

In this process bank data will be maintained.

3.2Perform Bank Reconciliation Manually

Use

The bank credits the collection, the direct debit, the deposited checks and a bank transfer from a customer to your account. As in the case currently under consideration some open items have already been cleared by the automatic payment and the check deposit, the posting of the bank statement in these cases willclear the open items bank clearing account.

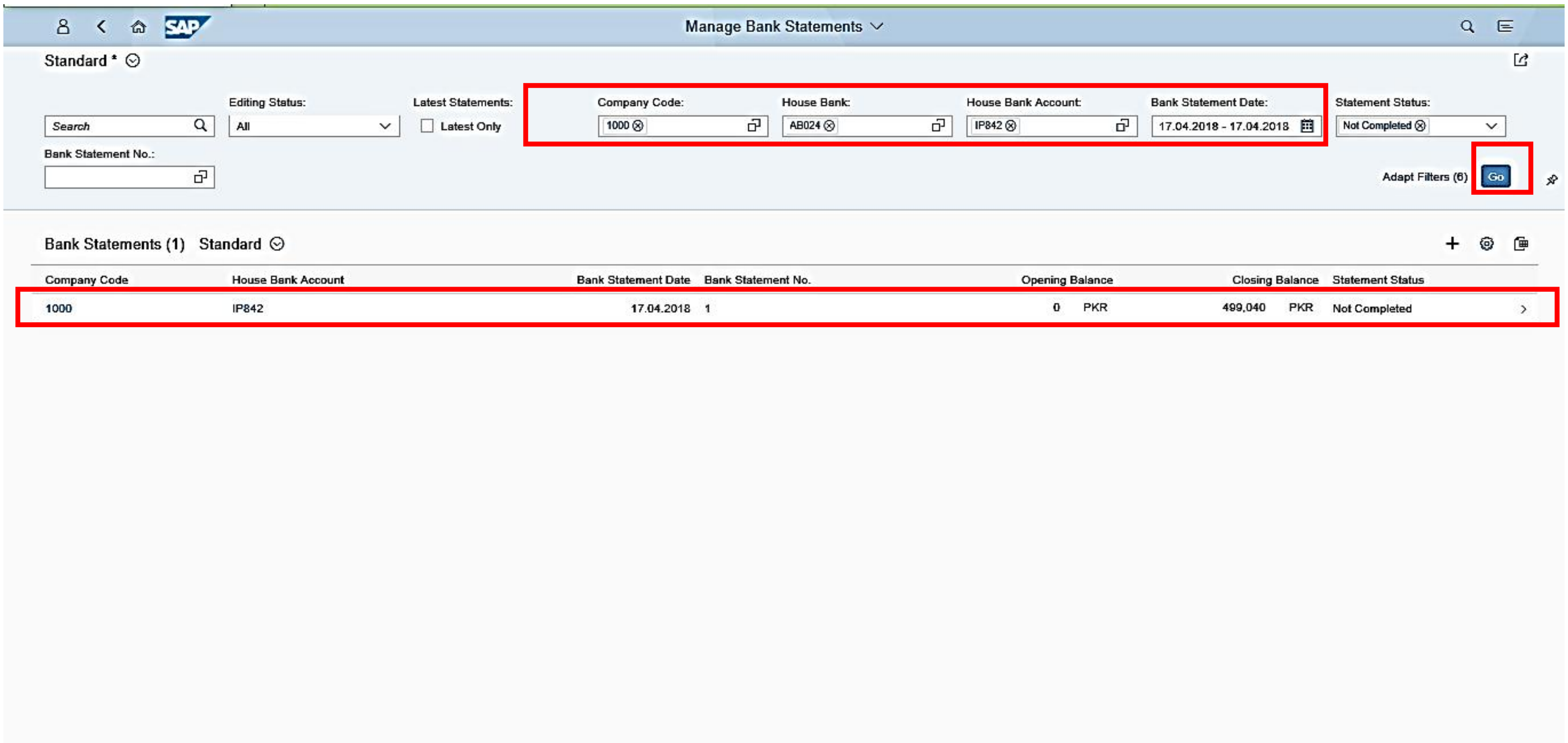
Procedure

1. Open “Manage Bank Statements” App. from Fiori Launchpad.
2. Enter the following information in the below fields:

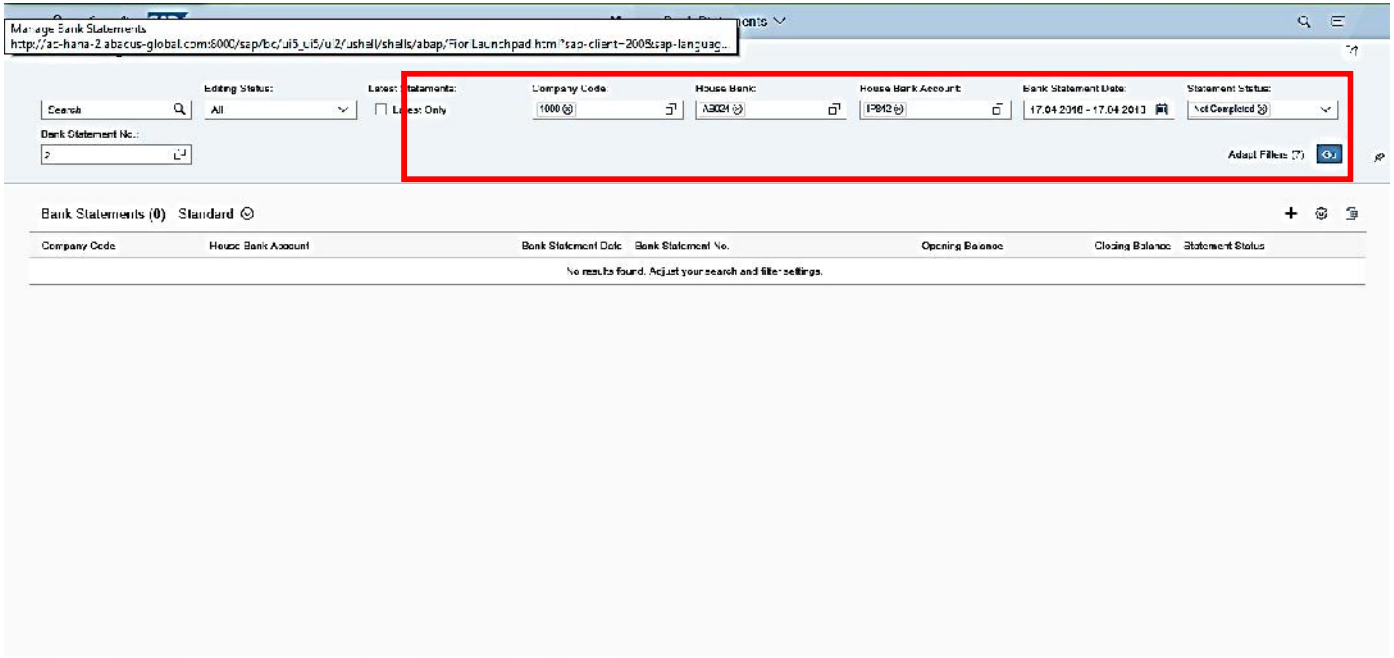
Field name	Description	User action and values	Comment
Get Latest Bank Statement Number		Company Code: **1000** House Bank:**AB011** House Bank Account:**IP603** Latest Statement: **Latest Only** And choose Go.	
Get Closing Balance of Latest Bank Statement		Note down the closing balance of the specified bank account, it can be found on the Manage Bank Statements screen.	
Create New Bank Statement		To get the latest imported bank statement number, choose Show Filter Bar if search criteria are hidden, and make the following entries: Company Code: **1000** House Bank:**AB011** House Bank Account: **IP603** Latest Statement: **Latest Only** And choose Go.	
Get Closing Balance of Latest Bank Statement		Note down the closing balance of the specified bank account, it can be found on the Manage Bank Statements screen.	
Create New Bank Statement		Choose the button Create Bank Statement. On the New Bank Statement screen, make the following entries: House Bank: **AB011** House Bank Account:	

Field name	Description	User action and values	Comment
		IP603 Company Code: **1000** Bank Statement No.: **The next Bank Statement Number** Bank Statement Date: for example, **<Current Date>** Opening Balance: for example, **5000** Closing Balance: for example, **4000**	
Create Another Bank Statement Item		Choose the button Add in the area BANK STATEMENT ITEMS to create the next item. On the next screen, make the following entries: Manual Transaction: **1000** Amount: for example, **-1000** Customer Ref No: for example, **1000004611** And then choose the button Back.	
Save the Bank Statement		On the New Bank Statement screen, choose Save.	
Post the Bank Statement		Choose Post.	

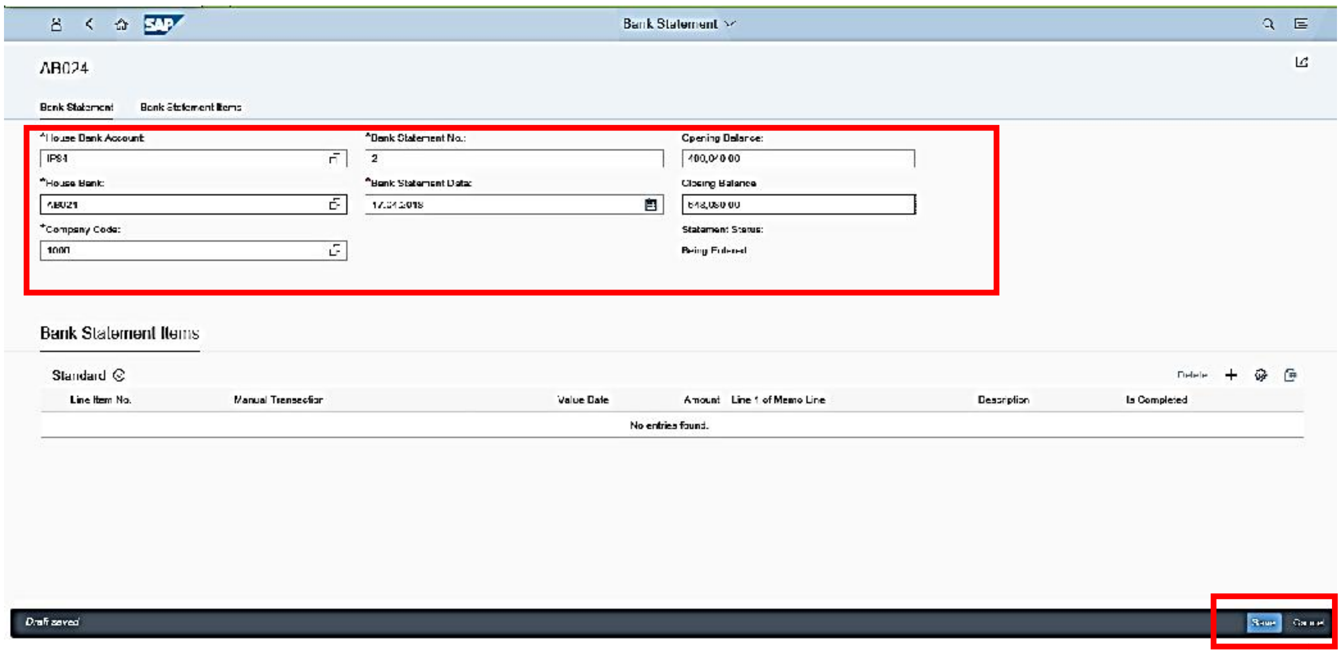
You can also display this dialog box by choosing *Settings* ì *Specifications*. Check that the correct data is entered.



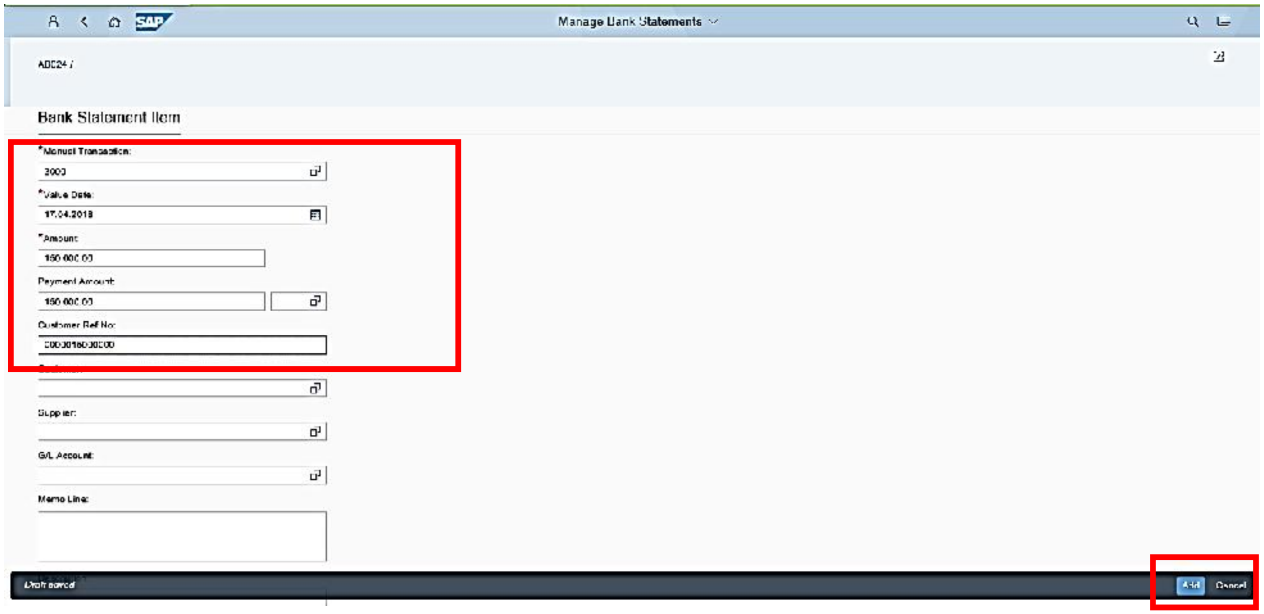
Screen Shot# 2: Choose Go



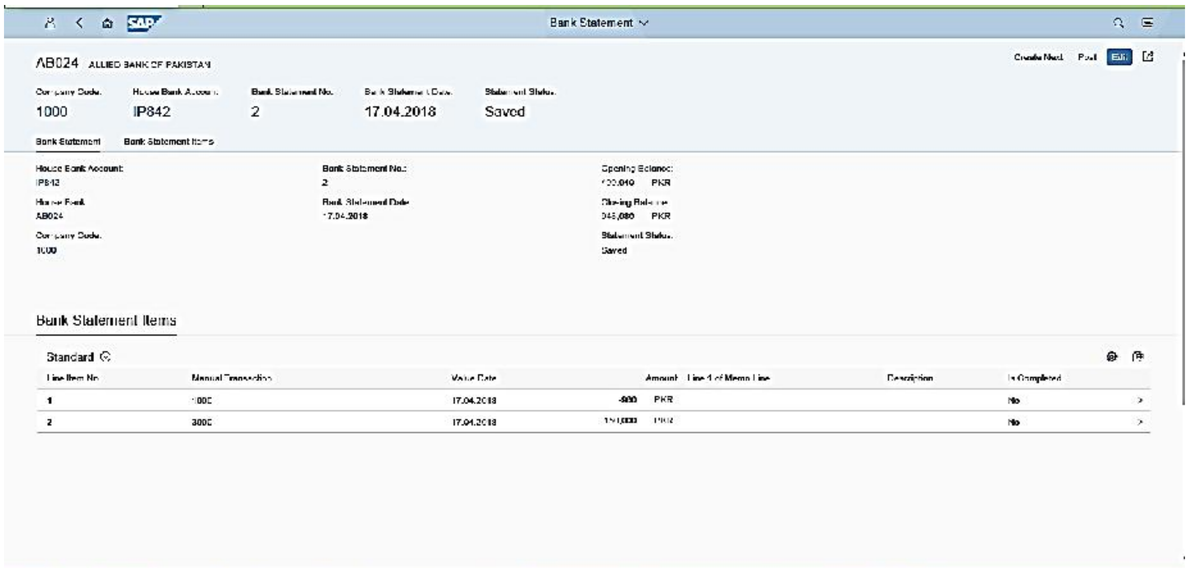
Screen shot# 3: Choose Save(Ctrl+S).



Screen shot# 4: Add Bank statement item.



Screen shot# 5: Post



Result

The bank statement has been entered manually and all corresponding transactions have been posted. The customer invoice was cleared automatically (using the unique reference). The open items on the bank subaccounts have been cleared.

3.3 Bank To Bank Transfer

Use

In this activity you can transfer from one bank to another

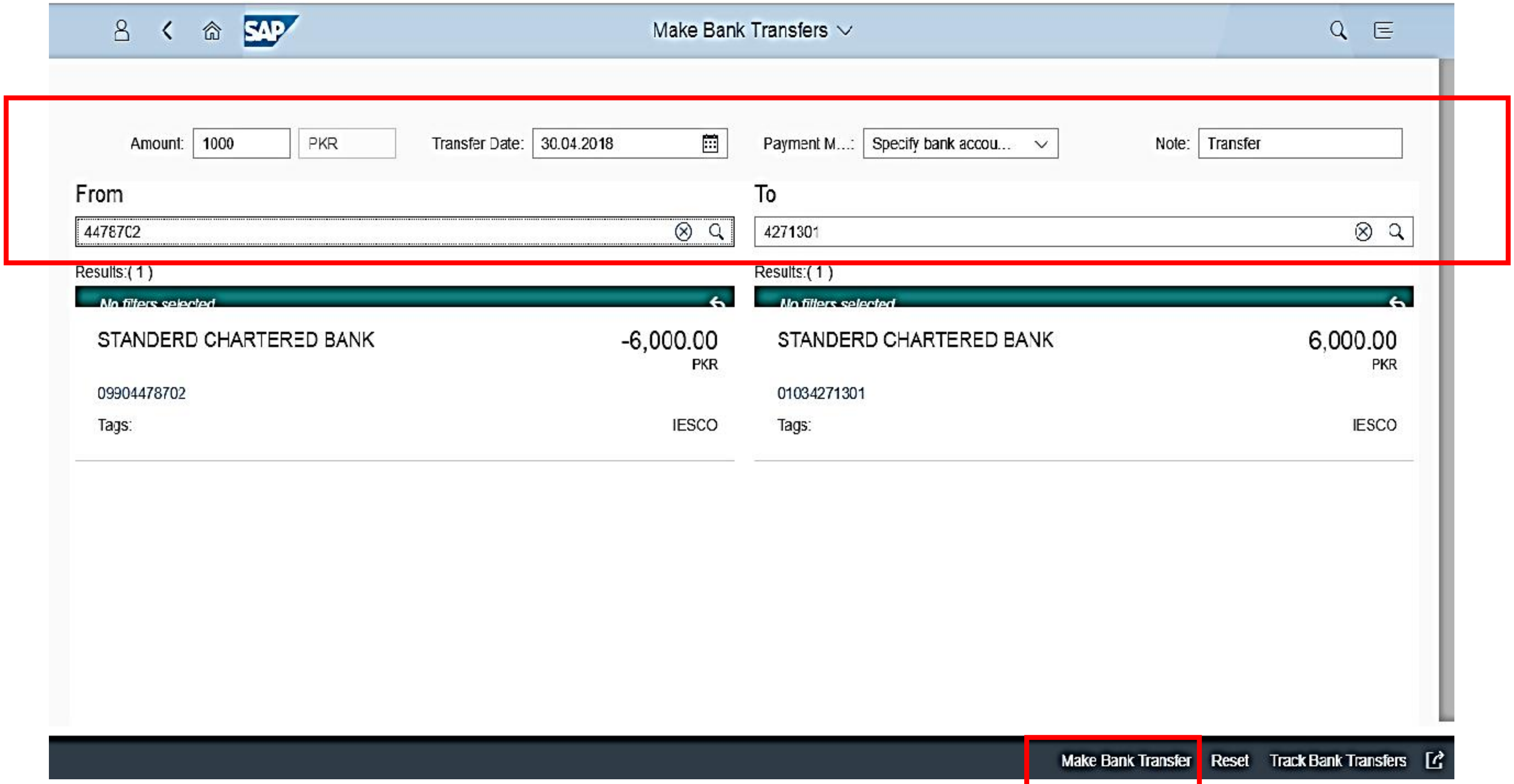
Procedure

1. Open “Make Bank Transfer” App. from Fiori Launchpad.
2. Enter the following information in the below fields:

Field name	Description	User action and values	Comment
Enter Transfer Details		From: <account>, for example, 308113 To: <account>, for example, 304123 Amount: for example, 1000 PKR Transfer Date: current date	
Make Bank Transfers		Choose the Make Bank Transfer button at the bottom of the screen.	The Initiate Transfer dialog box displays.
Check and Submit		Verify the amount, from, to, and payment method information. If it is correct, enter a note if necessary and choose Submit.	The system displays a dialog box with a message stating successful payment.

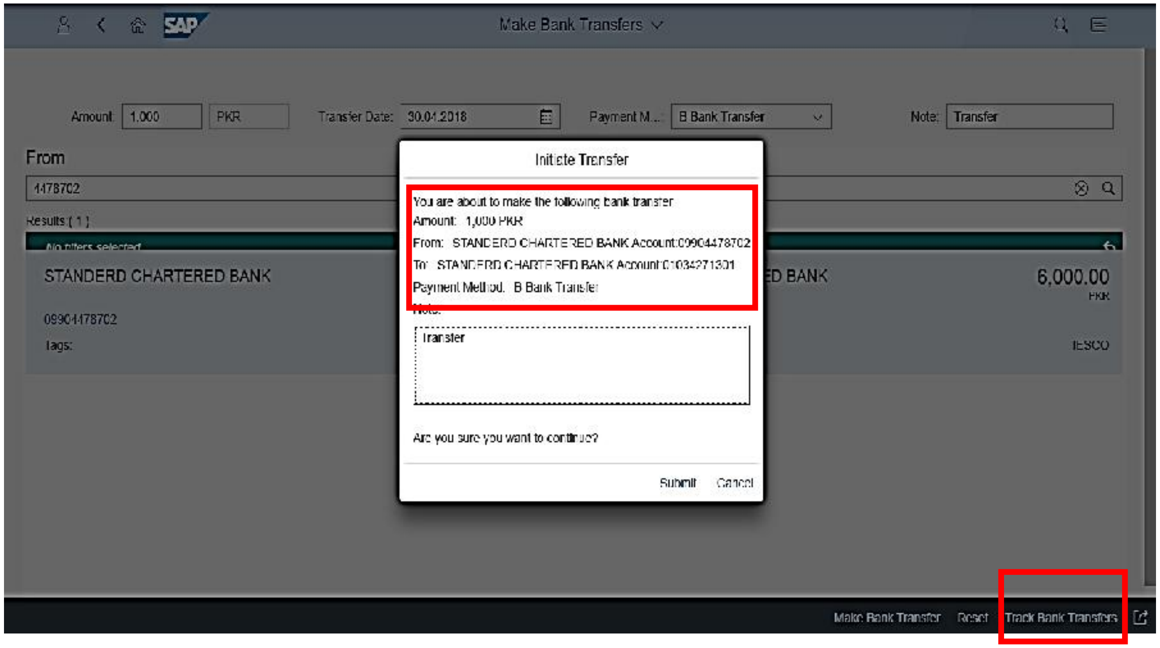
Confirm Transfer		Choose OK to confirm the bank transfer.	. The system creates a payment request and calls a program to complete postings for this payment request. This payment is automatically merged as a batch. You can monitor the status of this batch in the Track Bank Transfer app. For more information, see section Track Bank Transfers.

1. Enter Transfer details and choose make bank transfer option at the

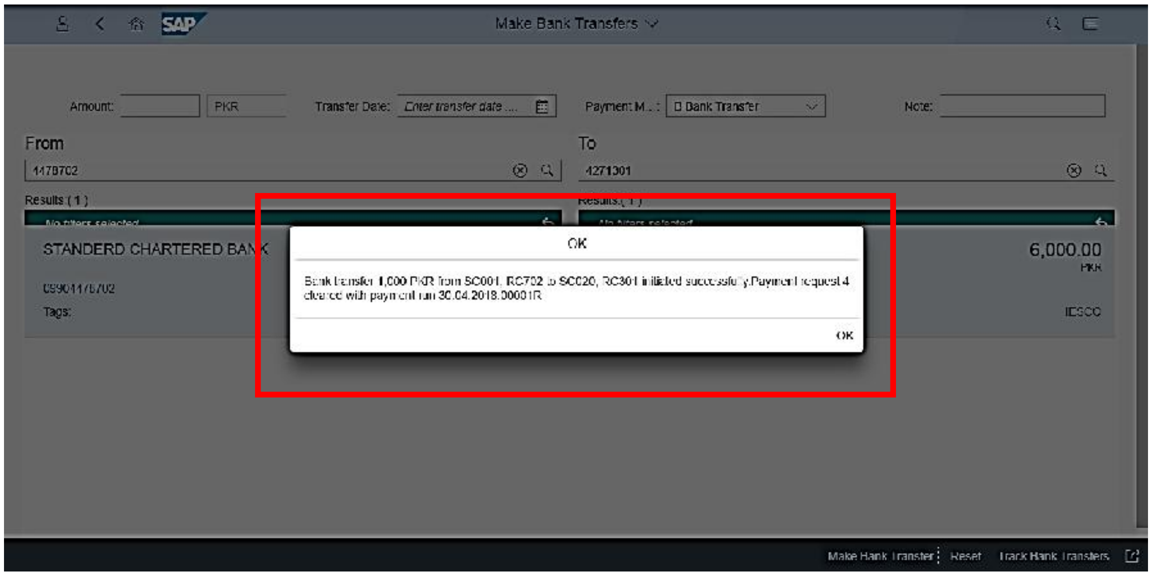


bottom of the screen.

2. Enter a note is necessary and Submit.



Finally the transfer has been made.



Result

Bank to Bank transfer has been completed.

3.4 Cash Management

Use

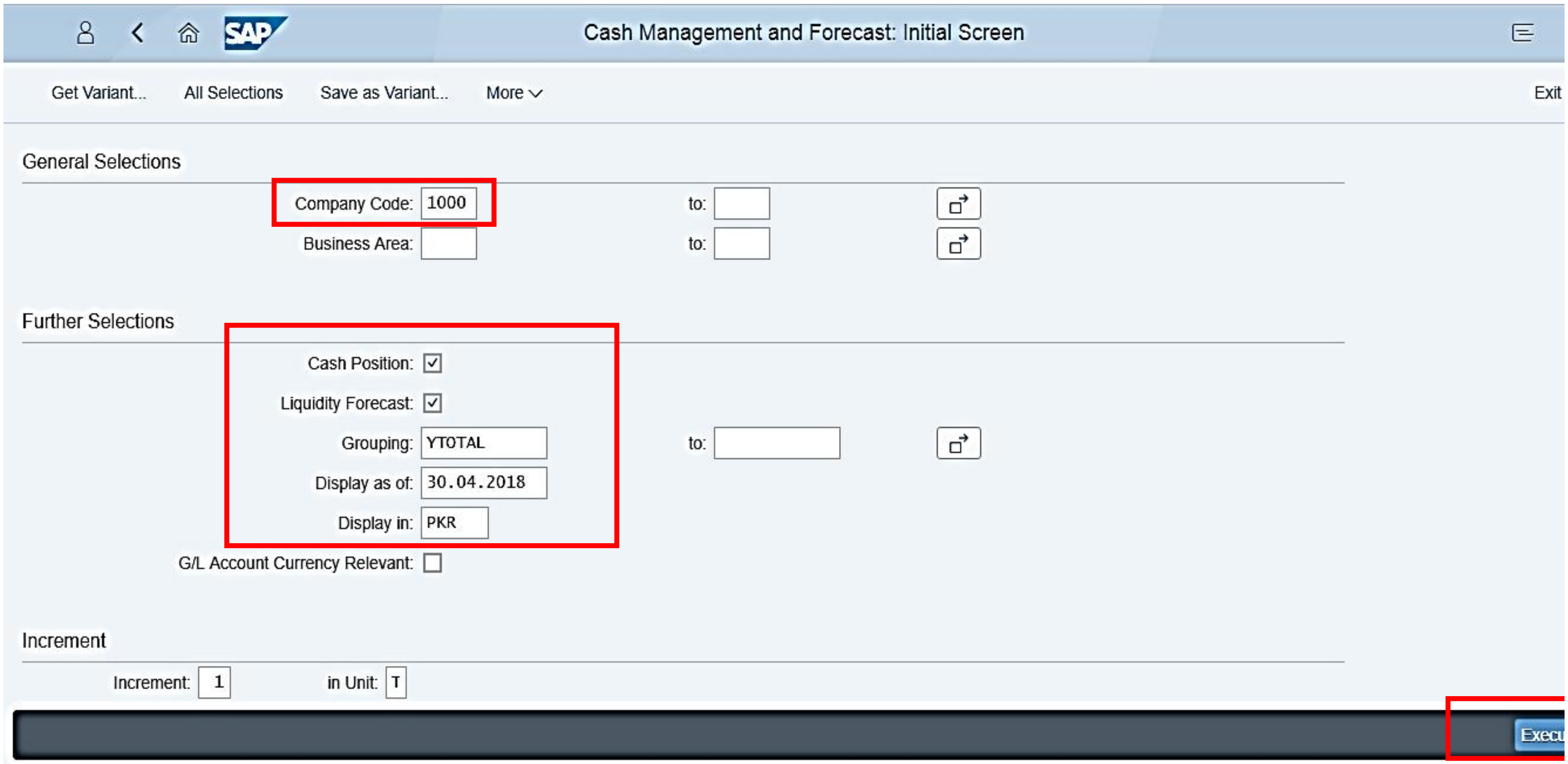
Use this procedure to run the cash management report.

Procedure

1. Open “Display Cash Position” App. from Fiori Launchpad.
2. Make the following entriesin Initial Screen then press enter.

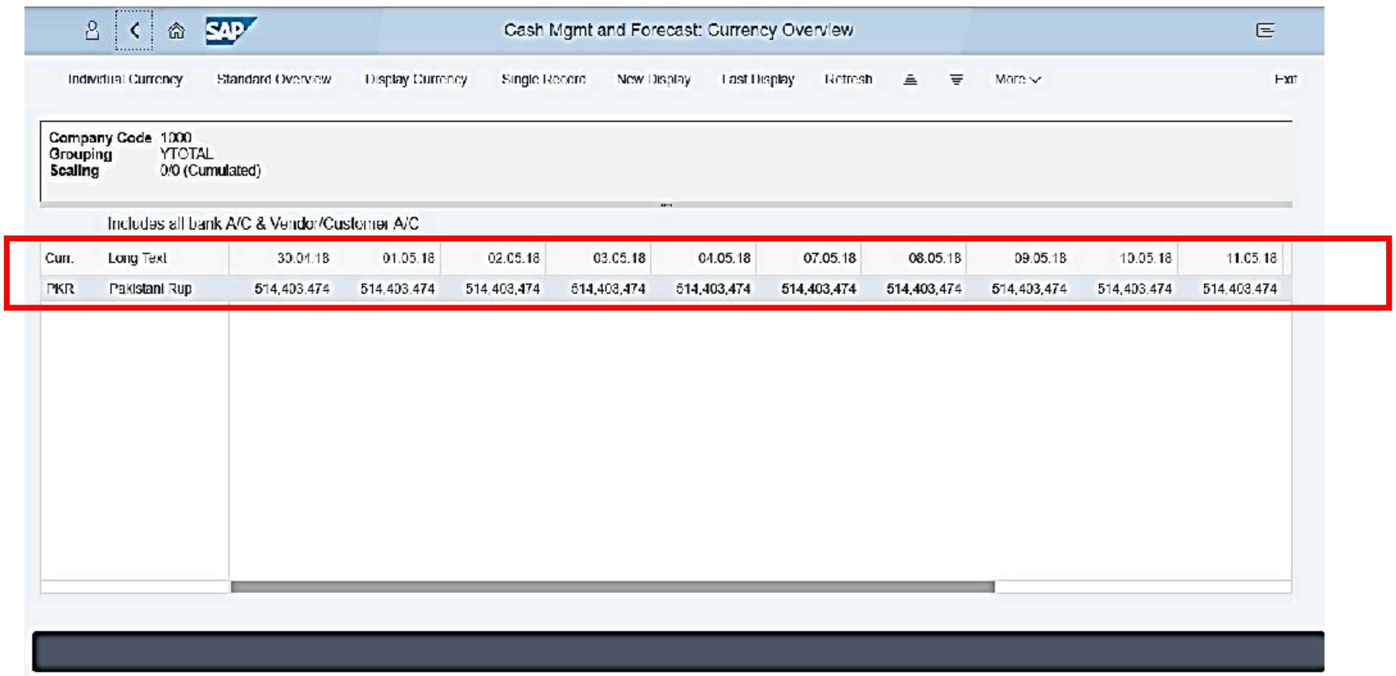
Field name	Description	User action and values	Comment
Navigation		Company Code: 1000, Cash Position, Liquidity Forecast, Grouping, Display Date,	Different views can be displayed

Screen shot for cash management report is as below:



1. Choose Execute.

Cash Management Forcast screen shot:



Result

You have run the cash management report.