

Materials Management

SAP Implementation at IESCO

Training Document

Goods Issuance

Contents

1	Purpose.....	3
1.1	Process Steps.....	4
1.1.1	Goods Issuance.....	4
1.1.2	Print Goods Issuance Note.....	13

Goods Issuance Process

1 Purpose

The purpose of this document is to describe the business process of goods issuance from inventory.

Prerequisites

The material drawing department will make a reservation and user department will check the availability of material. Material will be issued to the relevant department against that reservation.

1.1 Process Steps

1.1.1 Goods Issuance

Use

Following process steps are followed during the goods issuance.

Procedure

1. Open "Post Goods Issue" App. from Fiori Launchpad.
2. Select Action as Goods Issue and Reference as Other or Reservation.
3. In case Reference is selected as Reservation, enter Reservation Number otherwise press Enter.

Field name	Description	User action and values	Comment
Reservation Number		As per requirement	For example: 601
Document Date		As per requirement	For example: 17.04.2018
Posting Date		As per requirement	For example: 17.04.2018
Storage Location		As per requirement	For Example: 203

SAP Goods Issue Reservation - MM-02

Goods Issue Reservation - MM-02

Post Back Exit Cancel System ▾ Hide Overview Restart Hold Check Post Help

Goods Issue Reservation Restart (F5)

General Additional Header

Document Date 17.04.2018 Material Slip

Posting Date 17.04.2018 Doc.Header Text

☐ Collective Slip GR/GI Slip No.

Line	Sta...	Mat. Short Text	...	OK	Qty in UnE	EUn	SLoc	Cost
1	■	Meter Wire	□	✓	5	M	RS Rwp Open Yard	10

4. On the General tab page of the Header Data, choose Collective Slip from drop down and then select the checkbox Print via Output Control.
5. On *Enter Other Goods Issuance: Initial Screen* enter the following data; then choose *Enter*:

Field name	Description	User action and values	Comment
Movement Type		As per requirement	For example: 201
Document Date		As per requirement	For example: 17.04.2018
Posting Date		As per requirement	For example: 17.04.2018

6. On the *item overview New Items* screen enter the following data then choose *Enter*:

Field name	Description	User action and values	Comment
Material		As per requirement	For example: 10123
Quantity		As per requirement	5

Goods Issue Other - MM-02

Post Back Exit Cancel System ▾ Hide Overview Restart Hold Check Post Help

Goods Issue ▾ Other ▾ GI for cost center 201

Executable Action in Transaction MIGO

General Additional Header

Document Date 17.04.2018 Material Slip

Posting Date 17.04.2018 Doc.Header Text

☐ Collective Slip ▾ GR/GI Slip No.

Line	Mat. Short Text	...	OK	Qty in UnE	EUn	SLoc	Cost Center	WIP Batch	G/L Account	Batch
1	Meter Wire	☐	☒	5.000						

Material Quantity Where Account Assignment Additional Line

Material Meter Wire 10123

7. On the *item detail view* in *Where tab* enter the following data; then choose *Enter*:

Field name	Description	User action and values	Comment
Plant		As per requirement	For example:200
Storage Location		As per requirement	201

Goods Issue Other - MM

Goods Issue Other

Document Date: 17.04.2018
 Posting Date: 17.04.2018
☐
 Material Slip:
 Doc.Header Text:
 GR/GI Slip No.:

Line	Mat. Short Text	...	OK	Qty in UnE	EUn	SL
1	Meter Wire	☐	☒	5	M	R:

Movement type: 201 - GI for cost center Stock type:

Plant: IESCO RS Rawalpindi 200

Storage location: RS Rwp Open Yard 203

8. On the *item detail view in Account Assignment* tab, enter the following data then choose *Enter*:

Field name	Description	User action and values	Comment
Cost Center		Enter the relevant cost Object.	For example: 10200
Asset Number		Enter the relevant cost Object.	For example: asset number

Post Back Exit Cancel System ▾ Hide Overview Re

Goods Issue ▾ Other ▾

General Additional Header

Document Date 17.04.2018 Material Slip
Posting Date 17.04.2018 Doc.Header Text
☐ ☐ Collective Slip ▾ GR/GI Slip No.

Line	Mat. Short Text	...	OK	Qty
1	Meter Wire	☐	☒	5

Material Quantity Where Account Assignment Additional L

G/L account
Fund
Cost Center 102000

9. Also maintain any other required data.
10. If serial number profile is defined in the material master then also enter serial number of the relevant material.
11. Check the document for any error.
12. Choose *Post* (*Ctrl+S*).

Result

You have posted goods issuance document.

1.1.2 Print Goods Issuance Note

Use

This procedure explains the Goods Issuance Note Printing.

Procedure

1. Open "Output Material Documents" App. from Fiori Launchpad.
2. Enter Material Document Number and press Execute.

SAP

Menu Save as Variant... Back Exit Cancel System Execute

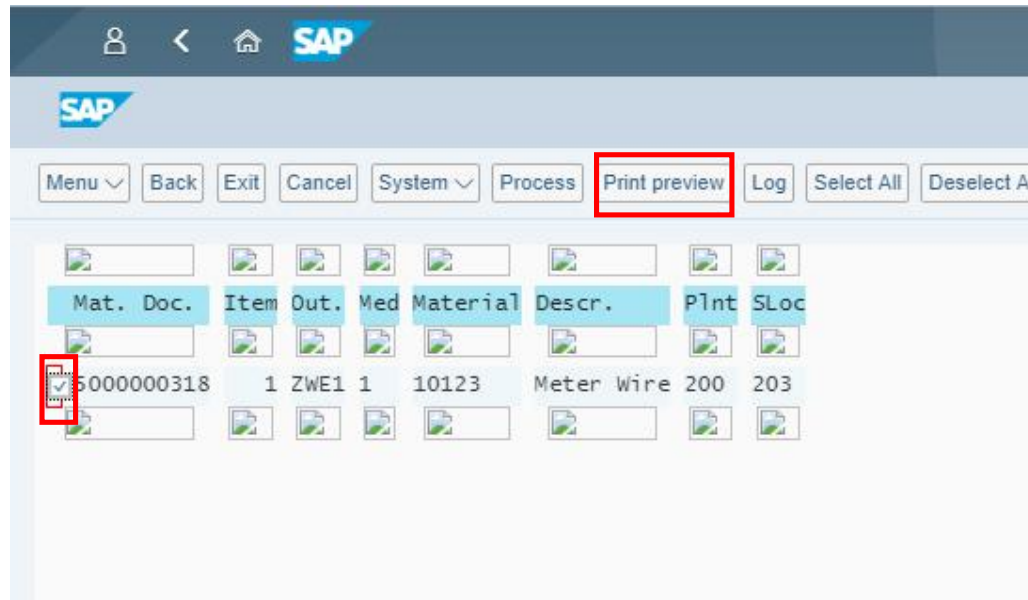
Messages

Output Type		to
Transmission Medium		to
Sort Order	01	
Processing Mode	1	

Goods Movements

Material Document Year	2018	
Material Document	5000000318	to

3. Tick line item as OK and press Print Preview.



4. Press Print Preview.

SAP GUI for HTML

Output from Goods Movements

Print: X

Output Device LP01 Beispieldrucker. Mit SPAD anpassen

Page selection

Spool Request

Name	SMART	LP01	MM-06	
Title				
Authorization				

Spool Control

☒ Print Now

☒ Delete After Output

☐ New Spool Request

☐ Close Spool Request

Spool Retention 8 Day(s)

Storage Mode Print only v

Number of Copies

Number 1

☐ Group (1-1-1,2-2-2,3-3-3,...)

Cover Page Settings

SAP cover page Do Not Print v

Recipient

Department

Print preview
Print X

5. Press Print Button and on the next screen press print.

Print Preview of LP01

Print Preview of LP01

Menu Back Exit Cancel System

smart.pdf 1 / 1

ISLAMABAD ELECTRIC SUPPLY COMPANY

Goods Received Note

Purchase Order	7100000178	Date	20.04.2018	GRN No.	5000000318	Date	20.04.2018
Agreement No.				Vender Code	10000000		Pak Elektron Limited
Store Name	200	IFSCO RS Rawalpindi		Additional Note			

S No	Stock Code	Item Description	Unit	Total P.O. Qty	Received Qty	Storage Location	Vender Value (Ex. Tax)	Remarks
1	10103		m	1.00	1.00	200 RS Rawalpindi	2,000.00	
Total							2,000.00	

D34 (200) ac-hana-2

Result

Goods Issuance Note Print is Done.

NOTE:

Use movement type 202, 242 and 262 for the cancellation of issuance material document.