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Course & Selection:	<input type="text"/>
Identifier:	<input type="text"/>
Client:	<input type="text"/>

Chapter 07: Warehouse Management

Exercise 07-04 Warehouse Management- Fulfillment Process

Single Company Code

Version 1

Rev: 01/04/2011

Introduction

General Notes and Information

It is strongly recommended that you read through the entire exercise prior to starting. Not all instructions can be provided in a linear manner.

The following symbols are used to indicate important information, as described below.

- ➔ An arrow highlights an important instruction that must not be overlooked.
- ✎ A pencil prompts you to write down an important piece of information.

Each student or group will be assigned a unique **three-digit identifier**. This identifier is used in all exercises to uniquely identify your data. Whenever you see **###** in these exercises, replace it with your identifier.

- ➔ Always work with your data.

Business Process Overview

In this exercise you will be selling materials that you procured in the last two exercises, from a vendor and from the Dallas Plant. You will be selling the materials to a customer. You will notice both similarities with and differences from the normal fulfillment process. These variations are due to the use of warehouse management in SAP.

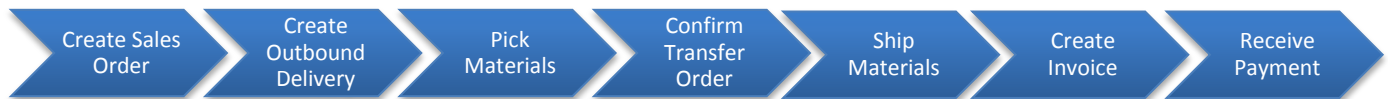
Exercise Prerequisites

Exercise 7-1 GBI Warehouse Management Master Data

Exercise 7-2 GBI Warehouse Management Procure From Vendor

Exercise 7-3 GBI Warehouse Management Procure From Plant

Exercise Workflow



Exercise Deliverables

Deliverables are consolidated into one worksheet at the end of this exercise. For this exercise you will need the following deliverables.

In the System

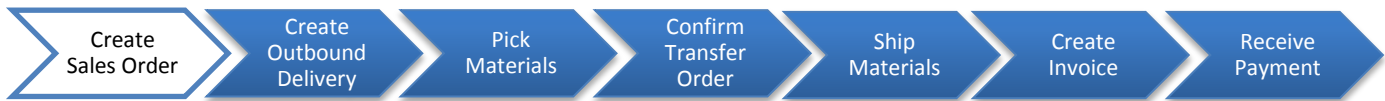
- Sales Order
- Delivery Document
- Transfer Order
- Invoice and Customer Payment

On Paper

- Write down your document numbers for each step and submit them to your instructor.
- Completed exercise worksheet (attachment 2) to turn in to your professor
- Answers to the Questions

➡ You may be assigned additional deliverables. Make certain to check with your instructor.

Step 1: Create Sales Order



In this step, you will create a Sales Order for your customer in California.

Step 2.1: Navigate to the transaction to create a sales order:

Navigation

Logistics → Sales and Distribution → Sales → Order → Create

Q1: What is the transaction code to create a sales order: -----

Step 2.2: In the "Create Sales Order: Initial Screen" enter the following:

Field Name	Data Entry
Order type	<i>Standard Order (OR)</i>
Sales Organization	<i>Code for US West</i>
Distribution channel	<i>Code for Wholesale</i>
Division	<i>Code for Accessories</i>



(ENTER)

Step 2.3: In the "Create Stand Order: Overview" screen, enter the following:

Field Name	Data Entry
Standard Order	<i>Leave blank (system auto-assigns number)</i>
Sold-to party	<i>Code for your customer "Socal Bikes"</i>
Ship-to party	<i>Leave blank (system assigns the sold-to number automatically)</i>
PO Number	<i>Make up a ten digit (10) PO # from your</i>

	<i>customer</i>
--	-----------------

Step 2.4: In the "Sales" tab, enter in the following information:

Field Name	Data Entry
Req. deliv. date	<i>One week from today</i>
Pricing date	<i>One week from today</i>

Step 2.5: Under "All Items" enter the following:

Field Name	Data Entry
Code for Men's Off Road Bike	<i>50</i>
Code for Road Helmet	<i>100</i>



(ENTER)



If you get a pop-up window to confirm the changed billing date, click on Enter.



(SAVE)

Q2: What was your Standard Order number: -----

Refer to Exercise 7-1 for instructions on how to view bin inventory (LX03) to review the inventory balance for both your Men's Off Road Bike and the Road Helmet in the San Diego Warehouse.

Q3: How many Men's Off Road Bikes are in your storage bin: -----

Refer to Exercise 7-1 for instructions on how to review the Sloc inventory (MB52) in the San Diego Warehouse.

Q4: What is the dollar value of Men's Off Road Bikes in inventory: -----

Exercise Deliverables

In the System

- A sales order for your Social Bikes customer

On Paper

- Answers to the Questions
-

Step 2: Create Outbound Delivery



In this step, you will create the Outbound Delivery note number for the Sales Order.

Step 2.1: Navigate to the transaction to create a outbound deliver:

Navigation

Logistics → Sales and Distribution → Shipping and Transportation → Outbound Delivery → Create → Single Document → With References to Sales Order

Q5: What is the transaction code to create an outbound delivery: -----

Step 2.2: In the “Outbound Delivery Create: Overview” enter the following:

Field Name	Data Entry
Shipping point	<i>Code for San Diego</i>
Selection date	<i>Seven days from today</i>
Order	<i>Order number of the sales order created above</i>



(ENTER).

Step 2.3: In the “Picking Tab” enter the following:

Field Name	Data Entry
SLoc	<i>Finished Goods (Men's Off Road Bike)</i>
SLoc	<i>Trading Goods (Road Helmet)</i>



(ENTER).

- ➔ Notice how the "Picked Qty" column now cannot be accessed and you cannot change any of the values. Because we have implemented warehouse management, picking must be performed a bit differently.



(SAVE)

Q6: What was your Outbound Delivery number: -----

Refer to Exercise 7-1 for instructions on how to bin inventory (LX03) to review the inventory balance for both your Men's Off Road Bike and the Road Helmet in the San Diego Warehouse.

Q7: How many Men's Off Road Bikes are in your storage bin: -----

Refer to Exercise 7-1 for instructions on how to review the Sloc inventory (MB52) in the San Diego Warehouse.

Q8: What is the dollar value of Men's Off Road Bikes in inventory: -----

Exercise Deliverables

In the System

- Scheduled outbound delivery

On Paper

- Answers to the Questions

Step 3: Pick Materials With Transfer Order



In this step, you will create a Transfer Order based on the delivery note created in the Step 2.

Step 3.1: Navigate to the transaction to pick materials:

Navigation

Logistics → Sales and Distribution → Shipping and Transportation → Picking → Create Transfer Order → Via Outbound Delivery Monitor

Q9: What is the transaction code to create a transfer order via delivery monitor:

Step 3.2: In the **“Outbound Deliveries for Picking”** screen enter the following:

Field Name	Data Entry
Shipping Point/Receiving Pt	<i>Code for San Diego</i>
Only WM Picking	<i>Selected</i>



(EXECUTE)

Step 3.3: The **“Day’s Workload for Picking”** screen should display your Outbound Delivery document number. Select this number, and click the **TO in Foreground** button.

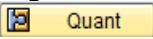
Step 3.4: In the **“Create Transfer Order for Delivery Note: Initial Screen,”** click  (ENTER) to create your Transfer Order so you can pick your materials.



(SAVE)

- ➡ You should receive an error message because the system needs to know which storage bins to pick your goods from.

Step 3.5: In the **"From"** section in **"Movement Data"** enter your storage bin information (Type and Storage Bin number).

- If you do not remember which bins your goods were stored in, review Exercise 7-1 on how to review the bin status report (LX03). To locate the Quant. number, select the material located under the "Stock per storage bin" tab by pressing the box next the material name. Next, click on the "Quant" button. 



(ENTER).



(SAVE)

Q10: What was your Transfer order number (include zeroes): -----

Refer to Exercise 7-1 for instructions on how to view bin inventory (LX03) to review the inventory balance for both your Men's Off Road Bike and the Road Helmet in the San Diego Warehouse.

Q11: How many Men's Off Road Bikes are in your storage bin: -----

Refer to Exercise 7-1 for instructions on how to review the Sloc inventory (MB52) in the San Diego Warehouse.

Q12: What is the dollar value of Men's Off Road Bikes in inventory: -----

Exercise Deliverables

In the System

- Transfer order to move your goods from their respective storage bin to the Shipping Area Deliveries storage type

On Paper

- Answers to the Questions

Step 4: Confirm Transfer Order



In this step, you will confirm the Transfer Order you created in the previous step. This step will confirm that the goods are physically in the storage bin, as the transfer order describes.

Step 4.1: Navigate to the transaction to confirm a transfer order:

Navigation

Logistics → Logistics Execution → Inbound Process → Goods Receipt for Inbound Delivery → Putway → Confirm Transfer Order → Single Document → In One Step

Q13: What is the transaction code to confirm a transfer order: -----

Step 4.2: In the **“Confirm Transfer Order: Initial Screen”** enter the following information:

Field Name	Data Entry
TO Number	Number for your transfer order number (Step 3)
Warehouse Number	Code for San Diego Warehouse



(ENTER)

Step 4.3: The **“Confirm Transfer Order: Overview of Transfer Order Items”** screen should display an overview of the transfer order you created in the previous step. Review all of the details to ensure that the quantity is correct and is going to your storage bin.



(SAVE)

➔ You will see a message at the bottom of the screen **“Transfer order 00000000XX confirmed”**

Refer to Exercise 7-1 for instructions on how to view bin inventory (LX03) to review the inventory balance for both your Men’s Off Road Bike and the Road Helmet in the San Diego Warehouse.

Q14: How many Men's Off Road Bikes are in your storage bin: -----

While you are in the "Bin Status Report: Overview" screen enter the following information:

Field Name	Data Entry
Warehouse number	100
Storage type	004



(ENTER)

Search for your Out Bound Delivery number in the StorageBin column. This is an interim storage location where your goods are held after they have been removed from the warehouse but have not been shipped.

Q15: How many Men's Off Road Bikes are in the interim storage location: ---

Refer to Exercise 7-1 for instructions on how to review the Sloc inventory (MB52) in the San Diego Warehouse.

Q16: What is the dollar value of Men's Off Road Bikes in inventory: -----

Exercise Deliverables

In the System

- Transfer order confirmed

On Paper

- Answers to the Questions

Step 5: Ship Material



Creating the Goods Issue (shipping) reduces unrestricted stock to reflect the quantity shipped. It also indicates a change of ownership of the goods.

Step 5.1: Navigate to the transaction to ship materials:

Navigation

Logistics → Sales and Distribution → Shipping and Transportation → Outbound Delivery → Change → Single Document

Q17: What is the transaction code to ship the goods: -----

Step 5.2: In the **“Change Outbound Delivery”** screen, enter in your Outbound Delivery number from Step 2.



(ENTER)

➡ Notice that your Picked Quantity is now the full amount to be delivered.

Step 5.3: Hit the **Post Goods Issue** to ship your goods.

➡ You see a message at the bottom of the screen “Outbound Delivery 00000000XX has been saved.”

Refer to Exercise 7-1 for instructions on how to view bin inventory (LX03) to review the inventory balance for both your Men’s Off Road Bike and the Road Helmet in the San Diego Warehouse.

Q18: How many Men’s Off Road Bikes are in your storage bin: -----

While you are in the “Bin Status Report: Overview” screen enter the following information:

Field Name	Data Entry
Warehouse number	100
Storage type	004



(ENTER)

- Notice that bin type "004" contains no data. This is because the goods are being shipped from the interim storage location.

Refer to Exercise 7-1 for instructions on how to review the Sloc inventory (MB52) in the San Diego Warehouse.

Q19: What is the dollar value of Men's Off Road Bikes in inventory: -----

Exercise Deliverables

In the System

- Goods issue was posted, goods were shipped

On Paper

- Answers to the Questions



Step 6: Create Invoice



In this step, you will create an Invoice for your customer.

Step 6.1: Navigate to the transaction to create an invoice:

Navigation

Logistics → Sales and Distribution → Billing → Billing Document → Create

Q20: What is the transaction code to create a billing document: -----

- The system should automatically display the last delivery document you created.

Step 6.2: Highlight the line that displays your delivery document by clicking on the square button to the left of the line.



(EXECUTE)

- The system displays the customer and the materials to be delivered along with the total values to be billed.



(SAVE)

- The billing document number is displayed at the bottom of the screen.

Q21: What was your invoice number: -----

Exercise Deliverables

In the System

- Invoice Created

On Paper

- Answers to the Questions

Step 7: Receive payment



In this step, you receive payment from your customer for the goods you shipped them. This payment must now be recorded in SAP.

Step 7.1. Navigate to the transaction to receive payment:

Navigation

Accounting → Financial Accounting → Account Receivable → Document Entry → Incoming Payment

Q22: What is the transaction code to receive a customer payment: -----

Step 7.2. In the **“Post Incoming Payments: Header Data”** screen, enter the following information:

Field Name	Data Entry
Document date	<i>Today's date</i>
Company code	<i>Code for GBI</i>
Currency	<i>USD</i>

Step 7.3. In the **“Bank data”** section, enter the following:

Field Name	Data Entry
Account	<i>Bank Account</i>
Amount	<i>Enter the amount of the payment</i>

Step 7.4. In the **“Open Item Selection”** section, enter the following:


Field Name	Data Entry
Account	<i>Code for your customer “Socal Bikes”</i>

Step 7.5. Select the  button.

- In this step you must double-click on the "USD Gross amount" entries that apply ONLY to your invoice/document number, until the "Not Assigned" dollar value at the bottom of the screen

equals= 0.00.  

- Posting periods must be current to post in this transaction.

- If the "Not Assigned" dollar value is already zero, then you can hit  (SAVE)

Q23: What was your document number for posting the payment: -----

Exercise Deliverables

In the System

- Invoice to customer, and subsequent customer payment

On Paper

- Answers to the Questions
-

Attachment 1: Exercise Answer Sheet

Name(s):

Course & Selection:

Identifier:

Client:

- Q1:** What is the transaction code to create a sales order: -----
- Q2:** What was your Standard Order number:-----
- Q3:** How many Men's Off Road Bikes are in your storage bin:-----
- Q4:** What is the dollar value of Men's Off Road Bikes in inventory: -----
- Q5:** What is the transaction code to create an outbound delivery: -----
- Q6:** What was your Outbound Delivery number: -----
- Q7:** How many Men's Off Road Bikes are in your storage bin: -----
- Q8:** What is the dollar value of Men's Off Road Bikes in inventory: -----
- Q9:** What is the transaction code to create a transfer order via delivery monitor: ---
- Q10:** What was your Transfer order number: -----
- Q11:** How many Men's Off Road Bikes are in your storage bin: -----
- Q12:** What is the dollar value of Men's Off Road Bikes in inventory: -----
- Q13:** What is the transaction code to confirm a transfer order: -----
- Q14:** How many Men's Off Road Bikes are in your storage bin: -----
- Q15:** How many Men's Off Road Bikes are in the interim storage location: -----
- Q16:** What is the dollar value of Men's Off Road Bikes in inventory: -----
- Q17:** What is the transaction code to ship the goods: -----
- Q18:** How many Men's Off Road Bikes are in your storage bin: -----
- Q19:** What is the dollar value of Men's Off Road Bikes in inventory: -----
- Q20:** What is the transaction code to create a billing document: -----
- Q21:** What was your invoice number: -----

Q22: What is the transaction code to receive a customer payment: -----

Q23: What was your document number for posting the payment: -----