

## SAP: Sales and Distribution

**Length:** 4 Days

**Summary:** This course is designed specifically for project team members. The goal of this course is to provide project team members with an understanding of the sales and distribution module including - functionality, terminology, overall flow, process, master data, documents, and integration. The intent is to prepare the project team for additional levels of training and for project activities. Project team members should walk away from this class with a solid understanding of the Sales and Distribution module of SAP and should feel comfortable discussing SD functionality.

**SAP Training Audience:** Project Team Members

**SAP Training Prerequisites:** SAP Enterprise Resource Planning Course.

**Upon completing this course, participants should be able to:**

- Navigate within the SD Module
- Define the elements of the SD Organizational Structure
- Understand master data specific to the SD Module
  - Customer Master (sold-to)
  - Partner Functionality (ship-to, bill-to, payer, other options sales person, sales admin, etc.)
  - Credit Master
  - SD views of the Material Master
  - Pricing
    - List Price
    - Customer-Specific
    - Cost
    - Tax
    - Freight
    - Customer Material Info Record
    - Output Types
- Explain the Order to Cash Process
- Discuss Document Types/Document Type Controls
- Define OTC Documents
  - Identify the structure of a document - header, item, overview
  - Quotation
  - Contracts
  - Sales Order
  - Delivery
  - Transfer Order (WM pick process)
  - Goods Receipt(Material Document)
  - Invoice
  - Accounting Documents
  - Cash Receipts
  - Returns
- Define Item Categories
- Explain ATP/GATP
- Discuss Integration and effects of Sales Orders with/on
  - Credit Management
  - Inventory
  - Batch Management
  - Production and Purchasing
  - Warehouse Processing
  - Finance
  - APO

Upon completing this course, participants should be familiar with the following transactions:

- XD01
- XD02
- XD03
- FD33
- MM03
- VD51
- VD52
- VD53
- VK11
- VK12
- VK13
- VA21
- VA22
- VA23
- VA31
- VA32
- VA33
- VA41
- VA42
- VA43
- VA01
- VA02
- VA03
- VL01N
- VL02N
- VL03N
- VT03N
- LT21
- MIGO
- VF01
- VF02
- VF03
- FB03
- MD04
- VKM1
- VA05
- V.02

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## COURSE CONTENT

### Unit 1 - The SD/MM Organization Structure

Upon completing this unit, participants should be familiar with the SD Organizational Structure:

- Sales Organization
- Distribution Channel
- Division
- Sales District
- Sales Office
- Sales Group
- Plant
- Warehouse
- Ship/Receive Point

### Unit 2 - SD Master Data

Upon completing this unit, participants should be familiar with the SD Master Data:

- Customer Master (Sold-to Partner)
- Additional Partners and Possible Uses
- Credit Master
- SD Views of the Material Master
- SAP Modules in Scope

- Pricing

- List
- Customer-Specific
- Cost
- Tax
- Freight

- Customer-Material Info Record
- Output Types

### Transactions Covered in Unit 2

- XD01
- XD02
- XD03
- FD33
- MM03
- VK11
- VK12
- VK13
- VD51
- VD52
- VD53

### Unit 3 - The Overall Order to Cash Flow

Upon completing this unit, participants should be familiar with the overall order to cash flow:

- Pre-sales activities - Quotations and Contracts
- Sales Order
- Delivery
- Transfer Order
- Post Goods Issue (Material Document)
- Invoice
- Accounting Document
- Returns
- Credit Memo Requests
- Debit Memo Requests

#### Transactions Covered in Unit 3

- VA23
- VA33
- VA43
- VA03
- VL03N
- LT21
- MIGO
- VF03
- FB03

### Unit 4 - Document Types

Upon completing this unit, participants should be familiar with document types, document type controls, and the structure/navigation/and purpose of documents created in the OTC process

- Discuss Document Types/Document Type Controls
- Define OTC Documents
  - Identify the structure of a document - header, item, overview
  - Quotation
  - Contracts
  - Sales Order
  - Delivery

- Transfer Order (WM pick process)
- Goods Receipt(Material Document)
- Invoice
- Accounting Documents
- Cash Receipts
- Returns

- Required Fields/Incomplete Documents

#### Transactions Covered in Unit 4

- VA21
- VA01
- VL01N
- VF01
- F-28

### Unit 5 - Item Categories

Upon completing this unit, participants should be familiar with item categories, item category controls and usage in each of the document used in the OTC process.

- Item Categories

#### Transactions Covered in Unit 5

- VA23
- VA03
- VL03N

### Unit 6 - Schedule Lines

Upon completing this unit, participants should be familiar with schedule lines, schedule line controls and usage in each of the document used in the OTC process.

- Schedule lines

#### Transactions Covered in Unit 6

- VA23
- VA03
- VL03N

## **Unit 7 - ATP and GATP**

Upon completing this unit, participants should be familiar elements associated with scheduling product, allocating material, and the ATP and GATP methodology.

- ATP
  - Set-up
  - Check Rules
  - Item Category Control and ATP
  
- GATP
  - The difference between ATP and GATP

### **Transactions Covered in Unit 7**

- VA21
- VA01
- MD04

## **Unit 8 - Reporting**

Upon completing this unit, participants should be familiar with various types of standard SD reporting available in R/3:

- List Sales Orders
- Incomplete Documents

### **Transactions Covered in Unit 8**

- VA05
  - V.02
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