



ERP - PROJECT

SUGMAYA

END USER DOCUMENT

FOR

SALES & DISTRIBUTION WATER TAX BILLING PROCESS

SD- Sales & Distribution For Internal Circulation Only





1	DOCUMENT CONTROL	.3
	DOCUMENT HISTORY	3
	DISTRIBUTION	3
2	CREATE SALES ORDER	.4
3	CHECK SALES ORDER	.6
4	APPROVE SALES ORDER1	3
5	PRINT INVOICE1	3
6	GLOSSARY1	5
7	APPENDIX1	6
	7.1 T - CODES FOR REOPRTS	16
	7.2 T - CODES FOR SD	17
	7.3 SD DOCUMENT TYPES	18

accenture

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1 DOCUMENT CONTROL

This is a controlled document and will be maintained on MSETCL portal.

Changes to this document will be recorded below and must be published to all interested parties.

DOCUMENT HISTORY

VERSION	DATE	AUTHOR	VERSION DETAILS
V01	19-07-2011	Kumud Ranjan Jha	FIRST ISSUE

DISTRIBUTION

Date	Name	Purpose
	Mr. DC Sharma	For Information
	Mr. Rakesh Negi	For Information





2 CREATE SALES ORDER

Menu Path	SAP Menu> VA01> CREATE SALES ORDER
Transaction	
Code	VA01

	erence	🖍 Sales 🛛 🗼 Item overview	🗼 Ordering party
Order Type	ZJMR	고 UJVNL-Energy- JMR	
Organizational Data			
Sales Organization	1000	UJVNL-Sales Organisa	
Distribution Channel	10	UJVNL-Dist Channel	
Division	10	Energy	
Sales Office			
Sales Group			



🕄 🗟 🔂 👶 Condition rec.

iii Analysis

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19 19	-	1	List of sales	orders											
VNL-Energy	- JMR]	Net value			1.00 I	NR							
d-To Party		100000	Uttarakhand	Power Corpora	tion Lin	nited / V	CV Gabar Singh Bh								
nip-To Party		100000	Uttarakhand	Power Corpora	tion Lin	nited / V	CV Gabar Singh Bh								
<u>Number</u>		242342		PO Date		23.02.2	<u>1018</u>	34							
Sales	Item o	verview	Item detail	Ordering party	/ P	rocurem	ent Shipping	Reason f	or rejectior	n					
Req. deliv.d:	ate	D 26.02	.2018	Deliver.Plant											
Complete	dlv.			Total Weight			0 KG								
Delivery bloc	ck		`	Volume			0.000								
Billing block				Pricing Date		26.02.2	018								
Payment ter	rms	0001 Pay ir	nmediately												
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UJVNL

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Change the PO number and Purchase order date in the order data tab as shown below.

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les Document Item	10	It	tem Catego	ory TAD	Service						
aterial	WATER TAX	V	Watertax								
Sales A Sales B	Shipping	Billing Docur	ment (Conditions	Account assignment	Schedule lines	Partners	Texts	Order Data	Status S	<u>)</u> < >
Sold-to party											
PO Number	223 dated	12.10.2017									
Purchase Order Date	17.02.201	18									
Purchase order type											
Purchase Order Item											
Your Reference											
Customer Material											
Ship-to party											
Purchase order no.											
Purchase order date											
Purchase order type											
Purchase order item											
Your reference											

Following data is required to create a Purchase Requisition.

Step No	Description	Values
1	Sold to party (customer code)	
	PO number (any free alpha numeric value relevant to	
2	business)	
3	PO Date	
4	Material number for water tax	450000000
5	Order quantity	
6	PO number in Order data tab of each line item	
7	PO date for in order tab for each line item	

3 CHECK SALES ORDER

- Run the transaction code VA02
- Check the data and change the status at order header level and save and create invoice from





₽ √ × →3	-	2	(i)	.0	List of sales or	rders					
JVNL-Energy- JMF	257	-			Net value	1	229,797.0	0 11	NR		
old-To Party	1		UDCI	I VCV	Cabar Singh Bhaw	an Kanwali Poar	1 / 249001 D	Dohr	D		
	±		UPCL	./			1/2 1 0001 L	<u>Jenn</u>			
hip-To Party	1		UPCL	. / VCV (Gabar Singh Bhaw	an, Kanwali Roa	1/248001 D)ehr			
<u>O Number</u>	223 (dated 12.	.10.20	17	PO Date	17.02.2010	3	層	94		
Sales Iter	n overvie	ew It	tem de	etail	Ordering party	Procurement	Shippin	g	Reaso	n <mark>for re</mark> je	ection
Reg. deliv.date	D	19.02.	2018		Deliver.Plant						
Complete dh		1			Total Waight		0	VC			
Complete div.							U	NG			
Delivery block				~	Volume		0.000				
Billing block				~	Pricing Date	17.02.2010	3				
Payment terms	000	1 Pay im	mediat	tely							
Incoterms	FOB	Dehradu	In	1995							
Orden record											
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Press save to generate invoice number and will generate invoice number as below.





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Control will go to below screen where choose option as highlighted in below screenshot.



Choose print-preview option from below screen.





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• Select the line item and click on accept if found okay, else change he document and check again.



Invoice status change



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• On accept sales order will move to approvers bucket and will move out from checker's bucket.

4 APPROVE SALES ORDER

- Run the transaction code ZSD4001
- Click on push button "Invoice status change"

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- Select the line item and click on accept if found okay, else click on "<u>**REJECT**</u>" the document and check again.
- On sales order accepted, billing document number will be created and sales order will move out from the approvers list.

5 PRINT INVOICE

- Run the transaction code ZSD4001
- Click on push button <u>"Invoice for Energy Bill"</u>





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• Enter the billing document number and execute to print the invoice number





6 GLOSSARY





7 <u>APPENDIX</u>

7.1 <u>T - CODES FOR REOPRTS</u>

T-Code	Description





7.2 <u>T - CODES FOR SD</u>

T-Code	Description





7.3 <u>SD DOCUMENT TYPES</u>

Document type	Description