



Project – SUGAM End User Manual Cost Centre Creation



DOCUMENT DETAILS

PROJECT NAME	MODULE	Business Scenario:
SUGAM	FICO	FINANCE & CONTROLLING
MODULE LEAD – BSPTCL	MODULE LEAD – YASH	PROCESS OWNER
Shri. Pradeep Kumar	Narasimha Rao N	Ajay Rai
BBP NUMBER AS PER BPML	PROCESS NAME	
	FICO	

AUTHORS & PARTICIPANTS

Role	Name
Core Team Members	Sri. Chandan Kumar Sri. Mrutyunjay Ms. Shweta Sri. Ravindra Singh Sri. Anand Shekhar Sri. Shivendra Kashyap Sri . Ajay Kumar Sri. Ajay Kumar IT (BPO) Sri. Rahul IT (Manager)
Consultant	Naveen
Business Process Owner	Ajay Rai

REVISION HISTORY

Date	Document Version	Document Revision Description	Author	Reviewer
04.02.2019	0.1	User Manual Preparation	Vivek	Naveen

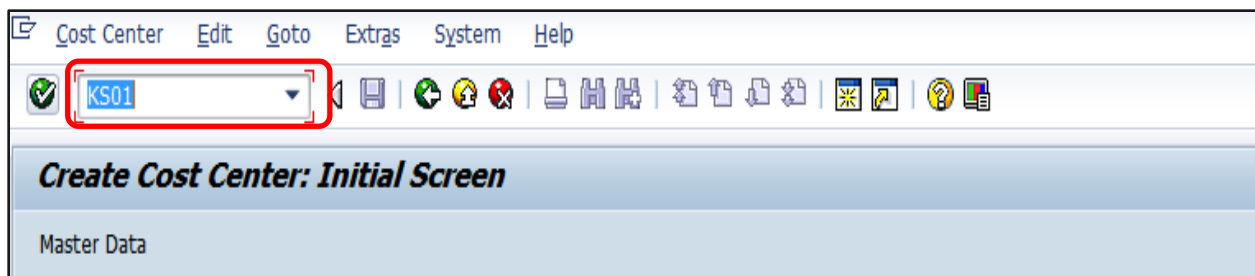


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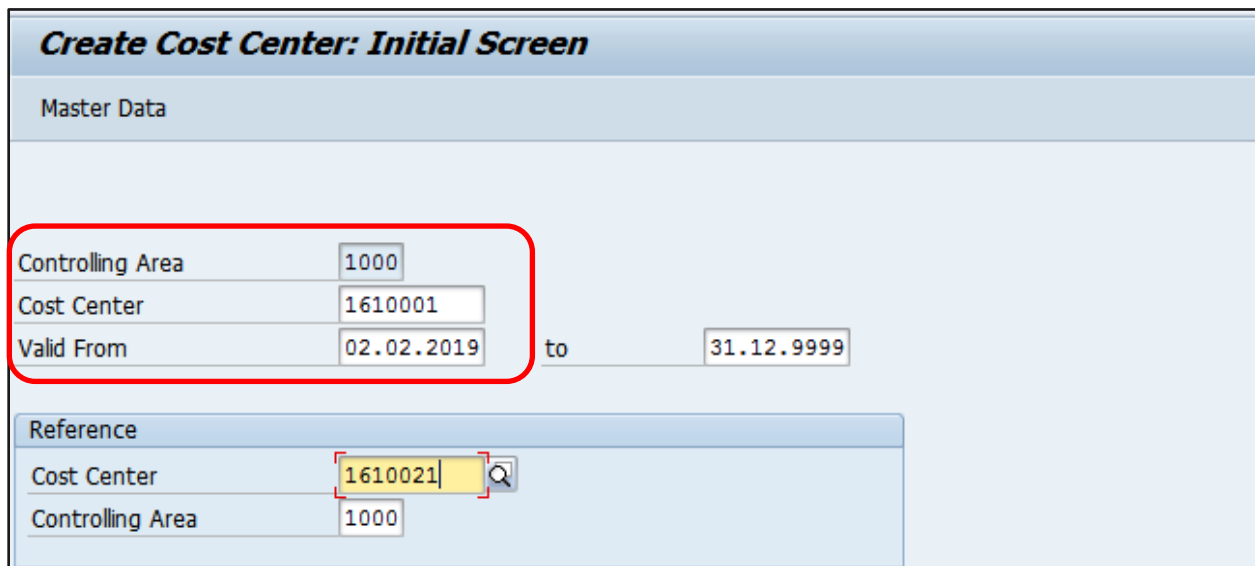


1.1. Creation of Cost Centre:

SAP T-code	KS01
Process	Enter KS01 in Transaction box and click Enter or Tick symbol



SAP T-code	KS01
Process	Enter the new cost center number - Enter the validity dates - Enter the reference cost center - Enter





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SAP T-code	KS01
Process	Enter the name of the new cost center – Give description – In Basic Data section - Enter the Person Responsible - Select W (Administration) for Cost Centre Category - Select the Hierarchy area - Enter the Company Code - - The Currency will default based on the earlier selections - Give Profit Centre

Change Cost Center: Basic Screen

Cost Center: 1610001 Patna Circle
Controlling Area: 1000 BSPTCL
Valid From: 01.01.2000 to 31.12.9999

Basic data | Control | Templates | Address | Communication | History

Names
Name: Patna Circle
Description: Patna Circle

Basic data
User Responsible:
Person Responsible: CMD
Department:
Cost Center Category: W Administration
Hierarchy area: 1061 Patna Circle
Company Code: 1000 BSPTCL
Business Area:
Functional Area:
Currency: INR
Profit Center: 106100 Patna Circle

SAP T-code	KS01
Process	In the Control tab select the appropriate indicators - Click Save - Cost Center 106000 has been Created



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Change Cost Center: Indicators

Drilldown

Cost Center: 1610001 Patna Circle
Controlling Area: 1000 BSPTCL
Valid From: 01.01.2000 to 31.12.9999

Basic data | Control | Templates | Address | Communication | History

Record Quantity

Lock

<input type="checkbox"/> Actual primary costs	<input type="checkbox"/> Act. secondary costs	<input type="checkbox"/> Actual Revenues
<input type="checkbox"/> Plan primary costs	<input type="checkbox"/> Plan Secondary Costs	<input type="checkbox"/> Plan Revenues

Commitment Update

- KS02 for Change Cost Center
- KS03 for Display Cost Center

Manual End