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| Master Data ScriptSAP S/4HANA - 18-09-20 | public |
| Create Scheduling Agreement (BF6) |

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# Purpose

This document provides a description for creating a scheduling agreement for your SAP S/4HANA system. The description includes those data segments that are relevant for the SAP S/4HANA appliance, such as Purchasing Data, Material Data, and Supplier Data. Fields that are not relevant for the scope of the SAP S/4HANA content as delivered by SAP Best Practices are not described in this document.

A Scheduling Agreement is a long-term agreement with a supplier covering the supply of materials subject to predetermined conditions. The conditions are valid for a predefined period and a predefined total quantity.

Main advantages of Scheduling Agreements are:

* Scheduling Agreements can replace a large amount of Purchase Orders or Contract Releases.
* It is a long-term agreement, which allows you to negotiate better prices with a supplier.

The following item categories exist:

* Standard procurement
* Consigned procurement
* Subcontracting procurement

# Prerequisites

This section summarizes all the prerequisites for conducting the test in terms of systems, users, master data, organizational data, other test data and business conditions.

## System Access

|  |  |
| --- | --- |
| System | Details |
| System | Accessible via SAP Fiori launchpad. Your system administrator provides you with the URL to access the various apps assigned to your role. |

## Roles

Assign the following business roles to your individual test users. Alternatively, if available, you can create business roles using the following spaces with pages and predefined apps for the SAP Fiori launchpad and assign the business roles to your individual test users.

Note These roles or spaces are examples provided by SAP. You can use them as templates to create your own roles or spaces.

For more information about business roles, refer to Assigning business roles to a user in the [Administration Guide to Implementation of SAP S/4HANA with SAP Best Practices](https://help.sap.com/viewer/S4HANA2020_AdminGuide) .

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name (Role) | ID (Role) | Description (Space) | ID (Space) | Log On |
| Purchaser | SAP\_BR\_PURCHASER | Operational Purchasing | SAP\_BR\_PURCHASER |  |

## Required Organizational Units

The organizational structure and master data of your company was created in your ERP system during implementation. The organizational structure reflects the structure of your company. The following table gives an overview of these different data segments and their relevant organizational units:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Data Segment | Depends On | Field Examples | Comments | Organizational Unit to be Used |
| Purchasing Data | Purchasing Organization | Purchasing Group, Material Group, GR processing time, and so on. | Purchasing Data can exist for every purchasing organization for which the material is used in the purchasing processes. | Purchasing Organization:\_\_\_\_\_\_\_\_\_\_ |

## Mandatory and Optional Master Data

Scheduling agreement may refer to other master data. The following table gives an overview of optional and mandatory master data objects to be used in a scheduling agreement.

|  |  |  |  |
| --- | --- | --- | --- |
| Master Data Object | Used in Data Segment | Mandatory / Optional | Comments |
| Material |  | Mandatory | To input the material, first create material master data. |
| Supplier |  | Mandatory | To input the supplier, first create supplier master data. |

## Main Parameters for Data Creation

In this section, a description is provided for the basic parameters that influence the behavior of a scheduling agreement and that are always required to create a scheduling agreement.

### Number Ranges

The following number ranges are defined for scheduling agreement:

|  |  |  |
| --- | --- | --- |
| Number Range | Range / Business Partner ID | Comments |
| Internal numeric | Internal numeric number range for standard use:5500000000 – 5599999999 | This number range is used when the system automatically assigns a numeric number to a scheduling agreement. |
| External numeric | External numeric number range:5600000000 – 5699999999 | This number range is reserved for external numeric number assignment. |

# Overview Table

If your system administrator has enabled spaces and pages on the SAP Fiori launchpad, the homepage will only contain the essential apps for performing the typical tasks of a business role.

You can find all other apps not included on the homepage using the search bar.

If you want to personalize the homepage and include the hidden apps, navigate to your user profile and choose Settings > App Finder .

|  |  |  |  |
| --- | --- | --- | --- |
| Process Step | Business Role | App/Transaction | Expected Results |
|  |  |  |  |
| [Creating Scheduling Agreement w/ Release doc - Standard](#unique_10) [page ] 7 | Purchaser | Manage Purchase Scheduling Agreements (F2179) | Scheduling Agreement w/ Release doc - Standard |
| [Creating Scheduling Agreement w/o Release doc – Standard](#unique_11) [page ] 9 | Purchaser | Manage Purchase Scheduling Agreements (F2179) | Scheduling Agreement w/o Release doc - Standard |
| [Create Scheduling Agreement for Consigned Procurement](#unique_12) [page ] 11 | Purchaser | Manage Purchase Scheduling Agreements (F2179) | Scheduling Agreement for Consigned Procurement is created |
| [Create Scheduling Agreement for Subcontracting Procurement](#unique_13) [page ] 13 | Purchaser | Manage Purchase Scheduling Agreements (F2179) | Scheduling Agreement for Subcontracting Procurement is created |

# Test Procedures

This section describes test procedures for each process step that belongs to this scope item.

## Create Scheduling Agreement for Standard Procurement

### Creating Scheduling Agreement w/ Release doc - Standard

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | Duration | Enter a duration. |

Purpose

Create scheduling agreement for standard procurement.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log onto the SAP Fiori launchpad as a Purchaser. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Manage Purchase Scheduling Agreements (F2179). | The Manage Purchase Scheduling Agreements (F2179) list page displays |  |
| 3 | Create Scheduling Agreement | Select Create Object (+) to create a new scheduling agreement. | The New Purchase Scheduling Agreement header view displays. |  |
| 4 | Enter Header Data | Create a new scheduling agreement with the following data:* Supplier: <Supplier>
* Agreement type: LPA (SA With Release doc.)
* Valid To: MM/DD/YYYY
* Purchasing Organization: <Purchasing Organization>
* Purchasing Group: <Purchasing Group>
* Target Value : <Target Value>
 |  |  |
| 5 | Enter Header Notes | Navigate to the Notes section and enter some of the following Header Notes:* Header text
* Header note
* Pricing types
* Deadlines
* Terms of delivery
* Shipping instructions
* Terms of payment
* Warranties
* Penalty for breach of contract
* Guarantees
* Contract riders (clauses)
* Asset
* Other contractual stipulation
* Inbound Delivery
* Vendor memo (general)
* Vendor memo (pur. org.)
 |  |  |
| 6 | Add Items to Scheduling Agreement | From the New Purchase Scheduling Agreement view, choose the Items facets and select Add (+) | The Purchase Scheduling Agreement Item view displays. |  |
| 7 | Enter Item Data | On the Items facets view, make the following entries:* Plant: <Plant>
* Material: <Material>
* Target Quantity Material: <Target Quantity>
* Net Order Price: <Net Order Price>

In the Output Control area, make the following entry:* Creation Profile: <Creation Profile>

Choose Apply at the bottom of the view. |  |  |
| 8 | Save | Return to the New Purchase Scheduling Agreement header view and choose Save at the bottom of the view.Make a note of the schedule agreement number. | A schedule agreement is created. |  |

### Creating Scheduling Agreement w/o Release doc – Standard

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | Duration | Enter a duration. |

Purpose

Create scheduling agreement for standard procurement.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log onto the SAP Fiori launchpad as a Purchaser. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Manage Purchase Scheduling Agreements (F2179). | The Manage Purchase Scheduling Agreements (F2179) list page displays |  |
| 3 | Create Scheduling Agreement | Select Create to create a new scheduling agreement | The New Purchase Scheduling Agreement header view displays. |  |
| 4 | Enter Header Data | Create a new scheduling agreement with the following data:* Supplier: <Supplier>
* Agreement type: LP (Scheduling Agreement)
* Valid To: MM/DD/YYYY
* Purchasing Organization: <Purchasing Organization>
* Purchasing Group: <Purchasing Group>
* Target Value : <Target Value>
 |  |  |
| 5 | Enter Header Notes | Navigate to the Notes section and enter some of the following Header Notes:* Header text
* Header note
* Pricing types
* Deadlines
* Terms of delivery
* Shipping instructions
* Terms of payment
* Warranties
* Penalty for breach of contract
* Guarantees
* Contract riders (clauses)
* Asset
* Other contractual stipulation
* Inbound Delivery
* Vendor memo (general)
* Vendor memo (pur. org.)
 |  |  |
| 6 | Add Items to Scheduling Agreement | From the New Purchase Scheduling Agreement view, choose the Items facets and select Add (+) | The Purchase Scheduling Agreement Item view displays. |  |
| 7 | Enter Item Data | On the Items facets view, make the following entries:* Plant: <Plant>
* Material: <Material>
* Target Quantity Material: <Target Quantity>
* Net Order Price: <Net Order Price>

Choose Apply at the bottom of the view. |  |  |
| 8 | Save | Return to the New Purchase Scheduling Agreement header view and choose Save at the bottom of the view.Make a note of the schedule agreement number. | A schedule agreement is created. |  |

## Create Scheduling Agreement for Consigned Procurement

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | Duration | Enter a duration. |

Purpose

Create scheduling agreement for consigned procurement

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log on | Log onto the SAP Fiori launchpad as a Purchaser. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Manage Purchase Scheduling Agreements (F2179). | The Manage Scheduling Agreements list page displays |  |
| 3 | Create Scheduling Agreement | Select Create to create a new scheduling agreement | The New Scheduling Agreement header view displays. |  |
| 4 | Enter Header Data | Create a new scheduling agreement with the following data:* Agreement type: LP (Scheduling Agreement)
* Supplier: <Supplier>
* Validity Start: Default Today
* Validity End: MM/DD/YYYY e.g. today + 720 days
* Purchasing Group: <Purchase Group>
* Purchasing Organization: <Purchase Organization>
* Company Code: <Company Code>
* Target Value: e.g. XXXXX EUR
 |  |  |
| 5 | Add Items to Scheduling Agreement | From the New Purchase Scheduling Agreement view, choose the Items facets and select Create. | The New Scheduling Agreement Item view displays. |  |
| 6 | Enter Item Data | On the Item facets view, make the following entries:* Item category: K (consignment)
* Plant: <Plant>
* Material: <Material>
* Target Quantity: <Target Quantity>
* Tax Code: XX (Default Value from Info Record)
* Tax Date: Default Today

If the RITA is activated and tax registration countries is maintained for company code in Finance SSCUI 103464 (Activate RITA and maintain tax registration countries), then the Tax Country can be taken, or you can also choose different Tax Country value from the list.Choose Apply at the bottom of the view. |  |  |
| 7 | Save | Return to the New Purchase Scheduling Agreement view and choose Save at the bottom of the view.Make a note of the schedule agreement number. | A schedule agreement is created. |  |

## Create Scheduling Agreement for Subcontracting Procurement

Test Administration

Customer project: Fill in the project-specific parts.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Test Case ID | <X.XX> | Tester Name |  | Testing Date | Enter a test date. |
| Business Role(s) |  |
| Responsibility | <State the Service Provider, Customer or Joint Service Provider and Customer> | Duration | Enter a duration. |

Purpose

Create scheduling agreement for Subcontracting procurement

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log onto the SAP Fiori launchpad as a Purchaser. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Manage Purchase Scheduling Agreements (F2179). | The Manage Scheduling Agreements list page displays |  |
| 3 | Create Scheduling Agreement | Select Create to create a new scheduling agreement | The New Scheduling Agreement header view displays. |  |
| 4 | Enter Header Data | Create a new scheduling agreement with the following data:* Agreement type: LP (Scheduling Agreement)
* Supplier: <Supplier>
* Validity Start: Default Today
* Validity End: MM/DD/YYYY e.g. today + 720 days
* Purchasing Group: <Purchase Group>
* Purchasing Organization: <Purchase Organization>
* Company Code: <Company Code>
* Target Value: e.g. XXXXX EUR
 |  |  |
| 5 | Add Items to Scheduling Agreement | From the New Purchase Scheduling Agreement view, choose the Items facets and select Create. | The New Scheduling Agreement Item view displays. |  |
| 6 | Enter Item Data | On the Items facets view, make the following entries:* Item category: L (Subcontracting)
* Plant: <Plant>
* Storage Location: <Storage Location>
* Material: <Material>
* Net Order Price: Default Value from Info record
* Target Quantity: <Target Quantity>
* Tax Code: XX (Default Value from Info Record)
* Tax Date: Default Today

If the RITA is activated and tax registration countries is maintained for company code in Finance SSCUI 103464 (Activate RITA and maintain tax registration countries), then the Tax Country can be taken, or you can also choose different Tax Country value from the list.Choose Apply at the bottom of the view. |  |  |
| 7 | Save | Return to the New Purchase Scheduling Agreement view and choose Save at the bottom of the view.Make a note of the schedule agreement number. | A schedule agreement is created. |  |

Typographic Conventions

|  |  |
| --- | --- |
| Type Style | Description |
| Example | Words or characters quoted from the screen. These include field names, screen titles, pushbuttons labels, menu names, menu paths, and menu options.Textual cross-references to other documents. |
| Example | Emphasized words or expressions. |
| EXAMPLE | Technical names of system objects. These include report names, program names, transaction codes, table names, and key concepts of a programming language when they are surrounded by body text, for example, SELECT and INCLUDE. |
| Example | Output on the screen. This includes file and directory names and their paths, messages, names of variables and parameters, source text, and names of installation, upgrade and database tools. |
| Example | Exact user entry. These are words or characters that you enter in the system exactly as they appear in the documentation. |
| <Example> | Variable user entry. Angle brackets indicate that you replace these words and characters with appropriate entries to make entries in the system. |
| EXAMPLE | Keys on the keyboard, for example, F2 or ENTER. |

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