|  |  |
| --- | --- |
|  |  |
| Test Script  SAP S/4HANA - 18-09-20 | public |
| Group Reporting - Financial Consolidation (1SG) |

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# Purpose

This scope item provides statutory financial consolidation capabilities for SAP S/4HANA customers.

The key features included in this release include data integration with SAP S/4HANA, duplication avoidance (using the main actual table as a data source), flexible upload capability to collect financial data from non-S/4HANA subsidiaries, product validations to ensure data integrity, consolidation methods to produce statutory consolidation, and key audit reports and consolidated financial statements including Profit and Loss and Balance Sheet reports.

This document provides a detailed procedure for testing this scope item after solution activation, reflecting the predefined scope of the solution. Each process step, report, or item is covered in its own section, providing the system interactions (test steps) in a table view. Steps that are not in scope of the process but are needed for testing are marked accordingly. Project-specific steps must be added.

# 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 the SAP Fiori launchpad. Your system administrator provides you with the URL to access the various apps assigned to your role. |

* For new installation customers, additional fields are activated since the new table ACDOCU are used by default. Additional fields include: Profit Center, Segment, Cost Center, Functional Area, Transaction Type, Controlling Area, Chart of Accounts, Customer Number, Account Number and Assignment Number.
* For upgraded customers, additional fields are not activated by default, so please delete additional fields mentioned above in the data file in order to run through the test script.

## 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 |
| General Ledger Accountant | SAP\_BR\_GL\_ACCOUNTANT | General Ledger | SAP\_BR\_GL\_ACCOUNTANT | Ask your system administrator to assign to the testers.  Generic User: GL\_ACCOUNTANT |
| General Ledger Accountant - Intercompany | SAP\_BR\_RECON\_ACCOUNTANT | Intercompany Reconciliation | SAP\_BR\_RECON\_ACCOUNTANT | Use the generic user below.  Generic User: RECON\_ACCOUNTANT |
| Group Accountant | SAP\_BR\_GRP\_ACCOUNTANT | Group Reporting | SAP\_BR\_GRP\_ACCOUNTANT | Use the generic user below.  Generic User: GRP\_ACCOUNTANT |

## Preliminary Steps

Before you start the process testing, below manual steps are necessary to complete the system settings.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail /Comment |
| 1 | Log On | Log onto the SAP GUI backend system. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP) | The Global parameters dialog box is displayed. |  |
| 3 | Set Parameters | Make the following entries and choose Continue:  Organizational units area:  Cons. Group: <leave blank>  Cons. Unit: <leave blank>  Version/Time period area:  Version: Y10  Fiscal year: 2015  Period: 12  Further settings area:  Cons. COA: Y1  Ledger: Y1 (if Ledger field is visible) |  |  |
| 3 | Access the SAP Fiori App | Open Define Reporting Rules (FINCS\_RRULE). | The Define Reporting Rules dialog box is displayed. |  |
| 4 | Replicate Reporting Rule | Choose Replicate Reporting Rules and choose Yes on the dialog box to confirm.  Choose the Exit to return to the SAP Fiori launchpad. | A Reporting rules are replicated notification is displayed. |  |
| 5 | Assign Reporting Rule | Open Assign Reporting Rules to Versions (FINCS\_RRLVS) and verify that the following values:  From Period/Year: 001/2010  Reporting Rule Variant: Y10  Report Rule Version: Y10  appear in the Assign Reporting Rules to Versions table.  If not, choose Edit and then New Entries to add. When adding is complete, choose Save. | The Change View "Assign Reporting Rules to Versions": Overview is displayed. |  |
| 6 | Maintain FS Item Mapping | From the SAP Fiori launchpad, open Map FS Items with G/L Accounts (F3333) and verify that Mapping Revisions appear in the table with Active status.  If no mapping revisions appear, create mappings by downloading this [file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/Import_Template_Financial_Statement_Item_Mapping.xlsx). After completing the file, use the Import FS Item Mappings (F3335) SAP Fiori app to import the mappings. |  |  |
| 7 | Assign FS Item Mapping | From the SAP Fiori launchpad, open Assign FS Item Mappings (F3334) and verify that the following values appear in the Items list:  From Period/Year: 001/1900  FS Item Mapping Version: Y10 (FS item mapping version)  Consolidation COA: Y1 (Consolidation Chart of Accounts)  G/L Chart of Accounts: YCOA (Standard Chart of Accounts)  Mapping ID: Y1 (Consoldiation chart of account)  Revision: 1  If this item is not in the table, choose New to open a dialog box, add the values, and choose Save.  Use the < (Back) button to return to the SAP Fiori launchpad. |  |  |
| 8 | Check Integration Settings | Open Consistency Check of Accounting Integration (CX8CCI).  Enter or verify the following values:  Version: Y10  Cons. CoA: Y1  Ledger: Y1  Fiscal Year: 2015 <The year you are testing>  And choose Execute.  A list of the missing configuration for accounting integration appears.  Remember To read data from SAP S/4HANA company code data, you must solve all the missing configuration issues. And if you use SAP pre-delivered Consolidation Units, manually modify and save again to trigger the integration. Otherwise, you may get error message like No integrated consolidation unit available for company XXXX.  Note Please ignore error message Sender group currency key inconsistent. |  |  |
| 9 | Verify Organization Structure | Return to the SAP Fiori launchpad and open Manage Group Structure - Group View (F3733) and verify that the necessary group appears in the list.  If the group is not in the list, follow the instructions in the [Organization Structure Creation](#unique_6) [page ] 116 procedure, under Configuration APP in the Test Procedures section to create a group. |  |  |
| 10 | Log On | Log on to the SAP GUI. |  |  |
| 11 | Enter Transaction Code | Enter Transaction Code FINCS\_ADDLFLD\_SEL\_U. |  |  |
| 12 | Define Consolidation Master Data Fields | Ensure the attributes and attribute values of ProfitCenter, PartnerProfitCenter, Segment, and PartnerSegment are configured, as listed, in the following table:   |  |  |  |  | | --- | --- | --- | --- | |  | Enable Inputs | Enable Master Data | Clear Inputs in Carryforward | | ProfitCenter | X | X |  | | PartnerProfitCenter | X | X |  | | Segment | X | X |  | | PartnerSegment | X | X |  | | AssignmentReference | X |  |  |   If necessary, select More > Edit and enter the values to align with the table.  If the values for Consolidation Master Data Fields already exist as the above table, you don't need to maintain them again. |  |  |
| 13 | [Option 1: Define Master Data] | There are two options available for master data. You can either define master data or import master data, you do not have to do both. The following option describes defining master data for consolidation fields. If you prefer to import master data, skip to step Access the SAP Fiori App to Define Master Data. |  |  |
| 14 | Log On | Log on to the SAP Fiori launchpad as a Consolidation Specialist. | The SAP Fiori launchpad is displayed. |  |
| 15 | Access the SAP Fiori App to Define Master Data | Open Define Master Data for Consolidation Fields (F3007).  Select Profit Center and choose Create to add the following local master data.   |  |  |  | | --- | --- | --- | | Master Data | Superordinate Field | Description | | PC0001 | A000 | PC0001 | | PC0002 | A000 | PC0002 | | PC0003 | A000 | PC0003 | | PC0004 | A000 | PC0004 | | PC0005 | A000 | PC0005 | | PC0006 | A000 | PC0006 | | PC0007 | A000 | PC0007 | | PC0008 | A000 | PC0008 | | PC0009 | A000 | PC0009 | | PC0010 | A000 | PC0010 |   Select < (Back) and choose Segment for Segmental Reporting and then choose Create to add the following local master data.   |  |  |  | | --- | --- | --- | | Master Data | Superordinate Field | Description | | SE0001 |  | SE0001 | | SE0002 |  | SE0002 | | SE0003 |  | SE0003 | | SE0004 |  | SE0004 | | SE0005 |  | SE0005 |   If the values for Consolidation Master Data Fields already exist as the above tables, you don't need to maintain them again. |  |  |
| 16 | [Option 2 - Import Master Data] | These next steps are an alternate way for creating master data. You either define or import master data. You do not have to do both. The previous steps defined master data, and the following steps are for importing master data. |  |  |
| 17 | Log On | Log on to the SAP Fiori launchpad as a Consolidation Specialist. |  |  |
| 18 | Access the SAP Fiori App to Import Master Data | Open Import Consolidation Master Data (F3924).  On Import Overview screen, a Consolidation fields, such as Account Number, Chart of Accounts, Cost Center, Financial Statement Item, Functional Area, Profit Center, Segment for Segmental Reporting, and Transaction Type cannot be managed here. Please use the following: Import Master Data for Consolidation Fields notification displays at the top of the view.  Choose the Import Master Data for Consolidation Fields link in the notification. |  |  |
| 19 | Create Items and Import | Create a spreadsheet according to the following information in the table and then upload the local master data.   |  |  |  |  | | --- | --- | --- | --- | | Master Data Type | Master Data ID | Superordinate Value | Master Data Description | | ProfitCenter | PC0001 | A000 | PC0001 | | ProfitCenter | PC0002 | A000 | PC0002 | | ProfitCenter | PC0003 | A000 | PC0003 | | ProfitCenter | PC0004 | A000 | PC0004 | | ProfitCenter | PC0005 | A000 | PC0005 | | ProfitCenter | PC0006 | A000 | PC0006 | | ProfitCenter | PC0007 | A000 | PC0007 | | ProfitCenter | PC0008 | A000 | PC0008 | | ProfitCenter | PC0009 | A000 | PC0009 | | ProfitCenter | PC0010 | A000 | PC0010 | | Segment | SE0001 |  | SE0001 | | Segment | SE0002 |  | SE0002 | | Segment | SE0003 |  | SE0003 | | Segment | SE0004 |  | SE0004 | | Segment | SE0005 |  | SE0005 |   If the values for Consolidation Master Data Fields already exist as the above table, you don't need to maintain them again. |  |  |

# Overview Table

This scope item consists of several process steps, reports, or items provided in the following tables.

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 .

Table 1: Consolidation Scenario for Integrated Intercompany Matching & Reconciliation

|  |  |  |  |
| --- | --- | --- | --- |
| Process Step | Business Role | App/Transaction | Expected Results |
| [Preparation for Integration Scenario](#unique_8) [page ] 14 | Group Accountant. |  | The consolidation units are integrated. |
| [2016.11 Integrated Intercompany Matching & Reconciliation](#unique_9) [page ] 17 | General Ledger Accountant | Upload General Journal Entries (F2548) | Validation passes. |

Table 2: Consolidation Scenario Actuals Rules Based COI

|  |  |  |  |
| --- | --- | --- | --- |
| Process Step | Business Role | App/Transaction | Expected Results |
| [Review and Maintain Consolidation Units and Groups](#unique_10) [page ] 27 | Group Accountant. | Import Consolidation Master Data (F3924) |  |
| [Set up Group Structure](#unique_11) [page ] 32 | Group Accountant. | Manage Group Structure - Group View (F3733) |  |
| [2015.12 Initial Consolidation](#unique_12) [page ] 39 | Group Accountant. | Set Global Parameters (CXGP) |  |
| [2016.01 Full Consolidation](#unique_13) [page ] 48 | Group Accountant. | Set Global Parameters (CXGP) |  |
| [2016.02 Subsequent Consolidation](#unique_14) [page ] 56 | Group Accountant. | Set Global Parameters (CXGP) |  |
| [2016.03 Subsequent Consolidation](#unique_15) [page ] 63 | Group Accountant. | Set Global Parameters (CXGP) |  |

Table 3: Consolidation Scenario Actuals Activity-Based COI

|  |  |  |  |
| --- | --- | --- | --- |
| Process Step | Business Role | App/Transaction | Expected Results |
| [Set Up Group Structure](#unique_16) [page ] 71 | Group Accountant. | Manage Group Structure - Group View (F3733) |  |
| [2018.12 Initial Consolidation](#unique_17) [page ] 78 | Group Accountant. | Set Global Parameters (CXGP) |  |
| [2019.01 Full Consolidation](#unique_18) [page ] 88 | Group Accountant. | Set Global Parameters (CXGP) |  |
| [2019.02 Subsequent Consolidation](#unique_19) [page ] 96 | Group Accountant. | Set Global Parameters (CXGP) |  |
| [2019.03 Subsequent Consolidation](#unique_20) [page ] 103 | Group Accountant. | Set Global Parameters (CXGP) |  |

Table 4: Reporting

|  |  |  |  |
| --- | --- | --- | --- |
| Process Step | Business Role | App/Transaction | Expected Results |
| [Balance Sheet (B/S) Reports](#unique_21) [page ] 110 | Group Accountant. | Consolidated Balance Sheet (F2849) | You view the balance sheet report. |
| [P&L by Nature of Expense](#unique_22) [page ] 112 | Group Accountant. | Consolidated P&L by Nature (F2860) | You view the consolidated income statement report. |
| [Cash Flow Statement](#unique_23) [page ] 114 | Group Accountant. | Statement of Comprehensive Income (F1035) | You view the Cash Flow Statement report. |

Table 5: Configuration App

|  |  |  |  |
| --- | --- | --- | --- |
| Process Step | Business Role | App/Transaction | Expected Results |
| [Organization Structure Creation](#unique_6) [page ] 116 | Group Accountant. | Consistency Check of Settings for FI Integration | The assignment is maintained. |
| [Master Data Configuration with SAP Fiori UI](#unique_24) [page ] 120 | Group Accountant. | Consolidation Structure Group account number assignment | Configuration activity works. |
| [Validation](#unique_25) [page ] 124 | Group Accountant. | Define Validation Rules (F2627) |  |

# Test Procedures

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

Please be noted that Scope Item 1SG is step by step scenario, one error will lead to subsequent errors. Therefore please raise incidents to Component FIN-CS-CNT immediately after you run into errors during testing 1SG.

## Consolidation Scenario for Integrated Intercompany Matching & Reconciliation

Since the company code master data is customer dependent, confirm your available company codes in your system and pick the corresponding consolidation units.

The values in the following table are provided as examples only.

|  |  |  |
| --- | --- | --- |
| Cons unit / company code | Description | Local Currency |
| 1010 | Walldorf | EUR |
| 1710 | Palo Alto | USD |
| XX10 |  |  |

The operational chart of account is customer-dependent. The following G/L accounts are assigned with a group account number for testing purposes only. To verify or change more G/L accounts assignments, open the Import Master Data for Consolidation Fields (F3071) SAP Fiori app and download the existing master data, data type: Financial Statement Item Mapping, mapping ID S01.

|  |  |  |  |
| --- | --- | --- | --- |
| G/L account Number  (Operational COA=YCOA) | Description | FS Item (Consolidation COA=Y1) | Description |
| 10010000 | Petty Cash | 111100 | Cash on hand |
| 12550000 | Unbilled Revenue | 121800 | Deferred income |
| 18010000 | Common Stock – Investment Affiliates | 172100 | Investments in subs, JV and associates, GV |
| 12102000 | Receivables Domestic Adjustments | 121100 | Trade receivables, Gross |
| 21102000 | Payables Domestic Adjustments | 211100 | Trade payables |
| 71100000 | Interest Expense | 652000 | Interest Expense |

Test cases overview

Preparation for SAP S/4HANA company's integration

* FI posting in 11/2016
* Run data monitor 2016.11
* Release universal journal (S4 accounting)
* Upload flat file for Non-integrated company Intercompany Matching and Reconciliation data
* Validate universal journal (S4 accounting)
* Calculate net income
* Validate reported data
* Run matching job
* Run reconciliation Balance Report
* Manage assignment
* Display matching items
* Close reconciliation status
* Run currency translation
* Run rest of data monitor tasks
* Lock tasks
* Run consolidation monitor 2016.11
* Run intercompany Balance Sheet elimination tasks
* Validate consolidated data

### Preparation for Integration Scenario

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

In this activity, you set the global parameters for the integration.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail /Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open app Consistency Check of Accounting Integration (CX8CCI). | The Consistency Check of Settings for FI Integration view displays. |  |
| 3 | Execute Consistency Check | Make the following entries and choose Execute:  Version: Y10  Consolidation COA: Y1  Fiscal Year : 2015 |  |  |
| 4 | Verify Integration | Verify your assigned consolidation unit.  Ignore the error message Sender group currency key inconsistent. | Assigned consolidation unit is integrated. |  |
| 5 | Access the SAP Fiori App | Open app Set Global Parameters (CXGP). | The Global parameters dialog box displays. |  |
| 6 | Set Global Parameters | Make the following entries and choose Continue:  Cons. Group: <leave empty>  Cons. Unit: <leave empty>  Consolidation Version: Y10  Fiscal Year and Period: 011.2016 <The period and year you are testing>  Cons. COA: Y1 | The SAP Fiori launchpad displays. |  |
| 7 | Access the SAP Fiori App | Open app Define Consolidation Units (F4685). | The Define Consolidation Units view displays. |  |
| 8 | Create Units for Data Integration | In this step, you create units for Data Integration for use with the previous procedure.  This step creates demo data. If you want project-specific settings, then adapt to your requirements.  The unit is used for accounting integration, select a company that exists in the system and type the same name for unit name.  Choose Create. In the Create Consolidation Unit dialog box, enter a Consolidation Unit. Press Enter and then then choose Create.  In the tab General Information, input Consolidation Unit Description: <for example, Palo Alto> and Local currency: <for example, USD>.  In the tab Time- and Version-Dependent Attributes, input Currency Translation Method: S0903.  For Universal Journal Integration, choose Transfer from Universal Journal.  Choose H (Local Currency) for Source for Local Currency Key Figure.  Ignore the warning and choose Save. |  |  |
| 9 | Create Consolidation Group | This step creates demo data. If you want project-specific settings, then adapt to your requirements.  Open Consolidation Groups - Create and Change (CX1P).  In the tile, input one name (for example, CG2) for Consolidation group and press Enter.  In the Master Data tab, input following entries:  Short Text: <description of the consolidation group>  Medium Text: <description of the consolidation group>  Consolidation Frequency: 9  Choose Save. |  |  |
| 10 | Assign Units to Group | This step creates demo data. If you want project-specific settings, then adapt to your requirements.  Open Manage Group Structure - Group View (F3733).  Input one name (for example, CG2) for Consolidation group and choose Go.  Choose Assign and assign the unit you created for accounting integration (for example 1710 and 1010).  Input following entries:  Period of First Consolidation: 011  Year of First Consolidation: 2016  Period of Divestiture: 999  Year of Divestiture: 9999  Consolidation Method: 10  Choose Assign. |  |  |

### 2016.11 Integrated Intercompany Matching & Reconciliation

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

In this activity, you run the data monitor for SAP S/4HANA companies.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Download Journal Entry Template | Download the [Journal Entry Template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/Journal_Entry_Template_XXXX_PU1010.xlsx).  Open the file and update the values as follows:  Company Code (4): For example, 1710  Journal Entry Type (2): For example, AB  Journal Entry Date: For example, 11/21/2016  Posting Date: For example, 11/21/2016  Fiscal Period (2): For example, 11  Transaction Currency (5): <EUR>  Cost Center: For example, 17101101  and save the file locally.  Replace XXXX with the assigned company code. Replace the first four digits of the cost center XXXX1101 with the assigned company code.  Please note that the same field entry is required in more than one spread sheet cell.  This data is for example. If you use other S/4 company in your testing, please ensure the transaction currency entered here is different from the company’s local currency. | A new journal entry file is created and saved locally. |  |
| 2 | Log On | Log on to the SAP Fiori launchpad as a General Ledger Accountant. | The SAP Fiori launchpad displays. |  |
| 3 | Access the SAP Fiori App | Open Upload General Journal Entries (F2548). | The Upload General Journal Entries view displays. |  |
| 4 | Upload Template | Browse to the location of the template file and choose Open on the dialog box to upload the file. | A notification appears and a table of Items displays. |  |
| 5 | Post FI Documents | To post the spreadsheet content, select all items displayed and choose Post from the bottom of the view.  Confirm the dialog box by choosing OK.  Make a note of the journal entry numbers.  Ignore the warning message. Posting takes place in the previous year.  To view the log, choose the Show Log button at the bottom of the table, and then navigate to the list of messages.  If there are error messages regarding missing master data such as Cost Center, Profit Center, etc., please create relevant master data and post again. Or you can replace the missing master data with the ones which are in use. | The entries are posted. |  |
| 6 | Log On | Log on to the SAP GUI backend system. |  |  |
| 7 | Assign Monitor Task Groups | To assign monitor task groups, execute transaction CXP1.  Assign the cons monitor task group S24 by creating a new entry. Choose New Entry.  On the New Entries: Overview of Added Entries view, make the following entries and choose Save:  Start Year: 2016  Period eff.: 10  Period cat.: 9  Data mon. task group: S10  Cons mon. task group: S24 |  |  |
| 8 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. |  |  |
| 9 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | A Global parameters dialog box displays. and choose |  |
| 10 | Set Global Parameters | Make the following entries and choose Continue:  Cons. Group: <consolidation group you use, for example CG2>  Cons.Unit: <4 digit consolidation unit number assigned to you>  Version: Y10  Fiscal Year: 2016  Period: 11  Cons. COA: Y1 | The dialog box closes and the Home view of the SAP Fiori launchpad displays. |  |
| 11 | Access the SAP Fiori App | Return to the Home view and open Data Monitor (CXCD) . | The Data Monitor view displays. |  |
| 12 | Open the period 2016.11 | Select your consolidation unit and choose More > Edit > Open period .  If your unit is already open, you can skip this step. | The system displays the Period 011/2016 for CGXX/CU XXXX opened notification. |  |
| 13 | Data Monitor-Release Universal Journal | Right-click the Release Universal Journal and select Test Run and update run mode.  Review the line for your consolidation unit and review the data list (already submitted and pending delta for submission) or delta mode (pending delta for submission) using the left or right buttons.  Choose < (Back) and repeat this step, right-clicking Release Universal Journal and selecting Update run.  Choose the button Release Universal Documents on the upper left of the screen to continue with release of SAP S/4HANA Accounting data. On the Release of Universal Documents for Consolidation dialog box, choose Continue. | The timestamp is updated.  The system displays a green status update. |  |
| 14 | Create New File | Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/Upload_2016_11_CG2_CUXXXX_PU1710.csv) and save locally as a csv format file.  Replace XXXX with your assigned company code. | A new file is created and saved locally. |  |
| 15 | Access the SAP Fiori App | Return Home and open Data Monitor (CXCD). | The Data Monitor view displays. |  |
| 16 | Data Collection | Select the cell for your item in the Data Coll. - Milestone/Data Collection column and choose Test Run, or right click your item and choose Test. | A column displays on the left of the view. |  |
| 17 | Upload Data | Choose Display <->Change and the view changes to Enter/transfer data.  In the Import Data column, choose the Import Data icon. | A Flexible Upload of Reported financial data view displays. |  |
| 18 | Execute | Make the following entries:  General selections section:  Consolidation group: <consolidation group you use, for example CG2>  Consolidation Unit: <XXXX (for example 1010)>  File section:  Upload method: SRD2  Physical file name: UPLOAD\_2016\_11\_CG2\_CUXXXX\_PU1710  File format: ASC  Choose Execute.  Review the detailed log for the result.  Choose the < (Back) button and repeat the previous two steps after selecting Update Run. |  |  |
| 19 | Data Monitor - Validation Universal Journal | There is no need to execute this task. |  |  |
| 20 | Data Monitor - Calculation Net Income | Select the cell for your item in the Calc. Net Income column and choose Update Run, or right click your item and choose Update. | The task is executed successfully with detailed log about calculated net income result. |  |
| 21 | Data Monitor - Validation Reported Data LC | Select the cell for your item in the Reported Data Validation column and choose Update Run, or right click your item and choose Update.  If the validation method for your cons unit is missing or wrong, you can maintain it as follows.  Open the app Assign Validation Methods (VECMA) to synchronize the latest validation settings.  Select Task ID 1080 and choose Change to go to change mode.  Select Version Y10 and Period Category 9 16 Periods.  Select consolidation unit to be assigned and select validation method SRD1.  Choose Save. | The validation passes with one warning message. |  |
| 22 | Log On | Log on to the SAP Fiori launchpad as a General Ledger Accountant - Intercompany. |  |  |
| 23 | Access the SAP Fiori App | Open Reconciliation Status Overview (F3865). |  |  |
| 24 | Display Reconciliation Report | To go to Reconciliation Balances view, make the following entries and choose Go:  Reconciliation Case: SGR01  Cons. Unit: <the units that you use in testing (for example 1710)>  Period/Year: 011/2016  Consolidation Version: Y10  Consolidation COA: Y1  Hover over the Reconciliation status bar to show the detail of how many partner companies are reconciled, reconciled within tolerance or not reconciled.  If new documents are posted, the New Postings column shows Detected. | Initial reconciliation status of selected company is displayed. |  |
| 25 | On the Fly Translation | In the dropdown list, choose your created converted measure to see the on the fly translation. |  |  |
| 26 | Manage Assignments | On the upper right above the chart, choose TSL (Amount in Transaction Currency) or HSL (Amnt in Company Code Crcy) or KSL (Amnt in Global Currency). Here, for example, we choose TSL (Amount in Transaction Currency).  To manage assignments, choose the right arrow button > for a reconciliation balance line item.  Choose Show Filter Bar on the upper right of the screen.  The parameters are set as follows :  Reconciliation Case: SGR01  Display Group: All IC Accounts AR/AP  Period/Year: 011/2016  Consolidation Version: Y10  Consolidation COA: Y1  Consolidation Unit: <the units that you use in testing (for example 1710)>  Partner Unit: <the partner units that you use in testing (for example 1010)>  Amount/Quantity Field: <keep current value, for example, TSL for transaction currency>  Choose Go.  In the Manage Assignments view, choose Auto Match to automatically assign reason codes.  Manually reassign if needed. For example, select assignment reference 202030 and choose Assign.  Enter Reason Code R00 and Comment.  Choose Process. | Details of reconciliation results are displayed. |  |
| 27 | Manage Assignments -Display Assigned Items | All the assigned items (by rule or by manual) are displayed in the lower part of the screen.  From the Change Layout drop down menu, choose Lower Area Only mode. From the left filter bar, switch the filter to display the different group of assignments.  Select a line and choose the right arrow button >to display more details.  To check the rule detail, choose the Rule number link. Check the matching result; the columns with color are fields used in the matching expression.  Choose Back. Optionally, you can remove the assignment by selecting the assignment and choosing Unassign. | Details of assigned items are displayed |  |
| 28 | Manage Assignment -Manual Assign Documents | From the unassigned documents display, select documents to manually assign, then choose Assign. | Documents are manually assigned. |  |
| 29 | Display Matching Items | Choose Back.  Right click an amount (for example Leading Unit Amount). Choose Show Matching Items. | Matching items are displayed properly. |  |
| 30 | Close Reconciliation Status | In Fiori app Manage Reconciliation Close (F4774),  Enter the parameters as follows, then choose Go.  Reconciliation Case: SGR01  Period/Year: 011/2016  Consolidation Version: Y10  Consolidation COA: Y1  Consolidation Unit: <the units that you use in testing (for example 1710)>  Partner Unit: <the units that you use in testing (for example 1010)>  Close reconciliation status for the items with Open status under the unit that you use. |  |  |
| 31 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. |  |  |
| 32 | Maintain Exchange Rate | Open app Currency Exchange Rates (F3616).  Verify the exchange rates for your transaction currency to group currency and local currency to group currency for 11/2016.  On the Exchange Rate Type field, enter AVG and choose Go.  If necessary, choose Create to make an entry and choose Save.  Repeat for Exchange Rate Type: CLO  Choose Exit.  Since the company code master data is customer dependent. The values in the following table are provided as examples only.   |  |  |  | | --- | --- | --- | | Currency (vs. EUR) | Average (AVG) | Closing (CLO) | | USD | 1,4706 | 1,3917 | |  |  |
| 33 | Access the SAP Fiori App | Open Data Monitor (CXCD). |  |  |
| 34 | Data Monitor - Currency Translation | Select the cell for your item in the Currency Translation column and choose Update Run, or right click your item and choose Update.  The task status is Not applicable for the cons units where Local Currency = Global Currency. | More lines with posting level blank and translation indicator 1 and 4 are created based on amount in LC and rules in currency translation method. |  |
| 35 | Data Monitor - Validation Standard Data GC | Select the cell for your item in the Standardized Data Validation column and choose Update Run, or right click your item and choose Update.  If the validation method for your cons unit is missing or wrong, you can maintain as follows:  Access the app Assign Validation Methods (VECMA) to synchronize the latest validation settings.  Select Task ID 1180 and choose Change button.  Select Version Y10 and Period Category 9.  Select consolidation unit to be assigned and select validation method SRD1.  Choose Save. | The validation passes with one warning message. |  |
| 36 | Lock the Tasks | Select each task and choose Block. | Once the tasks are locked, it is impossible to submit more data to the current period. |  |
| 37 | Access the SAP Fiori App | Return to the Home view and open Consolidation Monitor (CX20). | The Consolidation Monitor view displays. |  |
| 38 | Consolidation Monitor - InterCompany Elimination -Balance Sheet (2042) | In the Consolidation Monitor view, right-click the IC Elim Balance Sheet and choose Update Run. | Automatic journal entries are generated. |  |
| 39 | Consolidation Monitor - Consolidated Data Validation(2980) | In the Consolidation Monitor view, update the Consolidated Data Validation task.  In the Consolidation Monitor view, right-click the Consolidated Data Validation task and choose Update Run.  If the validation method for your cons group is missing or wrong, you can maintain it as follows:  Access the app Assign Validation Methods (VECMA) to synchronize the latest validation settings.  Select Task ID 2980 and choose Change to go to change mode.  Select Version Y10 and Period Category 9.  Select consolidation unit to be assigned and select validation method SCD1.  Choose Save. |  |  |
| 40 | Consolidation Monitor Exit | Choose Exit. |  |  |

## Consolidation Scenario Actuals\_Rule Based COI

The following table displays the codification of the consolidation groups and consolidation units per tester.

You need to adjust the IDs of the consolidation group/consolidation units/partner units provided in this file to your own IDs (XX= assigned number).

Table 6: Consolidation Scenario Actuals\_Rule Based COI

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Cons. Group | consunit | LC | % of share | Periode / Year of First Consolidation | Period/year of Divestiture | Method CoI |
| CGXX | SXX00 | EUR | - | 12/2015 | 99/9999 | Parent |
|  | SXX02 | EUR | 80% | 12/2015 | 99/9999 | Purchase |
|  | SXX03 | USD | 80% | 12/2015 | 99/9999 | Purchase |
|  | SXX04 | USD | 0%=> 60% in 01/2016 | 01/2016 | 99/9999 | Purchase |
|  | SXX05 | EUR | 13% | 12/2015 | 99/9999 | at Equity |
|  | SXX06 | JPY | 90%=> 0% in 01/2016 | 12/2015 | 01/2016 | Purchase |
|  | SXX07 | EUR | 90%->70% | 12/2015 | 99/9999 | Purchase |
|  | SXX08 | CNY | 60%->90% | 12/2015 | 99/9999 | Purchase |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| SCGXX2 | SXX02 | EUR | 80% | 12/2015 | 99/9999 | Parent |
|  | SXX03 | USD | 80% | 12/2015 | 99/9999 | Purchase |

It is optional that you can create your second consolidation group and check this closing.

In this scenario, you manage the following periods and activities:

* In 12/2015 you start with the first consolidation (initial consolidation for all units except SXX04).
* In 01/2016 you run the task carry forward and run the tasks as it happens in 12/2015. The following activities based on consolidation of investment will take place:
  + Consolidation unit SXX04 is an incoming unit of the group (60%). There will be the activity “first consolidation”.
  + Consolidation unit SXX06 is divested totally.
  + Consolidation unit SXX07 is partially divested without loss of control (capital decrease).
  + Parent entity SXX00 (as of 12/2015) acquires further interests in consolidation unit SXX08 (capital increase).
* In 02/2016 and 03/2016 you have to run the tasks as it is in 12/2015 with subsequent consolidation including calculation of minorities.

### Review and Maintain Consolidation Units and Groups

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

In this activity, you download a master data file of existing consolidation units and then maintain the data relevant for your test, and you upload the maintained file of the relevant consolidation units.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Import Consolidation Master Data (F3924). | The Import Consolidation Master Data view is displayed. |  |
| 3 | Navigate to Master Data | On the Master Data Types table, choose Actions > Download Master Data in the Consolidation Unit row. | A Download Master Data dialog box is displayed. |  |
| 4 | Enter Criteria | Make the following entries:  Consolidation Version: Y10  Effective Fiscal Year and Period: 001/2015  Note The filter is entered in a user-dependent format. If you use the wrong format, a notification displays with the correct format for you to use.  Language: EN | The Download button becomes active. |  |
| 5 | Download | Choose Download. | An xlsx file with consolidation unit master data is downloaded. |  |
| 6 | Review and Maintain Master Data | Open the downloaded file.  Using the provided table, search the file for the relevant SXX consolidation units.  Remember Replace the XX with your ID.  Verify that the units in the following table exist and the settings are the same as in the table. | The downloaded file contains the correct data for the consolidation units relevant for your test. |  |
| 7 | Upload | In the Import Consolidation Master Data view, choose Upload.  In the Upload dialog box, either drag and drop your file on to the dialog or select the + (Upload) button to navigate to the file.  Choose OK. | The updated file is uploaded. |  |
| 8 | View Details | Double-click the Consolidation Units row on the Import Consolidation Master Data view. | A details view appears. |  |
| 9 | Verify Upload | Select the field help of the Consolidated Unit filter and in the dialog box, search for and select the multiple consolidation units that are relevant for your test.  Choose OK and those consolidation units display in the table.  In the Status column, choose To Be Checked for all rows and choose Check at the right of the table. | The status for your consolidation units updates. |  |
| 10 | Correct Errors | Note If the Check run results in successful results, skip this step.  When Checked with Errors status appears or other warnings display, it is necessary to correct the data before proceeding.  Select the checkboxes for the rows with errors and choose the Download button.  A spreadsheet downloads with the selected records.  Open the file and correct the data.  When the update is complete, choose Upload.  In the Upload dialog box, either drag and drop the file or choose the + (Upload) button to navigate to the file location and choose OK.  Rerun the previous step and repeat until all units show a successful status. | A successful check result for all of the consolidation units is displayed. |  |
| 11 | Import Master Data | Select all of the checkboxes for your relevant consolidation units.  Choose Import. | The master data of the relevant consolidation units is imported from your personal staging area to the master data tables of the consolidation. Master data of the consolidation units is now ready for testing. |  |
| 12 | Create Consolidation Group | This step creates demo data. If you want project-specific settings, then adapt to your requirements.  Open Consolidation Groups - Create and Change (CX1P).  In the tile, input one name (for example, CGXX) for Consolidation group and click Enter.  Please replace the XX with your own tester ID.  In the Master Data tab, input description for Cons Group and 9 for Consolidation Frequency.  Choose Save. |  |  |

Consolidation Units Table

The following table contains the values to verify and maintain in the downloaded Consolidation\_Unit file:

Note Adjust the IDs of the consolidation units provided in the file to your own IDs. You replace the XX with your own tester ID.

Please choose from dropdown lists instead of entering values manually.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| \*Consolidation Unit (18) | Consolidation Unit Description (15) | Consolidation Unit Medium Description (30) | \*Local Currency (5) | Country (3) | Consolidation Unit is Partner Unit Only (1) | Currency Translation Method (5) | Tax Rate (8) | Deviating Fiscal Year Variant (2) | Universal Journal Integration (1) | Group Currency is Leading Currency (1) | Source for Local Currency Key Figure (1) | Source for Group Currency Key Figure (1) | Upload Method (5) | Link Title (255) | Link URL (1333) |
| SXX00 | Germany | Germany | EUR -- European Euro | DE -- Germany |  | S0903 -- Standard translation Periodic | 35 |  | U -- No Integration |  |  |  |  |  |  |
| SXX02 | France | France | EUR -- European Euro | FR -- France |  | S0903 -- Standard translation Periodic | 39 |  | U -- No Integration |  |  |  |  |  |  |
| SXX03 | USA East | USA East | USD -- United States Dollar | US -- USA |  | S0903 -- Standard translation Periodic |  |  | U -- No Integration |  |  |  |  |  |  |
| SXX04 | USA West | USA West | USD -- United States Dollar | US -- USA |  | S0904 -- Translation-FC@Incoming Unit |  |  | U -- No Integration |  |  |  |  |  |  |
| SXX05 | Belgium | Belgium | EUR -- European Euro | BE -- Belgium |  | S0903 -- Standard translation Periodic |  |  | U -- No Integration |  |  |  |  |  |  |
| SXX06 | Japan | Japan | JPY -- Japanese Yen | JP -- Japan |  | S0903 -- Standard translation Periodic |  |  | U -- No Integration |  |  |  |  |  |  |
| SXX07 | Austria | Austria | EUR -- European Euro | AT -- Austria |  | S0903 -- Standard translation Periodic |  |  | U -- No Integration |  |  |  |  |  |  |
| SXX08 | China | China | CNY -- Chinese Yuan Renminbi | CN -- China |  | S0903 -- Standard translation Periodic |  |  | U -- No Integration |  |  |  |  |  |  |
| 999999 | Company 999999 | Company 999999 | EUR -- European Euro |  |  |  |  |  | U -- No Integration |  |  |  |  |  |  |

### Set up Group Structure

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

In this activity, you verify and maintain consolidation group structure, that is, the assignment of consolidation units to consolidation groups and maintain consolidation group-specific settings of the consolidation units (such as period of first consolidation, consolidation method, and so on.).

The achieved result has the following group structure.

Note Adjust the IDs of the consolidation group/consolidation units provided in this file to your own IDs. Please replace XX with your own tester ID.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Consolidation Group (18) | Consolidation Group Description (30) | Consolidation Unit (18) | Consolidation Unit Description (30) | Start of Assignment (YYYY/PPP) | End of Assignment (YYYY/PPP) | Period of First Consolidation (3) | Year of First Consolidation (4) | First Consolidation at End of Period (1) | Period of Divestiture (3) | Year of Divestiture (4) | Divestiture at Beginning of Period (1) | Divestiture due to Merger (1) | Consolidation Method (5) |
| CGXX | CGXX | SXX00 | Germany | 2015/012 | 9999/999 | 12 | 2015 |  | 999 | 9999 |  |  | 00 -- Parent (Direct Shares) |
| CGXX | CGXX | SXX02 | France | 2015/012 | 9999/999 | 12 | 2015 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGXX | CGXX | SXX03 | USA East | 2015/012 | 9999/999 | 12 | 2015 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGXX | CGXX | SXX04 | USA West | 2016/001 | 9999/999 | 1 | 2016 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGXX | CGXX | SXX05 | Belgium | 2015/012 | 9999/999 | 12 | 2015 |  | 999 | 9999 |  |  | 20 -- Equity Method (Direct Shares) |
| CGXX | CGXX | SXX06 | Japan | 2015/012 | 9999/999 | 12 | 2015 |  | 1 | 2016 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGXX | CGXX | SXX07 | Austria | 2015/012 | 9999/999 | 12 | 2015 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGXX | CGXX | SXX08 | China | 2015/012 | 9999/999 | 12 | 2015 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |

Procedure Options

There are two procedure options for reviewing and maintaining the group structure.

The first option uses the Import Consolidation Master Data (F3924) SAP Fiori app.

The second option uses the Manage Group Structure - Group View (F3733) SAP Fiori app.

Option 1 - Using the Import Consolidation Master Data SAP Fiori App

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Note There are two options for reviewing and maintaining the group structure. Review both before proceeding.  Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The related app is launched and a Global parameters dialog box displays. |  |
| 3 | Set Global Parameters | Make the following entries and choose Continue:  Cons. Group: CGXX  Remember replace the XX with your tester ID.  Version: Y10  Fiscal year: 2015  Period: 12  Cons. COA: Y1 | The SAP Fiori launchpad is displayed. |  |
| 4 | Access the SAP Fiori App | Open Import Consolidation Master Data (F3924). | The Import Consolidation Master Data view is displayed. |  |
| 5 | Navigate to Master Data | Under the Master Data Types, on the Consolidation Group Structure row, select Actions > Download Master Data . | A Download Master Data dialog box is displayed. |  |
| 6 | Enter Criteria | Enter the following values:  Consolidation Version: Y10  Start of Assignment: 001/2015  Note The filter is entered in a user-dependent format. If you use the wrong format, a notification displays with the correct format for you to use.  Consolidation Group: CGXX  Remember replace the XX with your tester ID. | The Download button is active. |  |
| 7 | Download | Choose Download. | An xlsx file with consolidation unit master data is downloaded. |  |
| 8 | Review and Maintain Master Data | Open the downloaded file.  Verify that the consolidation unit assignments and settings shown are the same as in the table in the Purpose section.  If necessary, adjust the data in the downloaded file.  Save the file. | The downloaded file contains the correct data for the consolidation units relevant for your test. |  |
| 9 | Upload | On the Import Consolidation Master Data view, choose the Upload button.  On the Upload dialog box, either drag and drop your file on to the dialog or select the + (Upload) button to navigate to the file.  Choose OK. | The updated file is uploaded. |  |
| 10 | View Details | Double-click the Consolidation Group Structure row on the Import Consolidation Master Data view. | A details view appears. |  |
| 11 | Verify Upload | Select the field help of the Consolidated Group filter and in the dialog box, search for and select the multiple consolidation groups that are relevant for your test.  On the Status column, choose the To Be Checked for all rows.  Choose the Check button at the right of the table. | The status for your consolidation groups update. |  |
| 12 | Correct Errors | Note If the Check run results in successful results, skip this step.  When Checked with Errors status appears or other warnings display, it is necessary to correct the data before proceeding.  Select the checkboxes for the rows with errors and choose the Download button.  A spreadsheet downloads with the selected records.  Open the file and correct the data.  When the update is complete, choose the Upload button.  On the Upload dialog box, either drag and drop the file or choose the + (Upload) button to navigate to the file location and choose OK.  Rerun the previous step and repeat until all groups show a successful status. | A successful check result for all of the consolidation groups is displayed. |  |
| 13 | Import Master Data | Select all of the checkboxes for your relevant consolidation groups.  Choose the Import button. | The master data of the relevant consolidation groups is imported from your personal staging area to the master data tables of the consolidation. Master data of the consolidation groups is now ready for testing. |  |

Option 2 - Using the Manage Group Structure - Group View SAP Fiori App

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The related app is launched and a Global parameters dialog box displays. |  |
| 3 | Set Global Parameters | Make the following entries and choose Continue:  Cons. Group: CGXX  Remember replace the XX with your tester ID.  Version: Y10  Fiscal year: 2015  Period: 12  Cons. COA: Y1 | The SAP Fiori launchpad is displayed. |  |
| 4 | Access the SAP Fiori App | Open Manage Group Structure - Group View (F3733). | The Manage Consolidation Group Structure - Group View displays with a list of Assignments of Units to Groups. |  |
| 5 | Review Existing Unit Assignments | Review if your consolidation unit assignments have already existed.  If yes, leave unchanged of those assignments that are the same as what appears in the table in the Purpose section.  For more assignments that are not part of the table in the Purpose section, select the checkboxes for the rows of those assignments and choose Remove.  For assignments that deviate in their settings from the table in the Purpose section, double-click the row of deviating assignments in the table, then choose Edit and maintain the values of the assignment according to the table in the Purpose section.  Choose Save.  If the assignments haven’t been done, skip this step. |  |  |
| 6 | Create Missing Assignments | Choose Assign. | The Assign Consolidation Units dialog is displayed. |  |
| 7 | Select Units | Select all consolidation units with IDs starting with SXX .  Remember Replace the XX with the group number.  Use search field to filter the value of the relevant consolidation units. | All relevant consolidation units are selected. |  |
| 8 | Next | Choose Next. | A different Assign Consolidation Units dialog box is displayed. |  |
| 9 | Adjust Assignments | Enter or validate the appropriate values for First Consolidation, Divestiture, and Consolidation Method. | The Assign button is activated. |  |
| 10 | Assign Consolidation Method | Choose Assign. | The newly assigned consolidation units are displayed in the list report. |  |
| 11 | Create More Unit Assignments | If necessary, continue assigning other consolidation units. | The consolidation group structure is ready for testing. |  |

### 2015.12 Initial Consolidation

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

In this activity, you run the initial consolidation for 12/2015.

Procedure - Data Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Set Global Parameters | Open Set Global Parameters (CXGP).  Set the following parameters:  Organizational Units area:  Cons Group: CGXX, replace the XX with your assigned group  Cons Unit: <leave blank>  Version/Time period area:  Version: Y10  Fiscal year: 2015  Period: 12  Further settings area:  Cons. COA: Y1  Choose Continue. | The Global parameters dialog box is displayed. |  |
| 3 | Access the SAP Fiori App | Open Currency Exchange Rates (F3616). |  |  |
| 4 | Maintain Exchange Rates | Verify the exchange rates for 12/31/2015.  Please be noted, we use Indirect Quotation for example in this test script.   |  |  |  | | --- | --- | --- | | Currency (vs. EUR) | Average (AVG) | Closing (CLO) | | USD | 1,4706 | 1,3917 | | JPY (100) | 1,5233 | 1,2614 | | CNY | 7,5 | 7,9 |   If the entries don't exist, please create them manually by using the Create button and entering the data in the details column that appears.  Choose Save and repeat for other types or currencies, if necessary.  Choose Exit. |  |  |
| 5 | Access the SAP Fiori App | On the SAP Fiori launchpad, open Define Consolidation Units (F4685). | The Consolidation Unit Change view is displayed. |  |
| 6 | Tax Rates Assigned in Methods Change | Make the following entry for the tax rates of consolidation unit SXX00:  Consolidation Unit: Sxx00  Choose >. In the Time- and Version-Dependent Attributes tab, choose the Edit button and enter Tax Rate: 35.000.  Choose Save.  Make the following entry for the tax rates of consolidation unit SXX02:  Consolidation Unit: Sxx02  Choose >. In the Time- and Version-Dependent Attributes tab, choose Edit button and enter Tax Rate: 39.000  Choose Save.  Return to your Home Dashboard. |  |  |
| 7 | Access the SAP Fiori App | Open Define Master Data for Consolidation Fields (F3007). | The Define Master Data for Consolidation Fields view is displayed. |  |
| 8 | Maintain Local Master Data | Select Functional Area and choose Create and add the following local master data and choose Save after each entry:  In the Master Data column of the table, choose the Functional Area > (Details) button.  Choose the Create button.  Add the following Master Data in the table below and choose Save:   |  |  | | --- | --- | | Master Data | Description | | YD20 | IC difference - operating | | YD70 | IC difference - financial |   Note You can use another method to maintain local master data. Open the Import Consolidation Master Data (F3924) SAP Fiori app and choose the Import Master Data for Consolidation Fields. Download the import template and fill the local master data according to the information in the following table. Then upload the file:   |  |  |  |  | | --- | --- | --- | --- | | \*Master Data Type ID (30) | \*Master Data ID (40) | Superordinate Field Value (40) | Description (60) | | SEGMENT | S1 |  | Segment 1 | | SEGMENT | S2 |  | Segment 2 | | SEGMENT | S3 |  | Segment 3 | | FunctionalArea | YD20 |  | IC difference - operating | | FunctionalArea | YD70 |  | IC difference - financial |   Choose Import and return to your Home Dashboard.  If the local master data already exist, you don't need to maintain them again. |  |  |
| 9 | Access the SAP Fiori App | Open Assign Validation Methods (VECMA) SAP Fiori app. |  |  |
| 10 | Assign Validation Method | Make the following entry and press Enter:  Task ID: 1080  Choose Change. | The Task: Change view is displayed. |  |
| 11 | Select Period Category | In the Assignment tab, choose the Period Category dropdown box and choose 9 16 Periods.  Choose <click to add> to add your consolidation units.  In the Validation Method column, assign validation method SRD1 (for task 2980 method SCD1) for your newly created Consolidation Units and choose Save.  Return to Assign Validation Methods view and repeat this step for Task ID 1180 and 2980.  For 2980, add the Consolidation Groups you created and assign Validation Method SCD1. |  |  |
| 12 | Data Monitor | Open Data Monitor (CXCD).  In the Hierarchy column, right-click the group CGXX and choose Open period. | The Data Monitor view is displayed. |  |
| 13 | Data Monitor - Balance Carry Forward | Right-click the status icon for the Bal Cfwd (Balance Carryforward) task and choose Update. |  |  |
| 14 | Data Monitor - Data Collection | In the Data Monitor view, right click the Data Coll. - Milestone:Data Collection task and choose Update or choose Update Run in the toolbar.  Download and edit the [Sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2015_12_CGXX_SRD2_DT_00.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation group: CGXX  Consolidation unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: Upload\_Y10\_2015\_12\_CGXX\_SRD2\_DT\_00  File format: ASC  Choose Execute.  Download and edit the [Sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2015_12_CGXX_SRD2_DT_0B.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation group: CGXX  Consolidation unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: Upload\_Y10\_2015\_12\_CGXX\_SRD2\_DT\_0B  File format: ASC  Choose Execute.  The file with document type 00 contains reported data with no control C/I data. The file with document type 0B contains additional C/I control data, such as activity, ownership, and so on.  Note For any missing master data, please refer to step 6 of this procedure to maintain missing master data as local master data and rerun your data collection task to continue the testing. |  |  |
| 15 | Data Monitor - Validation Universal Journals | This task has not relevant status and is not executable. | No expected results. |  |
| 16 | Data Monitor - Calculation Net Income | In the Data monitor view, right-click the Calc. Net Income task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 17 | Data Monitor - Validation for Reported Data | In the Data monitor view, right-click the Reported Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 18 | Data Monitor - Manual Posting PL10 | Update task Manual Posting PL10 and post document. As an alternative, upload the manual journal entries using the Import Group Journal Entries (F3073) app.  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2015_12_PL_10.xlsx) and verify that the template has the same settings before you run the upload. For uploading the document, use the data rows in the template.  Replace the XX with your assigned consolidation group and save as an xlsx, like the downloaded template. |  |  |
| 19 | Data Monitor - Currency Translation | In the Data monitor view, right-click the Currency Translation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 20 | Data Monitor - Validation for Standardized Data | In the Data monitor view, right-click the Standardized Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 21 | Block Tasks | Block each task by choosing the Block button. |  |  |
| 22 | Exit | Choose Exit. |  |  |

Procedure - Consolidation Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | A Global parameters dialog box is displayed. |  |
| 3 | Set Global Parameters | Make the following entries and choose Continue:  Cons Group: CGXX  Cons Unit: <leave blank>  Version: Y10  Fiscal year: 2015  Period: 12  Cons. COA: Y1 | The SAP Fiori launchpad is displayed. |  |
| 4 | Access the SAP Fiori App | Open Consolidation Monitor (CX20).  If you would like to use intercompany matching and reconciliation elimination for Balance Sheet InterCompany Elimination, you need to reference step 6 to step 10 in section 4.1.2 [2016.11 Integrated Intercompany Matching & Reconciliation](#unique_9) [page ] 17 and change task group from S20 to S24 from 2010.12. |  |  |
| 5 | Consolidation Monitor | In the Hierarchy column, verify that the relevant group is CGXX. |  |  |
| 6 | Consolidation Monitor - Intercompany Elimination - Sales (2011) | In the Consolidation monitor view, right-click the IC Elim Sales task and choose Update Run. | For the consolidation unit SXX00, the inter-unit Sales of goods (account 411100) of 15.000 with the partner unit SXX02 is eliminated against the account Inventory variation (account 412100). |  |
| 7 | Consolidation Monitor - Intercompany Elimination -Other Income/Expense (2021) | In the Consolidation monitor view, right-click the IC Elim Other Income/ Expense task and choose Update Run. | The corresponding log of automatic journal entries posted is displayed. |  |
| 8 | Consolidation Monitor - Dividends Elimination (2031) | In the Consolidation monitor view, right-click the Dividends Elimination task and choose Update or choose Update Run from the toolbar. | For the consolidation unit Sx00, the internal Dividend (account 603000) is eliminated against the Retained earnings account (316000). |  |
| 9 | Consolidation Monitor - InterCompany Elimination -Balance Sheet (2041) | In the Consolidation monitor view, right-click the IC Elim Balance Sheet task and choose Update or choose Update Run from the toolbar.  If you use Intercompany Matching & Reconciliation elimination, the task would be InterCompany Elimination -Balance Sheet (2042). | The corresponding balance sheet is displayed. |  |
| 10 | Consolidation Monitor Manual Elimination PL20 (2050) | In the consolidation monitor, update the Manual Eliminations (PL20) task and post documents.  As an alternative, you can choose to upload the manual journal entries with the Import Group Journal Entries (F3073) SAP Fiori app.  Verify by downloading the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2015_12_PL_20.xlsx) to ensure that the headers are not changed, based on the attached example. |  |  |
| 11 | Consolidation Monitor - Preparation Consolidation Group Changes (2060) | In the Consolidation monitor view, right-click the Preparation Cons Group Change task and choose Update or choose Update Run from the toolbar. | No expected result. |  |
| 12 | Consolidation Monitor - Calulate Group Shares (2141) | In the Consolidation monitor view, right-click the Calculate Group Shares task and choose Update or choose Update Run from the toolbar. |  |  |
| 13 | Consolidation Monitor - Enter Group Shares (2140) | This task has no need to be executed. |  |  |
| 14 | Consolidation Monitor - Investment/Equity Elimination (2100) | In the Consolidation monitor view, right-click the Investments/Equity elimin task and choose Update or choose Update Run from the toolbar. | In the consolidation unit SXX00, the investments (account 172100) in the subsidiaries SXX02, SXX06, SXX07, and SXX08 are eliminated against the Retained earnings (account 316000).  In the consolidation unit SXX02, the Capital accounts (311000- Issued capital, and 312000 - Share premium) are eliminated against the Retained earnings (group share), and the non-controlling share is recorded in the account 321100. |  |
| 15 | Consolidation Monitor - Manual Elimination PL30 (2150) | In the Consolidation monitor view, update the Manual Eliminations (PL30) task and post documents manually. As an alternative, you can choose to upload the manual journal entries with the Import Group Journal Entries (F3073) SAP Fiori app, using the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2015_12_PL_30.xlsx). |  |  |
| 16 | Consolidation Monitor - Total Divestiture (2180) | In the Consolidation monitor view, right-click the Total Divestiture task and choose Update or choose Update Run from the toolbar | No expected result. |  |
| 17 | Consolidation Monitor - Consolidated Data Validation(2980) | In the Consolidation monitor view, right-click the Consolidated Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 18 | Consolidation Monitor Exit | Choose Exit. |  |  |
| 19 | Consolidation Reports | Open Group Data Analysis (CCONS\_FPM\_OVP\_MATRIX\_ANALYSIS). Run the report to verify consolidated data with expected outcomes:  Note You use the views and tiles that you create for Consolidated Balance Sheet and Consolidated Income Statement for the following Reporting section. | A Prompts dialog box is displayed with a file named Outcome\_2015\_12\_CGXX and the expected results [here](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_Outcome_2015_12_CGXX.xlsx). |  |
| 20 | Consolidation Reports Exit | Choose Exit. |  |  |

### 2016.01 Full Consolidation

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. |

Procedure - Data Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The related screen is displayed. |  |
| 3 | Set Global Parameters | Make the following entries and choose Continue:  Cons Group: CGXX  Remember Change the XX to your group number.  Cons Unit: NA  Version: Y10  Fiscal year: 2016  Period: 01  Cons. COA: Y1 |  |  |
| 4 | Maintain Exchange Rates | Open Currency Exchange Rates (F3616) and review the exchange rates for 01/31/ 2016.  Please be noted, we use Indirect Quotation for example in this test script.   |  |  |  |  | | --- | --- | --- | --- | | Currency (vs. EUR) | Incoming Rate (INC2) | Average (AVG) | Closing (CLO) | | USD | 1,3917 | 1,3933 | 1,4406 | | JPY (100) |  | 1,3023 | 1,3316 | | CNY |  | 8,3 | 8,8 |   If the entries don't exist, please create them manually by using the + (Create Exchange Rate) button and entering the data in the details column that appears.  Choose Save and repeat for other types or currencies, if necessary.  Choose Exit. | The Exchange Rates area populates when the values have previously been entered. When creating an Exchange Rate, a New Exchange Rate dialog box displays as an entry form. |  |
| 5 | Access the SAP Fiori App | Open Manage Group Structure - Group View (F3733). |  |  |
| 6 | Consolidation Investment Method Assignment - Change | Check that the consolidation methods are not changed since period 12/2015.  Remember Change the XX values to your consolidation method values.  Sxx00 = 00 parent method  Sxx02 = 10 purchase method  Sxx03 = 10 purchase method  Sxx04 = 10 purchase method  Sxx05 = 20 equity method  Sxx06 = 10 purchase method  Sxx07 = 10 purchase method  Sxx08 = 10 purchase method  Choose Exit. |  |  |
| 7 | Access the SAP Fiori App | Open Define Consolidation Units (F4685). |  |  |
| 8 | Tax Rates Assigned in Methods Change | Enter the tax rates of consolidation units SXX00 and SXX02 as follows:  Note If the tax rates are already set, you can skip this step.  Consolidation Unit: SXX00 and press Enter.  Choose the Methods tab.  In the Posting section, enter the Tax rate: 35.000, and then choose Save.  Repeat for consolidation unit SXX02 and enter 39.000 in the Tax Rate field. |  |  |
| 9 | Access the SAP Fiori App | Open Data Monitor (CXCD). |  |  |
| 10 | Data Monitor (Original) | Right-click subgroup CGXX and choose Open period. |  |  |
| 11 | Data Monitor - Balance carry forward | In the Data Monitor view, right-click the Balance carry forward task and select Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 12 | Data Monitor - Release Universal Journal | This task does not require execution. |  |  |
| 13 | Data Monitor - Data Collection | In the Data Monitor view, right click the Data Coll. - Milestone:Data Collection task and choose Update or choose Update Run in the toolbar.  Download and edit the [Sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2016_01_CGXX_SRD2_DT_00.csv)  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation group: CGXX  Consolidation unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: UPLOAD\_Y10\_2016\_01\_CGXX\_SRD2\_DT\_00  File format: ASC  Choose Execute.  Download and edit the [Sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2016_01_CGXX_SRD2_DT_0B.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation group: CGXX  Consolidation unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: UPLOAD\_Y10\_2016\_01\_CGXX\_SRD2\_DT\_0B  File format: ASC  Choose Execute.  The file with document type 00 contains reported data with no control C/I data. The file with document type 0B contains additional C/I control data, such as activity, ownership, and so on.  Note We recommend that you open the file and directly replace the XX with the ID you use with no change of format. If you perform the Data /Text to column function or do any updates or changes using Excel, you must ensure that the InvestmentActivityType column uses Text format.  For any missing master data, please refer to step 6 of this procedure to maintain missing master data as local master data and rerun your data collection task to continue the testing. | No warning / no error. |  |
| 14 | Data Monitor - Validation Universal Journals | This task does not require execution. | No expected result. |  |
| 15 | Data Monitor - Calculation Net Income | In the Data Monitor view, right-click the Calc. Net Income task and select Update or choose Update Run from the toolbar. | The Item Substitution / Calculation of Retained Earnings view displays. |  |
| 16 | Data Monitor - Validation for Reported Data | In the Data Monitor view, right-click the Reported Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 17 | Data Monitor - Manual Posting PL10 | In the Data Monitor view, update the Manual Posting PL10 task and post documents. As an alternative, upload the manual journal entries using the Import Group Journal Entries (F3073) SAP Fiori app.  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2016_01_PL_10.xlsx) before uploading the file. Verify that the attached file has the same settings. For uploading the document rows, use the attached file.  Replace the XX with your assigned consolidation group and save as an xlsx, like the downloaded template. |  |  |
| 18 | Data Monitor - Currency Translation | In the Data Monitor view, right-click the Currency translation task and select Update or choose Update Run from the toolbar. |  |  |
| 19 | Data Monitor - Validation for Standardized Data | In the Data Monitor view, right-click the Standardized Data Validation task and select Update or choose Update Run from the toolbar. | The Manage Data Validation Tasks - FINCS Standardized Data Validation view displays. |  |
| 20 | Data Monitor - Block | Select the row of each task and choose Block to block each task. |  |  |
| 21 | Data Monitor - Exit | Choose Exit. |  |  |

Procedure - Consolidation Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The related screen displays. |  |
| 3 | Set Global Parameters | Set the following global parameters:  Cons. Group: CGXX  Remember Change the XX for your values.  Cons. Unit: NA  Version: Y10  Fiscal year: 2016  Period:01  Cons COA: Y1 |  |  |
| 4 | Access the SAP Fiori App | Open Consolidation Monitor (CX20). |  |  |
| 5 | Consolidation Monitor - Verify Group | Verify that the relevant group is CGXX.  Remember Replace the XX in the group with your values. |  |  |
| 6 | Consolidation Monitor - Intercompany Elimination - Sales (2011) | In the Consolidation monitor view, update the IC Elim Sales task by selecting Update Run. |  |  |
| 7 | Consolidation Monitor - Intercompany Elimination -Other Income/Expense (2021) | In the Consolidation monitor view, update the IC Elim. Other Income/Expense task by selecting Update Run in the toolbar. |  |  |
| 8 | Consolidation Monitor - Dividends Elimination (2031) | In the Consolidation monitor view, update the Dividends Elimination task by selecting Update Run in the toolbar. |  |  |
| 9 | Consolidation Monitor - InterCompany Elimination -Balance Sheet (2041) | In the Consolidation monitor view, update the IC Elim. Balance Sheet task by selecting Update Run in the toolbar.  If you use Intercompany Matching & Reconciliation elimination, the task would be InterCompany Elimination -Balance Sheet (2042). |  |  |
| 10 | Consolidation Monitor Manual Elimination PL20 (2050) | No task execution is required. |  |  |
| 11 | Consolidation Monitor - Preparation Consolidation Group Changes (2060) | In the Consolidation monitor view, update the Prep Cons. Group Changes task by selecting Update Run in the toolbar. | Adjustments are posted on document type 2Z.  Adjustments are posted on document type OZ for units SXX05 and SXX06. Adjustments are posted on document type 1Z for unit SXX06. |  |
| 12 | Consolidation Monitor - Calulate Group Shares (2141) | In the Consolidation monitor view, update the Calculate Group Shares task by selecting Update Run in the toolbar. |  |  |
| 13 | Consolidation Monitor - Enter Group (2140) | This task does not need to be executed. |  |  |
| 14 | Consolidation Monitor - Investment/Equity Elimination (2100) | In the Consolidation monitor view, update the task Investments / Equity elim. task by selecting Update Run in the toolbar. | A dropdown list indicating various corresponding values displays. |  |
| 15 | Consolidation Monitor - Manual Elimination PL30 (2150) | In the Consolidation monitor view, update the Manual Eliminations Posting Level (PL 30) task and post documents. As an alternative, upload the manual journal entries using the Import Group Journal Entries (F3073) SAP Fiori app and this [file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2016_01_PL_30.xlsx). |  |  |
| 16 | Consolidation Monitor - Total Divestiture (2180) | In the Consolidation monitor view, update the Total Divestiture task by selecting Update Run in the toolbar. | The task log is displayed. |  |
| 17 | Consolidation Monitor - Validation of Consolidated Data (2190) | In the Consolidation monitor view, update the Consolidated Data Validationtask by selecting Update Run in the toolbar. | CGXX = 1 warning / no error (Balance sheet accounts with no TT915) |  |
| 18 | Consolidation Monitor Exit | In the Consolidation monitor view, select Exit. |  |  |
| 19 | Consolidation Reports | Open app Group Data Analysis (CCONS\_FPM\_OVP\_MATRIX\_ANALYSIS). Run the report to check consolidated data with expected outcomes.  Note Use the views and tiles that you create for Consolidated Balance Sheet and Consolidated Income Statement in the following Reporting section. | The Outcome file named "Outcome\_2016\_01\_CGXX" displays the expected results. A manual correction (highlighted in yellow) is required to reclassify NCI net income to NCI reserves. This known issue is a limitation to the expected result. This outcome file can be accessed [here](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_Outcome_2016_01_CGXX.xlsx). |  |
| 20 | Consolidation Reports Exit | Choose Exit. |  |  |

### 2016.02 Subsequent Consolidation

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. |

Procedure - Data Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The related view is displayed. |  |
| 3 | Set Global Parameters | Set the following global parameters and choose Continue:  Cons Group: CGXX  Remember Change the XX for your group values.  Cons Unit: NA  Version: Y10  Fiscal year: 2016  Period:02  Cons Chart of accounts: Y1 |  |  |
| 4 | Maintain Exchange Rates | Open Currency Exchange Rates (F3616) and verify the exchange rates for 02/28/2016.  Please be noted, we use Indirect Quotation for example in this test script.   |  |  |  | | --- | --- | --- | | Currency (vs. EUR) | Average (AVG) | Closing (CLO) | | USD | 1,41 | 1,42 | | JPY (100) | 1,320 | 1,350 | | CNY | 8,4 | 8,85 |   If the entries don't exist, please create them manually by using the Create button and entering the data in the details column that appears.  Choose Save and repeat for other types or currencies, if necessary.  Choose Exit. |  |  |
| 5 | Access the SAP Fiori App | In the consolidation master data, open Manage Group Structure - Group View (F3733). |  |  |
| 6 | Consolidation Investment Method Assignment - Change | Verify that the consolidation methods are equivalent to the expected result, which has not changed since period 01/2016.  Remember Replace the XX with your values using the values you created for consolidation units in the Set Up Group Structure procedure.  SXX00 = 00 parent method  SXX02 = 10 purchase method  SXX03 = 10 purchase method  SXX04 = 10 purchase method  SXX05 = 20 equity method  SXX06 = 10 purchase method  SXX07 = 10 purchase method  SXX08 = 10 purchase method  Choose Exit. |  |  |
| 7 | Access the SAP Fiori App | Open Define Consolidation Units (F4685). |  |  |
| 8 | Tax Rates Assigned in Methods - Change | Enter the tax rates of consolidation units SXX00 and SXX02 as follows:  Note If the tax rates are already set, you can skip this step.  Consolidation Unit: SXX00  and Enter.  Select the Methods tab.  In the Posting section, enter the Tax rate: 35.000 and then choose Save.  Repeat for consolidation unit SXX02 and enter 39.000 in the Tax Rate field and Save. |  |  |
| 9 | Access the SAP Fiori App | Open Data Monitor (CXCD). |  |  |
| 10 | Data Monitor | Right-click subgroup CGXX and choose Open Period. |  |  |
| 11 | Data Monitor - Release Universal Journal | This task does not require execution. |  |  |
| 12 | Data Monitor - Data Collection | In the Data Monitor view, right click the Data Coll. - Milestone:Data Collection task and choose Update or choose Update Run in the toolbar.  Download and edit the [sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2016_02_CGXX_SRD2_DT_00.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation Group: CGXX  Consolidation Unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: UPLOAD\_Y10\_2016\_02\_CGXX\_SRD2\_DT\_00  File format: ASC  Choose Execute.  Note We recommend that you open the file and directly replace the XX with the ID you use with no change of format. If you perform the Data /Text to column function or do any updates or changes using Excel, you must ensure that the InvestmentActivityType column uses Text format.  For any missing master data, please refer to step 6 of this procedure to maintain missing master data as local master data and rerun your data collection task to continue the testing. | No warning / no error. |  |
| 13 | Data Monitor - Validation Universal Journals | This task does not require execution. | No expected result. |  |
| 14 | Data Monitor - Calculation Net Income | In the Data monitor view, right-click the Calculation Net Income task and choose Update or choose Update Run from the toolbar. | A table of results is displayed. |  |
| 15 | Data Monitor - Validation for Reported Data | In the Data monitor view, right-click the Reported Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 16 | Data Monitor - Manual Posting PL10 | In the Data Monitor view, update the Manual Posting PL10 task and post documents. As an alternative, you can upload the manual journal entries with app Import Group Journal Entries (F3073).  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2016_02_PL_10.xlsx) before uploading the document and verify that the attached file has the same settings. For uploading the document, use the data rows in the attached file.  Replace the XX with your assigned consolidation group and save as xlsx, like the downloaded template. |  |  |
| 17 | Data Monitor - Currency Translation | In the Data monitor view, right-click the Currency Translation task and choose Update or choose Update Run from the toolbar. |  |  |
| 18 | Data Monitor - Validation for Standardized Data | In the Data monitor view, right-click the Standardized Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 19 | Data Monitor | Block each task. |  |  |
| 20 | Exit Data Monitor | Choose Exit. |  |  |

Procedure - Consolidation Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The related view is displayed. |  |
| 3 | Set Global Parameters | Set global parameters and choose Continue:  Cons Group: CGXX  Cons Unit: NA  Version: Y10  Fiscal year: 2016  Period: 02  Cons COA: Y1 |  |  |
| 4 | Access the SAP Fiori App | Consolidation Monitor (CX20). |  | Select |
| 5 | Consolidation Monitor | Check that it is the relevant CGXX group. |  |  |
| 6 | Consolidation Monitor - Intercompany Elimination - Sales (2011) | In the Consolidation monitor view, right-click the IC Elim. Sales task and choose Update or choose Update Run from the toolbar. | The corresponding automatic journal entries are displayed. |  |
| 7 | Consolidation Monitor - intercompany Elimination - Other Income/Expense (2021) | In the Consolidation monitor view, right-click the IC Elim. Other Income/Expense task and choose Update or choose Update Run from the toolbar. | The corresponding automatic journal entries are displayed. |  |
| 8 | Consolidation Monitor - Dividends elimination (2031) | In the Consolidation monitor view, right-click the Dividends Elimination task and choose Update or choose Update Run from the toolbar. | The corresponding automatic journal entries are displayed. |  |
| 9 | Consolidation Monitor - Intercompany Elimination -Balance Sheet (2041) | In the Consolidation monitor view, right-click the IC Elim. Balance Sheet task and choose Update.  If you use Intercompany Matching & Reconciliation elimination, the task would be InterCompany Elimination -Balance Sheet (2042). | The corresponding balance sheet is displayed. |  |
| 10 | Consolidation Monitor Manual Elimination PL20 (2050) | No task execution is required. |  |  |
| 11 | Consolidation Monitor - Preparation Consolidation Group Changes (2060) | In the Consolidation monitor view, update the task Preparation for Consolidation Group Changes (CX24). | No document is posted. |  |
| 12 | Consolidation Monitor - Calulate Group Shares (2141) | In the Consolidation monitor view, right-click the Calculate Group Shares task and choose Update or choose Update Run from the toolbar. |  |  |
| 13 | Consolidation Monitor - Enter Group Shares (2140) | No task execution is required. |  |  |
| 14 | Consolidation Monitor - Investment/Equity Elimination (2100) | In the Consolidation monitor view, right-click the Investments/equity elimination task and choose Update or choose Update Run from the toolbar. | A dropdown list indicating various corresponding values is displayed. |  |
| 15 | Consolidation Monitor - Manual Elimination PL30 (2150) | In the Consolidation monitor view, update the task Manual eliminations posting level 30 and post documents. As an alternative, you can upload the manual journal entries with app Import Group Journal Entries (F3073).  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2016_02_PL_30.xlsx) optional and check if the attached file has the same settings. For uploading the document, use the attached file.  Replace the XX with your assigned consolidation group and save as xlsx, like the downloaded template. |  |  |
| 16 | Consolidation Monitor - Total Divestiture (2180) | In the Consolidation monitor view, right-click the Total Divestiture task and choose Update Run. | The task log is displayed. |  |
| 17 | Consolidation Monitor - Consolidated Data Validation (2980) | In the Consolidation monitor view, right-click the Consolidated Data Validation task and choose Update Run or choose Update Run from the toolbar. | CGXX = 1 warning / no error (Balance sheet accounts with no TT915). |  |
| 18 | Exit Consolidation Monitor | Choose Exit. |  |  |
| 19 | Consolidation Reports | Open app Group Data Analysis (CCONS\_FPM\_OVP\_MATRIX\_ANALYSIS). Run the report to check consolidated data with expected outcomes.  Note Use the views and tiles that you create for Consolidated Balance Sheet and Consolidated Income Statement with the following Reporting section. | The Outcome file named Outcome\_2016\_02\_CGXX displays the expected results. A manual correction (highlighted in yellow) is required to reclassify NCI net income to NCI reserves. This known issue is a limitation to the expected result. This file can be accessed [here](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_Outcome_2016_02_CGXX.xlsx). |  |
| 20 | Consolidation Reports Exit | Choose Exit. |  |  |

### 2016.03 Subsequent Consolidation

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. |

Procedure - Data Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the App | Open Set Global Parameters (CXGP). | The Global parameters dialog box is displayed. |  |
| 3 | Set Global Parameters | Set Global parameters and choose Continue:  Cons Group: CGXX  Cons Unit: <leave blank>  Version: Y10  Fiscal year: 2016  Period: 3  Cons Chart of accounts: Y1 | The SAP Fiori launchpad is displayed. |  |
| 4 | Access the SAP Fiori App | Open Currency Exchange Rates (F3616). |  |  |
| 5 | Maintain Exchange Rates | Review the exchange rates for 03/31/2016.  Please be noted, we use Indirect Quotation for example in this test script.   |  |  |  | | --- | --- | --- | | Currency (vs. EUR) | Average (AVG) | Closing (CLO) | | USD | 1,35 | 1,37 | | JPY (100) | 1,29 | 1,30 | | CNY | 8,1 | 8,2 |   If the entries don't exist, please create them manually by using the Create button and entering the data in the details column that appears.  Choose Save and repeat for other types or currencies, if necessary.  Choose Exit. |  |  |
| 6 | Access the SAP Fiori App | Open Manage Group Structure - Group View (F3733). |  |  |
| 7 | C/I Method Assignment - Change | Verify that the consolidation methods are not changed since period 02/2016.  SXX00 = 00 parent method  SXX02 = 10 purchase method  SXX03 = 10 purchase method  SXX04 = 10 purchase method  SXX05 = 20 equity method  SXX06 = 10 purchase method  SXX07 = 10 purchase method  SXX08 = 10 purchase method  Choose Exit. |  |  |
| 8 | Access the SAP Fiori App | Open Define Consolidation Units (F4685). |  |  |
| 9 | Tax Rates Assigned in Methods - Change | Enter the tax rates of consolidation units SXX00 and SXX02 as follows:  Consolidation Unit: SXX00 and press Enter. Choose the Methods tab.  In the Posting section, enter the Tax rate: 35.000 then choose Save.  Repeat for Consolidation unit SXX02 and enter 39.000 in the Tax Rate field. |  |  |
| 10 | Access the SAP Fiori App | Open Data Monitor (CXCD). |  |  |
| 11 | Data Monitor | Right-choose subgroup CGXX and choose Open Period. |  |  |
| 12 | Data Monitor - Release Universal Journals | This task does not require execution. |  |  |
| 13 | Data Monitor - Data Collection | In the Data Monitor view, right click the Data Coll. - Milestone:Data Collection task and choose Update or choose Update Run in the toolbar.  Download and edit the [sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2016_03_CGXX_SRD2_DT_00.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation Group: CGXX  Consolidation Unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: UPLOAD\_Y10\_2016\_03\_CGXX\_SRD2\_DT\_00  File format: ASC  Choose Execute.  Note We recommend that you open the file and directly replace the XX with the ID you use with no change of format. If you perform the Data /Text to column function or do any updates or changes using Excel, you must ensure that the InvestmentActivityType column uses Text format.  For any missing master data, please refer to step 6 of this procedure to maintain missing master data as local master data and rerun your data collection task to continue the testing. | No warning / no error. |  |
| 14 | Data Monitor - Validation Universal Journals | This task does not require execution. | No expected result. |  |
| 15 | Data Monitor - Calculation Net Income | In the Data monitor view, right-click the Calculation Net Income task and choose Update or choose Update Run from the toolbar. | A table of results are displayed. |  |
| 16 | Data Monitor - Validation for Reported Data | In the Data monitor view, right-click the Reported Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 17 | Data Monitor - Manual Posting PL10 | In the data monitor, update the Manual posting PL10 task and post documents. As an alternative, you can choose to upload the manual journal entries with the Import Group Journal Entries (F3073) SAP Fiori app.  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2016_03_PL_10.xlsx) before uploading the file and check if the file attached has the same settings. For uploading the document, you can use the data rows in the file attached.  Replace the XX with your assigned consolidation group and save as .xlsx like the downloaded template. |  |  |
| 18 | Data Monitor - Currency Translation | In the Data monitor view, right-click the Currency Translation task and choose Updat or choose Update Run from the toolbar. |  |  |
| 19 | Data Monitor - Validation for Standardized Data | In the Data monitor view, right-click the Standardized Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 20 | Data Monitor | Block each task. |  |  |
| 21 | Exit Data Monitor | Choose Exit. |  |  |

Procedure - Consolidation Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The Global parameters dialog box is displayed. |  |
| 3 | Set Global Parameters | Make the following entries and choose Continue:  Cons Group: CGXX  Cons Unit: NA  Version: Y10  Fiscal year: 2016  Period: 03  Cons COA: Y1 | The SAP Fiori launchpad is displayed. |  |
| 4 | Access the SAP Fiori App | Open Consolidation Monitor (CX20). |  |  |
| 5 | Consolidation Monitor | Right-click subgroup CGXX and open Cons. monitor. |  |  |
| 6 | Consolidation Monitor - Intercompany Elimination - Sales (2011) | In the Consolidation monitor view, right-click the Intercompany Eliminations Sales task and choose Update or choose Update Run from the toolbar. | The corresponding automatic journal entries are displayed. |  |
| 7 | Consolidation Monitor - intercompany Elimination - Other Income/Expense (2021) | In the Consolidation monitor view, right-click the Intercompany Eliminations Other Income/Expense task and choose Update or choose Update Run from the toolbar. | The corresponding automatic journal entries are displayed. |  |
| 8 | Consolidation Monitor - Dividends elimination (2031) | In the Consolidation monitor view, right-click the Dividends Elimination task and choose Update or choose Update Run from the toolbar. |  |  |
| 9 | Consolidation Monitor - InterCompany Elimination -Balance Sheet (2041) | In the Consolidation monitor view, right-click the Intercompany Eliminations Balance Sheet task and choose Update or choose Update Run from the toolbar.  If you use Intercompany Matching & Reconciliation elimination, the task would be InterCompany Elimination -Balance Sheet (2042). | The corresponding balance sheet is displayed. |  |
| 10 | Consolidation Monitor Manual Elimination PL20 (2050) | No task execution is required. |  |  |
| 11 | Consolidation Monitor - Preparation Consolidation Group Changes (2060) | In the Consolidation monitor view, right-click the Preparation Consolidation Group Change task and choose Update or choose Update Run from the toolbar. | No document is posted. |  |
| 12 | Consolidation Monitor - Calulate Group Shares (2141) | In the Consolidation monitor view, right-click the Calculate Group Shares task and choose Update or choose Update Run from the toolbar. |  |  |
| 13 | Consolidation Monitor - Enter Group Shares (2140) | No task execution is required. |  |  |
| 14 | Consolidation Monitor - Investment/Equity Elimination (2100) | In the Consolidation monitor view, right-click the Investments/Equity elimination task and choose Update or choose Update Run from the toolbar. | A dropdown list indicating various corresponding values is displayed. |  |
| 15 | Consolidation Monitor - Manual Elimination PL30 (2150) | In the consolidation monitor, update the Manual Eliminations posting level 30 task and then post documents. As an alternative, you can choose to upload the manual journal entries using the Import Group Journal Entries (F3073) SAP Fiori app.  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2016_03_PL_30.xlsx) before and check if the file attached has the same settings. For uploading the document, you can use the file attached.  Replace the XX with your assigned consolidation group and save as .xlsx like the downloaded template. |  |  |
| 16 | Consolidation Monitor - Total Divestiture (2180) | In the Consolidation monitor view, right-click the Total divestiture task and choose Update or choose Update Run from the toolbar. | No document is posted. |  |
| 17 | Consolidation Monitor - Consolidated Data Validation (2980) | In the Consolidation monitor view, right-click the Consolidation data validation task and choose Update or choose Update Run from the toolbar. | CGXX = 1 warning / no error (Balance sheet accounts with no TT915) |  |
| 18 | Exit Consolidation Monitor | Choose Exit. |  |  |
| 19 | Consolidation Reports | Open app Group Data Analysis (CCONS\_FPM\_OVP\_MATRIX\_ANALYSIS). Run the report to check consolidated data with expected outcomes.  Note Use the views and tiles that you create for Consolidated Balance Sheet and Consolidated Income Statement with the following Reporting section. | The Outcome file named Outcome\_2016\_03\_CGXX displays the expected results. A manual correction (highlighted in yellow) is required to reclassify NCI net income to NCI reserves. This known issue is a limitation to the expected result. This spreadsheet is available [here](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_Outcome_2016_03_CGXX.xlsx). |  |
| 20 | Consolidation Reports Exit | Choose Exit. |  |  |

## Consolidation Scenario Actuals\_Activity Based COI

The following table displays the codification of the consolidation groups and consolidation units per tester.

You need to adjust the IDs of the consolidation group/consolidation units/partner units provided in this file to your own IDs (XX= assigned number).

Table 7: Consolidation Scenario Actuals\_Activity Based COI

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Cons. Group | consunit | LC | % of share | Periode / Year of First Consolidation | Period/year of Divestiture | Method CoI |
| CGNXX | SXX00 | EUR | - | 12/2018 | 99/9999 | Parent |
|  | SXX02 | EUR | 80% | 12/2018 | 99/9999 | Purchase |
|  | SXX03 | USD | 80% | 12/2018 | 99/9999 | Purchase |
|  | SXX04 | USD | 0%=> 60% in 01/2019 | 01/2019 | 99/9999 | Purchase |
|  | SXX05 | EUR | 13% | 12/2018 | 99/9999 | at Equity |
|  | SXX06 | JPY | 90%=> 0% in 01/2019 | 12/2018 | 01/2019 | Purchase |
|  | SXX07 | EUR | 90%->70% | 12/2018 | 99/9999 | Purchase |
|  | SXX08 | CNY | 60%->90% | 12/2018 | 99/9999 | Purchase |

In this scenario, you manage the following periods and activities:

* In 12/2018 you start with the first consolidation (initial consolidation for all units except SXX04).
* In 01/2019 you run the task carry forward and run the tasks as it happens in 12/2018. The following activities based on consolidation of investment will take place:
  + Consolidation unit SXX04 is an incoming unit of the group (60%). There will be the activity “first consolidation”.
  + Consolidation unit SXX06 is divested totally.
  + Consolidation unit SXX07 is partially divested without loss of control (capital decrease).
  + Parent entity SXX00 (as of 12/2018) acquires further interests in consolidation unit SXX08 (capital increase).
* In 02/2019 and 03/2019 you have to run the tasks as it is in 12/2018 with subsequent consolidation including calculation of minorities.

In this test scripts, you do not need to create new Consolidation Units since this scenario is just to test the function of activity based COI. In a real business scenario, you can only choose to use either rule based COI or activity based COI. If you haven't created Consolidation Units before, you can refer to the step [Review and Maintain Consolidation Units and Groups](#unique_10) [page ] 27. If you would like to create new Consolidation Units, you can refer to the step [Organization Structure Creation](#unique_6) [page ] 116.

### Set Up Group Structure

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

In this activity, you verify and maintain consolidation group structure that is the assignment of consolidation units to consolidation groups and maintain consolidation group-specific settings of the consolidation units (such as period of first consolidation, consolidation method, and so on.).

The achieved result has the following group structure.

Adjust the IDs of the consolidation group/consolidation units provided in this file to your own IDs. Please replace XX with your own tester ID.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Consolidation Group (18) | Consolidation Group Description (30) | Consolidation Unit (18) | Consolidation Unit Description (30) | Start of Assignment (YYYY/PPP) | End of Assignment (YYYY/PPP) | Period of First Consolidation (3) | Year of First Consolidation (4) | First Consolidation at End of Period (1) | Period of Divestiture (3) | Year of Divestiture (4) | Divestiture at Beginning of Period (1) | Divestiture due to Merger (1) | \*Consolidation Method (5) |
| CGNXX | CGNXX | SXX00 | Germany | 2018/012 | 9999/999 | 12 | 2018 |  | 999 | 9999 |  |  | 00 -- Parent (Direct Shares) |
| CGNXX | CGNXX | SXX02 | France | 2018/012 | 9999/999 | 12 | 2018 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGNXX | CGNXX | SXX03 | USA East | 2018/012 | 9999/999 | 12 | 2018 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGNXX | CGNXX | SXX04 | USA West | 2019/001 | 9999/999 | 1 | 2019 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGNXX | CGNXX | SXX05 | Belgium | 2018/012 | 9999/999 | 12 | 2018 |  | 999 | 9999 |  |  | 20 -- Equity Method (Direct Shares) |
| CGNXX | CGNXX | SXX06 | Japan | 2018/012 | 9999/999 | 12 | 2018 |  | 1 | 2019 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGNXX | CGNXX | SXX07 | Austria | 2018/012 | 9999/999 | 12 | 2018 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |
| CGNXX | CGNXX | SXX08 | China | 2018/012 | 9999/999 | 12 | 2018 |  | 999 | 9999 |  |  | 10 -- Purchase Meth. (Direct Shares) |

Procedure Options

There are two procedure options for reviewing and maintaining the group structure.

The first option uses the Import Consolidation Master Data (F3924) SAP Fiori app.

The second option uses the Manage Group Structure - Group View (F3733) SAP Fiori app.

Option 1 - Using the Import Consolidation Master Data SAP Fiori App

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | There are two options for reviewing and maintaining the group structure. Review both before proceeding.  Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The Global parameters dialog box appears. |  |
| 3 | Set Global Parameters | Set Global parameters:  Version: Y10  Fiscal year: 2018  Period: 12  Choose Continue. | The SAP Fiori launchpad is displayed. |  |
| 4 | Access the SAP Fiori App | This step creates demo data, if you want project-specific settings, then adapt to your requirements.  Open Consolidation Groups - Create and Change (CX1P). | The Consolidation Group Change view displays. |  |
| 5 | Create Consolidation Group | Make an entry for your Consolidation Group (for example, CGNXX) and press Enter.  In the Master Data tab, input descriptions for Consolidation Group and 9 for Consolidation Frequency.  Choose Save. |  |  |
| 6 | Access the SAP Fiori App | Open Import Consolidation Master Data (F3924). | The Import Consolidation Master Data view displays. |  |
| 7 | Navigate to Master Data | Under the Master Data Types, on the Consolidation Group Structure row, select Actions > Download Master Data . | A Download Master Data dialog box displays. |  |
| 8 | Enter Criteria | Enter the following values:  Consolidation Version: Y10  Start of Assignment: 001/2018  The filter is entered in a user-dependent format. If you use the wrong format, a notification displays with the correct format for you to use.  Consolidation Group: CGNXX  Replace the XX with your tester ID. | The Download button is active. |  |
| 9 | Download | Choose Download. | An xlsx file with consolidation unit master data downloads. |  |
| 10 | Review and Maintain Master Data | Open the downloaded file.  Verify that the consolidation unit assignments and settings shown are the same as in the table in the Purpose section.  If necessary, adjust the data in the downloaded file.  Save the file. | The downloaded file contains the correct data for the consolidation units relevant for your test. |  |
| 11 | Upload | On the Import Consolidation Master Data view, choose the Upload button.  On the Upload dialog box, either drag and drop your file on to the dialog or select the Upload button to navigate to the file.  Choose OK. | The updated file uploads. |  |
| 12 | View Details | Double-click the Consolidation Group Structure row on the Import Consolidation Master Data view. | A details view appears. |  |
| 13 | Verify Upload | Select the field help of the Consolidated Group filter and in the dialog box, search for and select the multiple consolidation groups that are relevant for your test.  On the Status column, choose the To Be Checked for all rows.  Choose the Check button at the right of the table. | The status for your consolidation groups update. |  |
| 14 | Correct Errors | If the Check run results in successful results, skip this step.  When Checked with Errors status appears or other warnings display, it is necessary to correct the data before proceeding.  Select the checkboxes for the rows with errors and choose the Download button.  A spreadsheet is downloaded with the selected records.  Open the file and correct the data.  When the update is complete, choose the Upload button.  On the Upload dialog box, either drag and drop the file or choose the Upload button to navigate to the file location and choose OK.  Rerun the previous steps and repeat until all groups show a Checked Successfully status. | A successful check result for all of the consolidation groups display. |  |
| 15 | Import Master Data | Select all of the checkboxes for your relevant consolidation groups.  Choose the Import button. | The master data of the relevant consolidation groups is imported from your personal staging area to the master data tables of the consolidation. Master data of the consolidation groups is now ready for testing. |  |

Option 2 - Using the Manage Group Structure - Group View SAP Fiori App

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | This step creates demo data. For project-specific settings, please adapt data to your specific requirements  Open Consolidation Groups - Create and Change (CX1P). | The Consolidation Group Change view displays. |  |
| 3 | Create Consolidation Group | Make an entry for your Consolidation Group (for example, CGNXX) and press Enter.  In the Master Data tab, input descriptions for Consolidation Group and 9 for Consolidation Frequency.  Choose Save. |  |  |
| 4 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The Global parameters dialog box appears. |  |
| 5 | Set Global Parameters | Set Global parameters:  Cons. Group: CGNXX  Remember replace the XX with your tester ID.  Version: Y10  Fiscal year: 2018  Period: 12  Choose Continue. | The SAP Fiori launchpad is displayed. |  |
| 6 | Access the SAP Fiori App | Open Manage Group Structure - Group View (F3733).  Enter the following, then choose Go.  Consolidation Version: Y10  Consolidation Group: <your consolidation group, for example,CGNXX> | The Manage Consolidation Group Structure - Group View displays with a list of Assignments of Units to Groups. |  |
| 7 | Review Existing Unit Assignments | Review if your consolidation unit assignments have already existed.  If yes, leave unchanged of those assignments that are the same as what appears in the table in the Purpose section.  For more assignments that are not part of the table in the Purpose section, select the checkboxes for the rows of those assignments and choose Remove.  For assignments that deviate in their settings from the table in the Purpose section, double-click the row of deviating assignments in the table, then choose Edit and maintain the values of the assignment according to the table in the Purpose section.  Choose Save.  If the assignments haven’t been done, skip this step. |  |  |
| 8 | Create Missing Assignments | In the Assignments of Units to Group area, choose Assign. | The Assign Consolidation Units dialog box displays. |  |
| 9 | Select Units | Select all consolidation units with IDs starting with SXX  Remember Replace the XX with the group number.  Use search field to filter the value of the relevant consolidation units. | All relevant consolidation units are selected. |  |
| 10 | Next | Choose Next. | A different Assign Consolidation Untis dialog box displays. |  |
| 11 | Adjust Assignments | Enter or validate the appropriate values for First Consolidation, Divestiture, and Consolidation Method. | The Assign button is activated. |  |
| 12 | Assign Consolidation Method | Choose Assign. | The newly assigned consolidation units display in the list report. |  |
| 13 | Create More Unit Assignments | If necessary, continue assigning other consolidation units. | The consolidation group structure is ready for testing. |  |

### 2018.12 Initial Consolidation

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

In this activity, you run the initial consolidation for 12/2018.

Procedure - Data Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log onto the SAP GUI backend system. |  |  |
| 2 | Assign Monitor Task Groups | To assign monitor task groups, execute transaction CXP1.  Assign the cons monitor task group for Activity-Based COI S21 by creating a new entry.  Make the following entries and choose Save:  Start Year: 2017  From Period: 12  Period Category: 9  Data mon. task group: S11  Cons mon. task group: S21  If you would like to use Intercompany Matching and Reconciliation elimination for InterCompany Balance Sheet Elimination, please change task group S21 to S25. |  |  |
| 3 | Log on | Log on to the SAP Fiori launchpad as a Group Accountant. |  |  |
| 4 | Set Global Parameters | Open Set Global Parameters (CXGP).  Set the following parameters:  Organizational Units area:  Cons Group: CGNXX, replace the XX with your assigned group  Cons Unit: <leave blank>  Version/Time period area:  Version: Y10  Fiscal year: 2018  Period: 12  Further settings area:  Cons. COA: Y1  Choose Continue. | The Global parameters dialog box displays. |  |
| 5 | Access the SAP Fiori App | Open Currency Exchange Rates (F3616). |  |  |
| 6 | Maintain Exchange Rates | Verify the exchange rates for 12/31/2018.  Please be noted, we use Indirect Quotation for example in this test script.   |  |  |  | | --- | --- | --- | | Currency (vs. EUR) | Average (AVG) | Closing (CLO) | | USD | 1,4706 | 1,3917 | | JPY (100) | 1,5233 | 1,2614 | | CNY | 7,5 | 7,9 |   If the entries don't exist, please create them manually by using the Create button and entering the data in the detailed column that appears.  Choose Save and repeat for other types or currencies, if necessary.  Choose Exit. |  |  |
| 7 | Access the SAP Fiori App | On the SAP Fiori launchpad, open Define Consolidation Units (F4685). | The Consolidation Unit Change view displays. |  |
| 8 | Tax Rates Assigned in Methods Change | Choose Create to enter the tax rates of consolidation units SXX00 and SXX02 as follows:  Note If the tax rates are already set, you can skip this step.  Consolidation Unit: SXX00  and press Enter.  In the Basic Data area, enter Local Currency: <for example, EU>  In the Time- and Version-Dependent Attributes area, enter Tax rate: 35.000  and then choose Save.  Repeat for Consolidation Unit SXX02 and enter 39.000 in the Tax Rate field and Save. |  |  |
| 9 | Access the SAP Fiori App | Open Define Master Data for Consolidation Fields (F3007). | The Define Master Data for Consolidation Fields view displays. |  |
| 10 | Maintain Local Master Data | Select Functional Area. In the Master Data Definition view, choose Create and add the following local master data. Choose Save after each entry:  In the Master Data column of the table, choose the Functional Area > (Details) button.  Choose the Create button.  Add the following Master Data in the table below and choose Save:   |  |  | | --- | --- | | Master Data | Description | | YD20 | IC difference - operating | | YD70 | IC difference - financial |   Note Open the Import Consolidation Master Data (F3924) SAP Fiori app and choose the Import Master Data for Consolidation Fields to upload local master data according to the information in the following table:   |  |  |  |  | | --- | --- | --- | --- | | \*Master Data Type ID (30) | \*Master Data ID (40) | Superordinate Field Value (40) | Description (60) | | SEGMENT | S1 |  | Segment 1 | | SEGMENT | S2 |  | Segment 2 | | SEGMENT | S3 |  | Segment 3 | | FunctionalArea | YD20 |  | IC difference - operating | | FunctionalArea | YD70 |  | IC difference - financial |   Choose Import and return to your Home Dashboard.  If the local master data already exist, you don't need to maintain them again. |  |  |
| 11 | Access the SAP Fiori App | Open Assign Validation Methods (VECMA) SAP Fiori app. |  |  |
| 12 | Assign Validation Method | Make the following entry and press Enter:  Task ID: 1080  Choose Change. | The Task: Change view displays. |  |
| 13 | Select Period Category | In the Assignment tab, choose the Period Category dropdown box and choose 9 16 Periods.  In the Validation Method column, assign validation method SRD1 (for task 2980 method SCD1) and choose Save.  Repeat this step for Task ID 1180 and 2980.  For 2980, take the consolidation groups you are assigned to and the method. |  |  |
| 14 | Data Monitor | Open Data Monitor (CXCD).  In the Hierarchy column, select the group CGNXX and choose More > Edit > Open period . | The Data Monitor view displays. |  |
| 15 | Data Monitor - Balance Carry Forward | Right-click the status icon for the Bal. Cfwd (Balance Carryforward) task and select Update or choose Update Run from the toolbar. . |  |  |
| 16 | Data Monitor - Data Collection (1021) | In the Data Monitor view, right click the Rpt. Data - Milestone:Data Collection - Rp task and choose Update or choose Update Run in the toolbar.  Download and edit the [Sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2018_12_CGXX_SRD2_DT_00.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation group: CGNXX  Consolidation unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: UPLOAD\_Y10\_2018\_12\_CGXX\_SRD2\_DT\_00  File format: ASC  Choose Execute.  The file with document type 00 contains reported data with no control C/I data.  Note We recommend that you open the file and directly replace the XX with the ID you use with no change of format. If you perform the Data /Text to column function or do any updates or changes using Excel, you must ensure that the InvestmentActivityType column uses Text format.  For any missing master data, please refer to step 6 of this procedure to maintain missing master data as local master data and rerun your data collection task to continue the testing. |  |  |
| 17 | Data Monitor - Validation Universal Journals | This task has not relevant status and is not executable. | No expected results. |  |
| 18 | Data Monitor - Calculation Net Income | In the Data monitor view, right-click the Calc. Net Income task for your item and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 19 | Data Monitor - Validation for Reported Data | In the Data monitor view, right-click the Reported Data Validation task for your item and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 20 | Data Monitor - Manual Posting PL10 | Right-click the status icon for your item in the Man.Std. 10 - Milestone:Manual Posting(PL10 task and choose Update to post document. As an alternative, upload the manual journal entries using the Import Group Journal Entries (F3073) app.  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2018_12_PL_10.xlsx) and verify that the template has the same settings before you run the upload. For uploading the document, use the data rows in the template.  Replace the XX with your assigned consolidation group and save as an xlsx, like the downloaded template.  Check all of your entries and choose Post. | The Journal Entry dialog box displays. The document is posted. |  |
| 21 | Data Monitor - Data collection (1022) | In the Data Monitor view, right click the Milestone:Data Collection - Ad task and choose Update or choose Update Run on the toolbar.  Download and edit the [Sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2018_12_CGXX_SRD2_DT_0B.csv)  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation group: CGNXX  Consolidation unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: UPLOAD\_Y10\_2018\_12\_CGXX\_SRD2\_DT\_0B  File format: ASC  Choose Execute.  The file with document type 0B contains additional C/I control data, such as activity, ownership, and so on.  Note We recommend that you open the file and directly replace the XX with the ID you use with no change of format. If you perform the Data /Text to column function or do any updates or changes using Excel, you must ensure that the InvestmentActivityType column uses Text format.  For any missing master data, please refer to step 6 of this procedure to maintain missing master data as local master data and rerun your data collection task to continue the testing. |  |  |
| 22 | Data Monitor - Currency Translation | In the Data monitor view, right-click the Currency Translation task for your item and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 23 | Data Monitor - Validation for Standardized Data | In the Data monitor view, right-click the Standardized Data Validation task for your item and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 24 | Block Tasks | Block each task by choosing the Block button. |  |  |
| 25 | Exit | Choose Exit. |  |  |

Procedure - Consolidation Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | A Global parameters dialog box displays. |  |
| 3 | Set Global Parameters | Make the following entries and choose Continue:  Cons Group: CGNXX  Cons Unit: <leave blank>  Version: Y10  Fiscal year: 2018  Period: 12  Cons. COA: Y1 | The SAP Fiori launchpad displays. |  |
| 4 | Access the SAP Fiori App | Open Consolidation Monitor (CX20). |  |  |
| 5 | Consolidation Monitor | In the Hierarchy column, verify that the relevant group is CGXX. |  |  |
| 6 | Consolidation Monitor - Intercompany Elimination - Sales (2011) | In the Consolidation monitor view, right-click the IC Elim Sales task and choose Update Run. | For the consolidation unit SXX00, the inter-unit Sales of goods (account 411100) of 15.000 with the partner unit SXX02 is eliminated against the account Inventory variation (account 412100). |  |
| 7 | Consolidation Monitor - intercompany Elimination -Other Income/Expense (2021) | In the Consolidation monitor view, right-click the IC Elim Other Income/ Expense task and choose Update Run. | The corresponding log of automatic journal entries posted is displayed. |  |
| 8 | Consolidation Monitor - Dividends Elimination (2031) | In the Consolidation monitor view, right-click the Dividends Elimination task and choose Update or choose Update Run from the toolbar. | For the consolidation unit Sx00, the internal Dividend (account 603000) is eliminated against the Retained earnings account (316000). |  |
| 9 | Consolidation Monitor - InterCompany Elimination -Balance Sheet (2041) | In the Consolidation monitor view, right-click the IC Elim Balance Sheet task and choose Update or choose Update Run from the toolbar.  If you use Intercompany Matching & Reconciliation elimination, the task would be InterCompany Elimination -Balance Sheet (2042). | The corresponding balance sheet displays. |  |
| 10 | Consolidation Monitor Manual Elimination PL20 (2050) | In the Consolidation monitor view, update the Manual Eliminations (PL20) task and post documents.  As an alternative, you can choose to upload the manual journal entries with the Import Group Journal Entries (F3073) SAP Fiori app.  Verify by downloading the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2018_12_PL_20.xlsx) to ensure that the headers are not changed, based on the attached example.  Check all of your entries and choose Post. |  |  |
| 11 | Consolidation Monitor - Preparation Consolidation Group Changes (2060) | In the Consolidation monitor view, right-click the Preparation Cons Group Change task and choose Update or choose Update Run from the toolbar. | No expected result. |  |
| 12 | Consolidation Monitor - Calculate Group Shares (2141) | In the Consolidation monitor view, right-click the Calculate Grp Shares task and choose Update or choose Update Run from the toolbar. |  |  |
| 13 | Consolidation Monitor - Activity-Based COI (2101) | In the Consolidation monitor view, right-click the Cons. of Invest. (Activity-Based COI) task and choose Update or choose Update Run from the toolbar. | In the consolidation unit SXX00, the investments (account 172100) in the subsidiaries SXX02, SXX06, SXX07, and SXX08 are eliminated against the Retained earnings (account 316000).  In the consolidation unit SXX02, the Capital accounts (311000- Issued capital, and 312000 - Share premium) are eliminated against the Retained earnings (group share), and the non-controlling share is recorded in the account 321100. |  |
| 14 | Consolidation Monitor - Manual Elimination PL30 (2150) | In the Consolidation monitor view, update the Manual Eliminations (PL30) task and post documents manually. As an alternative, you can choose to upload the manual journal entries with the Import Group Journal Entries (F3073) SAP Fiori app, using the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2018_12_PL_30.xlsx).  Check all of your entries and choose Post. |  |  |
| 15 | Consolidation Monitor - Consolidated Data Validation(2980) | In the Consolidation monitor view, right-click the Consolidated Data Validation task and choose Update or choose Update Run from the toolbar..  In the Consolidation monitor view, right-click the Consolidated Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 16 | Consolidation Monitor Exit | Choose Exit. |  |  |
| 17 | Consolidation Reports | Open Group Data Analysis (CCONS\_FPM\_OVP\_MATRIX\_ANALYSIS). Run the report to verify consolidated data with expected outcomes:  Note You use the views and tiles that you create for Consolidated Balance Sheet and Consolidated Income Statement for the following Reporting section. | A Prompts dialog box displays with a file named Outcome\_2018\_12\_CGXX and the expected results [here](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_Outcome_2018_12_CGXX.xlsx). |  |
| 18 | Consolidation Reports Exit | Choose Exit. |  |  |

### 2019.01 Full Consolidation

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. |

Procedure - Data Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The Global parameters dialog box is displayed. |  |
| 3 | Set Global Parameters | Make the following entries and choose Continue:  Cons Group: CGNXX  Remember Change the XX to your group number.  Cons Unit: NA  Version: Y10  Fiscal year: 2019  Period: 01  Cons. COA: Y1 |  |  |
| 4 | Maintain Exchange Rates | Open Currency Exchange Rates (F3616) and review the exchange rates for 01/31/ 2019.  Please be noted, we use Indirect Quotation for example in this test script.   |  |  |  |  | | --- | --- | --- | --- | | Currency (vs. EUR) | Incoming Rate (INC2) | Average (AVG) | Closing (CLO) | | USD | 1,3917 | 1,3933 | 1,4406 | | JPY (100) |  | 1,3023 | 1,3316 | | CNY |  | 8,3 | 8,8 |   If the entries don't exist, please create them manually by using the Create button and entering the data in the detailed column that appears.  Choose Save and repeat for other types or currencies, if necessary.  Choose Exit. | The Exchange Rates area populates when the values have previously been entered. When creating an Exchange Rate, a New Exchange Rate dialog box displays as an entry form. |  |
| 5 | Access the SAP Fiori App | Open Manage Group Structure - Group View (F3733). |  |  |
| 6 | Consolidation Investment Method Assignment - Change | Check that the consolidation methods are not changed since period 12/2018.  Remember Change the XX values to your consolidation method values.  Sxx00 = parent, no method  Sxx02 = 10 purchase method  Sxx03 = 10 purchase method  Sxx04 = 10 purchase method  Sxx05 = 20 equity method  Sxx06 = 10 purchase method  Sxx07 = 10 purchase method  Sxx08 = 10 purchase method  Choose Exit. |  |  |
| 7 | Access the SAP Fiori App | Open Define Consolidation Units (F4685). |  |  |
| 8 | Tax Rates Assigned in Methods Change | Choose Create to enter the tax rates of consolidation units SXX00 and SXX02 as follows:  Note If the tax rates are already set, you can skip this step.  Consolidation Unit: SXX00  and press Enter.  In the Basic Data area, enter Local Currency: <for example, EU>  In the Time- and Version-Dependent Attributes area, enter Tax rate: 35.000  and then choose Save.  Repeat for Consolidation Unit SXX02 and enter 39.000 in the Tax Rate field and Save. |  |  |
| 9 | Access the SAP Fiori App | Open Data Monitor (CXCD). |  |  |
| 10 | Data Monitor (Original) (Original) | Right-click subgroup CGXX and choose Open period. |  |  |
| 11 | Data Monitor - Balance carry forward | In the the Data Monitor, right-click the Balance carry forward task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 12 | Data Monitor - Release Universal Journal | This task does not require execution. |  |  |
| 13 | Data Monitor - Data collection (1021) | In the Data Monitor view, right click the Rpt. Data - Milestone:Data Collection - Rp task and choose Update or choose Update Run on the task bar.  Download and edit the [sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2019_01_CGXX_SRD2_DT_00.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Cons. Group: CGNXX  Consolidation Unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name:UPLOAD\_Y10\_2019\_01\_CGXX\_SRD2\_DT\_00  File format: ASC  Choose Execute. | No warning / no error. |  |
| 14 | Data Monitor - Validation universal journals | This task does not require execution. | No expected result. |  |
| 15 | Data Monitor - Calculation net income | In the Data monitor view, right-click the Calc. Net Income task and choose Update or choose Update Run from the toolbar. | The Item Substitution / Calculation of Retained Earnings view displays. |  |
| 16 | Data Monitor - Validation for reported data | In the Data monitor view, right-click the Reported Data Validation task and choose Update or choose Update Run from the toolbar. | No warning / no error. |  |
| 17 | Data Monitor - Manual posting PL10 | Right-click the status icon for your item in the Man.Std. 10 - Milestone:Manual Posting(PL10 task and choose Update to post document. As an alternative, upload the manual journal entries using the Import Group Journal Entries (F3073) SAP Fiori app.  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2019_01_PL_10.xlsx) before uploading the file. Verify that the attached file has the same settings. For uploading the document rows, use the attached file.  Replace the XX with your assigned consolidation group and save as an xlsx, like the downloaded template. |  |  |
| 18 | Data Monitor - Data collection (1022) | In the Data Monitor view, right click the Milestone:Data Collection - Ad task and choose Update or choose Update Run on the task bar.  Download and edit the [sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2019_01_CGXX_SRD2_DT_0B.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation Group: CGNXX  Consolidation Unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name:UPLOAD\_Y10\_2019\_01\_CGXX\_SRD2\_DT\_0B  File format: ASC  Choose Execute. |  |  |
| 19 | Data Monitor - Currency Translation | In the Data monitor view, right-click the Currency Translation task and choose Update or choose Update Run from the toolbar. |  |  |
| 20 | Data Monitor - Validation for Standardized Data | In the Data monitor view, right-click the Standardized Data Validation task and choose Update or choose Update Run from the toolbar. | The Manage Data Validation Tasks - FINCS Standardized Data Validation view displays. |  |
| 21 | Data Monitor - Block | Select the row of each task and choose Block to block each task. |  |  |
| 22 | Data Monitor - Exit | Choose Exit. |  |  |

Procedure - Consolidation Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The Global parameters dialog box displays. |  |
| 3 | Set Global Parameters | Set the following global parameters:  Cons. Group: CGNXX  Remember Change the XX for your values.  Cons. Unit: NA  Version: Y10  Fiscal year: 2019  Period:01  Cons COA: Y1 |  |  |
| 4 | Access the SAP Fiori App | Open Consolidation Monitor (CX20). |  |  |
| 5 | Consolidation Monitor - Verify Group | Verify that the relevant group is CGNXX.  Remember Replace the XX in the group with your values. |  |  |
| 6 | Consolidation Monitor - Intercompany Elimination - Sales (2011) | In the Consolidation monitor view, right click the IC Elim Sales task and choose Update. |  |  |
| 7 | Consolidation Monitor - intercompany Elimination -Other Income/Expense (2021) | In the Consolidation monitor view, right click the IC Elim. Other Income/Expense task and choose Update. |  |  |
| 8 | Consolidation Monitor - Dividends Elimination (2031) | In the Consolidation monitor view, right click the Dividends Elimination task and chooose Update or choose Update Run from the toolbar. |  |  |
| 9 | Consolidation Monitor - InterCompany Elimination -Balance Sheet (2041) | In the Consolidation monitor view, right click the IC Elim. Balance Sheet task and choose Update or choose Update Run from the toolbar.  If you use Intercompany Matching & Reconciliation elimination, the task would be InterCompany Elimination -Balance Sheet (2042). |  |  |
| 10 | Consolidation Monitor Manual Elimination PL20 (2050) | No task execution is required. |  |  |
| 11 | Consolidation Monitor - Preparation Consolidation Group Changes (2060) | In the Consolidation monitor view, right click the Preparation Cons Group Change task and choose Update or choose Update Run from the toolbar. | Adjustments are posted on document type 2Z.  Adjustments are posted on document type OZ for units SXX05 and SXX06. |  |
| 12 | Consolidation Monitor - Calculate Group Shares (2141) | In the Consolidation monitor view, right click the Calculate Grp Shares % (PL30) task and choose Update or choose Update Run from the toolbar. |  |  |
| 13 | Consolidation Monitor - Activity-Based COI (2101) | In the Consolidation monitor view, right click the task Cons. of Invest. (Activity-Based) task and choose Update or choose Update Run from the toolbar. | A dropdown list indicating various corresponding values is displayed. |  |
| 14 | Consolidation Monitor - Manual Elimination PL30 (2150) | In the Consolidation monitor view, update the Manual Eliminations (PL 30) task and post documents. As an alternative, upload the manual journal entries using the Import Group Journal Entries (F3073) SAP Fiori app and this [file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2019_01_PL_30.xlsx). |  |  |
| 15 | Consolidation Monitor - Validation of Consolidated Data (2190) | In the Consolidation monitor view, right click the Consolidated Data Validation task and choose Update or choose Update Run from the toolbar. | CGXX = 1 warning / no error (Balance sheet accounts with no TT915) |  |
| 16 | Consolidation Monitor exit | In the Consolidation monitor view, select Exit. |  |  |
| 18 | Consolidation Reports | Open app Group Data Analysis (CCONS\_FPM\_OVP\_MATRIX\_ANALYSIS). Run the report to check consolidated data with expected outcomes.  Note Use the views and tiles that you create for Consolidated Balance Sheet and Consolidated Income Statement in the following Reporting section. | The Outcome file named Outcome\_2019\_01\_CGXX displays the expected results. A manual correction (highlighted in yellow) is required to reclassify NCI net income to NCI reserves. This known issue is a limitation to the expected result. This outcome file can be accessed [here](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_Outcome_2019_01_CGXX.xlsx). |  |
| 19 | Consolidation Reports Exit | Choose Exit. |  |  |

### 2019.02 Subsequent Consolidation

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. |

Procedure - Data Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The Global parameters dialog box displays. |  |
| 3 | Set Global Parameters | Set the following global parameters and choose Continue:  Cons. Group: CGNXX  Remember Change the XX for your group values.  Cons. Unit: NA  Version: Y10  Fiscal year: 2019  Period:02  Cons. COA: Y1 |  |  |
| 4 | Maintain Exchange Rates | Open Currency Exchange Rates (F3616) and verify the exchange rates for 02/28/2019.  Please be noted, we use Indirect Quotation for example in this test script.   |  |  |  | | --- | --- | --- | | Currency (vs. EUR) | Average (AVG) | Closing (CLO) | | USD | 1,41 | 1,42 | | JPY (100) | 1,320 | 1,350 | | CNY | 8,4 | 8,85 |   If the entries don't exist, please create them manually by using the + (Create Exchange Rate) button and entering the data in the details column that appears.  Choose Save and repeat for other types or currencies, if necessary.  Choose Exit. |  |  |
| 5 | Access the SAP Fiori App | In the consolidation master data, open Manage Group Structure - Group View (F3733). |  |  |
| 6 | Consolidation Investment Method Assignment - Change | Verify that the consolidation methods are equivalent to the expected result, which has not changed since period 01/2018.  Remember Replace the XX with your values using the values you created for consolidation units in the Set Up Group Structure procedure.  SXX00 = parent, no method  SXX02 = 10 purchase method  SXX03 = 10 purchase method  SXX04 = 10 purchase method  SXX05 = 20 equity method  SXX06 = 10 purchase method  SXX07 = 10 purchase method  SXX08 = 10 purchase method  Choose Exit. |  |  |
| 7 | Access the SAP Fiori App | Open Define Consolidation Units (F4685). |  |  |
| 8 | Tax Rates Assigned in Methods - Change | Choose Create to enter the tax rates of consolidation units SXX00 and SXX02 as follows:  Note If the tax rates are already set, you can skip this step.  Consolidation Unit: SXX00  and press Enter.  In the Basic Data area, enter Local Currency: <for example, EU>  In the Time- and Version-Dependent Attributes area, enter Tax rate: 35.000  and then choose Save.  Repeat for Consolidation Unit SXX02 and enter 39.000 in the Tax Rate field and Save. |  |  |
| 9 | Access the SAP Fiori App | Open Data Monitor (CXCD). |  |  |
| 10 | Data Monitor | Choose subgroup CGNXX. In the toolbar, choose More > Edit > Open Period . |  |  |
| 11 | Data Monitor - Release Universal Journal | This task does not require execution. |  |  |
| 12 | Data Monitor - Data Collection (1021) | In the Data Monitor view, right click the Rpt. Data - Milestone:Data Collection - Rp task and choose Update or choose Update Run in the toolbar.  Download and edit the [Sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2019_02_CGXX_SRD2_DT_00.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation Group: CGNXX  Consolidation Unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: UPLOAD\_Y10\_2019\_02\_CGXX\_SRD2\_DT\_00  Choose Execute. | No warning / no error. |  |
| 13 | Data Monitor - Validation Universal Journals | This task does not require execution. | No expected result. |  |
| 14 | Data Monitor - Calculation Net Income | In the Data Monitor view, select your item in the Calc. Net Income task and choose Update Run in the toolbar. | A table of results are displayed. |  |
| 15 | Data Monitor - Validation for Reported Data | In the Data Monitor view, select your item in the Reported Data Validation task and choose Update Run in the toolbar. | No warning / no error. |  |
| 16 | Data Monitor - Manual Posting PL10 | Right-click the status icon for your item in the Man.Std. 10 - Milestone:Manual Posting(PL10 task and choose Update to post document. As an alternative, you can upload the manual journal entries with the Import Group Journal Entries (F3073).  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2019_02_PL_10.xlsx) before uploading the document and verify that the attached file has the same settings. To upload the document, use the data rows in the attached file.  Replace the XX with your assigned consolidation group and save as xlsx, like the downloaded template. |  |  |
| 17 | Data Monitor - Data collection (1022) | In the Data Monitor view, right click the Milestone:Data Collection - Ad task and choose Update or choose Update Run on the toolbar.  Download and edit the [Sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2019_02_CGXX_SRD2_DT_0B.csv).  Ensure that the file has the “;” delimiter and is saved as an csv file, like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation Group: CGNXX  Consolidation Unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name: UPLOAD\_Y10\_2019\_02\_CGXX\_SRD2\_DT\_0B  Choose Execute. |  |  |
| 18 | Data Monitor - Currency Translation | In the Data Monitor view, select your item in the Currency Translation task and choose Update Run in the task bar. |  |  |
| 19 | Data Monitor - Validation for Standardized Data | In the Data Monitor view, select your item in the Standardized Data Validation task and choose Update Run in the task bar. | No warning / no error. |  |
| 20 | Data Monitor | Block each task. |  |  |
| 21 | Exit Data Monitor | Choose Exit. |  |  |

Procedure - Consolidation Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The Global parameters dialog box displays. |  |
| 3 | Set Global Parameters | Set global parameters and choose Continue:  Cons Group: CGNXX  Cons Unit: NA  Version: Y10  Fiscal year: 2019  Period: 02  Cons COA: Y1 |  |  |
| 4 | Access the App | Open Consolidation Monitor (CX20). |  |  |
| 5 | Consolidation Monitor | Check that it is the relevant CGNXX group. |  |  |
| 6 | Consolidation Monitor - Intercompany Elimination - Sales (2011) | In the Consolidation monitor view, right-click the IC Elim. Sales task and task and choose Update or choose Update Run from the toolbar. | The corresponding automatic journal entries display. |  |
| 7 | Consolidation Monitor - intercompany Elimination - Other Income/Expense (2021) | In the Consolidation monitor view, right-click the IC Elim. Other Income/Expense task and choose Update or choose Update Run from the toolbar. | The corresponding automatic journal entries display. | choose |
| 8 | Consolidation Monitor - Dividends elimination (2031)IC Elim. Other Income/Expense | In the Consolidation monitor view, right-click the Dividends Elimination task and choose Update or choose Update Run from the toolbar. | The corresponding automatic journal entries display. |  |
| 9 | Consolidation Monitor - Intercompany Elimination -Balance Sheet (2041) | In the Consolidation monitor view, right-click the IC Elim. Balance Sheet task and choose Update or choose Update Run from the toolbar.  If you use Intercmmpany Matching & Reconciliation elimination, the task would be InterCompany Elimination -Balance Sheet (2042). | The corresponding balance sheet displays. |  |
| 10 | Consolidation Monitor Manual Elimination PL20 (2050) | No task execution is required. |  | IC Elim. Other |
| 11 | Consolidation Monitor - Preparation Consolidation Group Changes (2060) | In the Consolidation monitor view, select your item in the task Preparation Cons Group Change task and choose Update Run in the toolbar. | No document is posted. |  |
| 12 | Consolidation Monitor - Calculate Group Shares (2141) | In the Consolidation monitor view, select your item in the the Calculate Grp Shares % (PL30) task and choose Update Run in the toolbar. |  |  |
| 13 | Consolidation Monitor - Activity-Based COI (2101) | In the Consolidation monitor view, select your item in the Cons. of Invest. (Act.-Based) task and choose Update Run in the toolbar. | A dropdown list indicating various corresponding values displays. |  |
| 14 | Consolidation Monitor - Manual Elimination PL30 (2150) | In the Consolidation monitor view, update the task Manual Eliminations (PL30) task, check the journal entries and post documents. As an alternative, you can upload the manual journal entries with app Import Group Journal Entries (F3073).  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2019_02_PL_30.xlsx) optional and check if the attached file has the same settings. For uploading the document, use the attached file.  Replace the XX with your assigned consolidation group and save as xlsx, like the downloaded template. |  |  |
| 15 | Consolidation Monitor - Consolidated Data Validation (2980) | In the Consolidation monitor view, select your item in the Consolidated Data Validation task and choose Update Run in the toolbar. | CGXX = 1 warning / no error (Balance sheet accounts with no TT915) |  |
| 16 | Consolidation Monitor Exit | Choose Exit. |  |  |
| 17 | Consolidation Reports | Open app Group Data Analysis (CCONS\_FPM\_OVP\_MATRIX\_ANALYSIS). Run the report to check consolidated data with expected outcomes.  Note You create the views and tiles for Consolidated Balance Sheet and Consolidated Income Statement in following Reporting section. | The Outcome file named Outcome\_2019\_02\_CGXX displays the expected results. A manual correction (highlighted in yellow) is required to reclassify NCI net income to NCI reserves. This known issue is a limitation to the expected result. This file can be accessed [here](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_Outcome_2019_02_CGXX.xlsx). |  |
| 18 | Consolidation Reports Exit | Choose Exit. |  |  |

### 2019.03 Subsequent Consolidation

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. |

Procedure - Data Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the App | Open Set Global Parameters (CXGP). | The Global parameters dialog box is displayed. |  |
| 3 | Set Global Parameters | Set Global parameters and choose Continue:  Cons Group: CGNXX  Cons Unit: <leave blank>  Version: Y10  Fiscal year: 2019  Period: 3  Cons. COA: Y1 | The SAP Fiori launchpad is displayed. |  |
| 4 | Access the SAP Fiori App | Open Currency Exchange Rates (F3616). |  |  |
| 5 | Maintain Exchange Rates | Review the exchange rates for 03/31/2019.  Please be noted, we use Indirect Quotation for example in this test script.   |  |  |  | | --- | --- | --- | | Currency (vs. EUR) | Average (AVG) | Closing (CLO) | | USD | 1,35 | 1,37 | | JPY (100) | 1,29 | 1,30 | | CNY | 8,1 | 8,2 |   Note If the entries don't exist, please create them manually by using the + (Create Exchange Rate) button and entering the data in the details column that appears.  Choose Save and repeat for other types or currencies, if necessary.  Choose Exit. |  |  |
| 6 | Access the SAP Fiori App | Open Manage Group Structure - Group View (F3733). | The Manage Consolidation Group Structure - Group View displays. |  |
| 7 | C/I Method Assignment - Change | Verify that the consolidation methods are not changed since period 02/2019. You may choose the > in any row to edit.  SXX00 = parent, no method  SXX02 = 10 purchase method  SXX03 = 10 purchase method  SXX04 = 10 purchase method  SXX05 = 20 equity method  SXX06 = 10 purchase method  SXX07 = 10 purchase method  SXX08 = 10 purchase method  Choose Exit. |  |  |
| 8 | Access the SAP Fiori App | Open Define Consolidation Units (F4685). |  |  |
| 9 | Tax Rates Assigned in Methods - Change | Choose Create to enter the tax rates of consolidation units SXX00 and SXX02 as follows:  Note If the tax rates are already set, you can skip this step.  Consolidation Unit: SXX00  and press Enter.  In the Basic Data area, enter Local Currency: <for example, EU>  In the Time- and Version-Dependent Attributes area, enter Tax rate: 35.000  and then choose Save.  Repeat for Consolidation Unit SXX02 and enter 39.000 in the Tax Rate field and Save. |  |  |
| 10 | Access the SAP Fiori App | Open Data Monitor (CXCD). |  |  |
| 11 | Data Monitor | Right-choose subgroup CGNXX and choose Open Period. |  |  |
| 12 | Data Monitor - Release Universal Journal | This task does not require execution. |  |  |
| 13 | Data Monitor - Data Collection (1021) | In the Data Monitor view, right click the Rpt. Data - Milestone:Data Collection - Rp task and choose Update or choose Update Run on the task bar.  Download and edit the [sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2019_03_CGXX_SRD2_DT_00.csv).  Please ensure that the file has the delimiter “;” and is saved as an csv file like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation Group: CGNXX  Consolidation Unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name:UPLOAD\_Y10\_2019\_03\_CGXX\_SRD2\_DT\_00  Choose Execute. | No warning / no error. |  |
| 14 | Data Monitor - Validation Universal Journals | This task does not require execution. | No expected result. |  |
| 15 | Data Monitor - Calculation Net Income | In the Data Monitor view, right-click the Calc. Net Income task and choose Update Run. | A table of results are displayed. |  |
| 16 | Data Monitor - Validation for Reported Data | In the Data Monitor view, right-click the Reported Data Validation task and choose Update Run. | No warning / no error. |  |
| 17 | Data Monitor - Manual Posting PL10 | In the Data Monitor view, update the Man. Std. 10 - Milestone: Manual Posting (PL10 task, check journal entries and post documents. As an alternative, you can choose to upload the manual journal entries with the Import Group Journal Entries (F3073) SAP Fiori app.  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2019_03_PL_10.xlsx) before uploading the file and check if the file attached has the same settings. For uploading the document, you can use the data rows in the file attached.  Replace the XX with your assigned consolidation group and save as .xlsx like the downloaded template. |  |  |
| 18 | Data Monitor - Data collection (1022) | In the Data Monitor view, right click the Milestone:Data Collection - Ad task and choose Update or choose Update Run on the toolbar.  Download and edit the [sample file](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_UPLOAD_Y10_2019_03_CGXX_SRD2_DT_0B.csv).  Please ensure that the file has the delimiter “;” and is saved as an csv file like the template file.  Replace XX in the file with your consolidation group.  Choose Flexible upload to upload the edited file. In the Flexible Upload of : Reported financial data view, enter the following entries:  Consolidation Group: CGNXX  Consolidation Unit: from SXX00 to SXX08  Upload method: SRD2  Physical file name:UPLOAD\_Y10\_2019\_03\_CGXX\_SRD2\_DT\_0B  Choose Execute.  Choose Exit. |  |  |
| 19 | Data Monitor - Currency Translation | In the Data Monitor view, right-click the Currency Translation task and choose Update Run. |  |  |
| 20 | Data Monitor - Validation for Standardized Data | In the Data Monitor view, right-click the Standardized Data Validation task and choose Update Run. | No warning / no error. |  |
| 21 | Data Monitor | Block each task. |  |  |
| 22 | Exit Data Monitor | Choose Exit. |  |  |

Procedure - Consolidation Monitor

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The Global parameters dialog box is displayed. |  |
| 3 | Set Global Parameters | Make the following entries and choose Continue:  Cons Group: CGNXX  Cons Unit: NA  Version: Y10  Fiscal year: 2019  Period: 03  Cons COA: Y1 | The SAP Fiori launchpad displays. |  |
| 4 | Access the SAP Fiori App | Open Consolidation Monitor (CX20). |  |  |
| 5 | Consolidation Monitor | Right-choose subgroup CGNXX and choose Open Period. |  |  |
| 6 | Consolidation Monitor - Intercompany Elimination Sales - (2011) | In the Consolidation monitor view, right-click the IC Elim. Sales task and choose Update Run. | The corresponding automatic journal entries are displayed. |  |
| 7 | Consolidation Monitor - intercompany Elimination - Other Income/Expense (2021) | In the Consolidation monitor view, right-click the IC Elim. Other Income/Expense task and choose Update Run. | The corresponding automatic journal entries are displayed. |  |
| 8 | Consolidation Monitor - Dividends elimination (2031) | In the Consolidation monitor view, right-click the Dividends Elimination task and choose Update Run. |  |  |
| 9 | Consolidation Monitor - InterCompany Elimination -Balance Sheet (2041) | In the Consolidation monitor view, right-click the IC Elim. Balance Sheet task and choose Update Run.  If you use Intercompany Matching & Reconciliation elimination, the task would be InterCompany Elimination -Balance Sheet (2042). | The corresponding balance sheet is displayed. |  |
| 10 | Consolidation Monitor Manual Elimination PL20 (2050) | No task execution is required. |  |  |
| 11 | Consolidation Monitor - Preparation Consolidation Group Changes (2060) | In the Consolidation monitor view, right-click the Preparation Cons Group Change task and choose Update Run. | No document is posted. |  |
| 12 | Consolidation Monitor - Calculate Group Shares (2141) | In the Consolidation monitor view, update the Calculate Grp Shares % (PL30) task. |  |  |
| 13 | Consolidation Monitor - Activity Based COI (2101) | In the Consolidation monitor view, right-click the Cons. of Invest. (Act.-Based) task and choose Update Run. | A dropdown list indicating various corresponding values is displayed. |  |
| 14 | Consolidation Monitor - Manual Elimination PL30 (2150) | In the consolidation monitor, update the Manual Eliminations (PL30) task, check the journal entries and then post documents. As an alternative, you can choose to upload the manual journal entries using the Import Group Journal Entries (F3073) SAP Fiori app.  Download the [template](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_MJE_2019_03_PL_30.xlsx) before and check if the file attached has the same settings. For uploading the document, you can use the file attached.  Replace the XX with your assigned consolidation group and save as .xlsx like the downloaded template. |  |  |
| 15 | Consolidation Monitor - Consolidated Data Validation (2980) | In the Consolidation monitor view, right-click the Consolidation Data Validation task and choose Update Run. | CGXX = 1 warning / no error (Balance sheet accounts with no TT915) |  |
| 16 | Exit Consolidation Monitor | Choose Exit. |  |  |
| 17 | Consolidation Reports | Open app Group Data Analysis (CCONS\_FPM\_OVP\_MATRIX\_ANALYSIS). Run the report to check consolidated data with expected outcomes.  Note Use the views and tiles that you create for Consolidated Balance Sheet and Consolidated Income Statement with the following Reporting section. | The Outcome file named Outcome\_2019\_03\_CGXX displays the expected results. A manual correction (highlighted in yellow) is required to reclassify NCI net income to NCI reserves. This known issue is a limitation to the expected result. This spreadsheet is available [here](https://support.sap.com/content/dam/SAAP/Sol_Pack/Library/Others/2008_Outcome_2019_03_CGXX.xlsx). |  |
| 18 | Consolidation Reports Exit | Choose Exit. |  |  |

## Reporting

The following section provides procedures for testing reports. The procedures provided are only a small, select number of test cases to execute. To test reporting, we recommend that you consider creating other test cases and perform additional testing.

### Balance Sheet (B/S) Reports

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

In this activity, you view the balance sheet reports. The following balance sheet reports are provided in the local reports tile:

* Group Data Analysis

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Group Data Analysis (Accessible) (W0135).  You may use the Search function to search for Group Data Analysis and select the title that shows Accessible. |  |  |
| 3 | Consolidated Balance Sheet | Make the following entries and choose Go:  Ref. Version: Y10  Consolidation COA: Y1  Fiscal Year Period: 001/2016  Period Mode: YTD  Hierarchy Valid On: 01/31/2016  Cons. Group: CGXX  Consolidation Unit Hierarchy: $  Profit Center Hierarchy: $  Segment Hierarchy: $ |  |  |
| 4 | Set Item Hierarchy | Right-click the FS Item fields in Rows in the Navigation Panel and choose Hierarchy > Select Hierarchy . Choose item hierarchy Balance Sheet and choose OK. |  |  |
| 5 | Review Balance Sheet | Drag a dimension listed in the Dimension fields on the left side of the report to the Columns or Rows in the Navigation Panel to change the display of the report.  To obtain the consolidated balance sheet, only the FS Item dimension is included in the Rows area, and the Fiscal Year, Posting Period, Period Mode dimensions and Measures in the Columns area.  To hide irrelevant measures (for example, TC (Transaction Currency) Amount , LC (Local Currency) Amount, and Quantity), select the column, right-click, and then choose Remove field from rows/ columns axis.  Note To save the layout you create as your default view, choose Select View above the report body. Enter a name, and save as a default view. Activate the Public box to allow other users to use this view.  Running the report in this view allows you to add this view as a tile in a Group. Choose Action on the right in the menu bar and choose Save as Tile. Optionally, add this tile to the Group reports group, instead of as the default value for Home. | The report displays the balance sheet for the group.  Review the amounts with the outcome of period 2016.01 (Step 19 in from the previous [2016.01 Full Consolidation](#unique_13) [page ] 48 procedure under the Consolidation Scenario Actual section. |  |
| 6 | Consolidate Balance Sheet by the Consolidation Unit | Now drag the Consolidation Unit dimension to the column axis. Verify that all of the consolidation units selected are displayed in group currency. | The report displays consolidation units in columns and FS items on rows. |  |
| 7 | Drill Down to Original Documents | Right-click the amounts in the reports display view and choose Jump to > Display Group Journal Entries with Reporting Logic . | Journal entries list is displayed. |  |

### P&L by Nature of Expense

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

In this activity, you view the P&L by nature of expense. In the group reports tile:

* Group Data Analysis

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad is displayed. |  |
| 2 | Access the SAP Fiori App | Open Group Data Analysis (Accessible) (W0135).  You may use the Search function to search for Group Data Analysis and select the title that shows Accessible. |  |  |
| 3 | Consolidate P&L by Nature of Expense | Make the following entries and choose Go:  Ref. Version: Y10  Consolidation COA: Y1  Fiscal Year Period: 001/2016  Period Mode: YTD  Hierarchy Valid On: <today>  Cons. Group: CGXX  Consolidation Unit Hierarchy: $  Profit Center Hierarchy: $  Segment Hierarchy: $ |  |  |
| 4 | Set Item Hierarchy | Right-click the FS item and choose Hierarchy > Select Hierarchy .  Choose Item Hierarchy PL and choose OK.  You can create view and save as a tile as mentioned in Scenario 4.4.1 [Balance Sheet (B/S) Reports](#unique_21) [page ] 110. |  |  |
| 5 | Consolidate P&L by Nature of Expense | Use drag and drop to keep only the dimensions FS items in Rows. And keep Fiscal year, Reporting Period, Period Mode, and Measures in Columns.  Remove measures Transaction Currency, Local Currency and Quantity. |  |  |
| 6 | Drill Down to Original Documents | Right-click on the amounts in the reports display screen and choose Jump to > Display Group Journal Entries with Reporting Logic . | Journal entries list is displayed. |  |

### Cash Flow Statement

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

In this activity, you can generate cash flow statement in the group reports tile:

* Group Data Analysis – With Reporting Rules

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Choose Group Data Analysis with Reporting Rules (Accessible) (W0136).  You may use the Search function to search for Group Data Analysis with Reporting Rules and select the title that shows Accessible. | A Group Data Analysis - With Reporting Rules view displays. |  |
| 3 | Enter Criteria | Make the following entries. Press Enter after each entry and choose Go:  Ref. Version: Y10  Consolidation COA: Y1  Fiscal Year Period: 001/2016  Period Mode: YTD  Hierarchy Valid On: <today>  Cons. Group: CGXX  Consolidation Unit Hierarchy: $  Profit Center Hierarchy: $  Segment Hierarchy: $  Rep. Item Hierarchy: X2  Reporting Rule Var.: Y10 |  |  |
| 4 | Select Dimensions and Filter | Use drag and drop so only the Reporting Item dimension is in Rows.  Only the following dimensions should appear in Columns:  Fiscal Year  Reporting Period  Period Mode  Consolidation Unit  Measures  If necessary, remove Transaction Currency, Local Currency, and Quantity measures.  Using the navigation panel, filter the Consolidation Unit for SXX4.  In the Data Analysis area, expand the hierarchy to display the reporting item SCF442 - Purchase of intangible assets (under SCF400).  In the Navigation Panel, right-click Reporting Item, and choose Filter > Select Filter Value . Then search the value SCF442 and choose OK.  Right-click the Reporting Item SCF442 in the Data Analysis area, and choose Drill down > Add drill down . In Available Fields, choose FS Item to display the FS Item in the column.  In the Navigation Panel, add Subitem to the column.  The report displays the FS items 164200 Computer software and Subitems 920 used to calculate the reporting item Purchase of intangible assets. |  |  |
| 5 | Analyze Data | To verify the values used to calculate the reporting item SCF442 - Purchase of intangible assets, run the Group Data Analysis report for your group CGXX.  In the Navigation Panel, filter the consolidation unit SXX4 and the posting level 00.  In the Data Analysis area, filter the FS item 164200 and display the subitems in the column.  Note To verify the configuration of the SCF442 reporting item, use the Define Reporting Rules (FINCS\_RRULE) SAP Fiori app.  Remember The Assignment for reporting items view displays the source FS items (in the B/S or P&L) and source subitems used to calculate the reporting item. |  |  |
| 6 | Display Journal Entries | Right-click the amounts in the reports display view, and choose Jump to > Display Group Journal Entries with Reporting Logic . | Journal entries list displays. |  |

## Configuration App

The main purpose of this section is to demonstrate the configuration capability within the cloud consolidation solution. Most of the activities described in this section are optional, as long as there are no particular customizing points necessary. With the following procedures, you test the configuration options that exist. Use cautiously. Any change could affect the system processes.

### Organization Structure Creation

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

In this activity, you create consolidation units and groups.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant.  . | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | The Global parameters dialog box displays. |  |
| 3 | Set Global Parameters | Make the following entries and choose Continue:  Cons. Group: <leave empty>  Cons. Unit: <leave empty>  Version: Y10  Fiscal Year: 2015 <The year you are testing>  Period: 12 <The period you are testing>  Cons. COA: Y1 | The SAP Fiori launchpad displays. |  |
| 4 | Access the SAP Fiori App | Open Define Consolidation Units (F4685). | The Define Consolidation Units view displays. |  |
| 5 | Create Units for Data Integration | In this step, you create units for Data Integration for use with the previous procedure.  Note This step creates demo data. If you want project-specific settings, you must adapt your requirements.  The unit is used for accounting integration, select a company that exists in the system and type the same name for unit name.  Choose Create and enter a Consolidation Unit in the Create Consolidation Unit dialog box. Press Enter and choose Create.  In the tab General Information, input Consolidation Unit Description and Local currency (for example Palo Alto, USD).  In the tab Time- and Version-Dependent Attributes, input S0903 for field Currency Translation Method.  Choose Transfer from Universal Journal for Universal Journal Integration and enter the integrated company code.  Choose H (Local Currency) for Source for Local Currency Key Figure.  Ignore the warning and choose Save. |  |  |
| 6 | Create Units for Flexible Upload | In this step, you create units for Flexible Upload for use with the previous Consolidation Scenario Actuals section.  Note This step creates demo data. If you want project-specific settings, you must adapt your requirements.  To run the test, you create the following eight units:  Sxx00 EUR Germany  Sxx04 USD USA West  Sxx05 EUR Belgium  Sxx06 JPY Japan  Sxx07 EUR Austria  Sxx08 CNY China  Sxx02 EUR France  Sxx03 USD USA East  Choose Create and enter a Consolidation Unit. Press Enter and choose Create.  In the tab General Information, input Consolidation Unit Description and Local currency (for example Sxx00, Germany).  In the tab Time- and Version-Dependent Attributes, input S0903 for field Currency Translation Method.  Choose No integration for Universal Journal Integration.  Ignore the warning and choose Save. |  |  |
| 7 | Create Consolidation Group | Note This step creates demo data. If you want project-specific settings, you must adapt your requirements.  Open Consolidation Groups - Create and Change (CX1P).  In the tile, input one name (for example, CG2) for Consolidation group and press Enter.  In the Short Text and Medium Text tab, input descriptions.  In the Master Data tab, input 9 for Consolidation Frequency.  Choose Save.  Repeat the previous steps to create other groups, for example, CGNXX. |  |  |
| 8 | Assign Units to Group (Accounting Integration) | Note This step creates demo data. If you want project-specific settings, you must adapt your requirements.  Open Manage Group Structure - Group View (F3733).  Input one name (for example, CG2) for Consolidation Group and choose Go.  Choose Assign and assign the unit you created for flexible upload.  In the Assign Consolidation Units dialog box, make following entries:  Period of First Consolidation: 012  Year of First Consolidation: 2015  Period of Divesture: 999  Year of Divesture: 9999  Choose 10 for Consolidation Method and choose Assign. |  |  |
| 9 | Assign Units to Group (Flexible Upload) | Note This step creates demo data. If you want project-specific settings, you must adapt your requirements.  Open Manage Group Structure - Group View (F3733).  Input one name (for example, CGXX) for Consolidation group and choose Go.  Choose Assign and assign the unit you created for flexible upload.  All the Sxx0x created should be assigned:  Sxx00 2015.12-9999.999 00  Sxx02 2015.12-9999.999 10  Sxx03 2015.12-9999.999 10  Sxx04 2016.01-9999.999 10  Sxx05 2015.12-9999.999 20  Sxx06 2015.12-2016.01 10  Sxx07 2015.12-9999.999 10  Sxx08 2015.12-9999.999 10  Choose Save. |  |  |

### Master Data Configuration with SAP Fiori UI

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

In this activity, you define and update financial statement item Master Data.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log On | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Set Global Parameters (CXGP). | A Global Parameters dialog box displays. |  |
| 3 | Enter Data | Make the following entries and choose Continue:  Cons. Group: <blank>  Cons. Unit: <blank>  Version: Y10  Fiscal Year: For example, 2016 <The year you are testing>  Period: For example, 12 <The period you are testing>  Cons. COA: Y1 | The dialog box closes and SAP Fiori launchpad displays. |  |
| 4 | Export FS Items | Open Import Consolidation Master Data (F3924), find the row Financial Statement Item, choose Actions > Download Master Data . | The FS item displays in the Download Master Data dialog box. |  |
| 5 | Import FS Item Master Data | Open Import Consolidation Master Data (F3924), choose Upload and then upload the correct file. After that, choose the row Financial Statement Item and then select the necessary rows. Choose Check and Import.  To check the imported FS Item, Open Define FS Items (F3297) to check the FS item detailed definition. | The FS items are imported. |  |
| 6 | Access the SAP Fiori App | Open Manage Global Hierarchies (F2918). |  |  |
| 7 | Update FS Item Hierarchy | Choose Consolidation Financial Statement Item for Type and choose Go.  In the hierarchy list, choose one hierarchy and choose Export/Import.  Export the hierarchy.  In the exported hierarchy, maintain the spreadsheet and then import the hierarchy. | FS Item hierarchy is imported. |  |
| 8 | Access the SAP Fiori App | Open Map FS Items with G/L Accounts (F3333). |  |  |
| 9 | Maintain FS Item Mapping Data | Choose G/L Chart of Accounts = YCOA and Consolidation COA = Y1 and choose Go.  The existing mapping between the chart of accounts displays.  Select an existing mapping between chart of accounts and choose Export.  You can review the mapping in local file.  Maintain the local file and choose Import, and you can import the new FS item mapping.  Select one of the mappings and choose Copy.  You can copy one new mapping revision. | The FS item mapping is imported. |  |
| 10 | Assign FS Item Mapping | Open Assign FS Item Mappings (F3334). | New FS item mappings are listed. |  |
| 11 | Access the SAP Fiori App | Open Manage Global Hierarchies (F2918). |  |  |
| 12 | Manage Global Accounting Hierarchies | Choose Create and make the following entries:  Type: <a Consolidation segment>  Hierarchy ID: ZSEG\_01  Version: 01  Valid From: 01.01.2010.  Choose Create with ID 1000\_A, 1000\_B, and 1000\_C. | The Hierarchy for segment is enabled via SSCUI Define Consolidation Master Data Fields.  You can also check other fields to enable other hierarchies. |  |
| 13 | Access the SAP Fiori App | Open Subitems List (CX1S1). | All of the subitems in the system are listed. |  |
| 14 | Execute Subitems | Choose Execute. | The List SAP Consolidation Master Data: Subitems view displays |  |
| 15 | Access the SAP Fiori App | Open Define Master Data for Consolidation Fields (F3007). |  |  |
| 16 | Generic Master Data Maintenance | In the Define Master Data for Consolidation Fields table, choose the master to display the detailed view.  In the consolidation master data table, choose Create to enter new master data.  In the accounting master data table, you can review all the master data existing in accounting module. | Available master data is configured. |  |
| 17 | Access the SAP Fiori App | Open Assign Reporting Rules to Versions (FINCS\_RRLVS). |  |  |
| 18 | Assign Reporting Rules to Versions | Choose Edit and choose New Entries.  Input the values accordingly. | Reporting rules are assigned. |  |
| 19 | Access the SAP Fiori App | Open Define Reporting Rules (FINCS\_RRULE). |  |  |
| 20 | Define Reporting Rules | Make the following entries:  Cons. COA: Y1  Rep Item Hierarchy: X1, X2  Reporting Rule Variant: <Y10 or others>  Choose Display and maintain the reporting item accordingly. | Reporting rules are maintained. |  |
| 21 | Access the SAP Fiori App | Open Import Consolidation Master Data (F3924). |  |  |
| 22 | Import Master Data for Consolidation Fields | In the Import Overview, a notification displays at the top of the view.  Choose the Import Master Data for Consolidation Fields link in the notification. | The Import Master Data for Consolidation Fields view displays. |  |
| 23 | Download Template | Choose Download.  On the Download Template dialog box, make the following entries and choose Download:  Master Data Type Selection: All Data Types  Data Selection: For example, With Existing Master Data | Template downloads. |  |
| 24 | Maintain the Template Master Data for Consolidation Fields | Maintain the download template for Additional Characteristics  In the template, Master Data Type ID and Master Data ID are mandatory.  The following are examples for Master Data Type ID:   * PRCTR for Profit Center * SEGMENT for Segment * RCNTR for Cost Center   Choose save. |  |  |
| 25 | Upload the Template | Go back Import Master Data for Consolidation Fields view.  Choose Browse and upload your modified template.  The upload results are displayed in the view. Select the row and choose Import. | The data is available in the Define Master Data for Consolidation Fields view. |  |
| 26 | Access the SAP Fiori App to View Reporting | Return to the SAP Fiori launchpad and open Group Data Analysis (Accessible) (W0135).  You may use the Search function to search for Group Data Analysis and select the title that shows Accessible. | The report is displayed with the hierarchy assigned. |  |
| 27 | Select Created Hierarchy | Right-click Segment and choose Hierarchy. Choose Select Hierarchy and choose the created one . |  |  |
| 28 | Access the SAP Fiori APP to Define Selections | Open Define Selections (F3725) app. |  |  |
| 29 | Save | From the Selection table, select, for example, S-BC-TT-01.  On the new column view that displays, choose Edit and then Copy to copy to a new selection.  Choose Save and Activate.  Note You can choose different fields and criteria for creating different selections. |  |  |

### Validation

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

This section tests the configuration of consolidation validation engine apps.

Procedure

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Test Step # | Test Step Name | Instruction | Expected Result | Pass / Fail / Comment |
| 1 | Log on | Log on to the SAP Fiori launchpad as a Group Accountant. | The SAP Fiori launchpad displays. |  |
| 2 | Access the SAP Fiori App | Open Define Validation Rules (F2627). | The Define Validation Rules view is displayed. |  |
| 3 | Review Existing Rules | Review the Rules list. | All rules are displayed. |  |
| 4 | Check Rule Details | Choose a rule to open. | A new view with rules details is displayed. |  |
| 5 | Change Rule Status | To switch the rule status, choose Set to Activate/Inactive status switch button. | Status is changed. |  |
| 6 | Create New Rule | Choose the < (Back) button to return to the previous view.  Choose Create Rule to define a new validation rule. | A New Rule session is displayed in a column with three tabs for maintaining rule information:  General Information  Rule Expression  Related Links. |  |
| 7 | Input the Rule General Information | On the default General Information tab, , make an entry for the following. For the Rule ID field, only alphanumeric characters and underscores are allowed.  Restriction SAP-delivered rules reserved the namespace beginning with S.  For the Group By field, you may choose the validation characteristics from the dropdown list. This setting filter is used to sort validation results in later validation result run/display.  For the Tolerance field, there are two kinds of calculation types: And, Or used to compare the validation result with tolerance amount and/or tolerance percentage.  For the Control Level field, three kinds of control levels are listed in the dropdown:  Error (the default value)  Warning  Information  If selecting the Comments required checkbox, during the validation run, entering comments are required for the validation result. | General Information maintained. |  |
| 8 | Input the Rule Expression | Choose the Rule Expression tab.  On the Operand Expression Editor section, enter an Alias name and then define the alias:  Operand: <Select from the dropdown list: Sum, Amount, Number, or Quantity.>  Depending on your selection, different fields are displayed.  Number: Value field PL12 with +/- sign  Quantity: Value field PL12 with +/- sign  Amount: Amount number + Currency Key. If you leave the currency key filed empty, system considers it same as the source currency.  Sum:  Note Alias is mandatory for the operand with type of Sum.  You can define f(x) type on the operand level or the formula level.  Here is an example for different fx types if the result is -100.546:  For f(x), the result should be 100.546  For ABS, the result should be 100.546  For Sign, the result should be -  For Round 0, the result should be -100  For Round 1, the result should be -100.5  For Round 2, the result should be -100.55  There are nine kinds of amounts in the dropdown list.  A list of Where conditions is available in the dropdown list.  You can choose the selection operator from the dropdown list (like, equal to, between, in, not equal to…). If you choose Like, add a prefix 0 for the value you entered (check the exact value stored in the DB). | All rules are displayed. |  |
| 9 | Create Left Formula and Right Formula | After the alias is created, add to the formula panel.  Create another Alias to add to the Right Formula field.  Choose the correct compare criteria: >, <, >=, <=, = or <>.  Choose Save to continue to modify without activating or choose Save and Activate to save and activate the rule. | The new rule is activated and added to the Rules list. |  |
| 10 | Access the SAP Fiori App | Return to the SAP Fiori launchpad and open Define Validation Methods (F2598). | The Define Validation Methods view is displayed. |  |
| 11 | Create New Validation Method | Choose Create Method to define a new validation method. | A New Validation Method column view is displayed with two tabs for maintaining rule information:  General Information  Rule Groups |  |
| 12 | Maintain Validation Attributes | For the Method ID field, only alphanumeric characters and underscores are allowed.  Restriction SAP-delivered rule reserves the namespace beginning with S.  To add validation rules, you either select a rule group from the table or create a new group by choosing the Add Group button.  Note In the rule selection list, only validation rules with Activate statue that are not assigned are listed.  The selected rules are sorted by the selection sequence, for example, during the rule selection, there are four validation rules you may choose.  You can update the assigned validation rules by choosing the Assign Rules or Delete buttons.  After the rule is assigned, choose Save and Activate to activate the validation methods. | Rules are created and activated. |  |
| 13 | Import/Export Validation Rules/Methods | Return to the SAP Fiori launchpad and open Import/Export Validation Settings (F3663).  Choose Download for downloading all existing validation settings in the current system.  Choose Upload and select the suitable template to upload validation settings into the system. |  |  |
| 14 | Access the SAP Fiori App | Return to the SAP Fiori launchpad and open Assign Validation Methods (VECMA).  Enter the Task ID.  There are three kinds of task types predelivered by SAP:   1. Reported Data Validation 2. Standardized Data Validation 3. Consolidated Data Validation   Select one and press Enter.  There are three Tasks predelivered by SAP for each task type. Choose More > Task > Change . | A Task Change view is displayed. |  |
| 15 | Change the Assignment | Optionally, update the Description field.  You can switch the Version.  You can switch the Period category.  You can update or delete the existing Consolidiation Units or Validation Method assignment.  You can add to Consolidation Units by manual input or by using field search help.  You can add to Validation Method by manual input or by using field search help.  Note In the Validation Method field search help, only the methods with Active status are listed.  You can add multiple period assignments by choosing Add Period Category at the bottom of the view.  Choose the Assignment List button to open the Assignments view.  In the Assignments view, you can search assignments. Choose the < (Back) button to return to the previous view.  Save any task or assignment changes. |  |  |
| 16 | Verify the Assignment | Return to the SAP Fiori launchpad and open Consolidation Groups - Create and Change (CX1P) to verify the assignment change. |  |  |

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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