

# **Bank Accounting**

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- ◆ Bank Master Data
- ◆ Check Processing
- ◆ Bank statement
- ◆ Cash Journal Master Data
- ◆ Cash Journal Posting & Reports



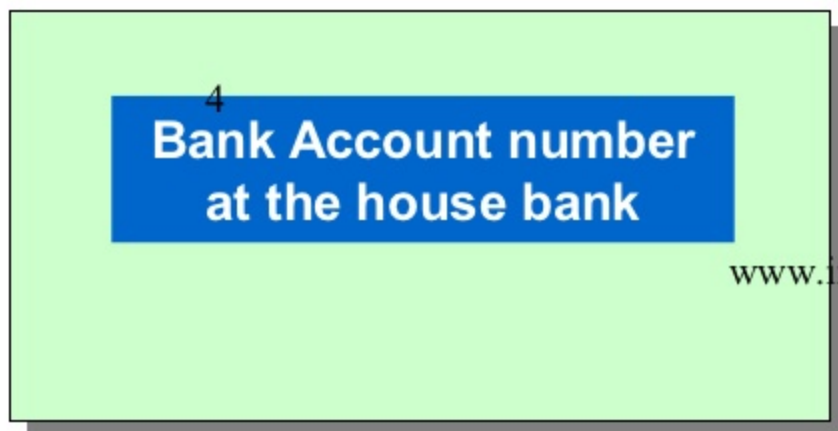
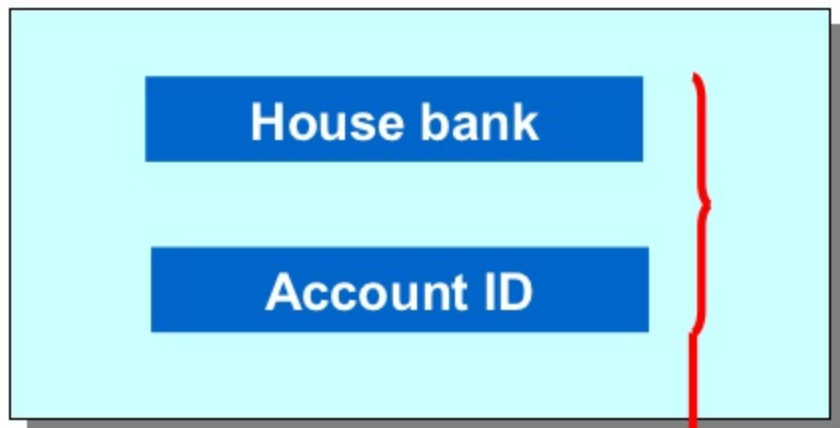
# Bank Master Data - Objectives

- ◆ Upon completion of this module, you will be able to:
  - ☑ Define, change and delete bank data,
  - ☑ Define the house banks for company code,
  - ☑ Maintain bank accounts.

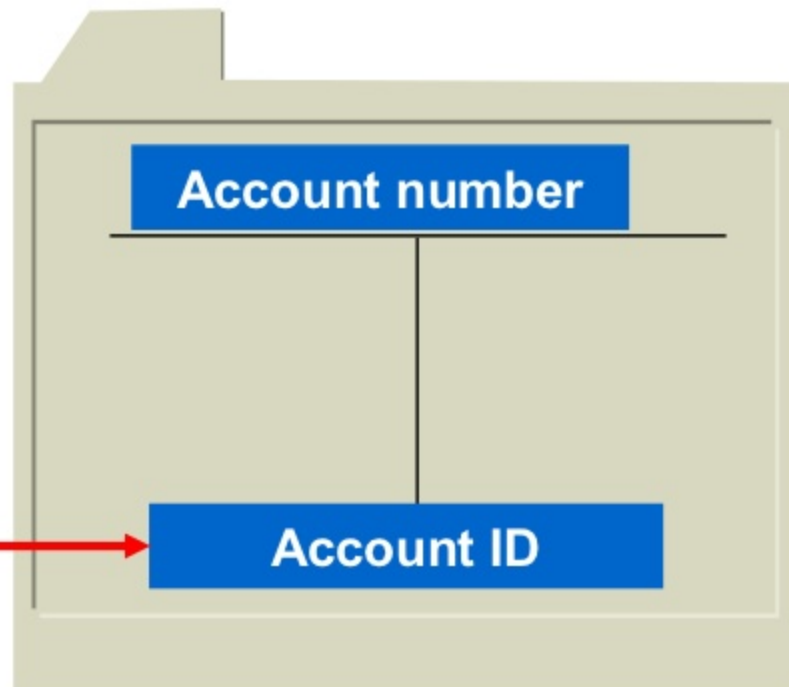


# Bank Master Data - Bank Accounts

## Bank Account in the SAP system



## Bank GL accounts - master data



# Bank Master Data - Bank Directory

Bank Master records in  
the bank directory

## Client Level

Country Bank Key

Address data

Swift code...

Bank details in customer /  
vendor master records

## Client Level

Country Bank Key

Address data

GL Account

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# Bank Master Data - an Example

House banks for  
company code 1000

Table view Edit Goto Selection criteria Utilities System Help

*New Entries: Details of Added Entries*

Dialog Structure

- House Banks
- Bank Accounts

Company Code 9100 A Ltd.

House bank ICICI

House bank data

Bank country IN India

Bank key 850002631

Create Change

Table view Edit Goto Selection criteria Utilities System Help

*New Entries: Details of Added Entries*

Dialog Structure

- House Banks
- Bank Accounts

Company Code 9100 A Ltd.

House bank ICICI

Account ID ICICI

Description ICICI Bank Ltd.

Bank account data

Bank account number 850002631

Alternative acct no.

Currency INR

Control key

Discount acct

111410

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Bank account for  
House Bank

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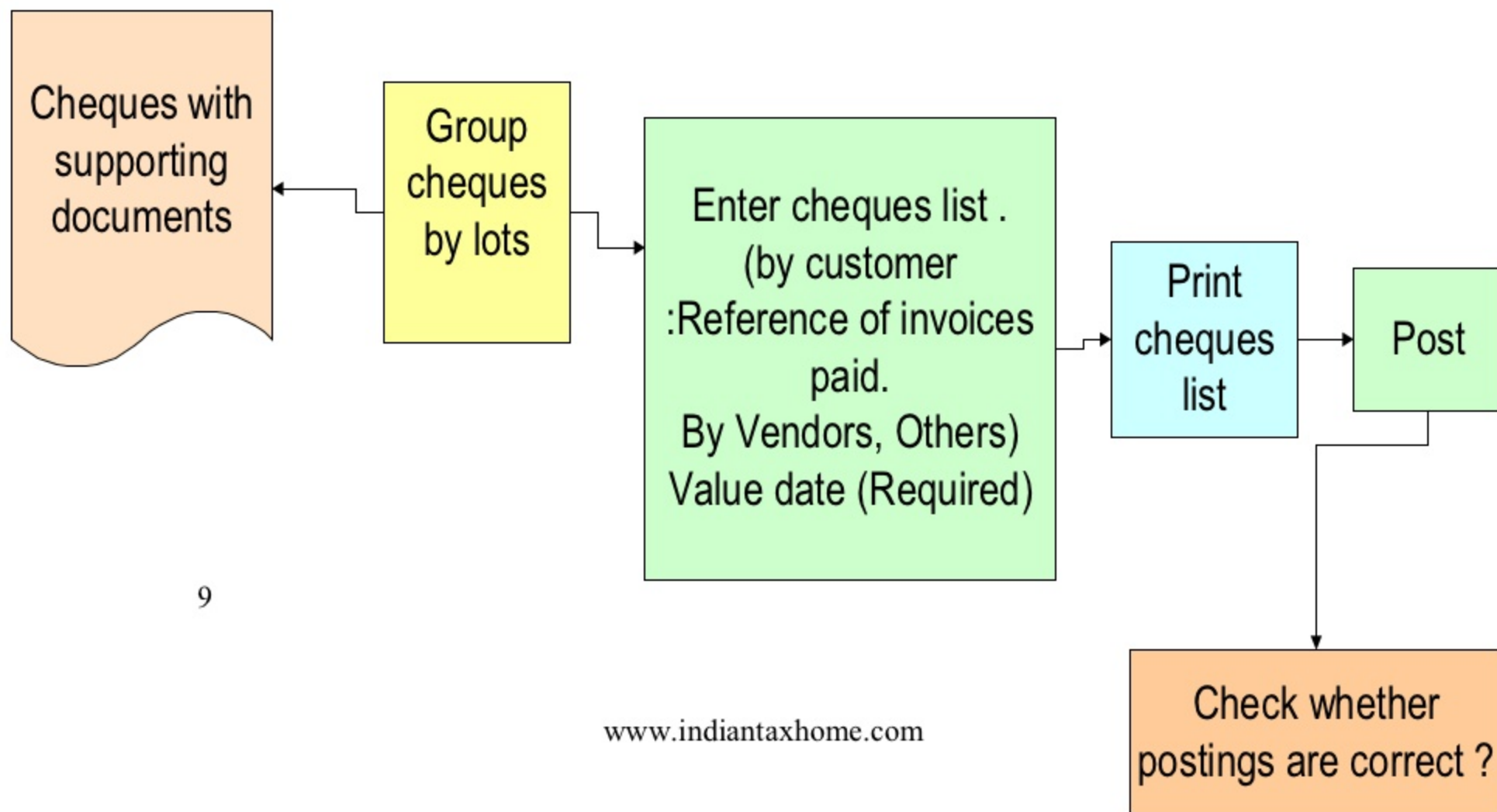
# Manual Check Deposit - Objectives

- ◆ Upon completion of this module, you will be able to:
  - ☑ Explain the procedure for depositing checks,
  - ☑ Post the checks and clear the Customer Accounts,
  - ☑ Run post processing transactions,
  - ☑ Print Check Register,
  - ☑ Change Check Information (renumber, change assignment etc.),
  - ☑ Void checks.

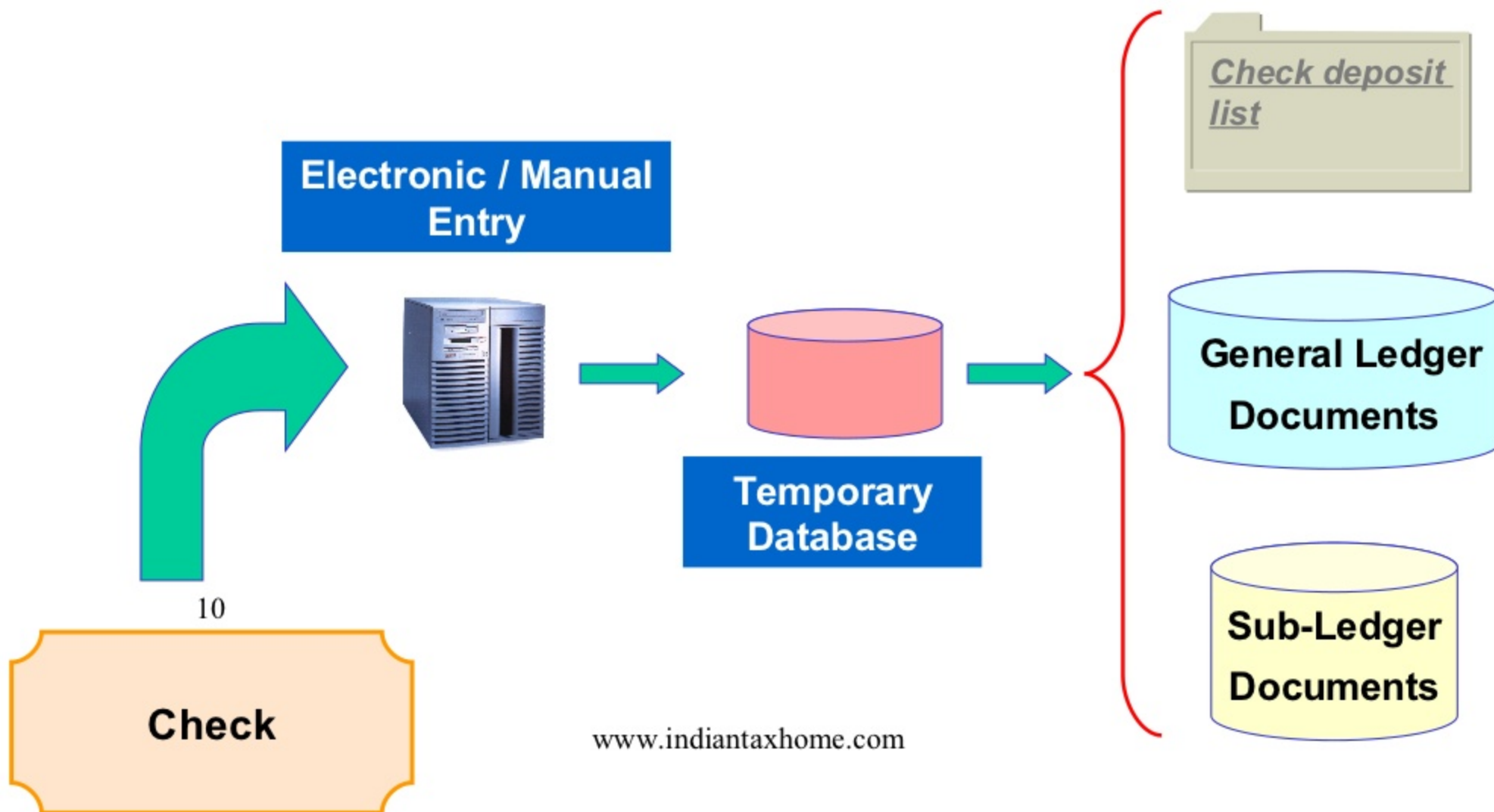




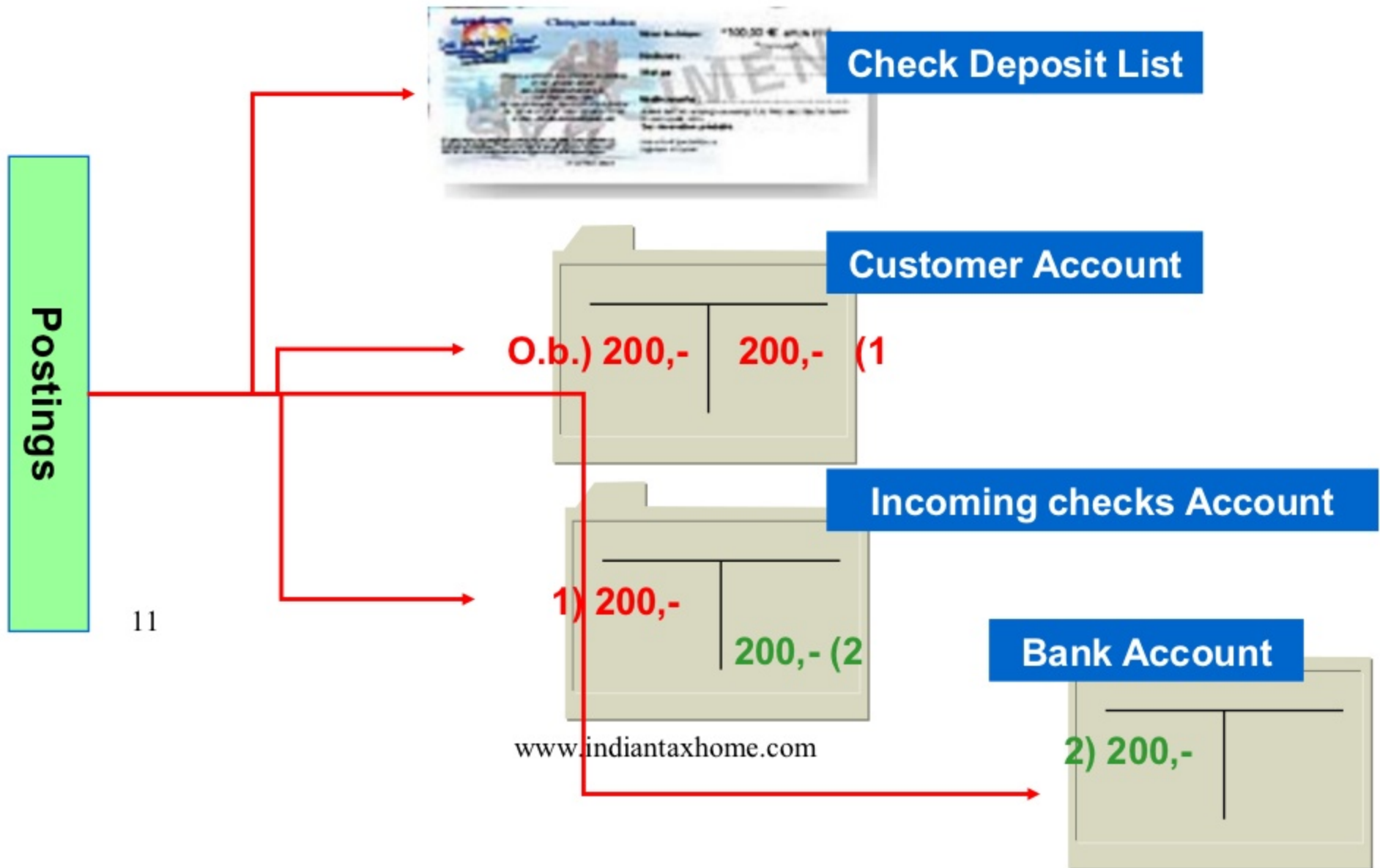
# Manual Check Deposit - Activity Flow



# Manual Check Deposit - Procedure



# Check Deposit - Account Assignment



# Check Deposit - Initial Specification

House Bank ID

Customer  
Matchcode

Post processing  
method:  
2 - batch input  
4 - direct posting  
(on-line)

Specifications

☒ Int. bank determin.

Memo record entry

Start variant Z0001 reference document (selection)

Cust. matchcode ID D

Further processing

Processing type 4

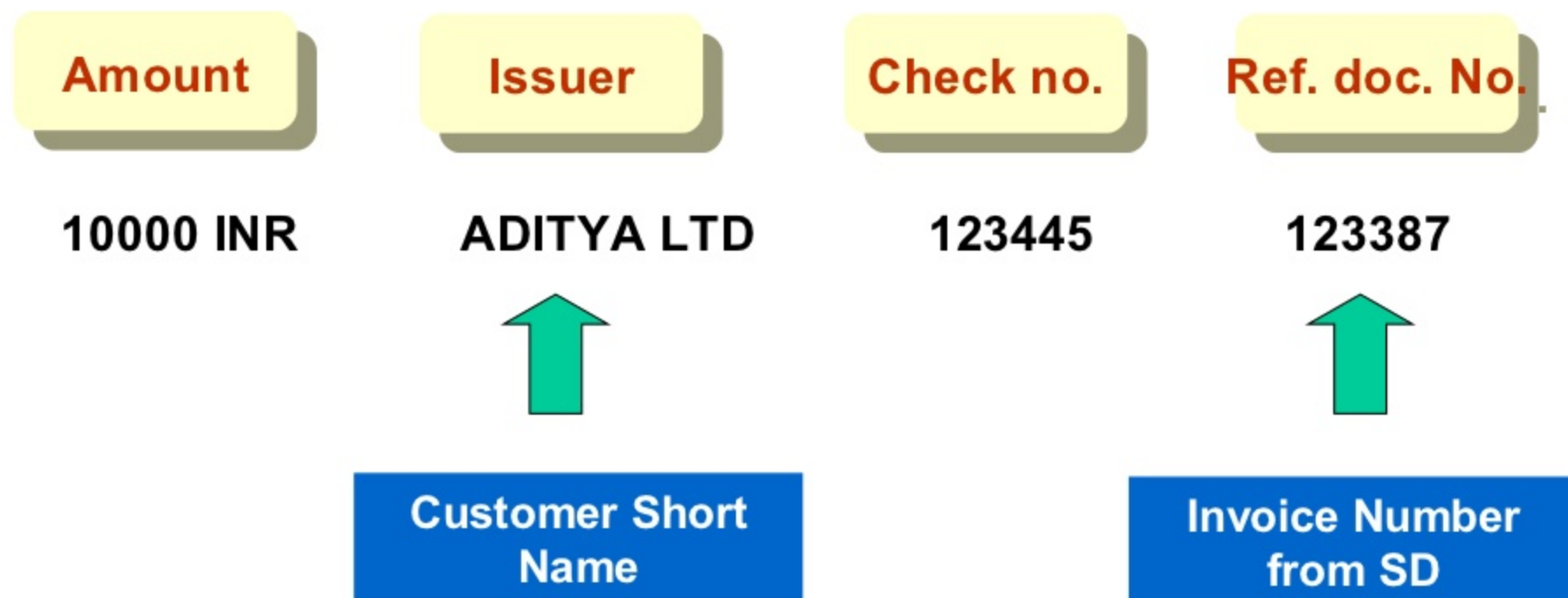
☒ Transfer value date

Form

Form ID F\_M40S\_CHEQUE

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# Account Assignment Z0001



- ◆ The account assignment variants determine which fields are being displayed during document entry. The system may display up to 3 lines available for each memo record or a check received.  
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- ◆ For A Group we have been defined assignment variants Z0001.

# Check Deposit - Printing and Overview

**Print  
Preview**



**Print**

CHECK DEPOSIT                      Citibank N.A.                      03.06.2002  
New York NY 10043

You receive the checks named for collection

Check number	Issuer	Bank number	Currency	Amount
1234567	John White		USD	100.00

## Bank Account

C.Code	Bank	Bank key	Bank account	Currency
1200	ALBANK ALSAUDI ALFRANSI	BSFRSARIJUB	253025-007-31	SAR

## List

Entry date	User name	Group	Curr.	Total amount	Entry	Status
24.10.2002	SBTP00197	1	SAR	1,000.00	Manu.	Entered
Trans.	Value date	Rate	www.indiantaxhome.com			
Z001	24.10.2002					

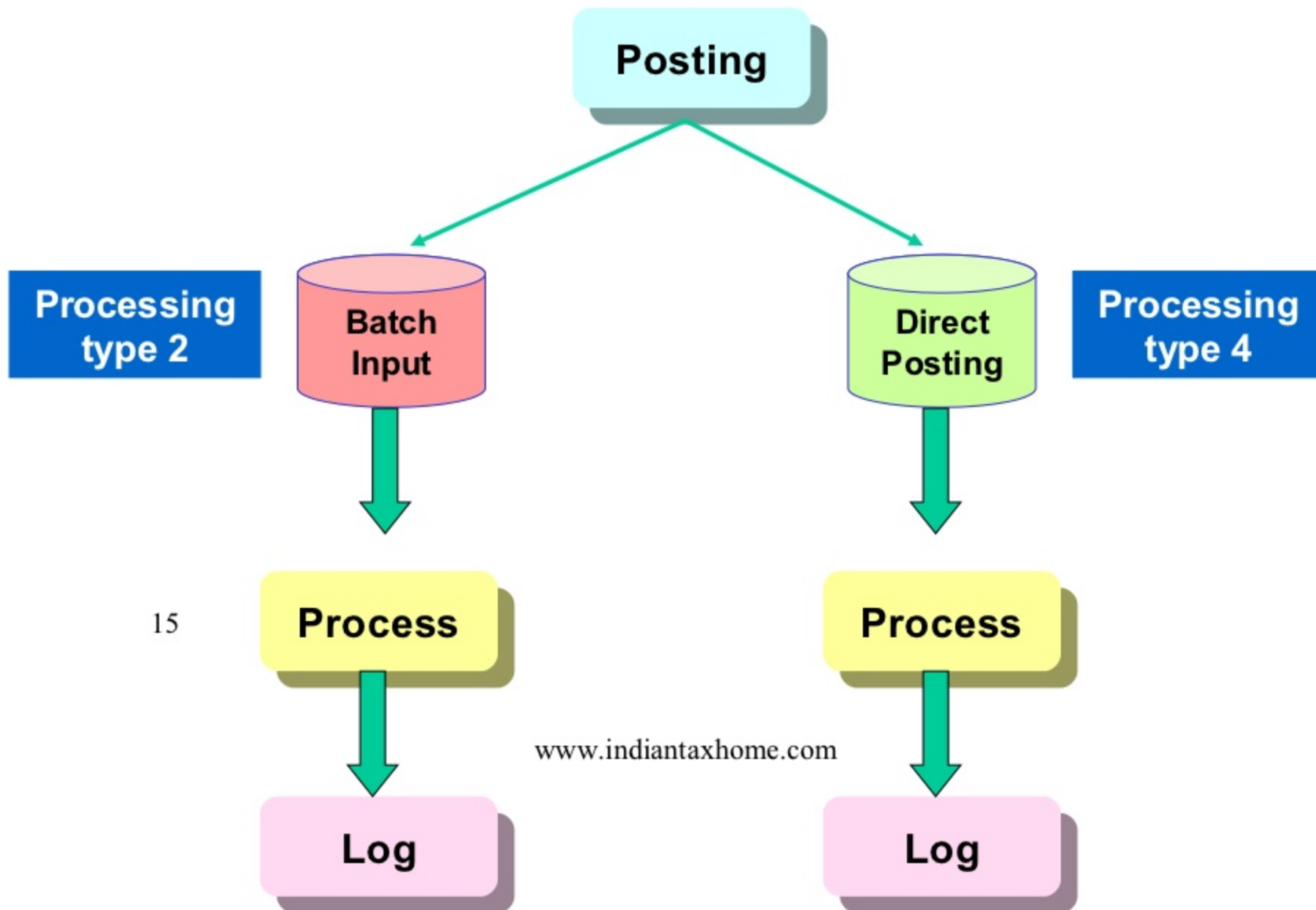
## Check

No.	Check number	Issuer	Bank key	Amount	Status
00001	123456	SAWA		1,000.00	Entered

**Overview**



# Check Deposit - Posting



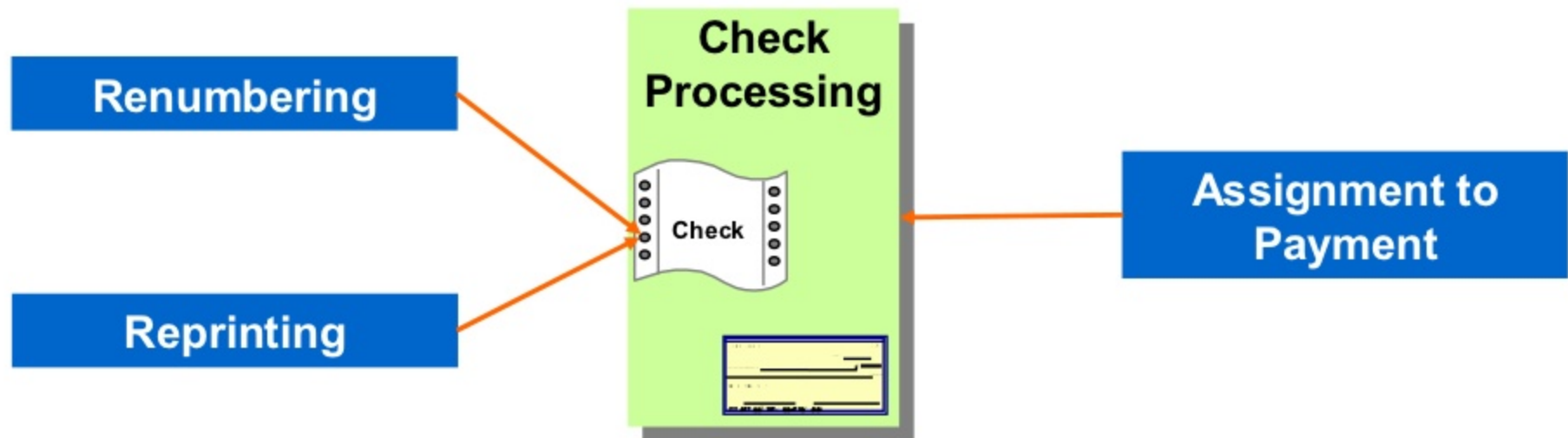
# Check Information - Display



- ◆ You can use these transactions to display the check data:
- ☒ For check,
  - ☒ For payment document,
  - ☒ Check register.

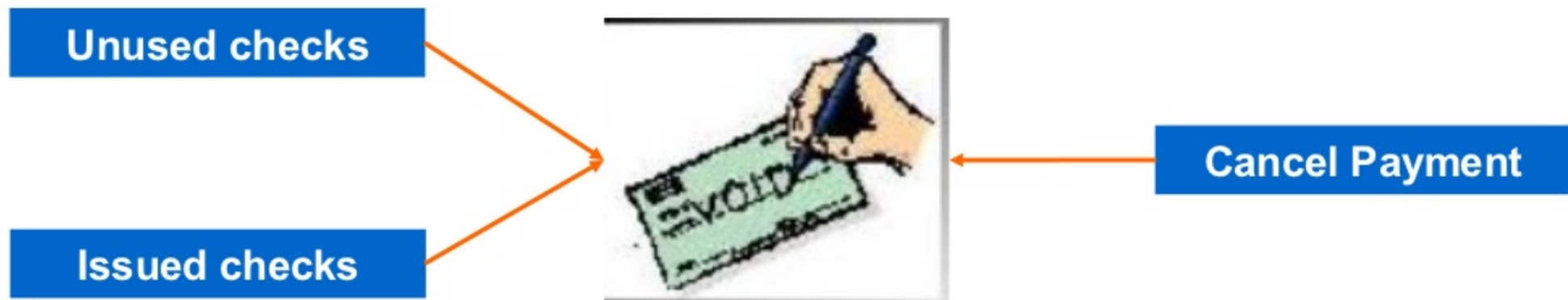


# Check Information - Change



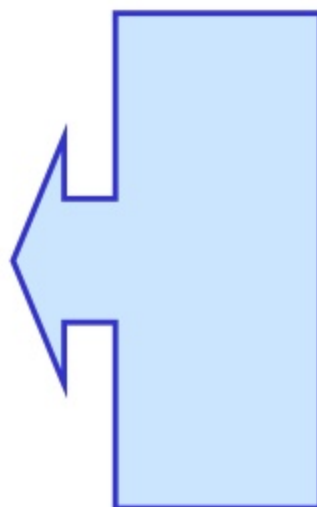
- ◆ Sometimes it is necessary to change the information regarding already maintained checks.
- ◆ SAP<sup>17</sup> offers the following options:
  - ☑ Renumbering of checks
  - ☑ Reprinting
  - ☑ Changing of the assignment to the payment.

# Check Information - Void



- ◆ The checks can be voided both before and after they have been printed.
- ◆ You need to void the checks that are no longer usable for some reasons (e.g. check was stolen or incidentally damaged).

# Check Information - Delete



For Payment Run


Manual Checks

Voided Checks

- ◆ Sometimes there's the inconsistency between the data entered into system and the check forms,
- ◆ You need to delete check information.

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