

I upload the Excel file into the system

STEP 1

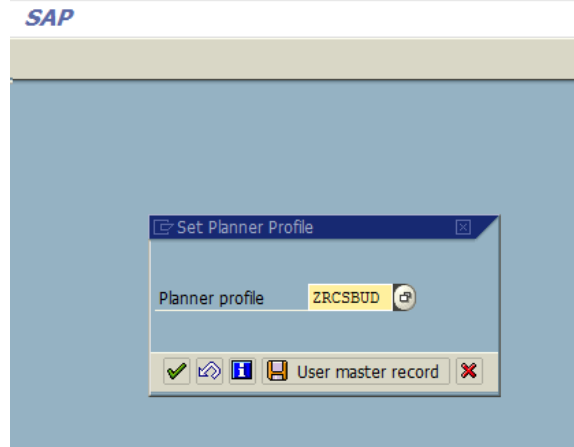
Set the planner profile with KP04

Enter:

- **ZRCSBUD** to upload and excel file
- **SAPALL** for manual input

Enter ↵

and



STEP 2

Start the transaction KP06

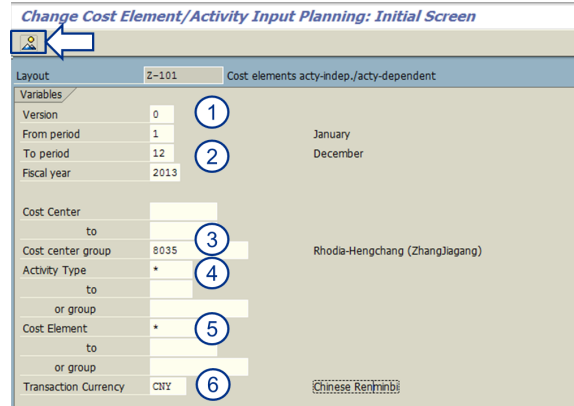
Enter :

1. Version = 0
2. Period
3. Cost center group (usually the plant code)
4. Activity type : « * »
5. Cost element : « * »
6. Transaction currency



Click

 Enable macro if you have a warning message



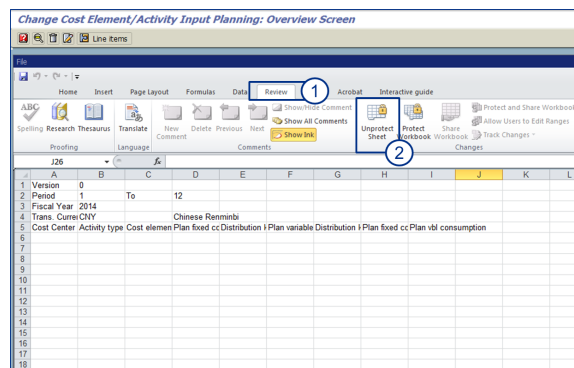
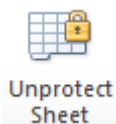
STEP 3

Unprotect the excel sheet

1. Click on

Review

2. Unprotect sheet



STEP 4

Copy and Paste the budget

Change Cost Element/Activity Input Planning: Overview

File Home Insert Page Layout Formulas Data Review View

ABC Spring Research Thesaurus Translate New Comment Delete Previous Next Show All Comments Show All Comments

Proofing Language Comments

126 A B C D E F

1 Version 0 To 12

Period 1 To 12

Year 2014

Language Chinese Renminbi

Activity type Cost element Plan fixed cc Distribution I Plan variable Distribution

Copy

Paste the excel file

Paste

1. Copy the list of cost centers in column A
2. Copy the list of cost elements in column C
3. Copy the Budget (Normal capacity) in column D
4. Enter 1 in column E
5. Enter 2 in column G

Cost centers	Cost elements	Normal capacity Cny	A	B	C	D	E	F	G
8035-1000	98320100	8.570	Version	0					
8035-1000	98300207	3.890	Fiscal Year	2014					
8035-1000	98300041	451.440	Trans. Curr	CNY					
8035-1000	98340100	4.100	Cost Center	Activity type	Cost element	Plan fixed cc	Distribution I	Plan variable	Distribution
8035-1001	98320100	683.190	8035-1000		98300124	180760	1	2	
8035-1001	98300207	89.420	8035-1000		98300207	381220	1	2	
8035-1001	98300041	1.340	8035-1000		98320100	1508430	1	2	
8035-1001	98340100	1.170	8035-1000		98340100	447840	1	2	
8035-1002	98320100	564.170	8035-1001		98300124	41690	1	2	
8035-1002	98300207	38.670	8035-1001		98300207	70	1	2	
8035-1002	98300041	25.330	8035-1001		98320100	53600	1	2	
8035-1002	98340100	652.080	8035-1002		98340100	16070	1	2	
8035-1003	98320100	1.367.510	8035-1002		98300207	30130	1	2	
8035-1003	98300207	639.53	8035-1002		98320100	121600	1	2	
8035-1003	98300041	94.22	8035-1002		98340100	97170	1	2	
8035-1003	98340100	3.129.865	8035-1003		98300124	55980	1	2	
8035-1004	98320100	2.264.508	8035-1003		98300207	107290	1	2	
8035-1004	98300207	1.096.682	8035-1004		98300124	202740	1	2	
8035-1004	98300041	162.06	8035-1004		98300207	387940	1	2	
8035-1004	98340100	798.54	8035-1004		98300124	26770	1	2	
			8035-1004		98300207	86560	1	2	
			8035-1004		98320100	157890	1	2	
			8035-1005		98340100	80250	1	2	
			8035-2100		98320100	283980	1	2	
			8035-2100		98300124	36490	1	2	

STEP 5

Save

You are informed that changes have been posted

