

# I upload the Excel file into the system

## STEP 1

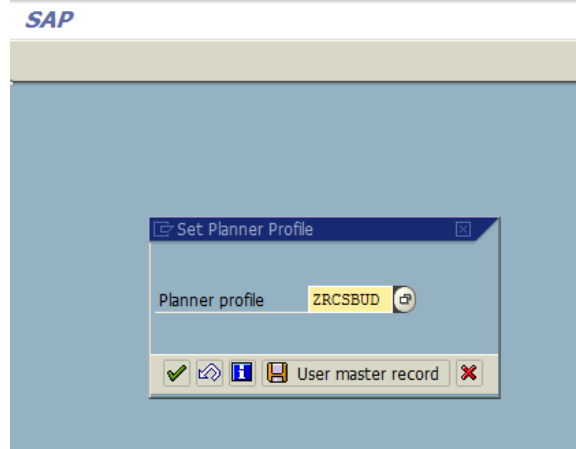
Set the planner profile with KP04

Enter:

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

Enter ↵

and



## STEP 2

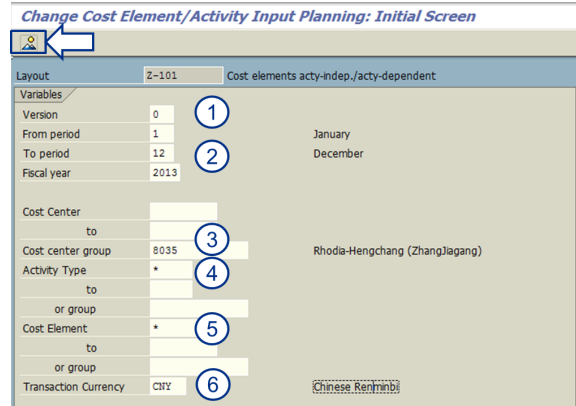
Start the transaction KP06

Enter :

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


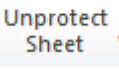


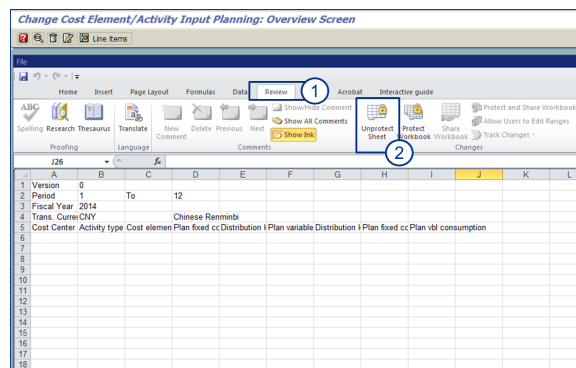
Enable macro if you have a warning message



## STEP 3

Unprotect the excel sheet

1. Click on 
2. Unprotect sheet 



## STEP 4

Copy and Paste the budget

Change Cost Element/Activity Input Planning: Overview

Cost centers	Description	Cost elements	Normal capacity Cny
8035-1000	NAMYPO	Labor costs dir	8.570
8035-1000	NAMYPO	Maintenance	1.890
8035-1000	NAMYPO	Other CNP	451.440
8035-1000	NAMYPO	Depreciation	98340100
8035-1001	HPA	Labor costs dir	98300200
8035-1001	HPA	Maintenance	98300300
8035-1001	HPA	Other CNP	98300041
8035-1002	PA	Labor costs dir	155.170
8035-1002	PA	Maintenance	564.170
8035-1002	PA	Other CNP	38.670
8035-1002	PA	Depreciation	25.330
8035-1002	PA	Labor costs dir	98340100
8035-1003	THPX	Labor costs dir	652.080
8035-1003	THPX	Maintenance	1.367.510
8035-1003	THPX	Other CNP	639.53
8035-1003	THPX	Other CNP	94,22

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	Period	1	To	12			
8035-1000	98340100	451.440	Fiscal Year	2014			Chinese Renminbi		
8035-1001	98320100	683.190	Trans. Curr	CHY			Cost Center	Activity type	Cost elemen
8035-1001	98300207	89.420					Plan fixed cc	Distribution	Plan variable Distribu
8035-1001	98300041	1.340					8035-1000	98300124	180760
8035-1001	98340100	1.170					8035-1000	98300207	381220
8035-1002	98320100	564.170					8035-1000	98320100	1506430
8035-1002	98300207	38.670					8035-1000	98340100	447840
8035-1002	98300041	25.330					8035-1001	98300124	41690
8035-1002	98340100	652.080					8035-1001	98300207	70
8035-1003	98320100	1.367.510					8035-1001	98320100	30130
8035-1003	98300207	639.53					8035-1002	98320100	121600
8035-1003	98300041	94,22					8035-1002	98340100	97170
8035-1003	98340100	3.129.865					8035-1002	98300124	16070
8035-1004	98320100	2.264.508					8035-1003	98300207	107290
8035-1004	98300207	1.095.682					8035-1003	98300124	202740
8035-1004	98300041	162,06					8035-1004	98300124	387340
8035-1004	98340100	798,54					8035-1004	98300207	86560
							8035-1004	98320100	157890
							8035-1005	98340100	80250
							8035-2100	98300124	283980
									36490

STEP 5

Save 

You are informed that changes have been posted

Information

Changed data has been posted