

I update a cycle

Process: [Costing Model Architecture](#)

Responsibility area: [Maintain cycles](#)

The procedure is only applicable for existing cycle

Global Business Services (GBS)

- Update the cycle (creation, modification or blocking of segments)

Local Finance

- Information for the cycle changes

Scope



WW

WP2, PF2

Frequency



References

- [OP.004](#)
- [Assessment cycles - Master Data](#)

Attachments

N/A

I update a cycle >> [SBS-OP-DRTR-02-110 - I update the analytical structure file](#)

Guideline

I receive new information: cost element, cost center, allocation(...) . The modifications have to be done on request.
Open the file for PF2 or WP2

- [Assessment cycles Rules](#)

Find:

- The cycle code
- The allocation structure or assessment cost element
- Statistical key figure when applicable
- Receiver cost centers or IECRA

STEP 1

Start the transaction using
transaction code KSV2



Change Actual Distribution
Cycle: Initial Screen

Change Actual Distribution Cycle: Initial Screen

Cycle

Start Date



Budget Distribution

For budget distribution allocations insert KSV8.

STEP 2

Enter the cycle code and the starting date

and 



If you don't know the Starting Date, do not insert

the date, and choose the most recent one.



Change Actual Distribution Cycle: Initial Screen

Cycle
Start Date

STEP 3

Open the Segment Overview dialog box

Click 

Change Actual Distribution Cycle: Header Data

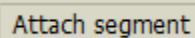
 First segment  Attach segment

Controlling Area ERP SOLVAY
Cycle Status
Start Date To
Text
Indicators
☒ Iterative
☐ Cumulative
☐ Cumulated Opt
Field Groups
☐ Consumption
☒ Object Currency
☐ Transaction Curren

STEP 4

Select the segment to be updated and choose 

Or create a new segment by clicking



Change Actual Distribution Cycle: Header Data

 First segment  Attach segment 

Controlling Area ERP SOLVAY
Cycle Status
Start Date To
Text
Indicators
☒ Iterative
☐ Cumulative
☐ Cumulated

Segment Overview

Name	Text	Sort Field	S Sender Rule	R/Rec Rule	Scale	Ln
6111030008	Auto Insurance Allocated		1	Posted amou.. 1	Variable po.. 1	
6111040000	Personnel / Travel		1	Posted amou.. 1	Variable po.. 1	
S5800IAS19	IAS19		1	Posted amou.. 1	Variable po.. 1	

No. of Segments

STEP 5

Make the appropriate changes to the segment as required

 Please see [KSV1 - Create Actual Distribution Cycle](#) to better understand the changes that can be performed.

Change Actual Distribution Cycle: Segment

Controlling Area: CHEF ERP SOLVAY
Cycle: 0244DV Insurance + IAS
Segment Name: 611103000B Auto Insurance Allocated ☐ Lock indicator

Segment Header Senders/Receivers Sender Values Receiver Tracing Factor

	From	To	Group
Sender			
Cost Center	SS600000IN		
Cost Element	6111030000		
Cost Object			
Receiver			
Order			
Cost Center			E_0244
Cost Object			
VBIS Element			
Business entity			
Property			
Building			
Settlement unit			

STEP 6

After the appropriate changes to the segment, click on , to do a Formal Check.

Change Actual Distribution Cycle: Segment

Typ	Message text	Line
***	General messages for segment 6111030008 *****	
Secondary portings in cost center	9512400000 are not supported	1
Secondary portings in cost center	9512400001 are not supported	2
Cost center 9512400001 is not supported in all periods		3
Secondary portings in cost center	9513100000 are not supported	4
Secondary portings in cost center	9513100001 are not supported	5
Secondary portings in cost center	9513100002 are not supported	6
Secondary portings in cost center	9513100003 are not supported	7
Secondary portings in cost center	9513100004 are not supported	8
Secondary portings in cost center	9513100005 are not supported	9
Secondary portings in cost center	9513100006 are not supported	10
Secondary portings in cost center	9513100007 are not supported	11
Secondary portings in cost center	9513100008 are not supported	12
Secondary portings in cost center	9513100009 are not supported	13
Secondary portings in cost center	9513100010 are not supported	14
Secondary portings in cost center	9514010000 are not supported	15
Secondary portings in cost center	9514010000 are not supported	16

 If there is any errors you need to analyse and correct.

 **Disregard Warnings** 

STEP 7

After the appropriate changes and the formal check Save .

STEP 8

It is also possible to perform mass changes on cycles in terms of dates.

To do so, please contact IS Team by the appropriate tool, requesting the creation of a LSWM and providing the respective list of the cycles to be changed.

Session name	St.	Created By	Date	Time	Creation Proc.	Log Date	Authoriz.	Trans.	3	4	5	Screens	D.	Q.
KOTV_CHANGE		P199573562	31.10.2014	17:10:13	/JAPCON/FAP	P199573562	393	0	0	1,572		14		
KOTV_CHANGE		P199573562	31.10.2014	16:31:30	/JAPCON/FAP	P199573562	35	0	0	240		14		
KOTV_CHANGE		P199573562	31.10.2014	11:33:15	/JAPCON/FAP	P199573562	37	0	0	248		14		
KOTV_CHANGE		P199573562	31.10.2014	11:28:10	/JAPCON/FAP	P199573562	245	0	0	980		14		

Afterwards, IS Team will request to process the batches sessions created for this purpose

STEP 1

Start the transaction using transaction code KSU2



Change Actual Assessment Cycle: Initial Screen

Change Actual Assessment Cycle: Initial Screen

Cycle	
Start Date	

STEP 2

Enter the cycle code and the starting date

and

ENTER ↵

Change Actual Assessment Cycle: Initial Screen

Cycle	0125ID
Start Date	01.01.2015



If you don't know the Starting Date, do not insert the date, and choose the most recent one.

ENTER ↵

STEP 3

Open the Segment Overview dialog box

Click 

Change Actual Assessment Cycle: Header Data

 First segment Attach segment 

Contra Account	CHEF	ERP SOLVAY	Status	Saved
Cycle	0125ID			
Start Date	01.01.2015	To	31.12.2015	
Text	Indirect Cycle			

Indicators

☒ Iterative

☐ Cumulative

☐ Cumulated Opt

Field Groups

☒ Object Currency

☐ Transaction Currency

STEP 4

Select the segment to be updated and choose 

Or create a new segment by clicking

Attach segment

Change Actual Assessment Cycle: Header Data

First segment | Attach segment

Segment Overview

Contro	Cycle	Name	Text	Sort Field	S Sender Rule	R Rec Rule	Scale	Lo
Start C		ZU17400000	General services		1 Posted amou..	3 Fixed perce..		
Text		ZU17450000	General services		1 Posted amou..	3 Fixed perce..		
Indica		ZU17460000	General services		1 Posted amou..	3 Fixed perce..		
		ZU10510000	Maintenance		1 Posted amou..	1 Variable po..	1	
		ZU10520000	Maintenance		1 Posted amou..	1 Variable po..	1	
		ZU1260000A	ENVIRONNEMENT		1 Posted amou..	3 Fixed perce..		
		ZU1260001F	ENVIRONNEMENT		1 Posted amou..	3 Fixed perce..		
		ZU1260003K	ENVIRONNEMENT		1 Posted amou..	3 Fixed perce..		
		ZU1260004A	ENVIRONNEMENT		1 Posted amou..	3 Fixed perce..		
		ZU1270002A	SAFETY HYGIENE		1 Posted amou..	3 Fixed perce..		
		ZU1270000A	SAFETY HYGIENE		1 Posted amou..	3 Fixed perce..		
		ZU10410000	Technical assistance		1 Posted amou..	3 Fixed perce..		
		ZU11120000	Internal logistic		1 Posted amou..	3 Fixed perce..		
		ZU11121000	Internal logistic		1 Posted amou..	3 Fixed perce..		
		ZU14110000	Laboratory (quality contr..		1 Posted amou..	3 Fixed perce..		

No. of Segments 21

Attach Segment

STEP 5

Make the appropriate changes to the segment as required

Please see [KSU1 - Create Actual Assessment Cycle](#) to better understand the changes that can be performed.

Change Actual Assessment Cycle: Segment

Controlling Area: CREF ERP SOLVAY

Cycle: 0125ID Indirect Cycle

Segment Name: ZU17400000 General services Lock indicator

Segment Header | Senders/Receivers | Sender Values | Receiver Tracing Factor

Sender	From	To	Group
Cost Center	ZU17400000		
Cost Object			
Cost Element			
Receiver			
Order			
Cost Center			0125IDCC
Cost Object			
WBS Element			
Business entity			
Property			
Building			
Settlement unit			

You can lock a segment, by checking the lock indicator box

☒ Lock indicator

Change Actual Assessment Cycle: Segment

Controlling Area: CREF ERP SOLVAY

Cycle: 0125ID Indirect Cycle

Segment Name: ZU17400000 General services ☒ Lock indicator

Segment Header | Senders/Receivers | Sender Values | Receiver Tracing Factor

STEP 6

After the appropriate changes to the segment, click on , to do a Formal Check.

Change Actual Assessment Cycle: Segment

Controlling Area: CREF ERP SOLVAY

Cycle: 0125ID Indirect Cycle

Segment Name: ZU17400000 General services

Segment Header | Senders/Receivers | Sender Values | Receiver Tracing Factor

If there is any errors you need to analyse and correct.

Disregard Warnings

CP 0111030008: Display messages

Type	Message text	Exec
***	General messages for segment 6111030008	
Secondary postings in cost center S512400000 are not supported		
Secondary postings in cost center S512400001 are not supported		
Cost center S51240000A is not supported in all periods		
Secondary postings in cost center S5131P0010 are not supported		
Secondary postings in cost center S5131P0017 are not supported		
Secondary postings in cost center S5131P0030 are not supported		
Secondary postings in cost center S5131P0037 are not supported		
Secondary postings in cost center S5131P0040 are not supported		
Secondary postings in cost center S5131P0047 are not supported		
Secondary postings in cost center S5131P0070 are not supported		
Secondary postings in cost center S5131P0089 are not supported		
Secondary postings in cost center S516100999 are not supported		
Secondary postings in cost center S516101000 are not supported		
Secondary postings in cost center S516102010 are not supported		

Technical Information | Current display variant: Print

STEP 7

After the appropriate changes and
the formal check Save .

STEP 8

It is also possible to perform mass
changes on cycles in terms of
dates.

To do so, please contact IS Team
by the appropriate tool, requesting
the creation of a LSWM and
providing the respective list of the
cycles to be changed.

Afterwards, IS Team will request to
process the batches sessions
created for this purpose.

Session name	St...	Created By	Date	Time	Creation Pro...	Lock Date	Authorizat...	Trans.	3	✓	Screens D...
KSTP9_CHANGE		PT99375362	31.10.2014	17:10:13	/SAPFMC/SAP...		PT99375362	393	0	0	1,572
KSTP9_CHANGE		PT99375362	31.10.2014	16:31:30	/SAPFMC/SAP...		PT99375362	35	0	0	140
KSTP2_CHANGE		PT99375362	31.10.2014	11:33:55	/SAPFMC/SAP...		PT99375362	37	0	0	148
KSTP2_CHANGE		PT99375362	31.10.2014	11:28:30	/SAPFMC/SAP...		PT99375362	245	0	0	960



Before starting, make sure you are in the right operating concern with [KEBC - Setting Operating concern](#). List of operating concern : [Rules - CO structure](#)

STEP 1

Start the transaction using
transaction code KEU2



CO-PA Change Actual
Assessment: Initial Screen

Cycle Edit Goto Extras System Help

CO-PA Change Actual Assessment Cycle: Initial Screen

Cycle

Start Date

STEP 2

Enter the cycle code and the
starting date

and

Cycle Edit Goto Extras System Help

CO-PA Change Actual Assessment Cycle: Initial Screen

Cycle

Start Date

STEP 3

Open the Segment Overview dialog
box

Click 

Cycle Edit Goto Extras System Help

CO-PA Change Actual Assessment Cycle: Header Data

First segment Attach segment

Operator: 2026 Rhodia Asia Pacific Status: Reviewed

Cycle: 6062-A

Start Date: 01.01.2016 To: 31.12.2016

Text: 6062 Sales & CNP

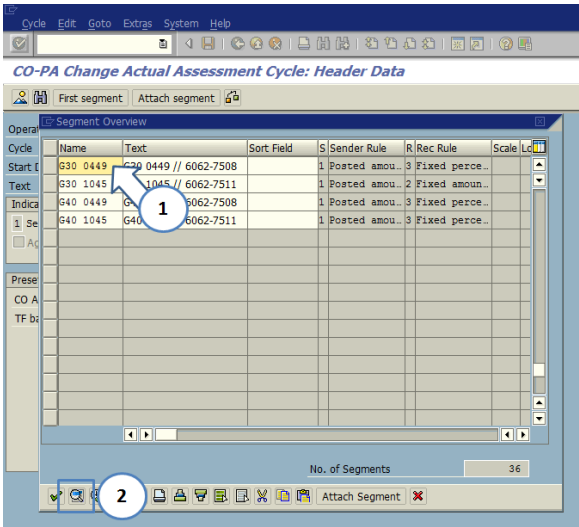
Indicators

1 Sender Select. Type

☐ Aggreg. Tracing Factor

STEP 4

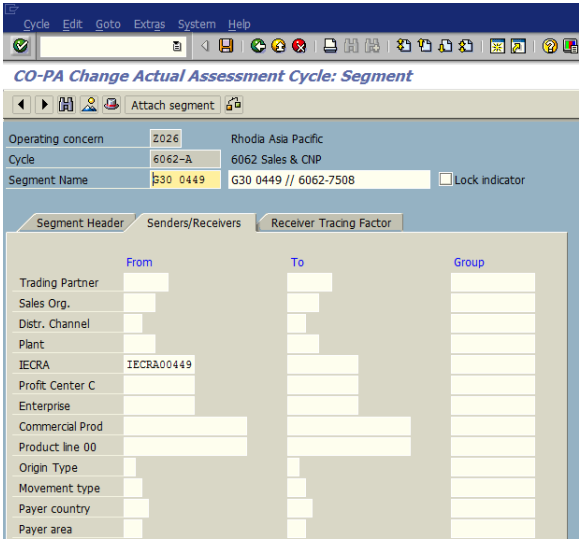
Select the segment to be updated
and choose 



Or create a new segment by clicking
Attach segment

STEP 5

Make the appropriate changes to the
segment as required and save 



STEP 6

It is also possible to perform mass
changes on cycles in terms of
dates.

New													Incorrect	Processed	In Process	In Background	Being Created	Locked
Session name	Created By	Date	Time	Creation Pro...	Lock Date	Authorizat...	Trans.	0	0	0	1,572	Screens D...	14					
K3P9_CHANGE_...	PT99375362	31.10.2014	17:10:13	/SAPFMC/SAP...		PT99375362	393	0	0	0	140	14	14					
K3P9_CHANGE_...	PT99375362	31.10.2014	16:31:30	/SAPFMC/SAP...		PT99375362	35	0	0	0	140	14	14					
K3P9_CHANGE_...	PT99375362	31.10.2014	11:33:55	/SAPFMC/SAP...		PT99375362	37	0	0	0	140	14	14					
K3P9_CHANGE_...	PT99375362	31.10.2014	11:28:30	/SAPFMC/SAP...		PT99375362	245	0	0	0	960	14	14					

To do so, please contact IS Team
by the appropriate tool, requesting
the creation of a LSWM and
providing the respective list of the
cycles to be changed.

Afterwards, IS Team will request to
process the batches sessions
created for this purpose.

STEP 1

Start the transaction using
transaction code 3KE2

 EC-PCA Change Actual Assessment Cycle: Initial Screen

EC-PCA Change Actual Assessment Cycle: Initial Screen

Cycle: []
Start Date: []

STEP 2

Enter the cycle code and the
starting date and 

EC-PCA Change Actual Assessment Cycle: Initial Screen

Cycle:	0237PC_A
Start Date	01.01.2016

STEP 3

Open the Segment box and click 

EC-PCA Change Actual Assessment Cycle: Header Data



 First segment: Attach segment: 

Ledger: Profit Center Accounting
 Cycle: Status:
 Start Date: To:
 Text:

Indicators
☒ Iterative
☐ Cumulative
☐ Cumulated Opt
☐ Balance b/s Acct

Field Groups
☐ Actual Quantities
☐ Actual Transaction Currency

Preset Selection Criteria
 CO Area:
 Company Code:

STEP 4

Select the segment and choose 

Or create a new segment by clicking **Attach segment**

[illegible]

STEP 5

Make the appropriate changes to the segment as required and save



Please see [3KE1 - Create Profit Center Assessment Cycle](#) to better understand the changes that can be performed.

STEP 6

After entered the appropriate



changes click on to perform a formal check.



Please note the formal check is not a complete check. The system checks the cycle with the master data. It does not guarantee that you can carry out the cycle without errors. You can only check this if you start the cycle in the test run. If there is a formal error you receive a message text. Only red light errors have to be corrected, a green light is OK and a yellow light has to be checked.

EC-PCA Change Actual Assessment Cycle: Segment

◀ ▶ ⌂ 🧑 📎 Attach segment 🖨

Ledger: 8A Profit Center Accounting
Cycle: 0237PC_A PC Assessment Allocation
Segment Name: D36 Division 36 ☐ Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weight...

	From	To	Set
Sender			
Version	0		
Account Number			Z1X-CDV
Company Code	0237		
Functional Area			
Profit Center	D7360		
Receiver			
Profit Center	F3618XXXB2		

EC-PCA Change Actual Assessment Cycle: Segment

◀ ▶ ⌂ 🧑 📎 Attach segment 🖨

Ledger: 8A Profit Center Accounting
Cycle: 0237PC_A PC Assessment Allocation
Segment Name: D36 Division 36 ☐ Lock indicator

🗉 D36: Display messages

Type	Message text	LTxt
🟢	*** General messages for segment D36 *****	🟡
🔴	No master data found for account 9325610051 in chart of accounts COCA	🟡
🔴	No master data found for account 9325614091 in chart of accounts COCA	🟡
🔴	No master data found for account 9325640021 in chart of accounts COCA	🟡
🔴	No master data found for account 9325641191 in chart of accounts COCA	🟡
🔴	No master data found for account 9325642011 in chart of accounts COCA	🟡
🔴	No master data found for account 9325643591 in chart of accounts COCA	🟡
🔴	No master data found for account 9325645191 in chart of accounts COCA	🟡
🔴	No master data found for account 9325645231 in chart of accounts COCA	🟡
🔴	No master data found for account 9325648251 in chart of accounts COCA	🟡
🔴	No master data found for account 9325648651 in chart of accounts COCA	🟡
🔴	No master data found for account 9325648671 in chart of accounts COCA	🟡
🔴	No master data found for account 9325650581 in chart of accounts COCA	🟡
🔴	No master data found for account 9325655011 in chart of accounts COCA	🟡
🔴	No master data found for account 9325661091 in chart of accounts COCA	🟡
🔴	No master data found for account 9325662511 in chart of accounts COCA	🟡

🟢 🟡 🟠 🖨 Technical Information ⏪ ⏩ 🗉 🔄 Current display variant 🖨 Print

STEP 7

When the formal check is OK save

entries by clicking on



STEP 1

Start the transaction using transaction code 4KE2



EC-PCA Change Actual Distribution Cycle: Initial Screen

EC-PCA Change Actual Distribution Cycle: Initial Screen

Cycle: ☒

Start Date:

STEP 2

Enter the cycle code and the starting date



EC-PCA Change Actual Distribution Cycle: Initial Screen

Cycle

Start Date

STEP 3

Open the Segment Overview dialog box



EC-PCA Change Actual Distribution Cycle: Header Data

First segment Attach segment

Ledger Profit Center Accounting

Cycle Status

Start Date To

Text

Indicators

- ☐ Iterative
- ☐ Cumulative
- ☐ Cumulated Opt
- ☐ Balance b/s Acct

Field Groups

- ☐ Actual Quantities
- ☐ Actual Transaction Currency

Preset Selection Criteria

CO Area

Company Code

STEP 4

Select the segment to be updated and choose 

Or create a new segment by clicking **Attach segment**

EC-PCA Change Actual Distribution Cycle: Header Data

First segment Attach segment

Ledger Profit Center Accounting

Cycle Status

Start Date To

Text

Segment Overview

Ind	Name	Text	Sort Field	S Sender Rule	R Rec Rule	Scale	Lo
☐	0003	Distribution of CDV at PIF lev		1 Posted amou...	1 Variable po...	1	
☐	0001	Distribution of CDV at PIF lev		1 Posted amou...	1 Variable po...	1	
☐	0002	Distribution of CDV at PIF lev		1 Posted amou...	1 Variable po...	1	

No. of Segments

Attach segment

STEP 5

Make the appropriate changes to the segment as required and save

 Please see [4KE1 - Create Profit Center Distribution Cycle](#) to better understand the changes that can be performed.

EC-PCA Change Actual Distribution Cycle: Segment

◀ ▶ ⌂ 📎 Attach segment 📎

Ledger: SA Profit Center Accounting
Cycle: B9200000 Distribution of CDV at PIF lev
Segment Name: 0003 Distribution of CDV at PIF lev ☐ Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weigh...

From	To	Set
Sender		
Account Number		Z1K-CDV
Company Code		
Profit Center		
Version		
Deprec. area		
Functional Area		
RA Version		
Receiver		
Profit Center		D3490B

STEP 6

After entered the appropriate



 Please note the formal check is not a complete check. The system checks the cycle with the master data. It does not guarantee that you can carry out the cycle without errors. You can only check this if you start the cycle in the test run. If there is a formal error you receive a message text. Only red light errors have to be corrected, a green light is OK and a yellow light has to be checked.

EC-PCA Change Actual Distribution Cycle: Segment

Attach segment

Ledger: Profit Center Accounting
 Cycle: Distribution of GDP at PPF lev
 Segment Name: Distribution of GDP at PPF lev

Type	Message text	Date
***	General messages for segment 0003	
!	No master data found for accounts 9125640501 in chart of accounts COVA	
!	No master data found for accounts 9125641409 in chart of accounts COVA	
!	No master data found for accounts 9125640501 in chart of accounts COVA	
!	No master data found for accounts 9125641119 in chart of accounts COVA	
!	No master data found for accounts 9125642201 in chart of accounts COVA	
!	No master data found for accounts 9125641939 in chart of accounts COVA	
!	No master data found for accounts 9125646191 in chart of accounts COVA	
!	No master data found for accounts 9125642521 in chart of accounts COVA	
!	No master data found for accounts 9125642821 in chart of accounts COVA	
!	No master data found for accounts 9125644651 in chart of accounts COVA	
!	No master data found for accounts 9125644671 in chart of accounts COVA	
!	No master data found for accounts 9125650581 in chart of accounts COVA	
!	No master data found for accounts 9125650511 in chart of accounts COVA	
!	No master data found for accounts 9125661919 in chart of accounts COVA	
!	No master data found for accounts 9125642521 in chart of accounts COVA	

Current display variant:

STEP 7

I inform the requester