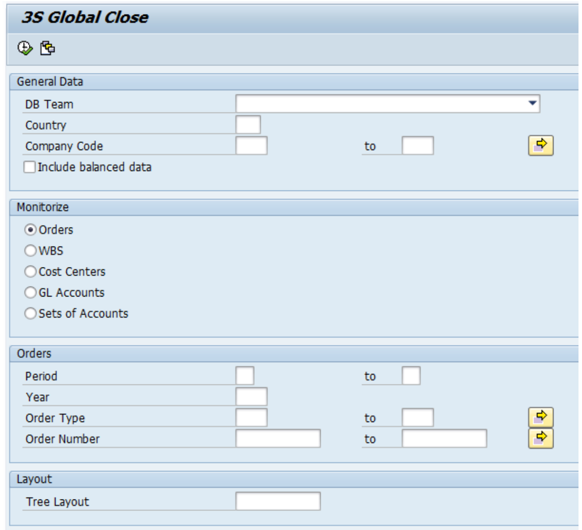
PF2 - Report Z1F_GLOBAL_CLOSE - Global close

Open the report Z1F_GLOBAL_CLOSE

You will be able to find four sections:

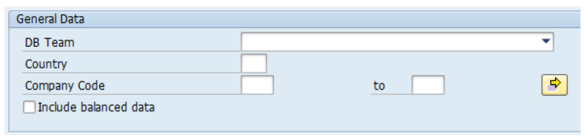
- General Data
- Monitorize
- Master Data Selection
- Layout



STEP 1.1 **General Data**

In the General Data area the following selections must be filled in:

- DB Team - selection of the team in which you are working;
- Country
- Company Code

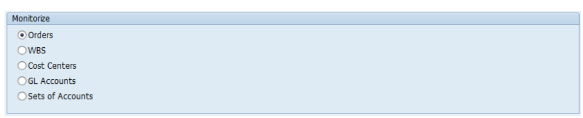


> If you want to display balanced objects, the option "Include balanced data" must be flagged.

STEP 1.2 **Monitorize**

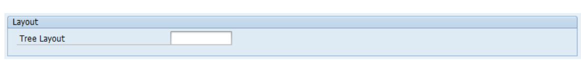
This is where you will need to select the type of object you want check. The following options are available:

- Orders
- WBS
- Cost Centers
- GL Accounts
- Sets of Accounts



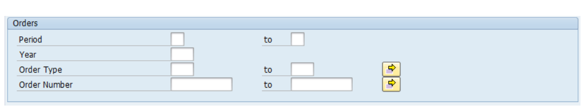
STEP 1.3 **Layout**

You are able to choose from the created standard layouts.



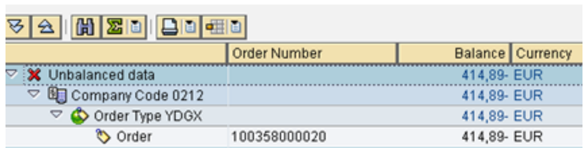
STEP 2 **Checking Orders**

In order to check the order balances, you must select the following parameters:



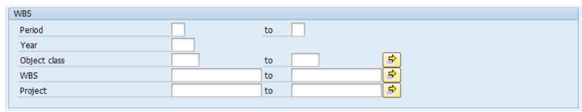
- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Order Type – If you want to check one order type or several order types.
- Order Numbers – To check specific order numbers

The transaction will retrieve the unbalanced orders according to the options selected.



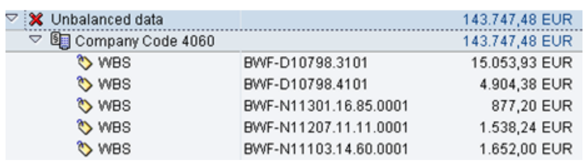
STEP 3 **Checking WBS**

To perform the balance check of the WBS you must select the following parameters:



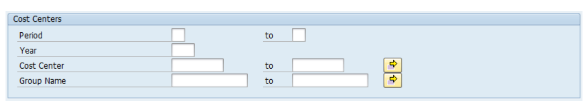
- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Object Class – The object class you want to check
- WBS – To check individual WBS
- Project – To check all the WBS linked to a project

The transaction will retrieve the unbalanced WBS according to the options selected.



STEP 4 **Checking Cost Centers**

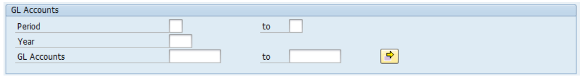
To perform the balance check of the Cost Centers you must select the following parameters:



- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Cost Center – Specific Cost Centers to be checked
- Group Name – Select Cost Center Group

The transaction will display the unbalanced Cost Centers by company.

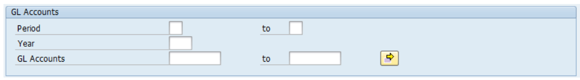
STEP 5 **Checking GL Accounts**



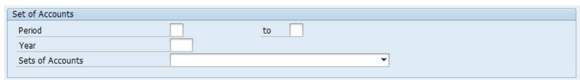
To perform the balance check of the G/L Accounts you must select the following parameters:

- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- GL Accounts – Specific GL accounts to be checked

The report will display the unbalanced accounts depending on what was previously defined.



STEP 6 **Checking sets of accounts**



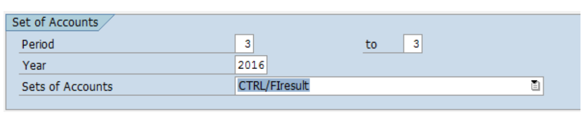
In order to check sets of accounts, you must select the following parameters:

- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Sets of accounts - select the desired set of accounts

The available options are the following:

- CTRL/FIRESULT
- CTRL/RNET
- Alphanumerical accounts check
- FINA-CAPIN
- FI/CO Check
- PCA check 1 - RNET vs. CNTRL
- PCA check 2 - CHEF_CNTRL
- PCA check 3 - CHEF_SCRAP
- Gross Margin Div Level
- Working capital

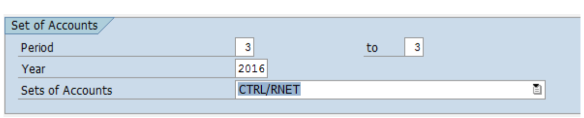
STEP 6.1 **Check CTRL/FIRESULT**



To perform check of the CTRL/FIRESULT you must select the following parameters:

- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Sets of Accounts - CTRL/FIRESULT

STEP 6.2 **Check CTRL/RNET**



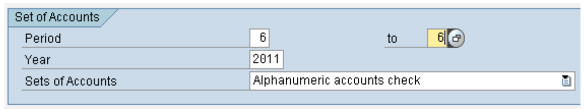
To perform check of the CTRL/RNET you must select the following parameters:

- Period – The range of periods you want to check

- Year – The fiscal year you want to check
- Sets of Accounts - CTRL /RNET

STEP 6.3 **Alphanumerical accounts check**

To perform the balance check of the G /L Accounts you must select the following parameters:



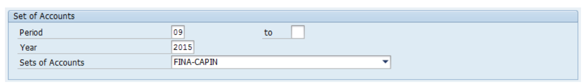
- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Alphanumeric accounts check – Choose this option to perform the check

The output of the report will return a comparison between alphanumerical accounts.

> ⚠ The values in each set of accounts must be zero.

STEP 6.4 **Check FINA-CAPIN**

To perform the FINA-CAPIN of the G/L Accounts you must select the following parameters:

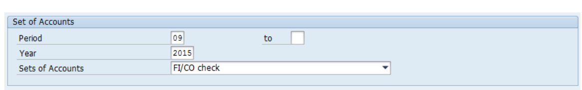


- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- FINA-CAPIN – Choose this option to perform the check

> ⚠ The values in both FINA and CAPIN must be the same.

STEP 6.5 **FI/CO Check**

In order to check the FI/CO differences you must select the following parameters:



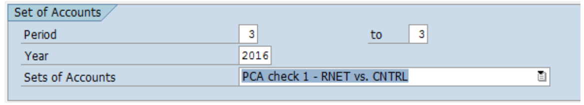
- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- FI/CO check – Choose this option to perform the check

> ⚠ The total amount of CHEFCHEOPS profit center must be the same as Z1F-RNET.

STEP 6.6 **PCA check 1 - RNET vs. CNTRL**

To perform PCA check 1 - RNET vs. CNTRL you must select the following parameters:

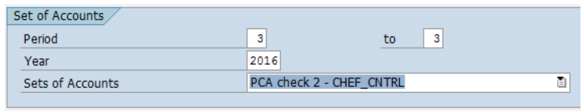
- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Sets of Accounts - PCA check 1 - RNET vs. CNTRL

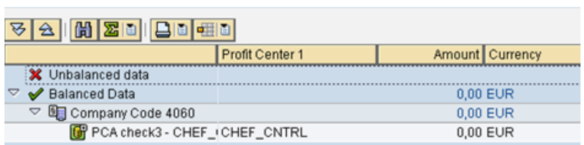


STEP 6.7 **PCA check 2 - CHEF_CNTRL**

To perform the CHEF_CNTRL check you must select the following parameters:

- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Choose option PCA check 2 - CHEF_CNTRL



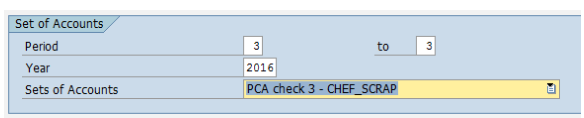


The outcome of the report must be zero.

STEP 6.8 **PCA check 3 - CHEF_SCRAP**

To perform the CHEF_SCRAP check you must select the following parameters:

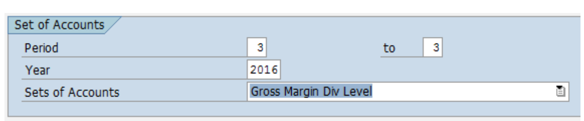
- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- PCA check 3 - CHEF_SCRAP – Choose this option to perform the check



STEP 6.9 **Gross Margin Div Level**

To perform the Gross Margin Div Level check you must select the following parameters:

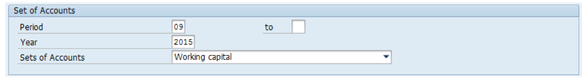
- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Gross Margin Div Level – Choose this option to perform the check



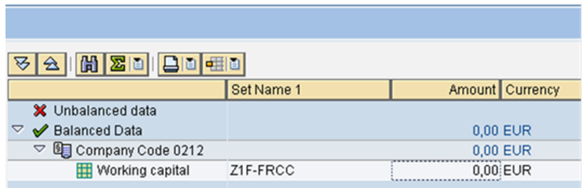
STEP 6.10 **Working Capital**

To perform the Working capital check you must select the following parameters:

- Period – The range of periods you want to check
- Year – The fiscal year you want to check
- Working Capital – Choose this option to perform the check



The check must return a zero balance. If it does not, please allocate the working capital by division.



The check must return a zero balance. If not please refer Allocate working capital by division