



# CO EXCEL Posting

## EASY POSTING FROM EXCEL FILES

Although ERP system integration is on the rise, manual processing of documents is still a daily chore in accounting – in spite of the fact that the data to be processed is frequently available in Excel. The consolut CO Excel Posting Add-On is an ergonomic, cost-efficient and reliable solution for a number of different requirements, including:

- ▶ Internal company data is already available in Excel (e.g. cost allocation, cost center distribution), and you want to post it quickly and easily in SAP®
- ▶ Cross-company data is prepared in Excel (e.g. group charges) and must be posted regularly and reliably in SAP®
- ▶ Due to the high acceptance of Excel, internal accounting data is either
  - ▶ compiled directly in Excel or
  - ▶ managed in Excel using templates, in order to be posted in SAP® without hassle
- ▶ You want to migrate data from a legacy system to SAP®, and the data can be easily imported in Excel

## SUPPORT OF IMPORTANT CO FUNCTIONS

The consolut CO Excel Posting tool offers several interfaces for CO postings. Using Excel templates, CO documents can be posted in SAP® at the push of a button.

The tool supports the following important CO functions:

Transaction	Description
▶ KB11n	▶ Enter manual repostings of primary costs
▶ KB15n	▶ Enter manual cost allocations
▶ KB21n	▶ Enter direct activity allocations
▶ KB41n	▶ Enter manual repostings of revenues
▶ KB51n	▶ Enter services
▶ KB61	▶ Enter repostings of line items
▶ KB65	▶ Enter repostings of internal activity allocations

## BENEFITS

- ▶ Simple Excel integration (intuitive upload)
- ▶ Time savings due to the use of templates (incl. offline processing of the Excel sheet)
- ▶ Very flexible template options (automatic processing of relevant columns)
- ▶ Automatic posting via BAPI (Business Application Programming Interface) if provided by SAP. If not, automatic generation and processing of batch input folders (KB61, KB65).



## PROCESS

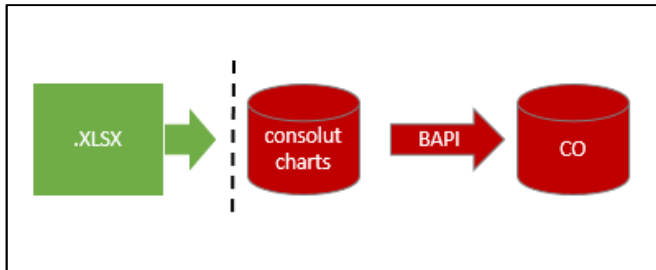


Figure: Overview of the upload and CO posting

The Excel template with the CO postings can be prepared and changed offline. Then the Excel sheet is imported using an SAP® transaction and buffered in tables. The consolut CO Excel Posting Add-On automatically finds the right CO function based on the Excel sheet structure, and posts the documents. After posting, the software provides a log with the document numbers.

## EXAMPLE OF A CO-EXCEL POSTING

### Sample template

In this example, we are looking at interface KB11N.

Cost center D7235501 is credited 1,599 EUR of cost element 680000. Cost center D7231777 is debited.

In the Excel template, one line corresponds to one document:

Company Cod.	CO Area	Document	Posting D	Ref Company Code	Ref Document	Ref Fiscal Year	Row in op.	ve	Sender	cost ctr
BUKRS	KOKRS	BLDAT	KSTAR	REF_BUKRS	REF_BELNR	REF_GJAHR				
DEVE	VEGE	01.01.2016	680000							DEVE1000

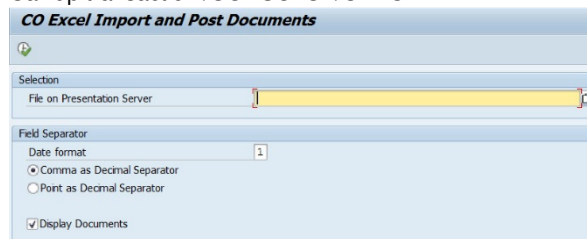
Posting D	Ref Company Code	Ref Document	Ref Fiscal Year	Row in op.	ve	Sender	cost ctr
KSTAR	REF_BUKRS	REF_BELNR	REF_GJAHR				
680000							DEVE1000

Unused fields can be left empty, hidden or deleted:

Company Cod.	CO Area	Document	Posting D	Sender	cost ctr	Amount	Currency	Rec.	CCir
BUKRS	KOKRS	BLDAT	KSTAR		SKOSTL	WTGBTR	WAERS		IKOSTL
DEVE	VEGE	01.01.2016	680000	DEVE	1000	1599	EUR		DEVE1300

## EXAMPLE OF THE UPLOAD

Call up transaction /CONSOLUT/CXPO



Specify the file path on the local computer. When the consolut CO Excel Posting Add-On has been executed, the software provides a log with the document number:

Book Type	Timestamp	Line	TA Type	Book ID	Book Area	Document No	Posted	CcCode	COAr	Doc. Date	Posting Date	FI/OC	Rel/DocNo	RFYr	Op/ Document	Cost Elem.	Text Send.	COI
	201701131058397290000	1	KB11N			300000700	X	DEVE	VEGE	01.01.2016	13.01.2017					680000		DEVE1000

## OUR SKILLS

- ▶ Long-standing accounting experience gained in numerous projects and SAP® introductions
- ▶ Consultants with interdisciplinary expertise
- ▶ Custom-made solutions for different authorization reporting requirements
- ▶ Continuous development of our programs
- ▶ Fast and cost-efficient implementation
- ▶ Advice and support beyond the end of the project

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### USA

Haverhill  
Phone: +1 617 545 5860

### Switzerland

Schaffhausen  
Phone: +41 52 533 8331

### Germany

Mannheim, Dusseldorf, Munich  
Phone: +49 621 3383 30



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