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SAP Business One

Blueprint Process Questions

Intercompany Integration Solution

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# Introduction

##  Purpose

This document is a key implementation document. It can be used during the Business Blueprint workshops to gather detailed requirements for each business process. The questions are generic so you should remove questions that are not suitable for your localization or market.

Questions are listed for each business process.

The applicable paths in SAP Business One have been provided so you can quickly demonstrate the functionality to the customer during the workshops.

 Important

Always clarify that the customer team leads understand the focus of the question.

When asking the questions, try to use the customer’s terminology, not SAP Business One terminology.

During the information gathering workshops, it is essential that someone captures the customer’s responses to each question.

## Related Documents

In the document set you can find related documents covering business process details. These documents are intended to be used during pre-sales:

* Handover from Sales
* Pre-Sales Analysis

In case of “YES” in the answer and no specification where you can find the information, you can find the documentation in the education part of the partner edge in: [Additional Training for SAP Business One](https://partneredge.sap.com/en/library/education/products/entManage/sbo/about/te_sbo_add_training/te_sbo_add_training.html) > [SAP Business One Additional Training - Integration](https://partneredge.sap.com/en/library/education/products/entManage/sbo/about/te_sbo_add_training/te_sbo_add_training_integration/te_sbo_add_training_integration.html) > [Intercompany Integration Solution 2.0 for SAP Business One](https://partneredge.sap.com/en/library/education/products/entManage/sbo/about/te_sbo_add_training/te_sbo_add_training_integration/te_sbo_add_training_integration_01.html) .

# Blueprint Process Questions Intercompany Integration Solution

## Preparation

### Infrastructure

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| Is the hardware according to the Sizing Guide of Intercompany Integration Solution and SAP Business One Hardware Requirements Guide?* If not, there could be performance problems and the hardware has to be changed.
 |  |  |
| Is the software according to the SAP Business One Hardware Requirements Guide and the Administrator´s Guide for the Intercompany integration solution 2.0 for SAP Business One?* If not, update or install the required software or patch.
 |  |  |
| Within the configuration of Intercompany Integration Solution, you can use templates which are based on Microsoft Excel.Is Microsoft Excel installed?* If not, all configuration data has to be gathered manually.
 |  |  |

### Basic information of the environment

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| To have an easy mapping of the chart of accounts to the chart of accounts of the consolidation (using the template with Microsoft Excel, this template can be used in all companies), we recommend having the same chart of accounts for each company, if possible.Is the chart of accounts equal in each company?* If not, an expert has to map the chart of accounts in each company (using the template with Microsoft Excel, the template can only be used in the respective company), which takes a lot of time and has to be planned.
 |  |  |
| You can use cross-localization. In this case, you have to define the company templates for each localization. You also have to set up the companies according to the localizations, or you can define a template for each localization. This takes more time than using only one localization and has to be planned.Do you use only one localization?* If not, you have to define only one company template and you can create a template for each localization, if the chart of accounts is the same for each company.
 |  |  |
| It is necessary to define a language for the replication of master data. Have you defined the main language for master data?* If not, please define a language ………………….
 |  |  |

### Landscape

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| For the consolidation process, the local or system currency can be used. If there are different local currencies in the companies, it might be better to consolidate by system currency. Do you use system currency?* If not, you have to set the decimal places of the amounts to 6.
 |  |  |
| For each company you have to define a unique branch code. Do you have defined a branch code?* If not, please define a branch code. We recommend using an appropriate naming convention. The result is a flat structure in the landscape and more flexibility in the reporting (Prefix country, branch (optional), company description or ID (for example, DE\_VK\_COMPANY). The branch code is the filter criterion in the consolidation company.
 |  |  |
| Do you have only two companies in the landscape?* If not, we recommend setting up a separate company for only master data. This is necessary for having an overview of all master data and reducing double entries.
 |  |  |

## Roll-Out

### Installation

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| If you use more than one company, each localization and the companies have the same chart of accounts.Is there a possibility of creating a template company?* If not, you have to set up each company, which takes a lot of time and has to be planned.
 |  |  |
| Do you have all users and passwords for servers and software and the access rights to install?* If not, please organize and document it.
 |  |  |
| During the installation process of the add-on for each company, the use of the companies is not allowed, in case of inconsistency.Have you defined the date and time for the installation and communicated it?* If not, define the date and time and communicate it to the users.
 |  |  |

### Training

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| Are key users defined?* If not, please define key users
 |  |  |
| Do you have a training schedule and dates?* If not, please define a training schedule and dates
 |  |  |

## Master data

### Synchronization

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| If you have existing companies, the items and business partners need to have the same item codes or card codes in each company; otherwise, the items or business partners would be overwritten if they are set as global. Do you have the same item code and card code?* If not, please create new items and business partners for the global ones.
 |  |  |
| According to the Administrator´s Guide for the Intercompany integration solution 2.0 for SAP Business One, you can define the objects you want to synchronize. Do you have defined objects?* If not, please define the objects for replication.
 |  |  |
| According to the Administrator´s Guide for the Intercompany integration solution 2.0 for SAP Business One, you can define the fields for the objects you want to synchronize. Do you have defined fields?* If not, please define the fields for the objects for replication.
 |  |  |

|  |  |  |
| --- | --- | --- |
| If you have defined the objects and fields and you don’t use the default company template, you have to create your own company templates.Have you defined a responsible person and also the time table?* If not, please define a responsible person and the time table.
 |  |  |
| Have you defined the person responsible for the harmonization of the master data of the objects you defined previously and have you a time table?* If not, please define a responsible person and set up a time table.
 |  |  |
| Do you have the rules for the distribution templates for replication of the master data of items, business partners, bills of material and price lists?* If not, the customer has to define the rules.
 |  |  |

## Accounting

### Chart of accounts

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| You have to define the chart of accounts for the consolidation company. You can use the default chart of accounts of the company/ies or define a new one. If you define a different chart of accounts for the consolidation company, please make sure to plan enough time for the mapping.Have you defined a chart of accounts for the consolidation company?* If not, please define a chart of accounts for the consolidation company.
 |  |  |
| For the consolidation of foreign currency you have to define the consolidation translation method for each account (historical rate, closing rate, average rate).Have you defined the consolidation translation method?* If not, the accountant has to define the consolidation translation method for each account.
 |  |  |

### Cost center / project

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| You can use dimensions and cost centers. The dimension and cost center have to be defined from a global perspective.Do you have defined global dimensions and cost centers?* If not, please define global dimensions and cost centers as you can have a report in the consolidation company.
 |  |  |
| You can use projects. The projects have to be defined from a global perspective.Do you have defined global project definitions?* If not, please define global project definitions.
 |  |  |

### Consolidation

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| For the consolidation you can define a rule for automation. You can have manually, daily, weekly or monthly consolidation.Have you defined the rule?* If not, please define the rule of consolidation.
 |  |  |
| If the consolidation chart of accounts is different from the chart of accounts in the companies, the accountant has to map the chart of accounts in each company to the consolidation chart of accounts. If the mapping is wrong, the consolidation report is wrong!Have you selected the most suitable accountant with the proper knowhow for the mapping?* If not, please define the right accountant for the mapping.
 |  |  |
| To eliminate the intercompany transactions, you can create report templates for P/L and balance sheet.Have you defined the most suitable accountant to define the report templates?* If not, please define the right accountant.
 |  |  |

## Intercompany Transactions

### Intercompany trade

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| For the elimination of intercompany trade you have to define an income account and an expense account. Have you defined an income account and an expense account?* If not, define an income account and an expense account.
 |  |  |
| If you want to eliminate the intercompany trade, it is necessary to activate Advanced G/L Account Determination. You also have to create a supplier and customer group for the rules.Have you activated Advanced G/L Account Determination?* If not, please activate Advanced G/L Account Determination and set the rules.
 |  |  |
| You can use global credit limit for business partners. You have to define the limit for each business partner. Have you defined the global credit limit for the business partners?* If not, please define the credit limit for each business partner.
 |  |  |
| For the intercompany trade, there is a predefined document process flow, which cannot be changed. Have you explained the document process flow to the customer?* If not, please explain the document process flow.
 |  |  |

### Intercompany allocation

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **Remarks / Tasks** |
| For the allocation, you have to define an asset account and a liability account for each branch. Do you have an asset account and a liability account defined for each branch?* If not, you have to define an asset account and a liability account for each branch.
 |  |  |
| There are several settings for allocation. You can define the default allocation (journal entry or invoice). You can also define a replication for dimensions, cost centers and projects (optional). Do you have the basic settings defined?* If not, please define the basic settings for allocation.
 |  |  |
| If you have a lot of allocations, it makes sense to automate the account determination. To automate the allocation, you have to set up the Default Accounts By Balance Sheet, the Default Accounts By Profit Loss and on the chart of accounts, the Account Classification for each company. Please be sure to plan enough time for the mapping. Do you have a lot of allocations?* If not, the setup is optional.
 |  |  |

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