

## Section 13: Reporting on SIOs

### Transaction S\_ALR\_87013000 List: Actual/Plan/Commitments

How to view items posted to Statistical Internal Orders (SIO's) as Actual expenditure, Plan (budget) and Commitments (OrderPoint orders).

#### 13.1 Reporting on Actual/Plan/Commitment line items for an individual SIO

- Log onto SAP
- Type **S\_ALR\_87013000** in the transaction field and click **Enter** or double click on the transaction if stored in your **Favourites**
- In this screen ensure the **Plan Version** is **C**
- **To view all your SIOs:**
  - Enter your school cost centre in **Order Group**

OR

- **To view an individual SIO:**
  - Enter the SIO (7 digit) number in **Or value(s)**
- Click **Execute**

**List: Actual/Plan/Commitments: Selection**

Menu  ◀ Save as Variant... Back Exit Cancel System ▾ **Execute** Data Source...

**Selection values**

Controlling Area	1000
Fiscal Year	2016
From Period	1
To Period	12
Plan Version	C

**Selection groups**

Order Group	cip0001			
Or value(s)	<input type="text"/>	to	<input type="text"/>	
Cost Element Group	<input type="text"/>			
Or value(s)	<input type="text"/>	to	<input type="text"/>	

#### Individual SIO:

- |                    |                      |    |                      |  |
|--------------------|----------------------|----|----------------------|--|
| Order Group        | <input type="text"/> |    |                      |  |
| Or value(s)        | V010004              | to | <input type="text"/> |  |
| Cost Element Group | <input type="text"/> |    |                      |  |
| Or value(s)        | <input type="text"/> | to | <input type="text"/> |  |

For assistance: Call: Core Business Systems Support Team on 01629 538088 | Email: [SchoolsSAP@derbyshire.gov.uk](mailto:SchoolsSAP@derbyshire.gov.uk)

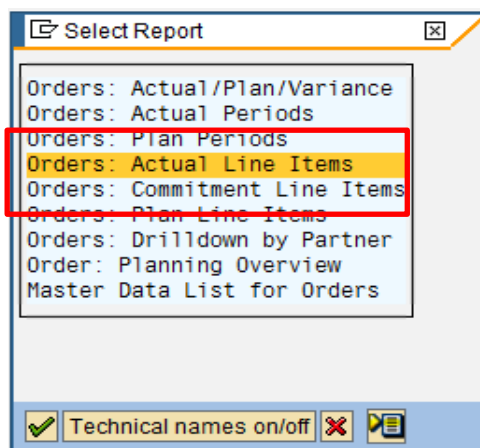
- The report displays per SIO, showing the Actual, Commitment, Plan and Available figures
- Double click on the **Order Narrative** to view details of the postings

List: Actual/Plan/Commitments		Date: 16.03.2017 12:02:27	Page: 2 / 4		
Order/Group	V013000	SRM SIO			
Cost Element Group	*	Cost Element Group			
Reporting period	1 - 12	2016			

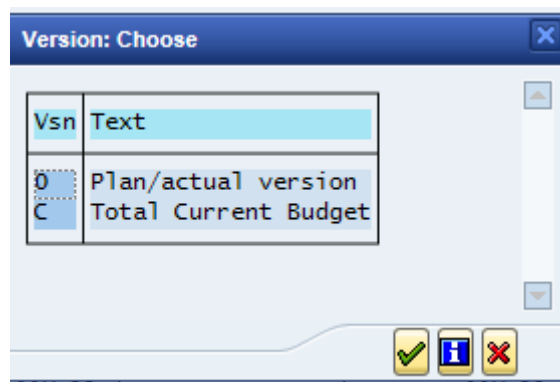
  

Orders	Actual	Commitment	Assigned	Plan	Available
V013000 SRM SIO	30.42		30.42		30.42-
* Total	30.42		30.42		30.42-

- Then select what you wish to view eg **Orders: Actual line items** will show the line items of the postings, then click Enter or **green tick**



If the Version :choose option box appears choose option C Total Current Budget



Cost element name	Val.in RC	Quant.	PUM	Posting Date	Per	DocumentNo	Cost Element	Order	Purch.Doc.	BTran	Off.acct	Name of offsetting account	Purchase order text
Lng Resource Not ICT	2.99	1 EA		02.09.2016	6	100002000	140210	V013000	3500224090	COIN	S	Gds Rcd/Inv Rod A/c	3M Scotch Magic Tape 19mm x 33m
Lng Resource Not ICT	7.99	1 EA			6	100002000	140210	V013000	3500224090	COIN	S	Gds Rcd/Inv Rod A/c	3M Scotch Magic Tape 25mm x 66m
Lng Resource Not ICT	11.50	1 EA			6	100002000	140210	V013000	3500224090	COIN	S	Gds Rcd/Inv Rod A/c	3M Spraymount Adhesive 400ml.
Lng Resource Not ICT	1.95	1 EA			6	100002001	140210	V013000	3500224091	COIN	S	Gds Rcd/Inv Rod A/c	A2 Classroom Chart For Use With 15mm Sti
Lng Resource Not ICT	5.99	1 EA			6	100002001	140210	V013000	3500224091	COIN	S	Gds Rcd/Inv Rod A/c	A3 Classroom Chart Complete With 1 Plann
• 30.42 •		5 EA											

- The postings show and you can drill down by double clicking on any line to view further information See **Section 9: KSB1 Reporting on Line Items.**
- Select Commitment line items and you can drill down into the details of orders placed. See **Section 12: ME23N View Purchase Orders.**