



Key User Training Document

IM202 Goods Receipt refer to Purchase Order

DD / MM / YYYY

Version: 1.0

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Course Information

AROUND



Course ID	IM202
Course Description	Goods Receipt refer to Purchase Order
Course Duration	2 hrs.
Course Pre-requisite	N/A
Course Objective	To understand how to Goods Receipt refer to Purchase Order
Table of Content	<ul style="list-style-type: none">• How to Goods Receipt refer to Purchase Order• Goods Receipt with/without Batch number.
Output	The trainees understand and can perform tasks related to Goods Receipt refer to Purchase Order and Goods Receipt with/without Batch number.



Course Overview

Goods Receipt Refer to Purchase Order

MIGO

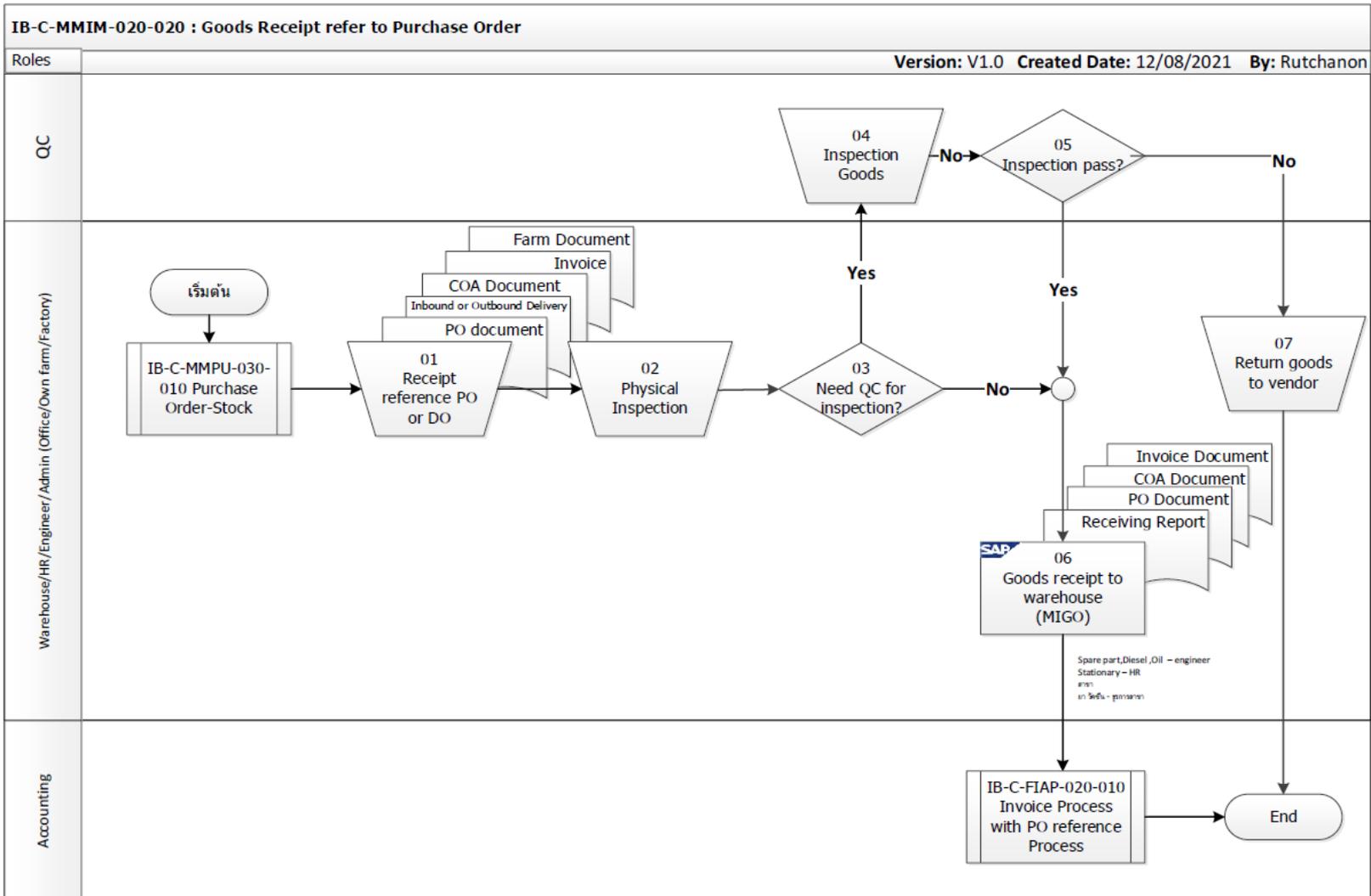
MB51, MMBE, MB52

Q&A

Course Overview

IB-C-MMIM-020-020 Goods Receipt refer to Purchase Order

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Course Overview

Goods Receipt Refer to Purchase Order

MIGO

MB51, MMBE, MB52

Q&A

Good Receipt refer to Purchase Order : Overview

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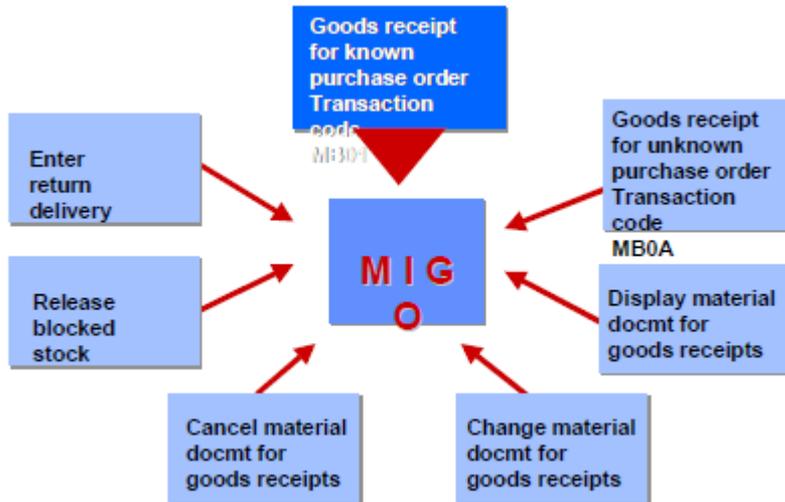
Goods Receipt refer to Purchase Order

It is a receipt of goods into the warehouse which can be received with batch number or without batch number.

Using Goods Receipt refer to Purchase Order

- Inspection before receiving the goods out of SAP system.
- In case of import, an inbound delivery must be created.
- Goods Receipt will refer to the purchase order.
- After receiving the goods will be automatically record to account.

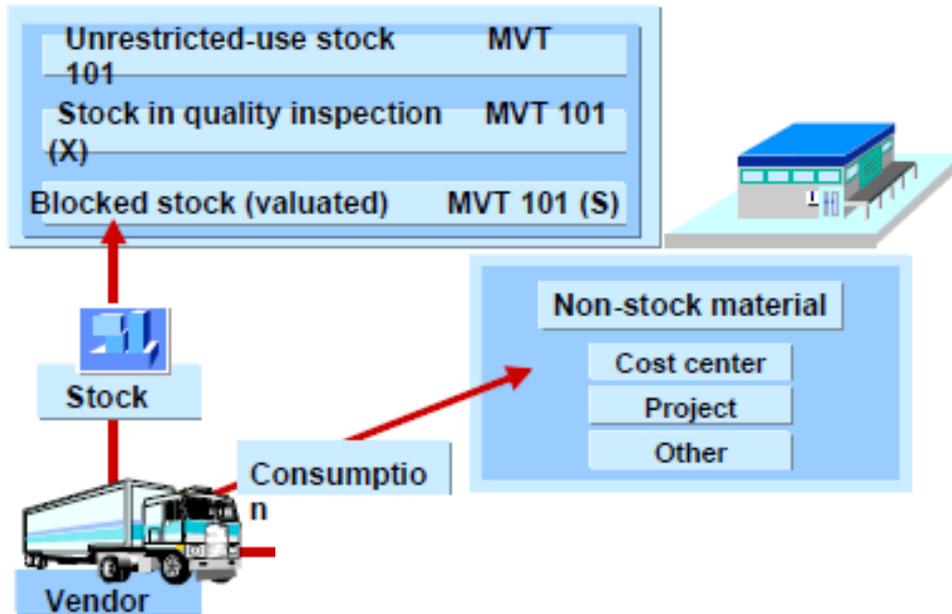
Good Receipt refer to Purchase Order : Overview (Cont.)



Using transaction MIGO to below process.

- Goods Receipt
- Goods Issue
- Transfer Posting
- Cancellation
- Display Material Document

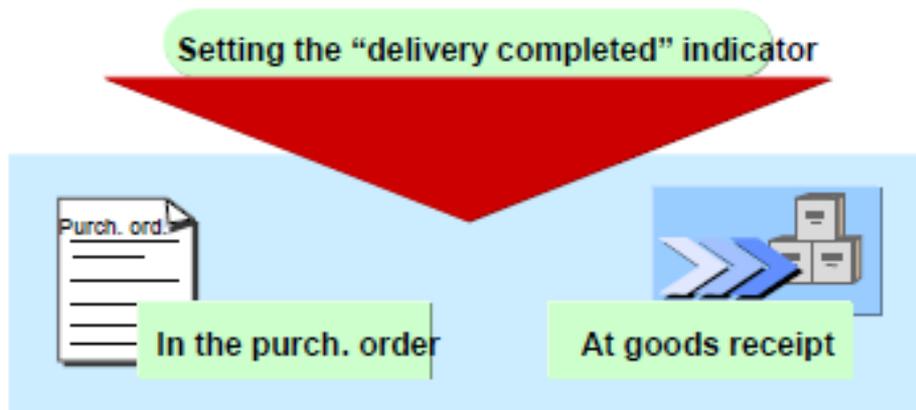
Good Receipt refer to Purchase Order : Overview (Cont.)



Using transaction MIGO

- Movement Type = "101".
- Stock/Non-Stock material.
- Stock type. There are 3 Stock types as below.
 - Unrestricted use (UR)
 - Quality Inspection (QI)
 - Block(BL)

Good Receipt refer to Purchase Order : Overview (Cont.)

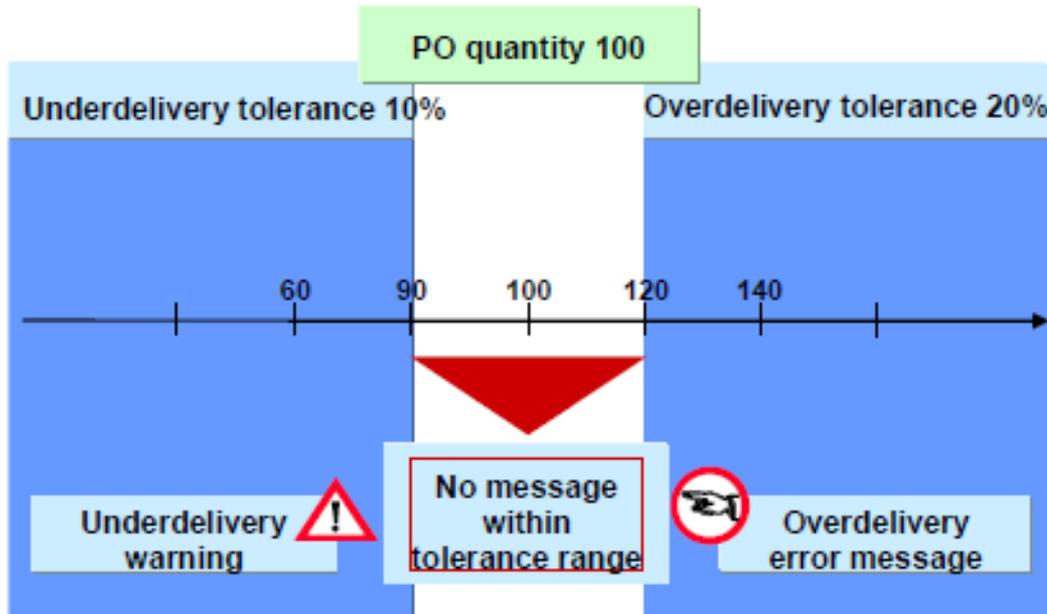


Using Set Delivery Completed.

- Normally it will be set automatically.
- It can be set by manually as well

Good Receipt refer to Purchase Order : Overview (Cont.)

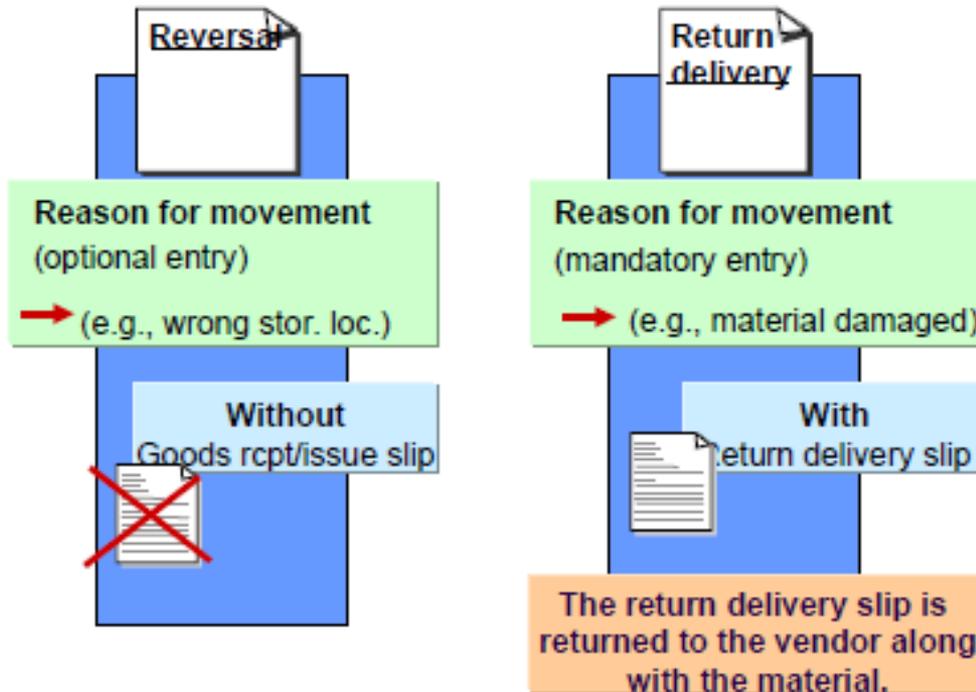
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Using Underdelivery/Overdelivery

- It can be goods receipt Qty less than PO Qty or more than PO Qty and the system will mark delivery complete automatically.

Good Receipt refer to Purchase Order : Overview (Cont.)



Using cancel material document / return delivery.

- Cancellation material document by Movement type "102".
- Return delivery to supplier by Movement type "122".

Movement Type

Movement Type	Description
101	Goods Receipt Refer to Purchase Order
102	Goods Receipt Refer to Purchase Order (Reverse)

GR Refer to Purchase Order: Transactions (Cont.)

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These are transaction of Goods Receipt Refer to Purchase Order process.

T-Code: **MIGO**

Transactions for Goods Receipt Refer to Purchase Order.

T-Code: **MB51**

Material Document List

T-Code: **MMBE**

Stock Overview

T-Code: **MB52**

Display Warehouse Stocks of Material



Course Overview

Goods Receipt Refer to Purchase Order

MIGO

MB51, MMBE, MB52

Q&A

GR Refer to Purchase Order : Transactions

MIGO – Goods Receipt ref. PO with Batch Number

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The screenshot shows the SAP MIGO transaction header. The title bar reads "Goods Receipt Purchase Order - AECIM02". Below the title bar, there are several buttons: "Show Overview", "Hold", "Check", "Post", and "Help". The main data area contains three fields: "A01 Goods Receipt" (with a dropdown arrow circled in red and labeled '1'), "R01 Purchase Order" (with a dropdown arrow circled in red and labeled '2'), and "3200000093" (with a search icon circled in red and labeled '3').

1. Enter **Action A01 Goods Receipt**.
2. Enter **R01 Refer Purchase Order**.
3. Enter **Purchase Order No.**

The screenshot shows the SAP MIGO transaction details. The "General" tab is selected. The "Document Date" field is circled in red and labeled '4', with the value "08.12.2021". The "Posting Date" field is circled in red and labeled '5', with the value "08.12.2021". The "Delivery Note" field is circled in red and labeled '6'. Below these fields, there is a checkbox and a dropdown menu showing "1 Individual Slip".

4. Enter **Document Date** which is date of creating document.
5. Enter **Posting Date**.
6. Enter **Delivery Note (Optional)**.

GR Refer to Purchase Order: Transactions

MIGO – Goods Receipt ref. PO with Batch Number (Cont.)

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Material	Quantity	Where	Purchase Order Data	Partner	Batch	Account Assignment
Material	PESTIFFA_50 DOSE		C000001784			
Supplier Mat. No.						
Material Group	01		EAN in Order Unit			
		EAN Check				

Tab Material: No Action.

Tab Quantity:
7. Enter **Qty in Unit of Entry**.

Material	Quantity	Where	Purchase Order Data	Partner	Batch
Qty in Unit of Entry	7	20,000	BT		
Qty in SKU		20,000	BT		
Qty in Delivery Note	8				
Quantity Ordered		20,000	BT		

8. Enter **Qty in Delivery Note (Optional)**.

GR Refer to Purchase Order: Transactions

MIGO – Goods Receipt ref. PO with Batch Number (Cont.)

AROUND



Material | Quantity | Where | Purchase Order Data | Partner | Batch | Account Assignment

Movement type: 101 + GR goods receipt Stock type: Unrestricted-Use

Plant: BGC-PNH Branch 0C03

Storage location: Medical stock **9** 1200

Goods recipient:

Unloading Point:

Text:

Tab Where:
Movement Type to "101".
9. Enter **Storage Location**.

Material | Quantity | Where | Purchase Order Data | Partner | Batch | Account Assignment

Purchase order: 3200000093 10 Item category: Standard

"Del. Completed" Ind.: 1 Set automatically Del. Compl. Ind. PO Item

Tab Purchase Order Data:
No Action.

GR Refer to Purchase Order: Transactions

MIGO – Goods Receipt ref. PO with Batch Number (Cont.)

AROUND



Material | Quantity | Where | Purchase Order Data | Partner | Batch | Account Assignment

Vendor: SIMATEK CO,LTD 500000008

Tab Partner: No Action.

Material | Quantity | Where | Purchase Order Data | Partner | Batch | Account Assignment

Batch: C031120801 **10** Classification

Supplier Batch

Date of Manufacture: 08.12.2021 **11** SU Batch

SLED/BBD

Item OK **12** Line 1

Tab Batch:

10. Enter **Batch Number**.
11. Enter **Date of Manufacturer**.
12. Tick Item OK.

GR Refer to Purchase Order: Transactions

MIGO – Goods Receipt ref. PO with Batch Number (Cont.)

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Goods Receipt Purchase Order 3200000093 - AECIM02

Show Overview | Hold | Check | Post | Help

A01 Goods Receipt **13** | R01 Purchase Order

General | Vendor

Document Date: 08.12.2021 | Delivery Note:

Posting Date: 08.12.2021 | Bill of Lading:

1 Individual Slip | GR/GI Slip No.:

Line	Status	Mat. Short Text	W OK	Qty in UnE
1		PESTIFFA 50 DOSE	<input type="checkbox"/>	20,000

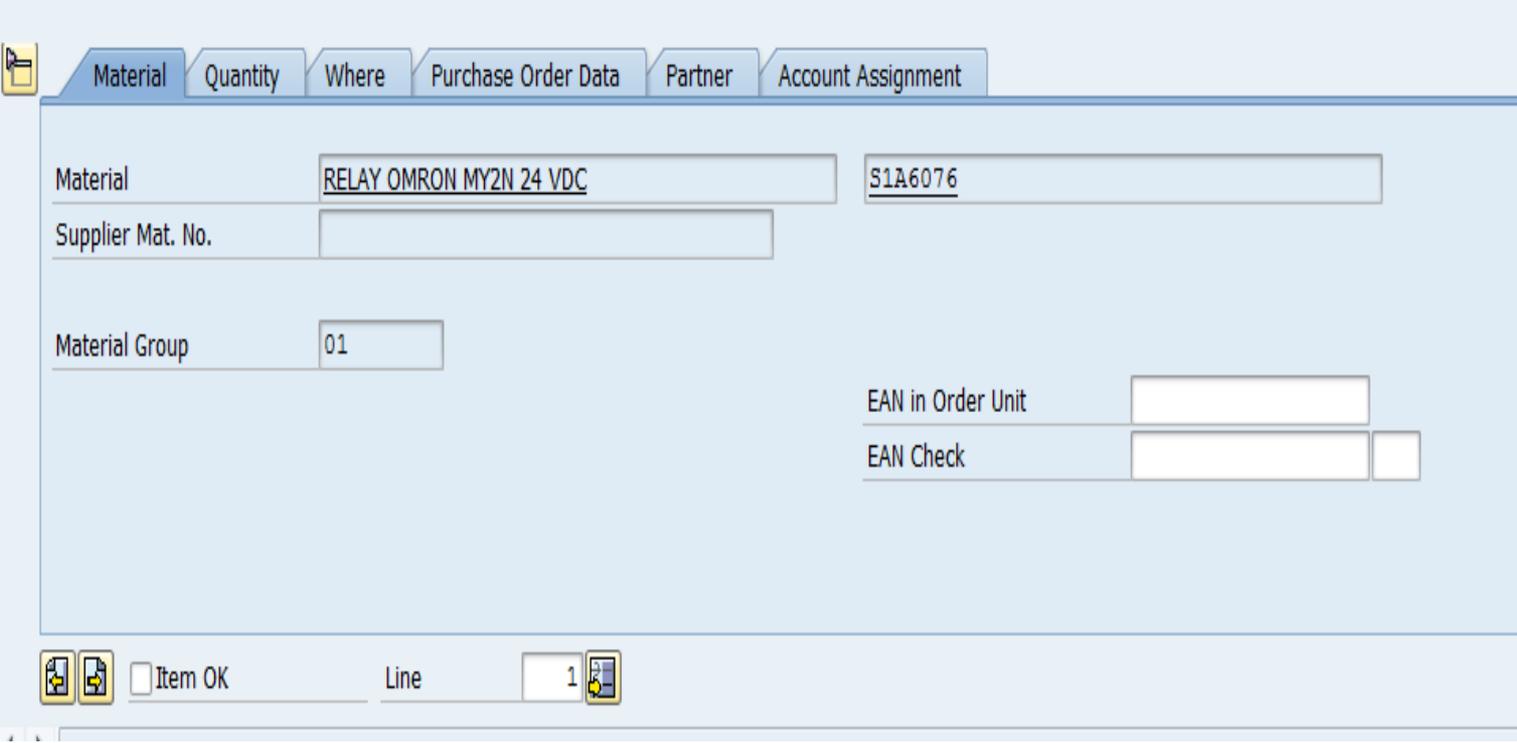
13. Press Check

14. Press **Post** or **Save**.

Material document 5000000338 posted

GR Refer to Purchase Order: Transactions

MIGO – Goods Receipt ref. PO without Batch Number



The screenshot shows the SAP MIGO transaction form with the following fields and values:

- Material:** RELAY OMRON MY2N 24 VDC
- Material Group:** 01
- Supplier Mat. No.:** (empty)
- Account Assignment:** S1A6076
- EAN in Order Unit:** (empty)
- EAN Check:** (empty)

At the bottom, there is a control area with an "Item OK" checkbox, a "Line" field containing the value "1", and a small icon.

There is no **Tab Batch** as figure.

GR Refer to Purchase Order: Transactions

MIGO – Display Material Document



- To display Material document as 2 ways
 - Via PO document by T-Code: ME23N (ref. PO number)
 - Via Material Document by T-Code: MIGO (ref. Material document number)

PO Domestic 320000038 Created by AECIM01

Document Overview On | Print Preview | Messages | Personal Setting

32 PO Domestic | 320000038 | Vendor: 500002228 Smartcare Pharmacie Pharmacie | Doc. Date: 18.12.2021

St...	Itm	A	I	Material	Short Text	PO Quantity	OU	C	Deliv. Date	Net Price	Currency	Per
	1			V0102BE001	THAI CORN GRADE C		100	KG	18.12.2021		10.00	USD

Item: 1 [1] V0102BE001, THAI CORN GRADE C

Material Data | Quantities/Weights | Delivery Schedule | Delivery | Invoice | Conditions | **Purchase Order History** | Texts | Delivery Address | Confirmations | Condition Control | Retail

Sh. Text	MVT	Material	Document	Item	Posting Date	Quantity	Delivery cost	quantity	OU	Loc.	Cur.	L. Cur.	Qty in OPUn	Del/CostQty (OPUn)	Order Price	Unit	Amount	Crcy	Reference
WE	101	5000000439			1 18.12.2021	100	0	KG		1,000.00	USD		100	0	KG		1,000.00	USD	
WE	102	5000000438			1 18.12.2021	100	0	KG		1,000.00	USD		100	0	KG		1,000.00	USD	
WE	101	5000000437			1 18.12.2021	100	0	KG		1,000.00	USD		100	0	KG		1,000.00	USD	
Tr./Ev. Goods receipt						100		KG		1,000.00	USD		100		KG		1,000.00	USD	

ME23N

Display Material Document 5000000439 - AECIM01

Show Overview | Hold | Check | Post | Help

A04 Display | R02 Material Document | 5000000439 | 2021

General | Vendor | Doc. info

Document Date: 18.12.2021 | Delivery Note:

Posting Date: 18.12.2021 | Bill of Lading:

3 Collective Slip | GR/GI Slip No.:

Line	Mat.	Short Text	W Qty in UnE	UnE
1		THAI CORN GRADE C	100	KG

MIGO

Material | Quantity | Where | Purchase Order Data | Partner | Batch | Account Assignment | Output

Material: THAI CORN GRADE C | V0102

Supplier Mat. No.:

Material Group: V0102

GR Refer to Purchase Order: Transactions

MIGO – Display Material Document

- In material document and accounting document are created from GR refer to Purchase order.
- To display Accounting document by Tab: Doc. Info and FI documents button.

Display Material Document 5000000439 - AECIM01

Show Overview | Hold | Check | Post | Help

A04 Display | R02 Material Document | 5000000439 | 2021

General | Vendor | **Doc. info** (1)

Entered By: AECIM01 | **FI Documents** (2)

Created On: 18.12.2021 22:20:29 UTC+7

Transaction Code: Goods Movement | MIGO_GR

Line	Mat. Short Text	W Qty in UnE	EUn	SLoc	Profit Center
1	THAI CORN GRADE C	100	KG	WH-RM	350020010

Display Document: Data Entry View

Document Number: 6100000113 | Company Code: 1035 | Fiscal Year: 2021

Document Date: 18.12.2021 | Posting Date: 18.12.2021 | Period: 12

Reference: | Cross-Comp.No.: |

Currency: USD | Texts Exist: | Ledger Group: |

CoCd	Item Key	SG Account	Description	Cost Center	Profit Center	Amount	Currency	Local	Crcy Amt	LCurr
1035	1 89	1503040010	Raw material		350020010	1,000.00	USD		1,000.00	USD
	2 96	2102010050	GR-IR Clearing Sus..		350020010	1,000.00-	USD		1,000.00-	USD
						0.00	USD		0.00	USD

List of Documents in Accounting

Documents in Accounting

Document: | Object type text

6100000113 Accounting document (3)

1000001127 Material ledger



Course Overview

Goods Receipt Refer to Purchase Order

MIGO

MB51, MMBE, MB52

Q&A

Report: Transactions

MB51 – Material Document List

AROUND



Material Document List



Item Data			
Material	C000001784		
Plant	0C03	to	
Storage location		to	
Batch		to	
Vendor		to	
Customer		to	
Movement type		to	
Special Stock		to	
Sales order		to	
Sales order item		to	

Header Data			
Posting Date		to	
User Name		to	
Trans./Event Type		to	
Reference		to	

Display Options

Hierarchy List

1. Enter **the criteria which need to display report of material document list.**

2. Press **Execute**  .

Report: Transactions

MB51 – Material Document List (Cont.)

Material Document List



Material		Material Description				Plnt	Name 1
SLoc	MvT	S	Mat. Doc.	Item	Pstng Date	Quantity in UnE	EUn
C000001784						PESTIFFA 50 DOSE	
1200	101		5000000338	1	08.12.2021	20,000	BT
						0C03	BGC-PNH Branch

1. Press  .

Material Document List

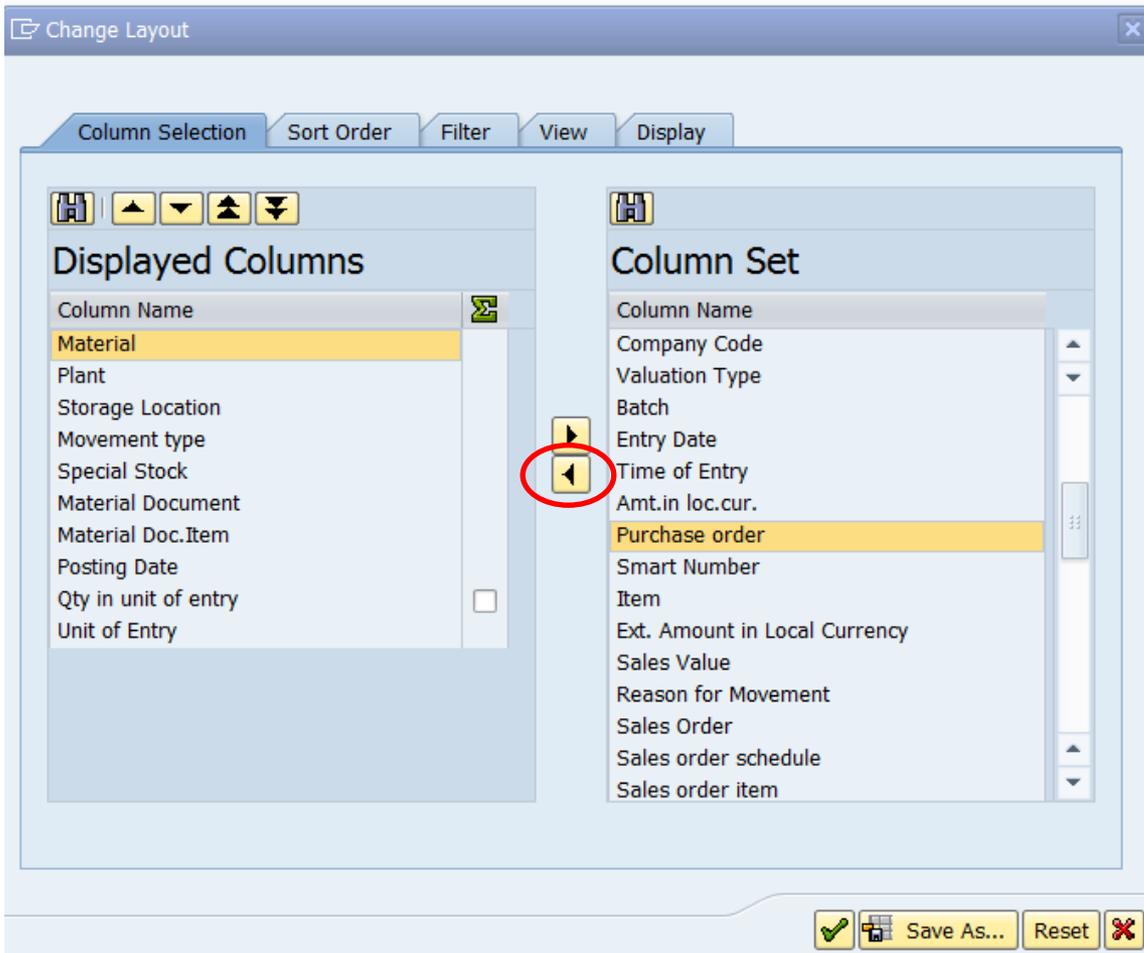


Material	Plant	SLoc	MvT	S	Material Doc.	Item	Posting Date	Qty in unit of entry	EUn
C000001784	0C03	1200	101		5000000338	1	08.12.2021	20,000	BT

Report: Transactions

MB51 – Material Document List (Cont.)

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1. Select **fields in Column Set to display in report.**

2. Press  .

Report: Transactions

MB51 – Material Document List (Cont.)

AROUND



Change Layout

Column Selection | Sort Order | Filter | View | Display

Displayed Columns

Column Name
Material
Plant
Storage Location
Movement type
Special Stock
Material Document
Material Doc.Item
Posting Date
Qty in unit of entry
Unit of Entry
Purchase order

Column Set

Column Name
Company Code
Valuation Type
Batch
Entry Date
Time of Entry
Amt.in loc.cur.
Smart Number
Item
Ext. Amount in Local Currency
Sales Value
Reason for Movement
Sales Order
Sales order schedule
Sales order item
Cost Center

Save As... | Reset

1. Press .

Report: Transactions

MB51 – Material Document List (Cont.)

AROUND



Material Document List



Material	Plant	SLoc	MvT	S	Material Doc.	Item	Posting Date	Qty in unit of entry	EUn	Purchase order
C000001784	0C03	1200	101		5000000338	1	08.12.2021	20,000	BT	3200000093

Report: Transactions MMBE – Stock Overview

AROUND



Stock Overview: Company Code/Plant/Storage Location/Batch



Database Selections

Material	C000001784	to		
Plant	0C03	to		
Storage Location		to		
Batch		to		

Database Selections

Stock Segment		to		
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Stock Type Selection

Also Select Special Stocks
 Also Select Stock Commitments

List Display

Special Stock Indicator		to		
Display version	1			
Display Unit of Measure				

No Zero Stock Lines
 Decimal Place as per Unit
 Aggregated Stock

Selection of Display Levels

Company Code
 Plant
 Storage Location

1. Enter **the criteria which need to display stock overview per material.**

2. Execute  .

Report: Transactions

MMBE – Stock Overview (Cont.)

Stock Overview: Basic List




Selection

Material	C000001784	
	PESTIFFA 50 DOSE	
Material Type	ZANH	Animal Health
Unit of Measure	BT	Base Unit of Measure

Stock Overview






Detailed Display

Client/Company Code/Plant/Storage Location/Batch/Special Stock	Unrestricted use	Qual. inspected
Full	40,000.000	
1035 BETAGRO (CAMBODIA)	40,000.000	
0C03 BGC-PNH Branch	40,000.000	
1200 Medical stock	40,000.000	
• C031120601	20,000.000	
• C031120801	20,000.000	

Report: Transactions

MB52– Display Warehouse Stocks of Material

AROUND



Display Warehouse Stocks of Material



Database Selections

Material	C000001784			
Plant	0C03	to		
Storage Location		to		
Batch		to		

Scope of List

Material Type		to		
Material Group		to		
Purchasing Group		to		

Selection: Special Stocks

Also Select Special Stocks

Special Stock Indicator		to		
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Settings

Display Negative Stocks Only

Display Batch Stocks

No zero stock lines

Do Not Display Values

Display Options

Hierarchical Representation

Non-Hierarchical Representation

Layout

1. Enter **the criteria which need to display warehouse stocks of material.**
2. Execute  .

Report: Transactions

MB52– Display Warehouse Stocks of Material (Cont.)

AROUND



Display Warehouse Stocks of Material



Material	Plnt	SLoc	SL	Batch	BUn	Unrestricted	Crcy	Value Unrestricted	Transit/Tr
C000001784	0C03	1200		C031120601	BT	20,000	USD	0.00	0
C000001784	0C03	1200		C031120801	BT	20,000	USD	0.00	0
*							USD	0.00	



Course Overview

Goods Receipt Refer to Purchase Order

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Q&A



