

Purchasing in SAP S/4HANA

Course code: S4520

This course is a deep dive into purchasing in SAP S/4HANA. You learn how to configure and use specific purchasing capabilities using classic SAP GUI transactions as well as SAP Fiori apps. Course based on software release: SAP S/4HANA 2022.

Affiliate	Duration	Course price	ITB
Praha	5	66 125 Kč	0
Brno	5	66 125 Kč	0

The prices are without VAT.

Course terms

Date	Duration	Course price	Type	Course language	Location
01.06.2026	5	66 125 Kč	Online	EN	SAP ČR - Online
⚙️ 17.08.2026	5	66 125 Kč	Online	EN	SAP ČR - Online
30.11.2026	5	66 125 Kč	Online	EN	SAP ČR - Online

The prices are without VAT.

Who is the course for

- Application Consultant
- Business Process Architect
- Business Process Owner / Team Lead / Power User
- Program/Project Manager
- User

What we teach you

This course will prepare you to:

- Explain, configure, and maintain purchasing master data
- Explain, configure, and execute procurement processes

Required skills

Essential

- Knowledge about business processes in SAP S/4HANA Sourcing and Procurement (comparable to S4500 content)

Recommended

- Basic knowledge in customizing

Course outline

- Purchasing master data
- Material master records
- Business partners
- Partner functions
- Sources of supply and conditions
- Price determination basics
- Info records
- Contracts
- Scheduling agreements
- Source determination

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- Source determination with source lists
- Source determination with quota arrangements
- Additional aspects of source determination
- Blocking sources of supply
- Self-Service requisitioning with catalog
- Optimized purchasing
- Processing unassigned and assigned purchase requisitions
- Monitoring purchase orders
- Deploying Situation Handling
- Document release procedure
- Releasing purchasing documents
- Converting released purchase requisitions
- Configuring and creating release procedures
- Scenario-based Workflows
- Specific procurement processes
- Creating invoices using invoice plans
- Creating blanket purchase orders
- Deploying subcontracting
- Purchasing with manufacturer part numbers
- Deploying additional special procurement processes
- Supplier evaluation
- Evaluating suppliers using Logistics Information System
- Setting up supplier evaluation using Logistics Information System
- Explaining KPIs in supplier evaluation
- Purchasing document types
- Configuring document types
- Setting up field selection
- Deploying version management
- Analyzing special aspects in customizing

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