

## Sales Order Change – VA02

### Definition:

A Sales order is an agreement between company and customer for delivery of goods or services at certain time and on agreed terms.

The Sales area is responsible for execution of sales order on the terms agreed.

Existing order created earlier can be modified here. Let us try to change order no. 10655 to

- Change Order quantity
- Change Payment terms from ZB01 to ZB03
- Add Discount condition to item conditions.

### Prerequisite:

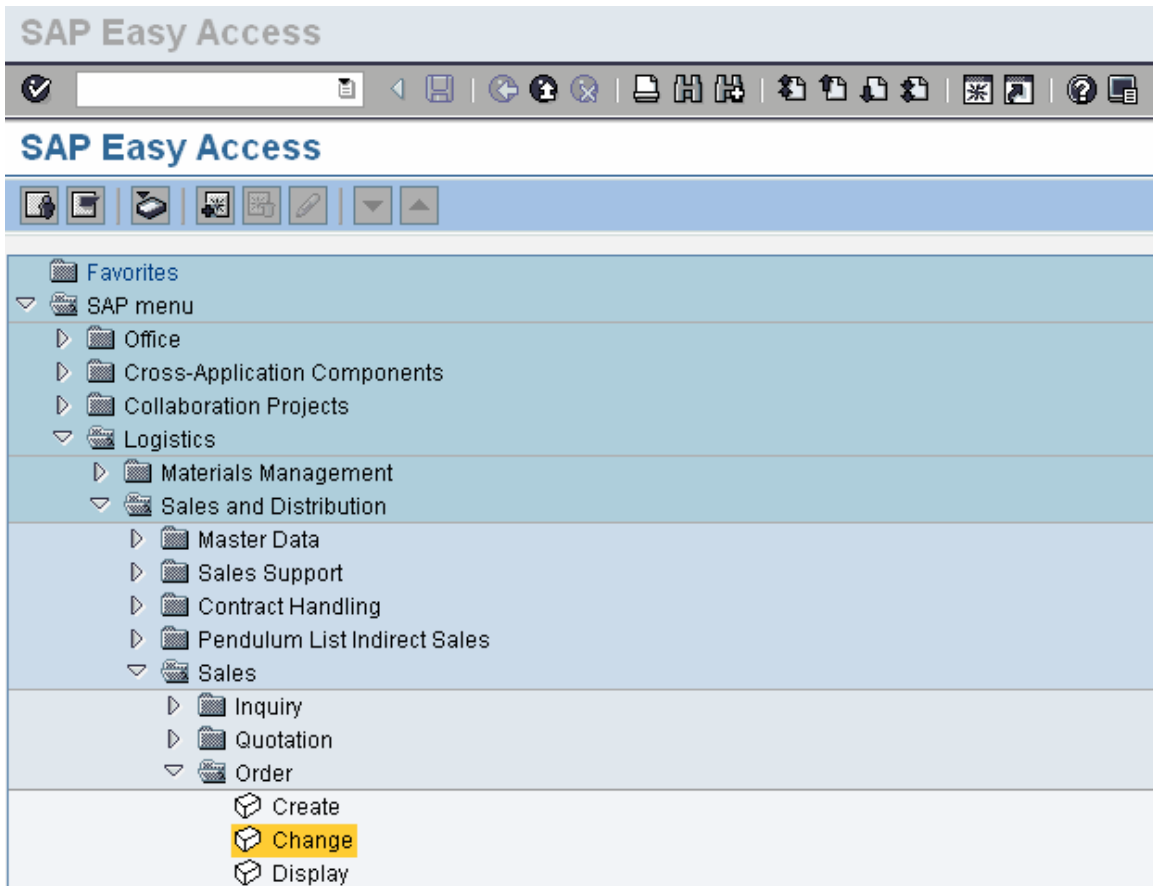
Following master data is required

1. Customer master data.
2. Material master data.
3. Pricing condition records.

Sales order to be changed must exist in system

Menu Path:

Logistics → Sales and Distribution → Sales → Order → Change



Double click 'Change'

## Change Sales Order: Initial Screen

✓

### Change Sales Order: Initial Screen

Sales
Item overview
Ordering party
Orders

Order

#### Search Criteria

Purchase Order No.	<input style="width: 90%;" type="text"/>
Sold-to party	<input style="width: 90%;" type="text"/>
Delivery	<input style="width: 90%;" type="text"/>
Billing Document	<input style="width: 90%;" type="text"/>
WBS Element	<input style="width: 90%;" type="text"/>

Enter Order no '10655 and click

Sales order overview screen is displayed in change mode.

### Change Standard Order 10655: Overview

Orders


Standard Order	<input style="width: 80px;" type="text" value="10655"/>	Net value	<input style="width: 80px;" type="text" value="667.00"/>	USD
Sold-to party	<input style="width: 80px;" type="text" value="300713"/>	Brighton Inc / 225 SYCAMORE ROAD / VESTAL NY 13850		
Ship-to party	<input style="width: 80px;" type="text" value="300713"/>	Brighton Inc / 225 SYCAMORE ROAD / VESTAL NY 13850		
PO Number	<input style="width: 100px;" type="text" value="Customer ref.1"/>	PO date	<input style="width: 80px;" type="text"/>	

Sales	Item overview	Item detail	Ordering party	Procurement	Shipping	Reason for rejection
-------	---------------	-------------	----------------	-------------	----------	----------------------

Req. deliv.date	<input style="width: 40px;" type="text" value="D"/>	<input style="width: 80px;" type="text" value="04.12.2006"/>	Deliver.Plant	<input style="width: 80px;" type="text"/>
<input type="checkbox"/> Complete delv.			Total Weight	<input style="width: 80px;" type="text" value="20.500"/> KG
Delivery block	<input style="width: 80px;" type="text"/>	Volume	<input style="width: 80px;" type="text" value="0.000"/>	
Billing block	<input style="width: 80px;" type="text"/>	Pricing date	<input style="width: 80px;" type="text" value="04.12.2006"/>	
Payment card	<input style="width: 80px;" type="text"/>	Exp.date	<input style="width: 80px;" type="text"/>	
Payment terms	<input style="width: 80px;" type="text" value="ZB01 14 Days 3%, 30/2..."/>	Incoterms	<input style="width: 80px;" type="text" value="FOB From the Plant"/>	
Order reason	<input style="width: 100%;" type="text"/>			
Sales area	<input style="width: 80px;" type="text" value="3020 / 10 / 00"/> USA Denver, Final customer sales, Cross-division			

#### All items

Item	Material	Order quantity	SU	Description	S	Customer Material Numb	ItCa	DG...	HgLvt	First date	Plnt
<input type="checkbox"/>	10M-10		1	PC Flatscreen MS 1775P	<input checked="" type="checkbox"/>		TAN			D 04.12.2006	3200

1. Enter the quantity to be changed to, in this case change it to 5 in field Order quantity and click  or enter.

Change Standard Order 10655: Overview

Change Standard Order 10655: Overview

Standard Order 10655 Netvalue 3,335.00 USD

Sold-to party 300713 Brighton Inc / 225 SYCAMORE ROAD / VESTAL NY 13850

Ship-to party 300713 Brighton Inc / 225 SYCAMORE ROAD / VESTAL NY 13850

PO Number Customer ref. 1 PO date

Sales Item overview Item detail Ordering party Procurement Shipping Reason for rejection

Req. deliv.date D 04.12.2006 Deliver.Plant

Complete delv. Total Weight 102.500 KG

Delivery block Volume 0.000

Billing block Pricing date 04.12.2006

Payment card Exp.date


Payment terms ZB01 14 Days 3%, 30/2... Incoterms FOB From the Plant

Order reason

Sales area 3020 / 10 / 00 USA Denver, Final customer sales, Cross-division

All items

Item	Material	Order quantity	SU	Description	S	Customer Material Numb	ItCa	DG...	HgLvIt	First date
	10 M-10		5 PC	Flatscreen MS 1775P	<input checked="" type="checkbox"/>		TAN			D 04.12.2006
					<input type="checkbox"/>					D 04.12.2006

2. Next change the 'Header' Payment term from ZB01 to ZB03 and click  or enter

**Change Standard Order 10655: Overview**

Change Standard Order 10655: Overview


Orders

Standard Order	10655	Net value	3,335.00	USD
Sold-to party	300713	Brighton Inc / 225 SYCAMORE ROAD / VESTAL NY 13850		
Ship-to party	300713	Brighton Inc / 225 SYCAMORE ROAD / VESTAL NY 13850		
PO Number	Customer ref.1	PO date		

Sales | Item overview | Item detail | Ordering party | Procurement | Shipping | Reason for rejection

Req. deliv.date	D	04.12.2006	Deliver.Plant	
<input type="checkbox"/> Complete div.			Total Weight	102.500 KG
Delivery block			Volume	0.000
Billing block			Pricing date	04.12.2006
Payment card			Exp.date	
Payment terms	ZB03	20 days 2%, 30 day...	Incoterms	FOB From the Plant
Order reason				
Sales area	3020	/ 10 / 00	USA Denver, Final customer sales, Cross-division	

Payment terms changed to ZB03 - 20 days 2%, 30 days net

3. Next adding new discount to item level, follow Menu path:  
 Goto → Item → Conditions or alternatively select the item and click  
 on icon  at bottom of screen.



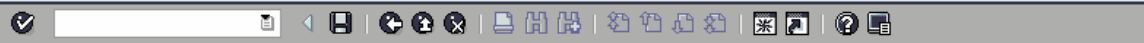
## Discount gets activated in pricing as seen below

### Change Standard Order 10655: Item Data

CnTy	Name	Amount	Crcy	per	U...	Condition value	Curr.	Num...	OUn	CCon...	Un	Condition value	CdC...
PR00	Price	667.00	USD	1	PC	3,335.00	USD	1	PC	1	PC	0.00	
Z200	Campaign Price CRM		USD	1	PC	0.00	USD	1	PC	1	PC	0.00	
	Gross	667.00	USD	1	PC	3,335.00	USD	1	PC	1	PC	0.00	
Z201	CampaignDiscount CRM		%			0.00	USD	0		0		0.00	
RC00	Quantity Discount		USD	1	PC	0.00	USD	1	PC	1	PC	0.00	
RB00	Discount (Value)	25.00	USD			25.00	USD	0		0		0.00	
	Discount Amount	5.00	USD	1	PC	25.00	USD	1	PC	1	PC	0.00	
	Rebate Basis	662.00	USD	1	PC	3,310.00	USD	1	PC	1	PC	0.00	
	Net Value for Item	662.00	USD	1	PC	3,310.00	USD	1	PC	1	PC	0.00	
	Net value 2	662.00	USD	1	PC	3,310.00	USD	1	PC	1	PC	0.00	
	Total	662.00	USD	1	PC	3,310.00	USD	1	PC	1	PC	0.00	
	Total	662.00	USD	1	PC	3,310.00	USD	1	PC	1	PC	0.00	
VPRS	Cost	382.50	USD	1	PC	1,912.50	USD	1	PC	1	PC	0.00	
ED11	Cust expected price		USD	1	PC	0.00	USD	1	PC	1	PC	0.00	
ED12	Cust expected value		USD			0.00	USD	0		0		0.00	

In main menu follow Menu path: Goto → Header  
Click on tab Conditions

## Change Standard Order 10655: Header Data



### Change Standard Order 10655: Header Data



Standard Order: 10655      Purchase order no.: Customer ref: 1  
 Sold-to party: 300713      Brighton Inc / 225 SYCAMORE ROAD / VESTAL NY 13850

Sales   Shipping   Billing Document   Payment cards   Accounting   **Conditions**   Account assignment   Partners


Net: 3,310.00 USD  
 Tax: 0.00

CnTy	Name	Amount	Crcy	per	U...	Condition value	Curr.	Condition value	CdC...
PR00	Price					3,335.00	USD	0.00	
	Gross					3,335.00	USD	0.00	
Z201	CampaignDiscount CRM					0.00	USD	0.00	
RB00	Discount (Value)					25.00-	USD	0.00	
RC00	Quantity Discount					0.00	USD	0.00	
	Discount Amount					25.00-	USD	0.00	
	Rebate Basis					3,310.00	USD	0.00	
	Net Value for Item					3,310.00	USD	0.00	
	Net value 2					3,310.00	USD	0.00	
	Total					3,310.00	USD	0.00	
	Total					3,310.00	USD	0.00	
VPRS	Cost					1,912.50	USD	0.00	

The condition 'RB00' is displayed with amount.

Click 

Following message is displayed

 Standard Order 10655 has been saved

Sales order change is complete.