Periods and Special Periods

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1. Definition

Usually a period of twelve months for which a company regularly creates financial statements and checks inventories. The fiscal year may correspond exactly to the calendar year, but this is not obligatory.

A fiscal year is divided into **posting periods**. Each posting period is defined by a start and a finish date. Before you can post documents, you must define posting periods, which in turn define the fiscal year.

Posting Periods	1	2	3	4	5	6	7	8	9	10	11	12
Company A from April to March	4	5	6	7	8	9	10	11	12	1	2	3
Company B same as calendar	1	2	3	4	5	6	7	8	9	10	11	12

2. Use

1.When you record a document, you enter the posting date. When you post the document, the system uses the posting date specified to automatically determine the posting period. The posting period consists of a month and a fiscal year.

2. If you want to display the balance of an account, the transaction figures are displayed separately according to posting periods.

2. Special Periods - outlined in SAP Library

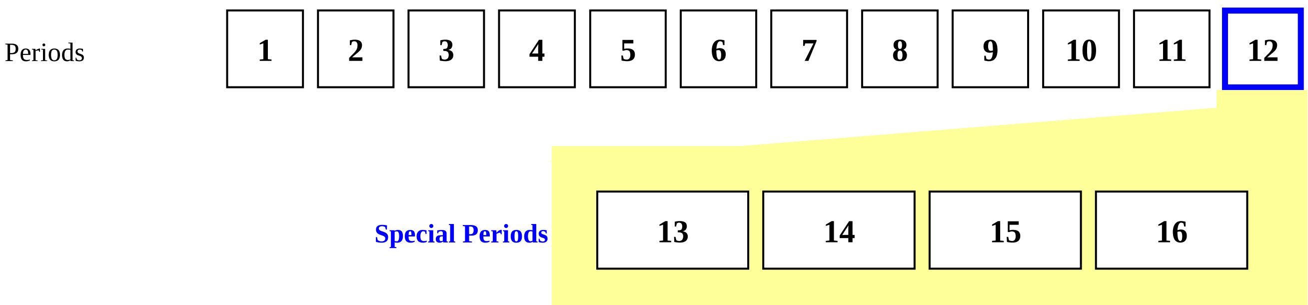
1. Definition

Special posting periods that subdivide the last regular posting period for closing operations.

2. Use

Irrespective of how you have defined your fiscal year, you can also use special periods. Special periods subdivide the year-end closing period. They therefore merely divide the last posting period into several closing periods. This enables you to create several supplementary financial statements.

A fiscal year usually has 12 posting periods. In *General Ledger Accounting*, you can define up to four special periods.



3. Integration

1. The posting date must fall within the last regular posting period.

2. You have to enter the special periods in the document header in the *Period* field, since the special periods cannot be determined automatically by the system

1. Entry of adjusted/modified G/L at year-end settlement

R/3 applies the concepts of "Monthly settlement" and "Monthly accumulation settlement".
In addition to such concepts, a concept of special accounting period is available.
Therefore, based on the concept of using special accounting periods at the year-end account settlement, the posting date must also be the month of the end of the period.

The usage is the same as that of the statement G/L management of the existing system, however, the use at the half-period account settlement is not guaranteed due to the reasons indicated below.
When using a special accounting period in settlement processing, set **"At year-end account settlement only".**

<Reason>

Special periods cannot be used in the balance sheet/income statement of the R/3 standard report due to the following reasons.

- **Since B/S is output in the form of accumulated values even if any type is specified as the "Balance sheet type", it is not possible to display the values of the specified accounting period only even if the same accounting period is specified for From-to**

<Usage example: B/S, P/L>

At annual account settlement, inclusion and output of a normal report period and a special accounting period are allowed.

- **Normal period >> 1-12 (Data that does not include values of special accounting periods)**
  Including special accounting period >> x-16 (Data including a special accounting period)
  Comparison by specifying the above range is allowed.

2. Balance migration at organization change

Use this function to post a transfer document to a new organization using a special accounting period to create initial data of a new organization of the following year.

<Reason>

Although a modified ledger can be entered dated April 1, it will be difficult to judge whether the ledger was generated under the new year/new organization or generated as a result of balance migration since ledger results are reflected in real time.

Such a problem can be solved by defining the ledger associated with organizational change as the ledger generated in the special accounting period.

<Usage example: B/S, P/L>

By using a report period and a comparison period at year-end account settlement, data can be compared by specifying a range of 1-12 (data that does not include values of the special accounting period) and 1-16 (data that includes values of the special accounting period).

- **Specify year end**
  >> Year-end balance before the organizational change
- **Specify a special accounting period also**
  >> Balance after organizational change (starting balance of the new year)
- **Specify a new year**
  >> Report in the new organizational structure after execution of balance transfer processing

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