



SAP MM Materials Management Course: Purchasing, Inventory and Invoice Verification



SAP MM Materials Management Course: Purchasing, Inventory and Invoice Verification

Introduction:

SAP MM materials management, covering purchasing, inventory and invoice verification, is a 1-week course for purchasing, stores, inventory, accounts payable and key-user staff who run procure-to-pay transactions in SAP, ending with an SAP MM Procure-to-Pay Process Guide and Exception Checklist. Wrong master data, unreleased orders and unmatched invoices hold up deliveries, block supplier payments and distort stock values. Nominees already use SAP or are moving to it, and teaching is by hands-on lab exercises in an SAP training system. CoreConcept Training Center delivers this SAP MM course.

Course Objectives:

- Navigate the SAP MM organisational structure and Fiori apps used in purchasing and inventory
- Maintain material master, business partner and purchasing info record data to support clean transactions
- Create purchase requisitions, RFQs, purchase orders and outline agreements and route them through release strategies
- Post goods receipts, transfer postings and physical inventory counts with the correct movement types
- Complete logistics invoice verification with three-way match and resolve GR/IR and price variances
- Use standard SAP MM reports and consumption-based MRP results to monitor open orders and stock

Target Audience:

- Purchasing staff who create requisitions, quotations and purchase orders in SAP
 - Stores and inventory staff who post goods movements and physical inventory counts
 - Accounts payable staff who verify supplier invoices against orders and receipts
 - Key users who support colleagues and test SAP MM process changes
 - Materials planners who review MRP proposals and stock levels
-

Course Outline:

Day 1: SAP MM Structure, Navigation and Master Data

- SAP MM Organisational Structure From Company Code to Storage Location
- SAP GUI and Fiori Launchpad Navigation for Procurement
- Material Master Views, Material Types and Valuation Classes
- Business Partner Supplier Master Creation and Blocking
- Purchasing Info Records and Source Lists Maintenance

Day 2: SAP Procure-to-Pay Process and Purchasing Documents

- SAP Procure-to-Pay Document Flow From Requisition to Payment
- Purchase Requisition Creation, Assignment and Conversion
- RFQ Entry and Quotation Price Comparison
- Purchase Order Creation With Account Assignment Categories
- Contracts and Scheduling Agreements as Outline Agreements

Day 3: Approvals, Goods Movements and Inventory

- Release Strategy Approval of Requisitions and Orders
- Goods Receipt Posting Against Purchase Orders and Movement Types
- Transfer Postings Between Plants, Locations and Stock Types
- Physical Inventory Document, Count Entry and Difference Posting
- Service Entry Sheets for Service Procurement

Day 4: Invoice Verification, Exceptions and Reporting

- Logistics Invoice Verification With Three-Way Match
- Price and Quantity Variance Blocks and Release
- GR/IR Clearing Account Analysis and Correction
- Consumption-Based MRP Run and Proposal Review
- Standard MM Reports for Open Orders and Stock Overview

Day 5: SAP MM Lab Scenarios and the Process Guide

- Lab Scenario for Stock Material Purchase to Payment
 - Lab Scenario for Service Order With Entry Sheet
 - Lab Scenario for Blocked Invoice and Variance Resolution
 - Exception Checklist for Common SAP MM Errors
 - SAP MM Procure-to-Pay Process Guide Completion
-

Skills You Will Gain:

- SAP MM Navigation
- Material Master Maintenance
- Purchase Order Processing
- Release Strategy Handling
- Goods Movement Posting
- Physical Inventory Processing
- Invoice Verification
- SAP MM Reporting

Why Attend This Course:

- Deliver an SAP MM Procure-to-Pay Process Guide and Exception Checklist to the procurement manager and the SAP key-user team
- Decide which purchasing document, movement type or account assignment fits each business case
- Avoid blocked invoices, late payments and stock value errors caused by wrong master data and postings
- Train colleagues on the transactions and fixes practised in the lab scenarios

Conclusion:

Back at work, the participant gives the SAP MM Procure-to-Pay Process Guide and Exception Checklist to the procurement manager, the stores supervisor and the accounts payable lead. They use it to agree which documents and movement types each team uses and how blocked invoices and GR/IR differences are cleared. After the first month-end close, the unit should review blocked invoices, open orders and inventory differences against the checklist and update the guide where errors persist.

Frequently Asked Questions FAQ:

What should participants know before an SAP MM materials management course?

Participants should understand their organisation's purchasing and stores process. Prior SAP log-on experience helps but is not required. Bringing anonymised examples of purchase orders, blocked invoices or stock differences helps them relate the lab scenarios to their own work.

How does an SAP MM materials management course for users differ from an SAP MM configuration course?

This course teaches users and key users to run and fix procure-to-pay transactions. A configuration course teaches consultants to set up organisational structures, document types, release strategies and account determination in customising, which this course only explains.

Why do invoices get blocked in SAP MM materials management?

Invoices are blocked when price or quantity differs from the purchase order or goods receipt beyond tolerance, or when no goods receipt exists. Correct order data, timely receipts and prompt variance review keep supplier payments flowing.

What do participants take back from the SAP MM materials management course?

Participants take back an SAP MM Procure-to-Pay Process Guide with document flows, movement types and approval steps, plus an Exception Checklist for blocked invoices, GR/IR differences and stock discrepancies, ready to share with their team.