

## **ABSTRACT**

### ***DESIGN OF BUDGET CARRY FORWARD PROCESS FOR CAPITAL EXPENDITURE BUDGET IN FUNDS MANAGEMENT MODULE WITH SAP USING SAP ACTIVATE METHODOLOGY***

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*PT Telkom is a company engaged in communication, service and telecommunications providers in Indonesia. PT Telkom when run its business needs to plan their budget in order to achieve company goals in the future. In the SAP application, funds management module in PT Telkom has a problem with the Capital Expenditure (CAPEX) budget, especially in the budget carry forward process. The budget carry forward process occurs when PT Telkom procures goods where goods have been received and entered into the company warehouse (good receipt) in the current fiscal year but the invoice and payment are postponed and resumed until the next fiscal year. This results in the current fiscal year budget being transferred to the next fiscal year. SAP reporting in PT Telkom budget carry forward process nowadays, can only bring the burden of expenses to the next fiscal year, while the budget cannot be carried away. Therefore user must add the budget manually according cost increment in next fiscal year. SAP already has funds management module and there is a budget carry forward transaction, but it is not in accordance with the budget carry forward business process at PT Telkom.*

*The implementation of the budget carry forward is carry out in accordance with the user's request, which in SAP reporting can transfer cost and budget expenses simultaneously to the next fiscal year. In this research using SAP Activate methodology which consists of several stages: discover, prepare, explore, and realize. The conclusion of the research conclude the design plan of the budget carry forward in funds management module using SAP Activate methodology which can separate reporting on the budget carry forward and budget carry over..*

*Keywords: ERP, SAP, Funds Management, Budget Carry Forward, SAP Activate, Reporting*