# KO01 – Create Internal Order



* Input **KO01** in **Transaction Box** and press **Enter** key

# Set Controlling Area Screen.



* **Controlling Area:** Input or select controlling area with the help of **F4** key

Press **Enter** key

# Create Internal Order Initial Screen.



* **Order Type:** Select order type with the help of **F4** key

Press **Enter** key

# Create Internal Order Master Data Screen.

**Assignment Tab**



* **Description:** Input required description
* **Company Code**: Input relevant company code
* **Plant**: Input or select plant with the help of **F4** key
* **Profit Center**: Input or select cost center with the help of **F4** key

Select **Control data** tab

# Create Internal Order Master Data Screen.

**Control data Tab**



* **Currency:** Input or select the currency with the help of **F4** key
* **Statistical Order:** Select statistical order

Click on **Save** icon or press **Ctrl+S** keys to save the data.

 

The order was created message appears at bottom of the screen

**Manual End**