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*FREE*

# Infor LN Starter Guide

Top 10 Things Every Beginner Should Know

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*Your roadmap to mastering the world's most powerful  
discrete manufacturing ERP system.*

**By FullOnBaan**

*Comprehensive Infor ERP LN Training Programs*

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April 2026 • Version 1.0

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*Each chapter includes validated session codes, best practices, and practical tips sourced from official Infor documentation.*

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## CHAPTER 1

# What is Infor LN?

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Infor LN is an Enterprise Resource Planning (ERP) solution designed specifically for discrete and complex manufacturing environments. It supports production models ranging from engineer-to-order to repetitive manufacturing, making it the backbone of operations for manufacturers worldwide.

## A Brief History

Infor LN traces its roots to the Baan Corporation, a Dutch ERP pioneer that released Baan IV in 1996. After Invensys acquired Baan in 2000, the software changed hands to SSA Global Technologies in 2003 (rebranded as SSA ERP LN). Infor acquired the solution in 2006 and has since modernized it with contemporary cloud architecture.

## Key Characteristics

- **Target Market:** Discrete manufacturers requiring complex operational management
- **Multinational Support:** Multi-site, multi-company, multi-currency environments
- **Cloud Deployment:** True multi-tenant cloud solution on AWS (CloudSuite Industrial)
- **Architecture:** Three-tier (Presentation, Business Logic, and Data layers)
- **User Interface:** Both Character UI (CUI) and Graphical UI (GUI) available
- **Current Versions:** LN 10.7, 10.8, and CloudSuite variants with biannual releases
- **Database Support:** SQL Server, Oracle, PostgreSQL (Enterprise DB), and cloud-native

***Tip:** Infor LN is particularly strong in industries like aerospace & defense, automotive, industrial manufacturing, and high-tech. If your organization handles complex BOMs and mixed-mode manufacturing, LN is built for exactly that.*

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## CHAPTER 2

# Core Modules — The Building Blocks

Infor LN organizes functionality into logical packages, each identified by a two-letter module code. All modules are fully integrated and share a common database and master data.

Module	Description
<b>TC — Common</b>	Shared configuration, master data (items, business partners, units of measurement), and company setup. The foundation that all other modules rely on.
<b>TF — Financials</b>	General Ledger, Accounts Receivable, Accounts Payable, Cash Management, and Financial Statements. Supports up to 12 dimensions for cost analysis and 99 subtotal levels.
<b>TD — Distribution</b>	Sales order management, inventory control, pricing, and demand pegging. Handles standard orders, direct delivery, cross-docking, and returns.
<b>TP — Procurement</b>	Purchase orders, vendor management, sourcing, and procurement planning. Supports return and reject order management.
<b>TI — Manufacturing</b>	Bills of Material, Routings, Production Orders, Shop Floor Control. Supports MTS, ATO, MTO, and ETO manufacturing models.
<b>WH — Warehousing</b>	Warehouse master data, inventory transactions, goods receipt, delivery, mobile warehouse operations, and VMI support.
<b>TS — Service</b>	Service delivery, maintenance management, and work order control for after-sales service operations.

**Tip:** Additional modules include *Project Management, Quality Management, and Asset Management*. Start by understanding *TC (Common)* first — it's the data foundation for everything else.

# Navigation Basics

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## The Session Concept

A session is the fundamental unit of work in Infor LN. Each session represents a single form or window where you interact with specific functionality — think of it as a dedicated screen for a specific task (e.g., creating an item, entering a sales order, viewing the chart of accounts).

- Each open session displays as a **tab** at the top of the LN page
- Click session tabs to switch between active sessions
- Multiple sessions can be open simultaneously for efficient multitasking
- Sessions contain forms, menus, and command buttons specific to their function

## Form Components

Forms are the UI elements within sessions that present data and actions.

- **Data entry fields** with built-in validation
- **Action buttons** — Save, Delete, New, Copy, etc.
- **Lists and grids** for browsing multiple records
- **Navigation controls** — First, Previous, Next, Last record
- **Command buttons** specific to each session's purpose

## How to Find Sessions

- **Menu System:** Browse the hierarchical folder structure (organized by package)
- **Session Search:** Type the session code directly (e.g., tcibd0101m000)
- **Favorites:** Bookmark and pin your most-used sessions
- **Recent Sessions:** Quick access to recently opened sessions
- **LN Navigator:** Custom dashboard-style navigation for personalized workflows

**Tip:** Invest time personalizing your navigation early on. Create favorites for your top 10 daily sessions, and learn the session code format so you can jump directly to any session without clicking through menus.

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## CHAPTER 4

# Session Codes Decoded

Every screen in Infor LN has a unique session code that encodes its module, functional area, and type. Learning this naming convention lets you navigate the system like a pro.

## The Naming Pattern

PP aaa NNNN t SSS

<b>PP</b>	Two-letter package code (TC, TF, TD, TP, TI, WH, TS)
<b>aaa</b>	Three-letter functional area (mcs, ibd, gld, sls, sfc, bom)
<b>NNNN</b>	Four-digit sequence number (e.g., 0101, 0508)
<b>t</b>	Session type: m = main, s = secondary, h = help, d = display
<b>SSS</b>	Three-digit sub-sequence (typically 000)

## Common Session Codes

Session Code	Module	Purpose
tcmcs0101m000	Common	Units of Measurement
tcibd0101m000	Common	Item General Data
tcibd0104m000	Common	Item Code System
tfgld0508m000	Financials	Chart of Accounts
tdsls4100m000	Distribution	Sales Orders
tibom1110m000	Manufacturing	Bill of Material Entry
tisfc0101s000	Manufacturing	Production Orders

**Tip:** Once you understand the pattern, you can often guess a session code. For example, knowing 'tf' = Financials and 'gld' = General Ledger, you can expect financial GL sessions to start with 'tfgld'. Document your most-used codes in a personal reference sheet.

## CHAPTER 5

# Master Data Essentials

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Master data is the core, reusable information that forms the foundation of all transactions in Infor LN. It remains relatively static and is referenced by every process in the system. Getting master data right is the single most important thing you can do.

## Items (Product Master)

Items are the products, materials, and services your organization buys, makes, and sells. The Item General session (tcibd0101m000) is where you define base item data.

- **Item code:** Unique identifier for the item
- **Description:** Name and details of the item
- **Item type:** Material, service, cost component, etc.
- **Units of measurement:** Inventory, purchasing, and sales UoMs
- **GL accounts:** Linked accounts for inventory posting
- **Package-specific data:** Additional attributes for Manufacturing, Distribution, etc.

## Business Partners

Business partners represent the external entities you transact with — customers, suppliers, or partners that may hold multiple roles.

- **Customers (Sold-to):** Parties you sell and deliver goods to
- **Suppliers (Buy-from):** Parties you purchase goods and services from
- **Key data:** Legal/tax info, contacts, addresses, payment terms, price agreements
- **Status control:** Active, inactive, or blocked — determines if transactions are possible

## Warehouses

- **Warehouse code and location:** Unique identifier and physical address
- **Bin/location structure:** Organized storage locations within the warehouse
- **Warehouse types:** Standard, quarantine, transshipment
- **Operational parameters:** Receiving, staging, and issue locations

## The Five Golden Rules of Master Data

- **Consistency:** Data should be consistent across all modules and companies
  - **Accuracy:** Ensure data quality at entry time to prevent downstream errors
  - **Completeness:** Define all required fields and attributes
  - **Timeliness:** Keep data current and remove obsolete entries
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- **Security:** Restrict access to sensitive master data to authorized roles only

*Tip: Master data errors cascade into every transaction. A wrong unit of measure on an item can cause incorrect purchase orders, wrong production quantities, and financial discrepancies. Always test changes in a non-production environment first.*

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## CHAPTER 6

# Chart of Accounts & Financial Setup

The Chart of Accounts (CoA) is the foundational accounting structure in Infor LN. Every monetary transaction must be posted to a ledger account defined in the CoA. Session code: tfgld0508m000.

## Account Hierarchy

- **Posting-Level Accounts (Sublevel 0):** Accept direct transaction postings
- **Parent Accounts (Sublevel > 0):** Summary accounts that aggregate from lower levels
- **Subtotal Levels:** Up to 99 levels for flexible reporting hierarchies
- **Two parent types:** Complementary (analysis) and Statutory (official reporting)

## Dimensions for Multi-Angle Analysis

Infor LN supports up to 12 independent dimensions that let you analyze financial data from multiple perspectives beyond the ledger account alone.

<b>Cost Center</b>	Department, Division, Location
<b>Project</b>	Project or program number
<b>Product</b>	Product or product family
<b>Region</b>	Geographic territory
<b>Customer Type</b>	Customer segment or category
<b>Cost Type</b>	Travel, Training, etc.

## Integration with Operations

- **Sales (TD):** Customer invoices auto-post to AR and GL revenue accounts
- **Procurement (TP):** Vendor invoices auto-post to AP and GL expense accounts
- **Inventory (WH):** Stock transactions post to inventory asset accounts
- **Manufacturing (TI):** Production costs post to WIP and finished goods accounts

**Tip:** Design your Chart of Accounts carefully before go-live — changes afterward are very disruptive. Use a logical hierarchy, avoid excessive detail, and document the purpose and posting rules for every account.

## CHAPTER 7

# Manufacturing Essentials

Infor LN is purpose-built for discrete manufacturing. It supports four production models: Make-to-Stock (MTS), Assemble-to-Order (ATO), Make-to-Order (MTO), and Engineer-to-Order (ETO).

## Bill of Materials (BOM)

A BOM defines the complete product structure — all components and sub-assemblies required to manufacture a finished item. Session: tibom1110m000.

- **Parent Item:** The finished product being manufactured
- **Component Items:** Materials, parts, or sub-assemblies required
- **Quantities:** How many units of each component per parent
- **Scrap/Yield Factors:** Waste percentages built into calculations
- **BOM Types:** Single-level, multi-level, and phantom (non-stocked intermediates)
- **Version Control:** Multiple BOM versions per item with effective dates

## Routings

A routing defines the sequence of operations and work steps required to transform raw materials into finished products, including which work centers perform each operation.

- **Operation Sequence:** Numbered steps in the manufacturing process
- **Work Center:** Equipment or department performing the operation
- **Setup Time:** Non-repetitive preparation time
- **Runtime per Unit:** Time per component manufactured
- **Labor and Tool Requirements:** Skills and resources needed
- **Quality Checkpoints:** Inspection and testing points in the process

## Production Orders

A production order authorizes and instructs the manufacturing of a specific item. Session: tisfc0101s000. The lifecycle flows through these stages:

Created → Scheduled → Released → In Production → Completed → Closed

Cost variance analysis compares estimated costs (from BOM + routing) against actual costs (materials consumed, labor hours, overhead) to identify material, labor, and overhead variances.

**Tip:** Accurate BOMs are the single most critical factor in manufacturing. A BOM error cascades into wrong material requirements, incorrect production costs, and inventory discrepancies. Always validate BOMs in a test environment before production use.

## CHAPTER 8

# Distribution & Logistics

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## Sales Orders

Sales orders formalize the commitment to sell and deliver goods or services. Session: tds1s4100m000. Infor LN supports multiple order types:

- **Standard:** Direct delivery from your inventory to the customer
- **Direct Delivery:** Supplier ships directly to your customer (auto-generates PO)
- **Cross-Docking:** Goods received and immediately re-shipped — minimizes storage
- **Returns:** Customer returns with credit memo processing

The order-to-cash workflow follows: Order Entry, Confirmation, Inventory Allocation, Picking, Packing, Shipping, Invoice, Payment, and Close.

## Purchase Orders

Purchase orders formalize procurement commitments with suppliers and trigger goods receipt, inventory updates, and accounts payable processing.

- **Standard PO:** Purchase from supplier for your inventory
- **Service PO:** Purchase of services (no inventory receipt, posts to expense)
- **Return POs:** Return excess, obsolete, or defective goods to supplier
- **Three-Way Matching:** Reconciles PO quantity/price, goods receipt, and invoice

## Inventory Management

- **Stock Levels:** Reorder point, safety stock, and maximum stock parameters
- **Transactions:** Receipt, storage, pick, pack, issue, and adjustment
- **Valuation Methods:** FIFO, LIFO, Average Cost, or Standard Cost
- **ABC Analysis:** Classify items by value (A = high value/tight control, C = low value/loose control)
- **Key Metrics:** Inventory turnover and Days Inventory Outstanding (DIO)

*Tip: Always check stock availability before committing to a customer delivery date. Use demand pegging to link customer demand directly to available inventory or planned production. Understand supplier lead times to set realistic PO delivery expectations.*

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## CHAPTER 9

# Reporting & Analytics

Infor LN provides business intelligence through LN Analytics, built on the Infor Birst cloud-based platform. It transforms operational data into strategic insights through pre-built dashboards, customizable reports, and drill-down analysis.

## Key Capabilities

- **Pre-Built Dashboards:** Industry-standard dashboards for Manufacturing, Sales, Finance, and Procurement
- **Facts & Dimensions:** Measures (Revenue, Cost, Quantity) analyzed across dimensions (Product, Customer, Time)
- **Real-Time Insights:** Near real-time data refresh with drill-down to transaction detail
- **Custom Reports:** Build using Infor Visualizer and Report Designer tools
- **Predictive Analytics:** Demand forecasting, inventory optimization, and supplier performance prediction

## Key Performance Indicators by Area

<b>Finance</b>	Days Sales Outstanding, Gross Margin, Budget vs. Actual Variance
<b>Manufacturing</b>	Schedule Compliance, First-Pass Yield, Production Cost Variance
<b>Sales</b>	Order Fulfillment Rate, Customer Profitability, Sales by Region
<b>Procurement</b>	Days Payable Outstanding, Supplier Quality, Spend Analysis
<b>Inventory</b>	Inventory Turns, Days on Hand, ABC Classification, Obsolescence

**Tip:** Start with the standard pre-built reports before building custom ones. Identify 5-10 KPIs that are critical to your role, establish a regular reporting cadence, and use reports to drive action — not just for information.

# Learning Paths & Certification

## Infor U — The Official Platform

Infor U is the official learning platform delivering role-based training through multiple formats: on-demand eLearning, instructor-led training (ILT), virtual classrooms, mentoring programs, and hands-on labs.

## Certification Levels

<b>Associate</b>	Foundational knowledge. Target: new users and consultants with 6+ months experience.
<b>Professional</b>	Advanced expertise. Target: experienced users with 1+ year and manufacturing focus.
<b>Expert</b>	Deep system mastery. Target: architects and senior consultants with multi-year experience.

## Campus Plus Program

Campus Plus is a 12-month all-inclusive subscription offering unlimited access to all training content, certification exam guides, industry-recognized digital badges, and community access with regular content updates.

## Recommended 6-Week Learning Path for Beginners

<b>Week 1</b>	Foundation — LN overview, navigation, UI basics, session codes
<b>Week 2</b>	Master Data — Items, business partners, warehouses, UoMs
<b>Week 3</b>	Core Transactions — Sales orders, purchase orders, inventory
<b>Week 4</b>	Financials — Chart of Accounts, GL posting, module integration
<b>Week 5</b>	Role-Specific — Advanced courses for your module specialty
<b>Week 6+</b>	Certification Prep — Review objectives, practice exams, study groups

**Tip:** The fastest way to learn Infor LN is through a combination of formal training (Infor U) and hands-on practice in a sandbox environment. Document what you learn, build a personal session code reference, and don't hesitate to lean on the Infor Community forums.

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# Thank You for Reading!

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We hope this guide gives you a solid foundation to begin your Infor LN journey. Remember: mastering any ERP system takes time, practice, and patience. Start with the fundamentals, build your knowledge progressively, and don't be afraid to explore.

## About FullOnBaan

FullOnBaan provides comprehensive Infor ERP LN training programs designed to take you from beginner to expert. Our training covers all major LN modules with practical, hands-on approaches that prepare you for real-world implementation.

## Connect With Us

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