

PeopleSoft®

**EnterpriseOne JDE5
Global Solutions: Brazil
PeopleBook**

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EnterpriseOne JDE5
Global Solutions: Brazil PeopleBook
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Setup

System Setup

Before you use J.D. Edwards software, you need to set up and define certain information that the system uses during processing. You use this information to customize the system for your business needs.

Setting Up Your System for Localization

Setting Up User Display Preferences

Some of J.D. Edwards localized software uses country-server technology to isolate country-specific features from the base software. For example, if during normal transaction processing, you record additional information about a supplier or validate a tax identification number to meet country-specific requirements, you enter the additional information using a localized program and the tax validation is performed by a localized program instead of by the base software. The country server indicates that this localized program should be included in the process.

To take full advantage of J.D. Edwards localized solutions for your business, you must set up your user display preferences to specify the country in which you are working. The country server uses this information to determine which localized programs should be run for the specified country.

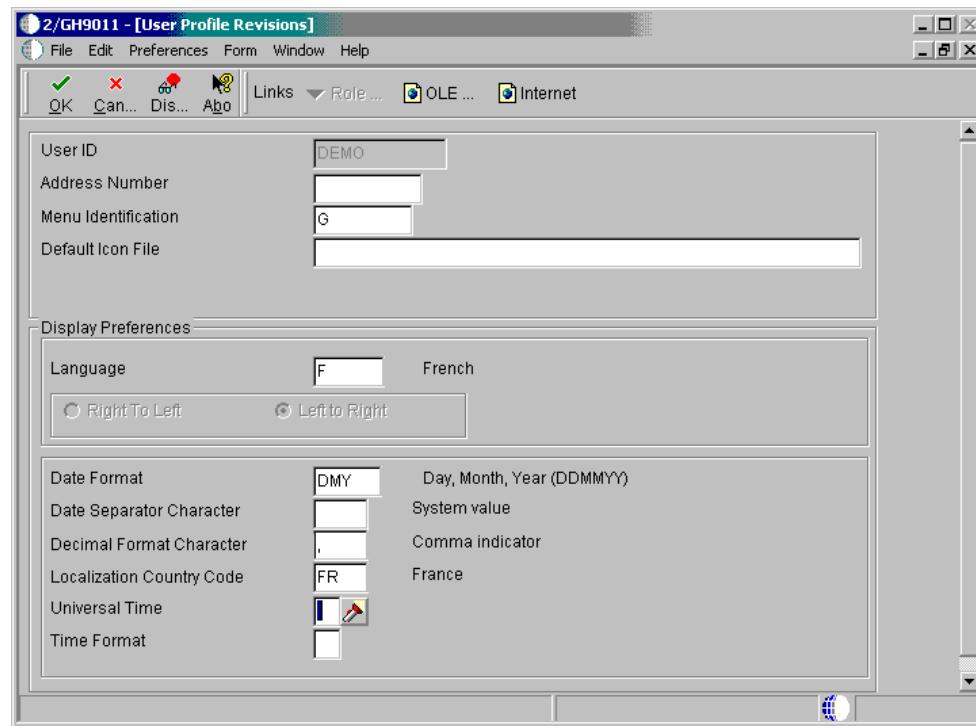
You use localization country codes to specify the country in which you are working. J.D. Edwards supplies localization country codes in user defined code table 00/LC. This table stores both two-digit and three-digit localization country codes. In addition, the Description 02 field contains the localization tier for each country. The localization tier determines the level of support that J.D. Edwards provides for that country. See the *International Product Handbook* for more information about J.D. Edwards localization tier classifications and policies.

You can also set up user display preferences to use other features in J.D. Edwards software. For example, you can specify how the system displays dates (such as DDMMYY, the typical European format) or specify a language to override the base language.

► To set up user display preferences

From the System Administration Tools menu (GH9011), choose User Profiles.

1. On Work With User / Role Profiles, complete the steps to locate a user profile.
2. Choose a record and click Select.



3. On User Profile Revisions, complete the following field:

- Localization Country Code

4. Complete the following optional fields:

- Language
- Date Format
- Date Separator Character
- Decimal Format Character

5. Click OK.

See Also

- *User Profiles in the OneWorld® System Administration Guide*

Processing Options for User Profiles (P0092)

Processing

1. Enter a '1' to run in Proof Mode. A blank defaults to Final Mode.

Processing Con

2. Enter the values to be used in creating the User Profile records.

Enter a '1' to use initials plus address book number in the User Id. Blanks default to just the address book number.

Group

Fast Path

Language
Date Format
Date Separator Character
Date Format Character
Country
Processing Con
3. Entering in environments for the users will override what is already associated with the specified group profile.
Environment 1
Environment 2
Environment 3
Environment 4
Environment 5
Environment 6
Environment 7
Environment 8
Environment 9
Environment 10
Environment 11
Environment 12

Setting Up an Alternate Chart of Accounts

You can set up an alternate chart of accounts if your corporate reporting requirements are different from the local reporting requirements of the country in which you are doing business. For example, if you set up the local chart of accounts by object and subsidiary, but you need to provide fiscal reports that reflect a different chart of accounts, you can set up and maintain an alternate chart of accounts in Category Codes 21, 22, and 23.

In the Account Master table (F0901), you can define the local chart of accounts by object and subsidiary, or in Category Codes 21, 22, and 23. The location that you choose might depend on the use of your corporate chart of accounts, especially if your company is multinational.

Whether you define the local chart of accounts by object and subsidiary, or in Category Codes 21, 22, and 23, the accounts that you set up in the category codes are referred to in J.D. Edwards software as alternate descriptions of your accounts.

The software identifies individual accounts in your chart of accounts based on a system-assigned number that is unique for each account. This number is called the Account Short ID. The Account Short ID is the key that the system uses to distinguish between accounts when you access, change, and delete the account information in any of J.D. Edwards tables. The system stores the short identification number in data item AID.

If you are using the Copy Accounts to Business Units program (P0006) to create a chart of accounts based on a model, the system copies any alternate chart of accounts that is associated with the model in addition to copying the standard chart of accounts.

► To set up an alternate chart of accounts

From the Organization and Account Setup menu (G09411), choose Accounts by Business Unit.

1. On Work With Accounts, complete the following optional field and click Find:

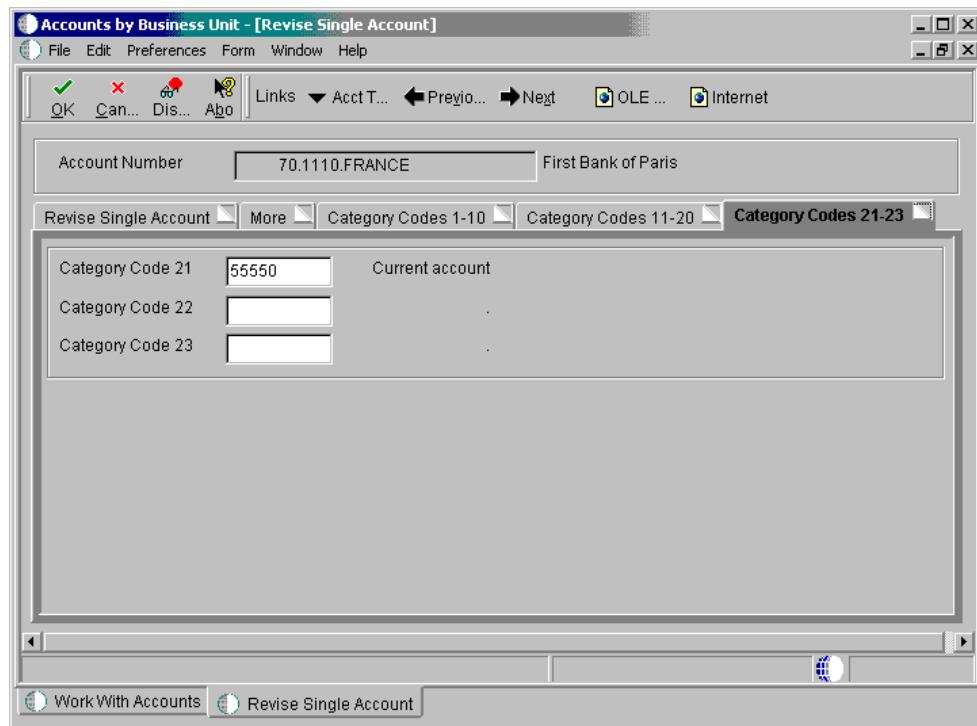
- Company

You can customize the detail area by creating an alternate format to display the alternate chart of accounts (Category Codes 21, 22, or 23) next to the main chart of accounts (Object Account).

2. Click Add to access Revise Single Account.

The screenshot shows the PeopleSoft Revise Single Account interface. At the top, there's a toolbar with icons for Portal, WWW, Intranet, Training, Home, Help, and Refresh. Below the toolbar, the workspace is set to 'Active Foundation'. The main title is 'Revise Single Account' with tabs for 'Revise Single Account', 'More', 'Category Codes 1-10', 'Category Codes 11-20', and 'Category Codes 21-23'. The 'Revise Single Account' tab is selected. The form contains fields for Account Number (70.1110 FRANCE), Description (First Bank of Paris), Business Unit/Object/Subsidiary (70 FRANCE), Account Level of Detail (7), Posting Edit (Allows all posting), Budget Pattern Code, Model Account/Consolidations (Non-Model/Consolidation), Currency Code, and Account ID (00019641). The 'Category Codes 21-23' tab is visible at the bottom right of the form area.

3. On the Revise Single Account tab, complete the following fields:
 - Business Unit/Object/Subsidiary
 - Description
 - Account Level of Detail
 - Posting Edit
 - Budget Pattern Code
 - Currency Code
 - Account ID
4. Click the Category Codes 21–23 tab.



5. On the Category Codes 21–23 tab, complete the following fields and click OK:
 - Category Code 21
 - Category Code 22
 - Category Code 23

Note

In China, use only Category Code 21.

See Also

- Data Integrity and the Chart of Accounts* for more information about maintaining an alternate chart of accounts

Setting Up User Defined Codes

From the Brazilian Localization Setup menu (G76B41B), choose User Defined Codes – Brazil, and then choose the user defined code that you want to work with.

Many fields throughout J.D. Edwards software accept only user defined codes (UDCs). You can customize your system by setting up and using UDCs that meet the specific needs of your business environment.

Caution

UDCs are central to the J.D. Edwards systems. You should be thoroughly familiar with UDCs before you change them.

See Also

- Customizing User Defined Codes* in the *OneWorld Foundation* guide

Document Type – Invoices Only (00/DI)

Invoice document types are also known as original documents. Original documents cannot exist by themselves. You must attach a matching document to an original document. All original documents have the following characteristics:

- Represent the original transaction
- Stand alone in the system
- Are soft coded

For example, you can set up the following document types for Brazil:

- ND - Nota Fiscal Return - Ship To
- NN - Nota Fiscal Reverse/Void
- NR - Nota Fiscal Return - Ship From
- NS – Nota Fiscal Invoice

Document Type – All Documents (00/DT)

Set up document types so that you can identify, group, and process similar transactions.

In addition to the hard-coded document types that are used throughout J.D. Edwards software, you can set up soft-coded document types that are based on your specific business needs. For example, you can set up the following document types for Brazil:

- NF - Purchasing Nota Fiscal
- NI - Non Stock Nota Fiscal
- NS - Nota Fiscal sales
- NR - Ship From Nota Fiscal Return

Payment Instrument (00/PY)

Set up UDCs to identify each payment instrument that you use. You can associate payment instruments with documents so that you can process similar documents together. For example, you can set up the following payment instruments for checks, Bordero, and bank collection:

- / - Check & Bordero - BR Bradesco
- % - Bordero - Brazil Bradesco
- & - Bordero Print - BR Bradesco
- Blank - (A/R & A/P)

Record Type (00/RD)

Record types identify the components in the flat files that you use to electronically transfer banking data.

For example, you might set up the following record types:

Codes	Description
1	Header
2	Detail
3	Header Detail
5	Trailer Detail
9	Trailer

State and Province Codes (00/S)

Set up UDCs for the state or province. The system relates a two-digit code to the state or province. For example, you can set up the following state and province codes for Brazil:

- AM - Amazonas
- RJ - Rio de Janeiro
- RS - Rio Grande do Sul
- SP - Sao Paulo

Transaction Type (00/TT)

Two transaction type UDC codes are hard-coded for use with the Brazil electronic banking applications. These codes are:

- BRPAGEL – Electronic Payment Brazil
- BRCOBES – Electronic Receipts Brazil

Produce Bank File (04/PP)

Set up UDCs for each of the print or tape programs that you use to write payments. The following programs are available for Brazil:

- P04572CB1 - Check + Bordero - BR Bradesco
- P04572DB - Bordero Print - BR Bradesco
- P04572DB1 - A/P Payments - BR Bradesco
- P04572RB - Bordero - Brazil Bradesco

Generic Yes/No (05/YN)

Set up this UDC for the processing option for Load Bank Information – Remessa (R76B03Z1).

Note

The Human Resources vertical owns this UDC. It is identified here in case it is not available during implementation. You might need to set up this UDC manually.

Activity/Status Codes (40/AT)

To advance an order line through the order process, you must create order activity rules to establish a sequence of processing steps.

The system processes an order line based on the order activity rules that you set up for the order type and line type combination. For example, you can set up the following order activity rules for Brazil:

- 425 - Freight, Insurance & Expenses (Brazil Purchasing)
- 430 - Close Nota Fiscal
- 595 - Generate Nota Fiscal
- 597 - Freight, Insurance & Expenses (Brazil Sales)
- 598 - Print Nota Fiscal
- 617 - Generate Tax Lines
- 998 - Reversed Nota Fiscal

See Also

- Setting Up Order Line Types* in the *Sales Order Management* guide
- Setting Up Order Activity Rules* in the *Sales Order Management* guide for more information status codes and the order process

Average Cost Calculation (40/AV)

Set up UDCs for the average cost calculator to control which program is used for procurement taxation processing. This UDC links the base software for Procurement to the Brazil localization. You must add the following code to the UDC table (40/AV):

Code	Description 01	Description 02
N76B9003	Close Nota Fiscal	Y

Documents Using Text Messages (40/OR)

Set up codes to identify programs that use text messages. The system uses these codes when you use the Profiles by Customer/Item program (P40300).

Print Messages (40/PM)

The system automatically creates these codes when you use the Print Message Revision Program (P40162). Do not directly enter values into this UDC.

Price Adjustment Name (40/TY)

Set up UDCs for price adjustment names. Each Brazilian price adjustment name should have a special handling code that corresponds to the price adjustment names that Advanced

Pricing uses. The tax calculator uses these adjustment names to determine which category codes to use. In the following list, the first name is the UDC, and the second name is the special handling code.

Note

The special handling code names are identical to names found in UDC table 76/CN, but the system uses them for a different purpose.

Valid codes include:

- CLIENTE - PTRADE - Percentage discount for a customer
- REGRAS - PRULES - Percentage discount payable due to rules of advanced pricing
- LOSEASON - PRULES - Low season percentage discount
- REPASSE - PREPAS - Percentage discount on ICMS
- ZONAFRC - PZONE - Percentage discount on Free Zone or Free Trade

The names of the pricing adjustments are found in UDC 40/TY. You must manually add this special handling code name after setting up a new adjustment. For example, in order for the tax calculator to find the repasse discount (REPASSE), you must enter PREPAS as a special handling code in the special handling column of UDC 40/TY.

- REPASSE - Repasse Discount (BRAZIL) - PREPAS

The Code field contains the code name REPASSE. The Description 01 field contains the name of the discount. The Special Handling column contains the special handling code name: PREPAS.

► To add the special handling code for repasse

From the Brazilian Localization Setup menu (G76B41B), choose User Defined Codes - Brazil.

1. Select any UDC table.
2. On Work With User Defined Codes, locate the UDC table 40/TY.
3. Locate the code REPASSE.
4. Choose the row, and then click Select.
5. On User Defined Codes, type PREPAS in the following field, and then click OK:
 - Special Handling

Item Category Code 06 (41/06)

The following valid values are hard coded in Brazilian localization:

- 1 - Manufactured Product (Brazil)
- 2 - Purchased Product (Brazil)

G/L Posting Category (41/9)

Set up codes for the G/L class descriptions for the distribution AAIs. The G/L Posting Category UDC table (41/9) controls which general ledger accounts receive the currency amount of inventory transactions for an item. For example, you can set up the following codes:

- DF30 - ICMS Differential
- IC30 - ICMS Tax/IN30
- IM30 - ICMS Rec/IN30
- IP30 - IPI Tax/IN30
- IR30 - IPI Rec/IN30
- RE30 - Repasse/IN30
- SB30 - Subs.Rec/IN30
- ST30 - ICMS Subs/IN30
- TD30 - Trade Disc/IN30

Bank Codes (76/BC)

Set up UDCs for the banks you do business with. The system relates a three-digit code to a bank you set up. For example, you can set up the following codes:

- 001 - Banco do Brasil
- 237 - Banco Bradesco
- 241 - Banco Itau

Bank Record Status (76/BS)

Set up UDCs for bank status to track the status of the accounts receivable information you send to the bank for processing.

For example, you can set up the following codes:

- Blank - Not processed
- R - Record received
- S - Record sent

Code – Taxpayer (76/CC)

In Brazil, different tax rules apply to different types of taxpayers. You can set up UDCs to identify the types of taxpayers in your system. For example, you can set up codes to identify taxpayers as follows:

- 1 - Taxpayer
- 2 - Consumer
- 3 - Taxpayer and consumer

Note

These values are hard coded in the Brazil localization.

Category Code Name/Code (BR) (76/CN)

The J.D. Edwards Brazilian localization provides you maximum flexibility by allowing you to set up Address Book and item category codes for use in Brazilian tax calculations. Brazilian localization reserves seven of these category codes in the address book and the item files. In order not to conflict with the category codes already in use, localization dynamically allocates the category codes it requires. In other words, you must choose the category codes that will be used by localization. Setting up UDC table 76/CN establishes this relationship.

Brazilian localization requires that seven category codes be set up. In UDC table 76/CN, each category code has a hard-coded name that the program uses to establish a relationship with the category code variable in the files.

You set up UDCs in the Category Code Name/Code (BR) (76/CN) for the following:

- Address Book category codes
- Item Nature and Item Branch/Plant category codes
- Identification of category codes used to store information specific to Brazil

You must set up the following seven category codes for UDC table 76/CN. They are hard coded in Brazil localization.

Address Book ICMS Substitution Markup Level Indicator	Set up to indicate the ICMS Substitution Markup level of a customer or supplier. MARKUP - AC30 (Address Book) <ul style="list-style-type: none">• N - Do not print markup• Y - Print free-zone markup
Item Nature Indicator	Set up to link the item category code selected to represent the item nature in the Brazilian localization. NATUR - SRP6 (Item/Branch) <ul style="list-style-type: none">• 1 - Manufactured product (Brazil)• 2 - Purchased product (Brazil)
Free-Zone Discount Indicator	Set up to indicate whether free-zone discounts apply to an item. AZONE - SRP8 (Item/Branch) <ul style="list-style-type: none">• * - Default Markup (Brazil)• 111 - Supermarket (BR)

Tax Code (76/CT)

Set up tax codes to identify the taxes that apply to your specific business needs. For example, you can set up the following codes:

- Blank - Nonstock
- 01 - Pay ICMS and IPI
- 02 - Pay ICMS, exempt IPI
- 03 - Exempt ICMS, pay IPI
- 04 - Exempt ICMS and IPI

These codes should match the codes in the ICMS/IPI Tax Code Summary Table (F7617B).

Fiscal Book Code (76/FB)

The system uses the Fiscal Book Code UDC to identify types of fiscal books. It also includes a code that you use to identify text for a correction request to a nota fiscal.

The following codes are hard-coded:

- CC – Correction Letter
- DG – Transaction Journal
- IS – ISS Outbound Registry
- L3 – Production and Stock Control
- RC – ICMS Verification
- RE – Inbound Registry
- RI – Inventory Registry
- RP – IPI Verification
- RS – Outbound Registry

Flag – Free Port Zone (76/FR)

Set up free port zone codes to indicate whether a company is located in a free port zone. For example, you can set up free port zone codes as follows:

- 0 – Non-Free Port
- 1 - Free Port Zone
- 2 - Free Commerce Zone

GL/Class Code Cross Reference (76/GL)

You must set up UDC table 76/GL for Brazilian tax accounting. Brazilian localization uses AAIs 4220 and 4240 in Sales Order Management; and AAIs 4385 and 4390 in Procurement to account for Brazilian taxes, freights, expenses, insurance, and discounts. The system uses the following four key fields to associate these AAIs with an account:

- Company
- AAI
- Document Type
- G/L Class Code

You can set up the following codes:

Codes	Description 01	Description 02
DIFIN30	DF30	ICMS Differential
DIF***	DF30	ICMS Diff - Default
ICMIN30	IC30	ICMS Tax Amount
ICRIN30	IM30	ICMS Recoverable
IPIIN30	IP30	IPI Tax Amount
IPRIN30	IR30	IPI Recoverable
REPIN30	RE30	ICMS Repasse Discount
SBRIN30	SB30	ICMS Substitution Recoverable
SUBIN30	ST30	ICMS Substitution Tax Amount
TDCIN30	TD30	Trade Discount
EXP***	EX30	Expenses - Default
FRT***	FR30	Freight - Default
SEG***	SE30	Insurance - Default
ICM***	IC30	ICMS Tax - Default
IPI***	IP30	IPI Tax - Default
SUB***	ST30	ICMS Subs Amt - Default
ICR***	IM30	ICMS Recov - Default
IPR***	IR30	IPI Recov - Default
REP***	RE30	ICMS Repasse - Default
SBR***	SB30	ICMS Subs - Default
TDC***	TD30	Trade Discount - Default

The first three characters of the UDC are hard-coded-- for example, ICMXXX, ICRXXX, and so on. The last four characters of the UDC are the G/L class of the item at the branch/plant level. The example codes shown above are for G/L class codes IN30.

A code with four asterisks at the end represents a default AAI that points to a specific default account. The system first searches for a code with a specific G/L class in the last four fields (for example, EXPIN30, where IN30 is the item G/L class). If a specific code that includes the

item's G/L class does not exist, then the system locates the default code (for example, EXP****).

See Also

- ❑ See *G/L Posting Category (41/9)* for more information on G/L class descriptions for distribution AAIs

ICMS Code - Fiscal Value (76/II)

You can set up fiscal value codes for ICMS tax to indicate whether transactions are taxable, exempt, or eligible for a reduced tax rate. You can also use this code to indicate whether the tax can be recovered for a transaction.

For example, you can set up fiscal value codes as follows:

- 1 - Taxable
- 2 - Exempt or Not Taxable
- 3 - Other

To set up ICMS Fiscal Value codes, you must enter a special handling code to identify whether the code is subject to tax. Enter 1 in the special handling code for taxable codes and 0 (zero) for nontaxable codes.

Codes – IN68 (76/IN)

Set up the codes that the Code Table – IN68 (F76B80) uses to validate records in the IN68 work files. When you run any of the IN68 workfile generation programs, the system writes the appropriate code to the Code Table – IN68 (F76B80) only if the code exists in the 76/IN UDC.

Item Origin (76/IO)

The origin flag represents the origin of the item. You can set up item origin codes as follows:

- 0 - Domestic Goods
- 1 - Foreign Goods - Imported
- 2 - Foreign Goods - Local Purchase

Note

These values are hard coded in the Brazilian localization documentation.

IPI Code – Fiscal Value (76/IP)

You can set up fiscal value codes for IPI tax to indicate whether transactions are taxable, exempt, or eligible for a reduced tax rate. You can also use this code to indicate whether the tax can be recovered for a transaction.

For example, you can set up fiscal value codes as follows:

- 1 - Taxable
- 2 - Exempt or Not Taxable
- 3 - Other

To set up IPI fiscal value codes, you must enter a special handling code to identify whether the code is subject to tax. Enter 1 in the Special Handling column for taxable codes and 0 (zero) for nontaxable codes.

Months (76/MO)

A code that relates a two-digit number to a month. The numbers progress from January (01) to December (12).

Nota Fiscal Source (76/NF)

Use nota fiscal type codes to identify different notas fiscais in the system. The following notas fiscais codes are hard coded in the system.

- 1 - Stand Alone Nota Fiscal - PO
- 2 - Complementary Nota Fiscal - PO
- 3 - 2-Way Match Nota Fiscal - PO (Available only in OneWorld)
- 4 - 3-Way Match Nota Fiscal - PO
- 5 - Stand Alone Nota Fiscal - SO
- 6 - Complementary Nota Fiscal - SO
- 7 - Nota Fiscal - SO

Note

Codes 1, 4, 5, and 7 are used in WorldSoftware.

Purchase Use (76/PU)

Set up purchase use codes to identify how the item being purchased will be used. The purchase use of the item will determine the tax recoverability of the item. For example, you can set up codes to identify purchases as follows:

- BLANK - blank
- AF - Fixed Assets
- CON - Purchase Internal Consumption
- EMB - Packaging Products
- RAW - Raw Materials
- RES - Purchase for Resale

Note

These codes are user defined except for CON and AF. Both CON and AF are hard coded in the system.

The tax recoverability of the purchased item is determined by the first three characters in the Special Handling column:

- Position 1 - IPI
- Position 2 - ICMS

- Position 3 - For future use
Enter 1 for recoverable and 0 (zero) for nonrecoverable.

Note

Position 4 of UDC table 76/PU is used for items that are purchased for manufacturing or purchased for resale. The fourth position determines the suggested Transaction Nature code for those companies to which ICMS Substitution applies. The valid values for the fourth position are the following:

- 1 - Buying or transferring items for manufacturing purposes
- 2 - Buying or transferring items for resale purposes

Bank Receive Code (76/RC)

Set up receive transaction status codes to indicate the status of the Duplicata that you receive from the bank that is responsible for collecting your Accounts Receivable invoices. When your bank sends a file to you to confirm the receipt of your transmission, the J.D. Edwards system processes the files that contain a 1 in the Special Handling field of this user defined code. If the system does not find a 1 in the Special Handling field, it does not process the return transaction.

Note

You should establish these codes in conjunction with your bank.

Sales Reverse – Brazil (76/RD)

Set up receive document types for sales reverse to indicate which line types you will use to reverse a sale. For example, you can set up the following document type:

- VC – Sales Reverse - Brazil

Bank Send Code (76/SC)

Set up send transaction status codes to indicate the status of the Duplicata that you send to the bank that is responsible for collecting your Accounts Receivable invoices. For example, you can set up the following document types:

- Blank - Not Sent
- 01 - Remittance
- 02 - Cancel Collection of Payment
- 04 - Abatement (Correction)
- 05 - Cancel Abatement (Correction)
- 06 - Change Due Date
- 09 - Litigation
- 10 - Discontinue Litigation
- 18 - Suspend Litigation

You should establish these codes in conjunction with your bank.

States That Add IPI/Imported (76/SI)

You can set up UDCs to identify which Brazilian states do not add IPI to the ICMS basis of imported products. The UDC consists of a two-character abbreviation of the state in the Code field and the full name of the state in the Description 01 field.

ICMS Tax Substitution Markup (76/SM)

You can set up UDCs to identify to which items ICMS Substitution will apply. The following values are hard coded in Brazilian localization:

- N - No
- Y - Yes, Use List Price
- Z - Yes, Use Net Price

Sales Return – Brazil (76/SR)

Set up return document types for sales return to indicate which line types you will use for sales return. For example, you can set up the following document types:

- VR - Sales Return - Brazil
- VS – Purchase Return - Brazil

Tax Summary (76/ST)

The codes in the Tax Summary UDC (76/ST) represent the type of tax payment applied to an item. These values are hard-coded.

The following table shows the codes for the Tax Summary UCD:

Code	Description
00	Pay full tax
10	Pay ICMS and ICMS Sub. Mark Up
20	Reduced base for tax calculation
30	Exempt/Not ICMS; pay ICMS substitution
40	Exempt
41	Not taxed
50	Suspended
51	Deferred
70	With reduction of base of calculation and ICMS charged previously for substitution tax
90	Others

Transaction Nature (76/TN)

The algorithm for calculating the ICMS Tax Situation code uses the special handling code in the Transaction Nature UDC (76/TN) to determine the ICMS Tax Situation code when an item is not taxed or has deferred tax. The algorithm then populates the Tax Situation field (data item BSTT) with a three-digit tax situation code. You must set up a special handling code of 10 for items that are not taxed, and a code of 01 for items that have deferred tax.

► To set up the Transaction Nature UDC

From the Brazilian Localization Setup menu (G76B41B), choose User Defined Codes - Brazil.

1. Select any UDC table.
2. On Work With User Defined Codes, locate the UDC table 76/TN.
3. Click Add.
4. On User Defined Codes, complete the following fields for every combination of Transaction Nature and Transaction Suffix values that apply to items that are not taxed or that have deferred tax. See *Setting Up Transaction Nature Codes* for information about setting up these values.

- Codes
- Description 1
- Special Handling

For the Special Handling field, enter the following codes:

- For each combination that is applied to items that are not taxed (Code 41), enter 10.
- For each combination that is applied to items that have deferred tax (Code 51), enter 01.

5. Click OK.

Retired IR-PF (Income Tax) (76B/AP)

Set up codes for income tax deductions for retired persons. Enter the amount of the deduction in the Description 01 field. The system uses the schedule to calculate income taxes for persons who are retired and who have provided a service that is included on a nota fiscal.

Fiscal Codes - ICMS (76B/CV)

Use these codes to specify how ICMS tax applies to an item. J.D. Edwards supplies the following codes for this UDC table:

Code	Description
	Default
1	Taxable
2	Exempt or not taxable
3	Others

4	Reduced ICMS (Taxable/Exempt)
5	Reduced ICMS (Taxable/Exempt)

Fiscal Codes - IPI (76B/CW)

Use these codes to specify how IPI tax applies to an item. J.D. Edwards supplies the following codes for this UDC table:

Code	Description
	Default
1	Taxable
2	Not taxable
3	Others
4	Reduced IPI (Taxable/Exempt)
5	Reduced IPI (Taxable/Others)

Decendio (76B/DE)

Use these codes to group IPI taxes for a 10-day period. Several Fiscal Book programs use these codes.

IPM Codes (76B/DM)

Use these codes to group tax amounts for the IPM Annual Report (R76B4015). In the Code field, enter a code that is a concatenation of each transaction nature plus suffix. You must enter the Demonstrative Code by which the tax amounts are summed in the Description 1 field. If you need to sum the tax amounts by more than one Demonstrative Code, enter all of the codes in the Description 1 field and separate them with a space.

The following table shows an example of IPM codes:

Code	Description 1
11100	001 006
21100	002 008

See Also

- Demonstration Codes (76B/TD)*

Dependence Reduction IR-PF (76B/DP)

Set up codes for the income tax deductions for the dependents of an individual. Enter the amount of the deduction in the Description 01 field. The system uses the codes when it calculates income tax for an individual who has provided a service that is included on a nota fiscal.

Packing Materials (76B/EM)

Set up codes to identify the packing materials that appear on notas fiscais. For example, you can set up the following codes:

Code	Description
BX	Box
PAP	Paper
PAL	Pallet

Dynamic Formatter Attributes (76B/F1)

You define layout attributes for electronic banking in the Dynamic Formatter Attributes UDC table (76B/F1). Attributes that begin with an S are constants. For example, S0002 is the attribute for zeros and S0003 is the attribute for blanks. Attributes that begin with a Z are defined by each transaction application. For example, Z0002 is the Company Tax ID and Z0009 is the Company Name.

The following table describes the predefined attributes:

Value	Description	Description 2	Explanation
S0001	UDV - User Defined Value		A value that completes the places between two attributes with a character that you select. You define this value when you set up the layout details.
S0002	Blanks		A value that completes the places between two attributes with blanks.
S0003	Zeros		A value that completes the places between two attributes with zeros.
Z0001	Company Person/Corp Code	F0101 – TAXC	The value for the Person/Corporation Code field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in the company constants, the system uses the Parent Address Number Person/Corporation Code.
Z0002	Company Tax ID	F0101 – TAX	The value for the Tax ID field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in the company constants, the system uses the Parent Address Number Tax ID.

Z0003	Company Bank Agency	F0030 – TNST	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value before the separator (/) in the Bank Transit Number field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value before the separator (/) in the Bank Transit Number field in the Bank Transit Number Master table (F0030).
Z0004	Company Bank Account Number	F0030 – CBNK	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value in the Bank Account Number field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value in the Bank Account Number field in the Bank Transit Number Master table (F0030).
Z0005	Company Bank Agency Digit	F0030 – TNST	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value before the separator (-) in the Bank Transit Number field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value before the separator (-) in the Bank Transit Number field in the Bank Transit Number Master table (F0030).

Z0006	Company Bank Account Digit	F0030 – CHKD	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value in the Control Digit field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value in the Control Digit field in the Bank Transit Number Master table (F0030).
Z0007	Company Bank Agency Number + Digit	F0030 – TNST	The values for attributes Z0003 and Z0005; they are separated by a dash (-).
Z0008	Company Bank Account Number + Digit	F0030 – CBNK + CHKD	The values for attributes Z0004 and Z0006; they are separated by a dash (-).
Z0009	Company Name	F0101 – ALPH	The Address Book number in the Company Constants table (F0010). If PO Unique Payment is On in the company constants, the system uses the Parent Address Number Alpha Name.
Z0010	Formatted File Date Created	UBE B9800100 – Get Audit Info	The date from the Get Audit Information field in the UBE.
Z0011	Formatted File Time Created	UBE B9800100 – Get Audit Info	The Time from the Get Audit Information field in the UBE.
Z0012	Company Bank Number	F0030 – TNST	The system parses information from the GL Bank Account defined in the Payment Group and uses the first three digits in the Bank Number field in the Bank Transit Number Master table (F0030).
Z0013	Company Bank Name	F0030 – DL01	The system parses information from the GL Bank Account defined in the Payment Group and uses the first three digits in the Bank Account Number field in the Bank Transit Number Master table (F0030) and the value in the Description field from the Bank Codes UDC table (76/BC).
Z0014	Payment Instrument	F0411 – PYIN	

Z0015	Company Street Name	F0101 – ADD1	The value for the Address 1 field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number Address 1.
Z0016	Company Street Number	None	Blank
Z0017	Company Street Complement	None	Blank
Z0018	Company City	F0101 – CTY1	The value for the City field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number City.
Z0019	Company Postal Code – No Mask	F0101 – ADDZ	<p>The value for the Postal Code field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number Postal Code.</p> <p>The system uses the value in the Postal Code field without the separator (-).</p>
Z0020	Company State Code	F0101 – ADDS	The value for the State field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number State.
Z0021	Bank Return Message	Bank	
Z0022	Formatted File Line Count	UBE R76B047E Variable	This UBE counts the number of lines created inside the flat file.
Z0023	Payment Group Sequence	UBE R76B047E Variable	The sequence number from the A/P Payment Processing – Summary table (F04572), which is required to identify the payment in the return process in the client use code.
Z0024	Bank Return Code	Bank	

Z0025	Payee Bank Number	F04572 – BNST	The first three digits from the Bank Transit Number field in the A/P Payment Processing – Summary table (F04572).
Z0026	Payee Bank Agency No	F04572 – BNST	The numbers before the separator (/) from the Bank Transit Number field in the A/P Payment Processing – Summary table (F04572).
Z0027	Payee Bank Account Number	F04572 – CBNK	The value for the Bank Account Number field in the A/P Payment Processing – Summary table (F04572).
Z0028	Payee Bank Agency Digit	F04572 – BNST	The value for the numbers before the separator in the Bank Transit Number field in the A/P Payment Processing - Summary table (F04572).
Z0029	Payee Bank Account Digit	F04572 – CBNK	The value from the Control Digit field in the A/P Payment Processing - Summary table (F04572).
Z0030	Payee Bank Agency Number + Digit	F04572 – BNST	The values for the Z0026 and Z0028 attributes, separated by a dash (-).
Z0031	Payee Bank Account Number + Digit	F04572 – CBNK	The values for the Z0027 and Z0029 attributes, separated by a dash (-).
Z0032	Payee Name	F0101 – ALPH	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value for the Alpha Name field in the Address Book Master (F0101) for the address book number that appears in the Payee Number field in the A/P Payment Processing - Summary table (F04572). For the Receipt process, the value for the Alpha Name field in the Address Book Master (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11).
Z0033	Document Number	None	

Z0034	Payment Date	F04572 – DGJ	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value for the G/L Date field in the A/P Payment Processing - Summary table (F04572). For the Receipt process, the value for the Payment Date field in the A/P Payment Processing - Summary table (F04572).
Z0035	Payment Amount	F04572 – PAAP	The value for the Payment Amount field in the A/P Payment Processing - Summary table (F04572).
Z0036	Bank Document Number	Bank	
Z0037	Bank Return Payment Date	Bank	
Z0038	Bank Return Payment Amount	Bank	
Z0039	Bank Return Payment Document	Bank	
Z0040	Form File Recs without Header	UBE R76B047E Variable	
Z0041	Total Payment Amount	UBE R76B047E Variable	This UBE sums all of the payments in the file.
Z0042	Payee Person Corporation Code	F0101 – TAXC	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value for the Person Corporation Code in the Address Book Master table (F0101) for the address book number that appears in the Payee Address Number field in the A/P Payment Processing - Summary table (F04572). You must create a bank cross-reference. For the Receipt process, the value for the Person Corporation Code in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11).

Z0043	Payee Tax ID	F0101 – TAX	<p>The data for the attributes varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Tax ID field in the Address Book Master table (F0101) for the address book number that appears in the Payee Address Number field in the A/P Payment Processing - Summary table (F04572). For the Receipt process, the value for the Tax ID field in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11).
Z0044	Bar Code - Payee Bank Number	R76B0411 – BBRCD	Parses the Bank Code from the Bar Code field in the Voucher Additional Information table (F76B04BC) for the first Voucher found in A/P Payment Detail table (F0473).
Z0045	Bar Code - Currency Code	R76B0411 – BBRCD	For the first voucher in the A/P Payment Detail table (F0473), pulls the currency code from the Bar Code field in the Voucher Additional Information table (F76B04BC).
Z0046	Bar Code - Control Digit	R76B0411 – BBRCD	Parses the currency code from the Bar Code field in the Voucher Additional Information table (F76B04BC) for the first Voucher found in the A/P Payment Detail table (F0473).
Z0047	Bar Code - Payment Amount	R76B0411 – BBRCD	Parses the payment amount from the Bar Code field in the Voucher Additional Information table (F76B04BC) for the first Voucher found in the A/P Payment Detail table (F0473).
Z0048	Bar Code - Bar Code All	R76B0411 – BBRCD	The system identifies the first voucher in the A/P Payment Detail table (F0473). It then locates that voucher in the Voucher Additional Information table (F76B04BC) and writes the value from the Bar Code field to the layout.

Z0049	Due Date	F04572 – DGJ	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the G/L Date field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value from the Due Date field in the Customer Ledger table (F03B11).
Z0050	Open Amount	F04572 – PAAP + ADSA	The sum of the values of the Payment Amount and Discount Amount fields in the A/P Payment Processing – Summary table (F04572).
Z0051	Discount Taken	F04572 – ADSA	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Discount Amount field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value from the Discount Amount field in the Customer Ledger table (F03B11).
Z0052	Abatement Amount	Zero	
Z0053	Discount + Rebate Amount	F04572 – ADSA	The value from the Discount Amount field in the A/P Payment Processing – Summary table (F04572).

Z0054	Fee Amount	Zero	<p>The fee amount the system uses is determined by the processing options for the Process Return A/R Bank Tape Diskette process (R76B03ZR).</p> <p>Fee Invoice Creation processing option:</p> <ul style="list-style-type: none"> • Blank The amount is ignored. • 1 The system creates an RF invoice with the amount of the fee paid. • 2 The system creates an RF invoice with a calculated fee amount that is based on the Daily Late Fee amount on the F76B03B1. • 3 The system creates two RF invoices, one for the amount paid to the bank, and other with to the bank with fee amount difference <p>PO Fee Process Order processing option:</p> <ul style="list-style-type: none"> • Blank The system performs a receipt first on original invoice, then the difference on fee invoice. • 1 The system performs receipt first on fee invoice, then the difference on the original invoice.
Z0055	Rebate Amount	Zero	
Z0056	Fee + Fee 2 Amount	Zero	

Z0057	Company Postal Code with Mask	F0101 – ADDZ	The value for the Postal Code field from the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number Postal Code. The attribute uses the value in the Postal Code field with the separator (-).
Z0058	Payment Group Next Number	UBE R76B047ES NN 04/06	This UBE generates a unique identifier for the flat file, and assigns a next number from 04/06 for each file.
Z0059	Bank Agency Digit + Account Digit	F0030 – TNST + CNBK	
Z0 06 0	Company Bank Swift Code (Conv.)	F0030 – SWFT	The bank accord/agreement number for the bank. defined in the Dynamic Formatter GL Account File Numbers table (F76B477) for the BRPAGEL transaction type and the specified G/L bank account.
Z0061	Payee Address Book No	F04572 – AN8	The data for the attribute varies depending on whether you are using the Payment or Receipt process: <ul style="list-style-type: none"> For the Payment process, the value from the Payee Address Number field in the A/P Payment Processing - Summary table (F04572). This information is required to identify payment in return process in client use code.
Z0062	Payment Sequence	UBE R76B047ES Variable	This UBE identifies the sequence of the number of payments for a payment group in the A/P Payment Processing - Summary table (F04572).
Z0063	Line Sequence in Segment EP	UBE R76B047ES Variable	For each segment in a line sequence, this UBE resets the counter to zero.
Z0064	Bar Code - Free Field	R76B0411 – BBRCD	The value from the Bar Code field in the Voucher Additional Information - Brazil table (F76B04BC) for the first voucher founded in the A/P Payment Detail table (F0414).
Z0065	File Formatter Line Type	UBE R76B047ER Variable	
Z0066	Bar Code - Date Due Facto	F76B0411 – BBRCD	

Z0067	Bank Duplicata Number	F7603B1 — BBDN	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the processing option is set to Bank (1), the value will be 0000000000. • If the processing option for Boleto Emitter is set to Company (2), the attribute value is determined as follows: <ul style="list-style-type: none"> • If a value exists in the Bank Duplicata Number field in the A/R Additional Information – Brazil table (F7603B1), the attribute value is the value in the field. • If the Bank Duplicata Number field is blank, the attribute value is the Bank Duplicata next number for the BRCOBES transaction in the GL Bank Account File Numbers file (F76B477).
Z0068	Document Number	F7603B1– BBDN	The value in the Invoice Number field in the Customer Ledger table (F03B11).
Z0069	Invoice Date	F03B11 – DIVJ	The value in the Invoice Date field in the Customer Ledger table (F03B11).
Z0070	Client Use Code		<p>The identifier sent during the outbound process and returned during the inbound process.</p> <p>The Client Use Code is a concatenation of the Document Company + Document Type + Document Number, Pay Item/suffix, and Address Number in the Customer Ledger table (F03B11). This is the first process to find an invoice. If this field is blank, the system uses the Bank Duplicata Number.</p>
Z0071	Bank Send Code	F7603B1 – BSCB	<p>The value for the attribute varies depending on the processing options for R76B03ZS:</p> <ul style="list-style-type: none"> • If the Bank processing option has a value, that value is used. • If the Bank processing option does not have a value, 01 is used.
Z0072	Boleto Creation		
Z0073	Protest Instructions Code		The value in the Protest Instructions Code field in the A/R Additional Information – Brazil table (F7603B1).

Z0074	Protest Instructions		The value in the Protest Instructions Days field in the A/R Additional Information – Brazil table (F7603B1).
Z0075	Amount Fee by Day		The value in the Daily Late Fee Amount field in the A/R Additional Information – Brazil table (F7603B1).
Z0076	Due Date AR	F03B11 – DDJ	The value in the Discount Due Date field in the Customer Ledger table (F03B11).
Z0077	Payee Address Line 1	F0116 -- ADD1	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the Customer Address option is blank, uses the value for the Address 1 field in the Address Book Master file (F0101) for the address book number that appears in the Address Number field in the Customer Ledger file (F03B11). • If the Customer Address option is set to 1, uses the value in the Send Invoice To field in the Customer Master by Line of Business table (F03012).
Z0078	Customer Postal Code	3 digit	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the Customer Address option is blank, uses the first five digits of the Postal Code field in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11). • If the Customer Address option is set to 1, uses the value in the Send Invoice To field in the Customer Master by Line of Business table (F03012).

Z0079	Customer Postal Code	5 digit	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the Customer Address option is blank, uses the last three digits of the Postal Code field in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11). • If the Customer Address option is set to 1, uses the value in the Send Invoice To field in the Customer Master by Line of Business table (F03012).
Z0080	Message Code		The value in the Message Code field in the A/R Additional Information – Brazil table (F7603B1).
Z0081	Message Description		The value in the message code attachment for the Message Code field in the A/R Additional Information – Brazil table (F7603B1).
Z0085	Discount Available by Day		The value in the Discount Available/30 field in the Customer Ledger table (F03B11).
Z0086	Boleto Creation		The value in the Boleto Emitter option for the R76B03ZS processing options.
Z0087	Payment Group Control Number	F7603B1 – HDC	The value in the Carteira Number option for the R76B03ZS processing options.
Z0088	Payee City	F0116 – CYT1	
Z0089	Payee State Code	F0116 – ADDS	
Z0090	Payee Address Line 2	F0016 – ADD2	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the Customer Address option is blank, uses the value for the Address 2 field in the Address Book Master file (F0101) for the address book number that appears in the Address Number field in the Customer Ledger file (F03B11). • If the Customer Address option is set to 1, uses the value in the Send Invoice To field in the Customer Master by Line of Business table (F03012).

Z0091	Payee Address Line 3	F0016 – ADD3	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the Customer Address option is blank, uses the value for the Address 3 field in the Address Book Master file (F0101) for the address book number that appears in the Address Number field in the Customer Ledger file (F03B11). • If the Customer Address option is set to 1, uses the value in the Send Invoice To field in the Customer Master by Line of Business table (F03012).
Z0092	Payee Address Line 4	F0016 – ADD4	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the Customer Address option is blank, uses the value for the Address 4 field in the Address Book Master file (F0101) for the address book number that appears in the Address Number field in the Customer Ledger file (F03B11). • If the Customer Address option is set to 1, uses the value in the Send Invoice To field in the Customer Master by Line of Business table (F03012).
Z0093	Bank Return Code 2	Bank	
Z0094	Bank Return Code 3	Bank	
Z0095	Bank Return Code 4	Bank	
Z0096	Bank Return Code 5	Bank	

INSS Code (76B/IN)

Set up codes for the schedule of Imposto Nacional Sequro Social (INSS) taxes. The system uses these codes when calculating taxes for services that are on a nota fiscal.

Recieta Code (76B/IR)

Set up codes for the income tax schedule for individuals and corporate entities. The system uses these codes when calculating the income tax for an individual or corporate entity that has provided a service that is included on a nota fiscal. For individuals, the system uses the DIPAM Table (76/DP) and the Retired IR-PF (Income Tax) (76B/AP) UDCs to reduce the amount of the income tax in this UDC, if applicable.

Services Code (76B/IS)

Set up codes for Imposto sobre Serviços (ISS) taxes. You must set up codes for each type of service for each city of origin for services that appear on a nota fiscal.

Fiscal Messages / Observations (76B/M1)

Set up codes for messages that will appear in the Fiscal Books and on IN68 reports. When you enter the codes in certain processing options for Fiscal Books or IN68 reports, the system prints the message associated with the code on the report or Fiscal Book.

Months of the Year (76B/ME)

Set up a code of each month of the year. The Fiscal Books programs use these codes.

Related to Energy and Petrol (76B/NS)

Set up codes that the system uses to accumulate amounts on notas fiscais that are related to energy and petrol. In the Code field, enter a code that is a concatenation of each transaction nature plus suffix. The system uses these codes in the Inbound Interstate Operation Form (R76B4009) and the Outbound Interstate Operation Form (R76B1010) programs.

Explanation of Installments (76B/OB)

Set up tax description codes. The description associated with the codes appears on the voucher. Values 00 through 04 are hard coded in Brazilian localization, but you can change the descriptions to suit your needs.

The Tax Code A/P UDC (76B/TR) uses specific codes for the various taxes. You can set up the codes for the 76B/OB UDC in the same manner to make it easier to remember the description that goes with each code. For example, you might set up the following descriptions:

- 00 - description
- 01 - IRRF
- 02 - ISS
- 03 - INSS
- 04 - FUNRURAL

See Also

- Tax Code A/P (76B/TR)*

End Items (76B/PA)

Set up codes to identify the type of end items you ship. For example, you can set up the following codes:

Code	Description
M	Manufactured
S	Stock

Resumes and Demonstratives (76B/RD)

Use these codes to group tax amounts for the DIPI – Summary and Statements (R76B4006) program. In the Code field, enter a code that is a concatenation of each transaction nature plus suffix. You must enter the Demonstrative Code by which the tax amounts are summed in

the Description 1 field. If you need to sum the tax amounts by more than one Demonstrative Code, enter all of the codes in the Description 1 field and separate them with a space.

The following table shows an example of Resumes and Demonstrative codes:

Code	Description 1
11100	101
12100	102
21100	103

Raw Materials (76B/SC)

Set up codes to represent the types of raw materials you use. For example, you could set up the following codes:

Code	Description
PAP	Paper Pulp
GLY	Glycerin
CS	Copper Sulfate

Demonstration Codes (76B/TD)

Use demonstration codes to identify debit and credits for the Verification of IPI report (R76B4002) and the Verification of ICMS report (R76B4003). For example, you could set up the following codes:

Code	Description 1
001	Inbound from national market
002	Inbound from external market
003	Outbound to external market

Fiscal Tax Type (76B/TI)

Use this code to specify the type of fiscal book information you want the system to process when you add information in the inbound or outbound Nota Fiscal maintenance program (P76B1002).

SINTEGRA CFOP Cross Reference (76B/TN)

Use these codes to associate a transaction nature/suffix combination with a nota fiscal model. The Generating ICMS Magnetic Media (R76B201) program uses the codes you set up, or uses 01 if the transaction nature/suffix combination is not in this UDC table.

For example, you could set up the following codes:

Code	Description 1	Description 2
11199	22	NF Telecommunication
51199	07	NF Freight

99999	01	NF Normal
-------	----	-----------

Tax Code A/P (76B/TR)

The following valid values are hard-coded in Brazilian localization:

- 01 - IRRF
- 02 - ISS
- 03 - INSS
- 04 - FUNRURAL

Cross Reference – Due Date Tax (76B/VE)

The system uses the Cross Reference - Tax Due Date code when it calculates the due date for IR taxes. The code comprises 4 digits. The first two digits are the month, and the second two digits are the year. You should set up codes for each month/year combination for which you have notas fiscais. You enter a payment term for the description of the code.

For example, you can set up the following codes:

Code	Description
0100	I71
0101	I21
0200	I39
0300	I41
0400	I70
0500	I21
0600	I50
0700	I71
0800	I31

See Also

- Working with Payment Due Dates*

Person Corporation Code (H00/TA)

Set up UDCs for a person or corporation to represent the nature of the Address Book entity.

Note

The following values are the only valid values for Brazil localization:

- 1 - Individual
- 2 - Corporate Entity
- 3 - Both an Individual and Corporate Entity

Decimal Format (H98/DE)

The system uses the Decimal Format UDC to separate a string of numbers when the Data Type for a field is Math Numeric. You must set up codes to specify the acceptable separators for decimals. For example, you can set up the following codes:

Code	Description
	Use system value
,	Comma indicator
.	Decimal indicator

Date Separator (H98/DS)

The system uses the Date Separator UDC to format a string of numbers that the system will use as a date. You must set up codes to specify the acceptable separators for dates.

For example, you can set up the following codes:

Code	Description
	System value
*	Blank separator
,	Comma date separator
-	Hyphen date separator
/	Slash date separator

Entering Address Book Information for Brazil

You enter address book records to create a database of information about your employees, customers, suppliers, and tax authorities.

To process business transactions accurately in Brazil, the government requires companies to maintain detailed tax information and specifications for all customers, suppliers, and tax authorities. To maintain this information, you can access an additional tax information form when you add a new Address Book record to the system or when you change the information for an existing record.

Alternatively, you can access customer and supplier address book records from the following programs:

- Customer Master Information (P03013)
- Supplier Master Information (P04012)

You can set processing options to specify that the system allows duplicate numbers in certain fields or displays error or warning messages when you enter a duplicate number. See *Processing Options for Address Book Additional Information – Brazil (P01012BR)*.

Validating State Tax ID Numbers

The Address Book Additional Information – Brazil application (P01012BR) will validate state tax ID numbers if you set the processing options to do so. You can also specify that the

system allow duplicate numbers in certain fields or displays error or warning messages when you enter a duplicate number. See *Processing Options for Address Book Additional Information – Brazil (P01012BR)*.

If you set your processing options to validate tax ID numbers, the system runs the validation routine when you click OK on the Address Book Additional Information – Brazil form. The validation routine does the following:

- To validate, strips out special characters (!, @, #, @, \$, %, ^, &, *, (,), _, +, ., /) but displays the ID number in the State Tax ID field with the characters.
- Stores the ID number with the special characters so that the ID number appears in reports with the special characters.
- Recognizes that the special characters are a value that makes the number unique. For example, the system recognizes that the following numbers are different:
 - 12345
 - 123.45
 - 12/345

The validation routine runs only when a valid state is entered in the State field in the address book record, and when the value of the Country Codes UDC (00/CN) for the address book record is set to BR (Brazil).

You can enter the word INSENTO in the State Tax ID field if the address book record does not have a tax ID number. When you enter INSENTO (must be uppercase), the system does not validate the tax ID number.

Before You Begin

- Verify that you have selected Brazil (BR) in your user display preferences.
- Verify that you have set up matching versions of the Address Book program (P01012) and the Address Book Additional Information – Brazil program (P01012BR). See *Copying a Batch Version* in the *OneWorld Foundation Guide*.
- Verify that you have set up the following UDCs:
 - Person Corporation Code (H00/TA)
 - State and Province Codes (00/S)
 - Code – Taxpayer (76/CC)
 - Flag – Free Port Zone (76/FR)
 - ICMS Code – Fiscal Value (76/II)
 - IPI Code – Fiscal Value (76/IP)
 - ICMS Tax Substitution Markup (76/SM)
- Set the following processing options to validate State Tax IDs:
 - Duplicate State Tax ID Numbers
 - Duplicate State Tax ID Error or Warning
- Complete the steps for entering a standard Address Book record. See *Entering Address Book and Mailing Information* in the *Address Book* guide.

► To enter additional address book information

From the Address Book - Brazil menu (G76B01), choose Address Book Revisions.

1. On Work With Addresses, select the Search Type that you want the system to perform.
2. Click Find.
3. Choose a record in the detail area and click Select.
4. On Address Book Revision, click the Additional tab and review the following field:
 - Person/Corporation Code

For Brazil, hard-coded valid values for Person/Corporation Code are 1, 2, and 3.

5. From the Form menu, choose Regional Info.

On Address Book Additional Information - Brazil, the Person/Corporation Code determines the tab activated on Address Book Additional Information - Brazil.

6. On Address Book Additional Information - Brazil, click the Person tab and complete the following fields to specify tax information for an individual:
 - Federal Tax ID
 - Individual ID
 - Issuer Code
 - Issuer State
 - Issue Date
7. To specify contractor information, complete the following fields:
 - Taxpayer Number
 - City
 - State

PeopleSoft.

Select Workspace: Active Foundation

Active Foundation

Address Book Additional Information - Brazil

OK Cancel Tools

Address Number: 7600 *Brazilian Company*

Person/Corporation Code: 2 *Corporate entity*

Person Corporation Fiscal Information Fax Information

CGC Tax ID: 43.078.849/0010-81

State Tax ID: 114.119.840.110

City Tax ID: [empty]

Personalize Change Role Sign Out

1 2 3

8. Click the Corporation tab and complete the following fields to specify corporate tax information:
 - CGC Tax ID
 - State Tax ID
 - City Tax ID

PeopleSoft.

Select Workspace: Active Foundation

Active Foundation

Address Book Additional Information - Brazil

OK Cancel Tools

Address Number: 7600 Brazilian Company

Person/Corporation Code: 2 Corporate entity

Person Corporation **Fiscal Information** Tax Information

Taxpayer Class	<input type="checkbox"/> 1	Taxpayer	ICMS Substitution	<input type="checkbox"/> N	No
ICMS Repasse	<input type="checkbox"/> Y		ICMS Code	<input type="checkbox"/> 1	Taxable
IPI Code	<input type="checkbox"/> 1	Taxable			
Free Port Zone	<input type="checkbox"/> 0	Non Free Port			
Complementary ID					

9. Click the Fiscal Information tab and complete the following fields to specify general tax information:
 - Taxpayer Class
 - ICMS Repasse
 - IPI Code
 - Free Port Zone
 - Complementary ID
 - ICMS Substitution
 - ICMS Code

10. Click the Tax Information tab and complete the following fields to specify the types of taxes that apply to the employee, supplier, or customer:
 - Brazil Tax Information 1
 - Brazil Tax Information 2
 - Brazil Tax Information 3
 - Brazil Tax Information 4
 - Registration INSS

Note

You can enter the applicable taxes in any order in any of the first four Brazil Tax Information fields. Brazil Tax Information fields 5 through 8 are not used currently.

11. Click OK.

Processing Options for Address Book Additional Information – Brazil (P01012BR)

These processing options specify whether the system validates, allows duplicates for, and displays error or warning messages for CGC and CPF numbers. You can also specify whether the system validates the state tax ID in address book records.

The system validates the data in the State Tax ID field (TX2) when all of the following conditions are met:

- You set the following processing options:
 - The Duplicate State Tax ID Numbers option is set to Blank
 - The Duplicate State Tax ID Error or Warning option is set to a valid value
- The Country Code UDC (00/CN) for the address book record being processed is set to BR
- A valid state code exists in the State field (ADDS) in the address book record

When the system validates the State Tax ID number, it strips out alpha and special characters, except if the State Tax ID number is an Agricultural Producer Tax ID for Sao Paulo. If the State Tax ID number is an Agricultural Producer Tax ID for Sao Paulo, the system allows a letter P in the first position of the ID number.

For example, if you enter 011-445-22.5, the validation routine changes the ID number to 011445225. For an Agricultural Producer Tax ID for Sao Paulo, if you enter P100-444-8, the system changes the number to P1004448. See *Validating State Tax ID Numbers* for additional information about how the system validates these numbers.

Edits

1. CGC Error or Warning

Blank = Warning

1 = Error

Use this processing option to specify whether the system displays a warning or an error message when a duplicate or erroneous CGC number is entered.

Valid values are:

Blank

The system displays a warning message.

1

The system displays an error message.

2. CPF Error or Warning

Blank = Warning

1 = Error

Use this processing option to specify whether the system displays a warning or an error message when an erroneous or duplicate CPF number is entered. Valid values are:

Blank

The system displays a warning message.

1

The system displays an error message.

3. Duplicate CGC Number

Blank = Not allowed

1 = Allowed

Use this processing option to specify whether the system allows duplicate CGC numbers.
Valid values are:

Blank

The system does not allow duplicate CGC numbers.

1

The system allows duplicate CGC numbers.

4. Duplicate CGC Error or Warning

Blank = Error

1 = Warning

Use this processing option to specify whether the system checks for duplicate or erroneous CGC numbers. If the Duplicate CGC Numbers processing option has a value of blank, duplicate CGC numbers are not allowed. Valid values are:

Blank

The system error for duplicate a CGC number will be a hard error.

1

The system allows duplicate CGC numbers.

5. Duplicate CPF Numbers

Blank = Not allowed

1 = Allowed

Use this processing option to specify whether the system allows duplicate CPF numbers.

Valid values are:

Blank

The system allows duplicate CPF numbers.

1

The system does not allow duplicate CPF numbers

6. Duplicate CPF Error or Warning

Blank = Error

1 = Warning

Use this processing option to specify whether the system checks for duplicate or erroneous CPF numbers. If the Duplicate CPF Numbers processing option has a value of blank, duplicate CPF numbers are not allowed. Valid values are:

Blank

The system error for a duplicate CPF number will be a hard error.

1

The system does not allow duplicate CPF numbers.

7. Duplicate State Tax ID Numbers

Blank = Not allowed

1 = Allowed

Use this processing option to specify whether the system allows duplicate State Tax ID numbers.

Valid values are:

Blank

The system does not allow duplicate State Tax ID numbers.

1

The system does allow duplicate State Tax ID numbers

8. Duplicate State Tax ID Error or Warning

Blank = Error

1 = Warning

Use this processing option to specify whether the system displays an error or a warning when a duplicate State Tax ID is entered.

Valid values are:

Blank The system displays an error when a duplicate State Tax ID is entered.

1 The system displays a warning when a duplicate State Tax ID is entered.

This processing option applies when you enter Blank for the Duplicate State Tax ID Numbers processing option.

Setting Up Company and Branch/Plant Cross-References

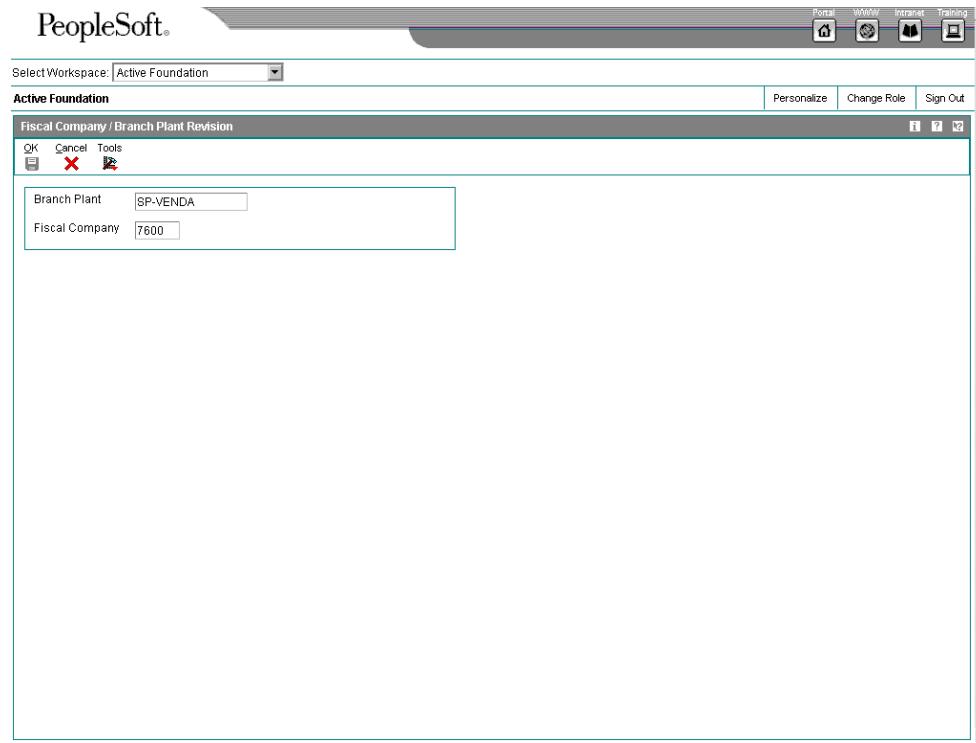
In Brazil, the government requires every business unit (branch/plant) that belongs to a fiscal company to have a separate tax identification number. For reporting purposes, the government requires companies to verify that every business unit is assigned to only one fiscal company.

To associate business units with a fiscal company and prevent assigning the same business unit to more than one fiscal company, you can set up fiscal company and branch/plant cross-references. You must set up a cross-reference for each branch/plant. You might need to complete the steps several times if you have more than one cross-reference.

► To set up company and branch/plant cross-references

From the Brazilian Localization Setup menu (G76B41B), choose Fiscal Company/Branch Plant.

1. On Work with Fiscal Company/Branch Plant, click Add.



2. On Fiscal Company/Branch Plant Revision, complete the following fields:
 - Branch Plant
 - Fiscal Company
3. Click OK.

Setting Up Your System for Next Numbers

► To set up temporary next numbers

From the Brazilian Localization Setup menu (G76B41B), choose Next Numbers.

1. On Work With Next Numbers, click Find to display all systems, or use the query by example field to limit your search by completing the following field:
 - System
2. Choose the Latin American Localization system (76) and click Select.

PeopleSoft.

Use	Next Number	Check Digit Used
Nota Fiscal	550	<input type="checkbox"/>
Remessa	100	<input type="checkbox"/>
Sales Return	110	<input type="checkbox"/>
		<input type="checkbox"/>

Caution: Changing the data on this screen may make it impossible to retrieve previously added addresses and may result in attempts to assign duplicate numbers.

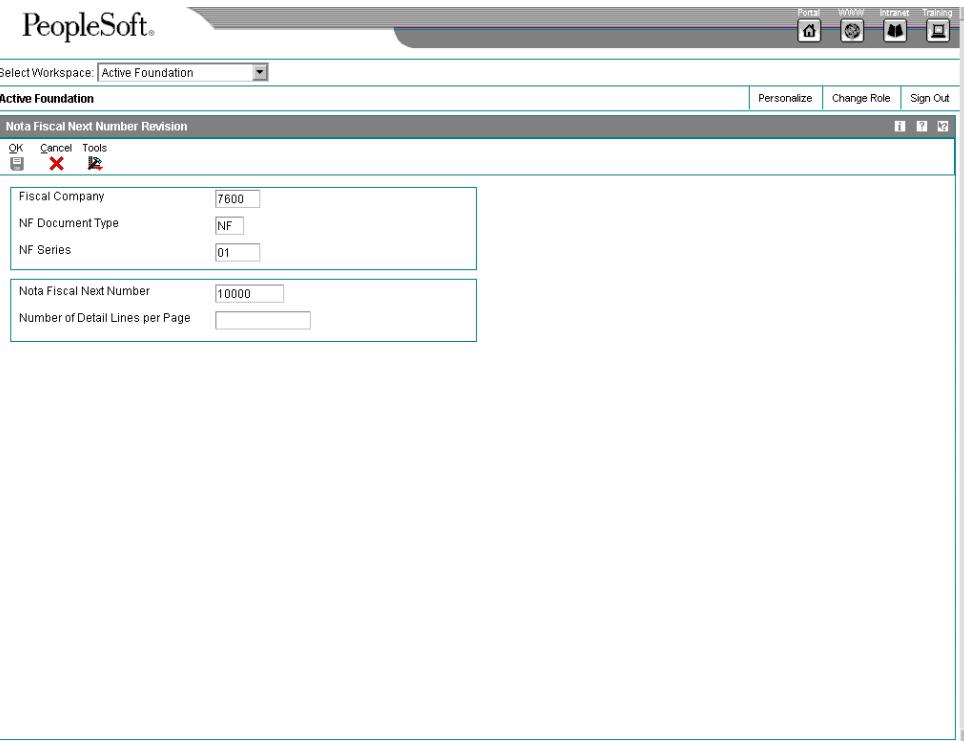
3. On Set Up Next Numbers by System, verify information in the following field:

- Next Number

► **To set up next numbers for notas fiscais**

From the Brazilian Localization Setup menu (G76B41B), choose Next Number - Nota Fiscal.

1. On Work With Nota Fiscal Next Numbers, click Add.



2. On Nota Fiscal Next Number Revision, complete the following fields:
 - Fiscal Company
 - NF Document Type
 - NF Series
 - Nota Fiscal Next Number
 - Number of Detail Lines per Page

3. Click OK.

Setting Up Your System for Brazilian Taxes

Before the J.D. Edwards systems can calculate Brazilian taxes, you must set up the tax tables, UDCs, AAIs, and other information that the system needs to perform the calculations.

You can set up your system to perform calculations for the following taxes:

Tax	Explanation
IPI (Imposto sobre Produtos Industrializados)	A federal excise tax that the government levies on manufactured products. The tax rate varies, and is payable at the point of production or importation.
ICMS (Imposto sobre Circulação de Mercadorias e Serviços)	A state tax that the government levies on purchasing and sales transactions in Brazil. The tax rate varies from state to

Mercadorias e Serviços	state, and some products might be taxed at different rates. The price of the product generally includes ICMS tax, but the amount of this tax also appears on the nota fiscal.
ICMS Substitution (Imposto sobre Circulação de Mercadorias e Serviços Substituto)	An ICMS tax charged on interstate transactions, or on special products and clients.
IR (Imposto de Renda)	A federal income tax levied on services provided by individuals or legal entities. This tax is due at the time that the service is rendered.
ISS (Imposto sobre Serviços)	A tax defined by the city of origin of the job or service. The tax rates vary by city and type of job.
INSS (Imposto Nacional Seguro Social)	The national social security tax. Some types of services are taxed by the INSS, and the tax amount is added to the value of the provided service.
FUNRURAL	The income tax for agricultural businesses. It is similar to the IR tax for corporations, but the rate at which the income is taxed is different.

Setting Up AAIs for Brazilian Taxes

From the Localization Setup - Brazil menu (G76B41B), choose AAI for ICMS/IPI/ICMS Pay.

Many J.D. Edwards programs need information about your account structure and specific account values to process business transactions properly. You define your account structure and specific account values using AAIs. The system stores the AAI values that you define for your company in the Automatic Accounting Instructions table (F0012). Whenever a program performs an accounting function, it accesses this table.

You set up AAIs by company, based on ranges of account numbers. The system includes predefined ranges. You must specify the business unit, object, and subsidiary accounts for the ranges as necessary.

In addition to the standard AAIs that you set up for your system, you must set up automatic accounting instructions to account for Brazilian taxes.

Caution

Many programs throughout J.D. Edwards software use specific AAIs and AAI ranges. You should be thoroughly familiar with the use of an AAI or AAI range before you make any changes to the AAI values.

See Also

- Understanding AAIs in the General Accounting Guide*
- Working with AAIs in the General Accounting Guide*

- GL/Class Code Cross Reference (76/GL)* for more information on setting up automatic accounting instructions to account for Brazilian taxes

Processing Options for Automatic Accounting Instructions (P40950)

Defaults

AAI Table Number

Enter a '1' if the cost type field should be available to Distribution AAI tables listed below: 4122, 4124, 4134, 4136, 4220, 4240 and 4310.

Setting Up Transaction Nature Codes

The transaction nature code (*natureza da operação*) is a legal code established by the Brazilian government.

In Brazil, the government requires companies to assign a transaction nature code to each business transaction for tax purposes. Tax identification is the primary purpose of the code. The transaction nature code is a three-character code that has a two-character suffix.

- The individual state governments of Brazil determine the three-digit codes for the entire country. To better categorize the business transactions in Brazil, the state governments change these codes frequently. J.D. Edwards provides an algorithm that determines the most probable code for the item and the specific transaction. You must always verify that the algorithm has chosen the best transaction nature code.
- The two-character suffix identifies additional features of the transaction. For example, 04 is the suffix for returned merchandise, and 05 is the suffix for backorders.

Before You Begin

- Verify that the UDC tables for IPI Code - Fiscal Value (76/IP), ICMS Code - Fiscal Value (76/II), and ICMS Tax Substitution Markup (76/SM) are set up. See *Setting Up User Defined Codes*.

► To add a transaction nature code

From the Brazilian Localization Setup menu (G76B41B), choose Transaction Nature (P7615B).

1. On Work With Transaction Nature, click Add.

2. On Transaction Nature, to define a code for a specific type of transaction, complete the following fields:
 - Transaction Nature
 - Transaction Suffix
 - Description
 - DIPI Classification
3. To specify the taxes for which the transaction type is eligible or exempt, complete the following fields:
 - ICMS Code
 - ICMS Substitution
 - IPI Code
4. Click OK.

After you complete the steps to set up a transaction nature code, follow the steps to associate online or print text to a transaction nature code.

► To associate online or print text to a transaction nature code

After you complete the steps to set up a transaction nature code, follow these steps to associate online or print text to a transaction nature code.

From the Brazilian Localization Setup menu (G76B41B), choose Transaction Nature (P7615B).

1. On Work With Transaction Nature, click Find to locate and choose the transaction nature code to which you want to associate online or print text, and click one of the following buttons:
 - Online Text
 - Print Text

Note

The rest of this task represents associating online text to a transaction nature code.

2. From the Row menu, choose Online Text.
3. On Media Objects, from the File menu, choose New and Text.
4. Enter the description for the transaction nature code and choose Save & Exit from the File menu.

Note

If you need to delete a transaction nature code, you must first delete the online or the print text, or both.

Setting Up Tax Codes

You set up tax codes to define the taxes that apply to an item. The tax codes that you set up determine the ICMS and IPI taxes that apply to the item. When you enter a purchase or sales order for the item, the tax code defaults from the Item Branch Regional Information - Brazil table (F76412). If the item does not exist in the Item Branch Regional Information - Brazil table (F76412), the item defaults from the Item Master Regional Information - Brazil table (F76411).

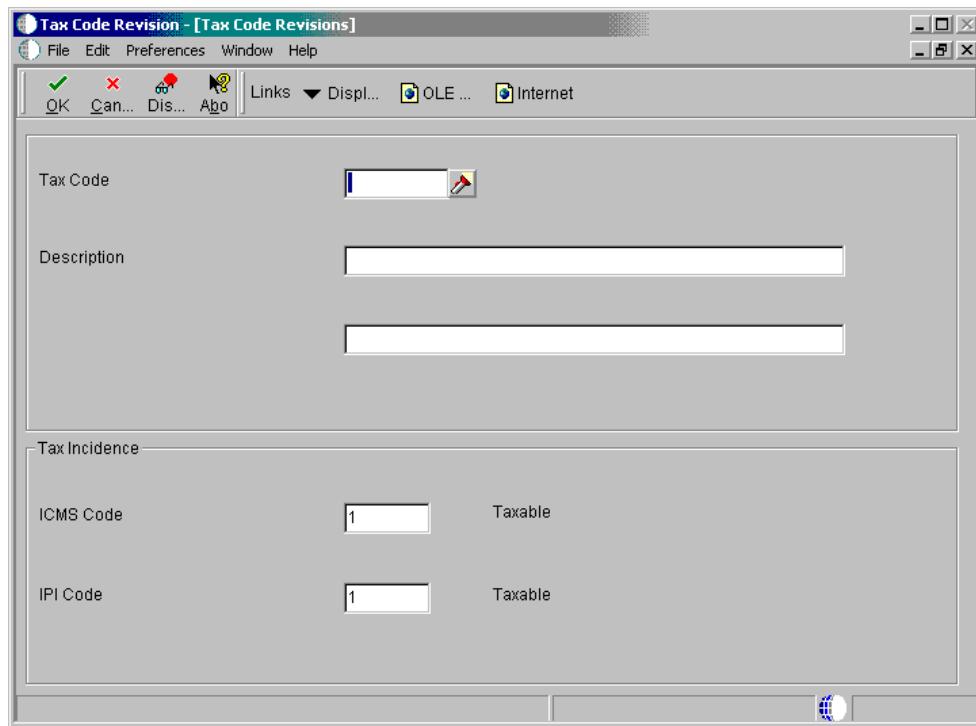
Before You Begin

- ❑ Verify that the UDC tables for IPI Code - Fiscal Value (76/IP), ICMS Code - Fiscal Value (76/II), and Tax Code (76/CT) are set up. See *Setting Up User Defined Codes*.

► To set up tax codes

From the Brazilian Localization Setup menu (G76B41B), choose Tax Code Revision (P7617B).

1. On Work With Tax Codes, click Add.



2. On Tax Code Revisions, complete the following fields to set up a specific code:
 - Tax Code
 - Description
3. To further define the tax specifications for the code, complete the following fields in Tax Incidence:
 - ICMS Code
 - IPI Code

Setting Up ICMS Tax Rates

ICMS (Imposto sobre Circulação de Mercadorias e Serviços) is a state tax that the government levies on purchasing and sales transactions in Brazil. The tax rate varies from state to state, and some products may be taxed at different rates. The price of the product always includes ICMS tax, but the amount of this tax also appears on the Nota Fiscal.

You must set up and maintain current ICMS tax rates for all of the states in which you do business. The system calculates the ICMS tax amount for purchasing and sales transactions based on the rates you set up on the ICMS tax table.

You can define specific ICMS tax rates for individual inventory items or by state. For example, if you specify an ICMS tax rate for an item with a "ship to state" or "ship from state," the system uses that rate for the tax calculation. If you do not specify an ICMS tax rate for an

item, the system uses the most appropriate rate for the "ship to state" or "ship from state." You can also define ICMS tax by markup level.

When you set up ICMS tax rates, you must complete the following fields before the system can calculate the ICMS differential:

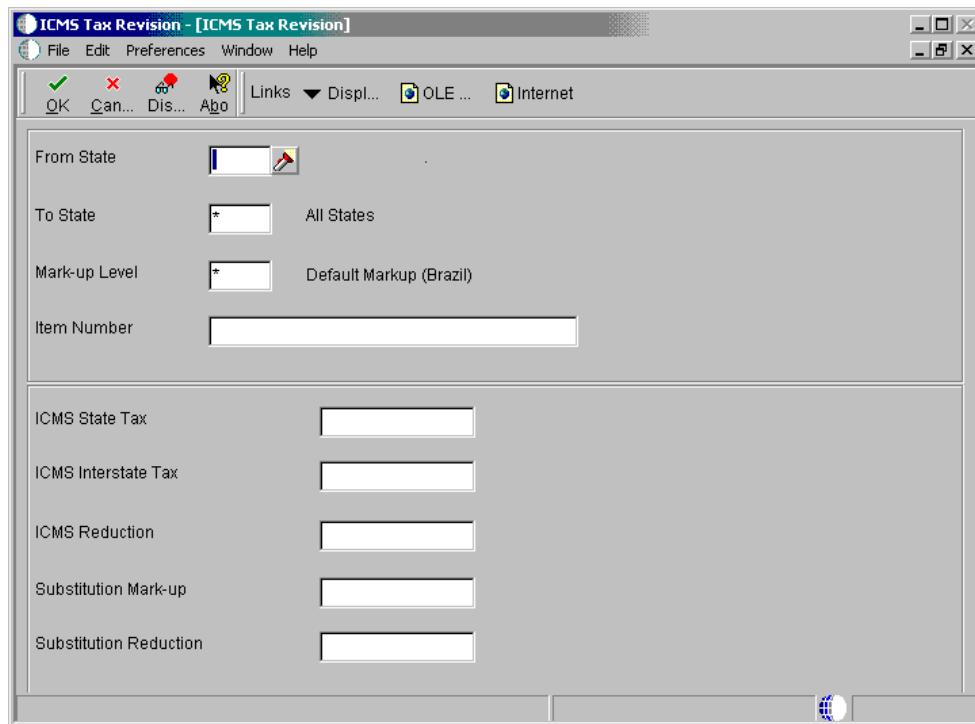
- From State
- To State
- ICMS State Tax
- ICMS Interstate Tax

The system applies tax rates by exception. Set up all of your general tax rates first. Then, if your transaction has special or unique settings, use ICMS Tax Revisions to set up the ICMS tax on a case-by-case basis. Enter the data of the transaction as a record, and then enter the exceptions.

► **To set up ICMS tax rates**

From the Brazilian Localization Setup menu (G76B41B), choose ICMS Tax Revision (P7608B).

1. On Work With ICMS Tax Rates, click Add.



2. On ICMS Tax Revision, complete the following fields:

- From State
- To State

- Mark-up Level
3. Complete the following optional field to set up ICMS tax rates that apply to specific items:
- Item Number

Note

The Item Number field is optional. Complete this field only to set up ICMS tax rates for specific items.

4. Complete the following tax information fields:
- ICMS State Tax
 - ICMS Interstate Tax
 - ICMS Reduction
 - Substitution Mark-up
 - Substitution Reduction

ICMS Differential Tax

ICMS (Imposto sobre Circulação de Mercadorias e Serviços) is a state tax levied on purchasing and sales transactions in Brazil. The tax rate varies from state to state, and some products may be taxed at different rates. The price of the product always includes ICMS tax, if applicable, but the amount of this tax also appears on the nota fiscal.

ICMS tax is applied on business transactions when the following occurs:

- Merchandise is moved between fiscal entities
- Service charges are involved in a transaction
- Freight, expenses, and insurance, or any combination of these costs are applied to a transaction

For interstate transactions, the nota fiscal shows the ICMS tax for the state where the shipment originated. If the ICMS tax rate in the state where you receive the shipment is higher, you must pay the ICMS differential. ICMS differential is the difference between the tax rates of the originating and the receiving state, with adjustments made for other taxes due. The ICMS differential is calculated only when the product received was purchased for consumption or is a fixed asset.

The system calculates ICMS differential when you close a nota fiscal if the following requirements are met:

- The purchase order header has a Transaction Nature code that corresponds to an interstate purchase.

- At least one item on the purchase order has a Transaction Nature code that indicates the item is for consumption or fixed assets, and has a Purchase Use code of CON or AF.

The system does the following when you close the nota fiscal:

- Verifies that the Transaction Nature and Purchase Use codes for an item make it eligible for ICMS tax
- Checks the Fiscal Class and Tax Code fields in the Item Master to determine if the ICMS tax applies
- Verifies in the ICMS Tax Rates table (F7608B) that the ICMS State Tax for the receiving location is higher than the ICMS Interstate Tax for the originating state
- Checks the G/L Class Code Cross Reference table (76/GL) to obtain the GL class and verifies the existence of the 4385 and 4390 AAIs for the company
- Calculates the monetary amount of the difference between the tax rates and posts the amount to the appropriate G/L using the same document type, document number, and batch number as the original receipt

See Also

- UDCs for ICMS Differential Tax*
- Setting Up ICMS Tax Rates*
- Setting Up AAIs for Brazilian Taxes*
- G/L Class Code Cross Reference (76/GL)* for more information about setting up automatic accounting instructions to account for Brazilian taxes

Example of ICMS Differential Tax

Company A is in Rio Grande do Sul and places an order with Company B, which is in Sao Paulo. The ICMS tax in Rio Grande do Sul is 18 percent, and in Sao Paulo it is 12 percent. ICMS tax applies to the items ordered.

Company B adds the 12 percent ICMS tax to the price of the goods shipped and shows the 12 percent tax on the nota fiscal. When Company A receives and pays for the goods, it sends the 12 percent tax that is due to Sao Paulo to Company B, and it sends the 6 percent ICMS differential because Company B is responsible for remitting the tax to Sao Paulo. San Paulo then forwards the 6 percent to Rio Grande do Sul.

When the nota fiscal for the order is closed, the J.D. Edwards system calculates the amount due to Rio Grande do Sul and posts the amount to the appropriate G/L.

UDCs for ICMS Differential Tax

The system uses the following UDCs for ICMS Differential tax:

Purchase Use (76/PU)

The Procurement system uses purchase use codes to determine if an item received is eligible for ICMS tax. The purchase use code CON is hard coded for purchases for internal use, and the purchase use code AF is hard coded for fixed assets. If you need additional codes, you can add them.

G/L Posting Category (41/9)	This UDC table controls which general ledger accounts receive the currency amount of inventory transactions for an item. You must set up a code for ICMS differential. See <i>G/L Posting Category (41/9)</i> .
G/L Class Code Cross Reference (76/GL)	The Procurement system uses AAIs 4385 and 4390 to account for Brazilian taxes. You must set up the G/L Class Code Cross Reference UDC table to associate the AAIs to the appropriate accounts. See <i>G/L Class Code Cross Reference (76/GL)</i> .

Setting Up IPI Tax Rates

IPI (Imposto sobre Produtos Industrializados) is a federal excise tax that the government levies at various rates on manufactured products. The tax is payable at the point of production or importation.

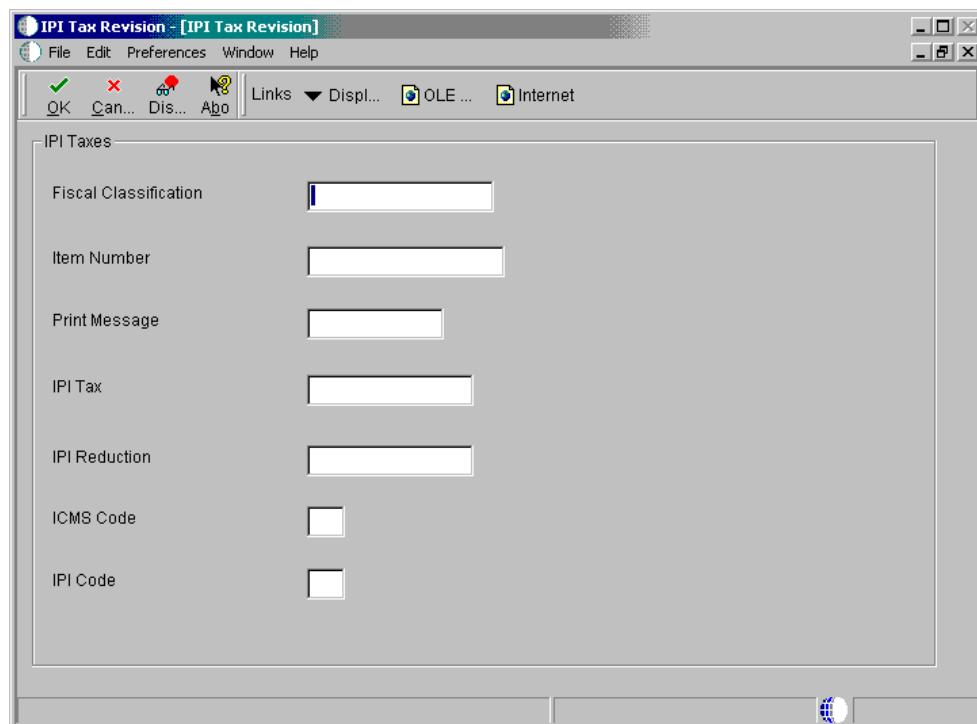
To calculate the IPI tax that you pay to your customers and suppliers, you must set up tax rates and tax reductions.

You can set up IPI tax rates by fiscal classification. You can also set up a default IPI tax rate that applies to all customers and suppliers.

► To set up IPI tax rates

From the Brazilian Localization Setup menu (G76B41B), choose IPI Tax Revision (P76B18).

1. On Work With IPI Taxes, click Add.



2. On IPI Tax Revision, complete the following fields:
 - Fiscal Classification
 - Print Message
3. Complete the following optional field to set up IPI tax rates that apply to specific items:
 - Item Number
4. To identify a tax rate for a tax authority that has jurisdiction in a geographic area, complete the following fields:
 - IPI Tax
 - IPI Reduction
5. To associate tax information with the classification, complete the following fields:
 - ICMS Code
 - IPI Code

Setting up Tax Calculations

J.D. Edwards supports the calculation of the three main taxes that are applied on sales and purchasing transactions, as well as the discounts and additions to the notas fiscais, such as repasse, free port zone, interest, freights, expenses, and insurance.

The setup and calculations for ICMS, ICMS Substitution, and IPI are detailed below, followed by an explanation of how applicable taxes are determined.

ICMS (Imposto sobre Circulação de Mercadorias e Serviços)

ICMS tax is applied on business transactions when the following occurs:

- Merchandise is moved between fiscal entities.
- Service charges are involved in a transaction.
- Freight, expenses, and insurance, or any combination of these costs is applied to a transaction.

Note

In some purchasing transactions, the ICMS paid can be recovered. A setup exists for this recovery transaction.

ICMS rates are determined by the following criteria:

- Origin of the nota fiscal issuer
- Destination of the nota fiscal
- ICMS taxes that are associated with the item itself (in some, but not all, cases)

The system calculates ICMS tax by:

- Customer or supplier, depending on whether the transaction is for sales or purchasing
- Which branch/plant is issuing or receiving the nota fiscal
- Tax code that is associated with the item
- Fiscal classification code that is associated with the item
- Transaction nature code that is associated with the order

To set up the ICMS calculation, complete the following steps:

1. On Address Book Additional Information - Brazil (P01012BR), complete the following field with the appropriate information for the customer, supplier, and branch/plant:
 - ICMS code
2. On Item Master Regional Information - Brazil (P4101BR), complete the following fields with the appropriate values for the item master:
 - Fiscal Classification
 - Tax Code
 - Purchase Use

Note

If the values are different at the Item Branch or Item Branch/Location or Item Branch/Location/Lot level, use the Item Branch Regional Information - Brazil (P76412B) program.

3. On the Brazilian Localization Setup menu (G76B41B), choose each of the following programs and enter the appropriate ICMS code:
 - Tax Code Revision (P7617B)
 - ICMS Tax Revision (P7608B)
 - IPI Tax Revision (P76B18)
 - Transaction Nature (P7615B)
4. Set up the ICM and ICR keywords in the UDC table (76/GL), translating the item GL/class code to the one that will be used by the accounting process.
5. Set up the AAI codes: 4210, 4220 4240, 4285, 4290, 4310, 4385, 4390.
6. Set up the second character in the special handling code to recover or not recover the ICMS in the UDC table (76/PU).

ICMS Substitution (Imposto sobre Circulação de Mercadorias e Serviços Substituto)

In Brazil, ICMS Substitution is ICMS tax charged on interstate transactions, or on special products and clients. Although this tax appears to be the same as ICMS, it is applied differently.

The objective of ICMS tax substitution is to tax products only once. ICMS tax substitution taxes products when they leave the manufacturing plant. This initial tax provides for all subsequent transactions for that product until it reaches the final customer. You would apply ICMS Substitution for the following reasons:

- For interstate transactions, some products and transaction types can have the ICMS that is due on the next transaction collected at once. For example, a branch/plant in the state of Sao Paulo ships goods to a client who is a dealer in the state of Rio de Janeiro. The ICMS is paid to the state of Sao Paulo; however, the state of Rio de Janeiro understands that because the customer is a dealer, the goods will probably be sold. Some goods are hard to track, and it is difficult for the state to track and collect the ICMS that is due when the transaction occurs. For such a case, the state of Rio de Janeiro demands that the supplier in Sao Paulo collect the ICMS that would be paid to Rio de Janeiro when the dealer resells the goods.
- For intrastate transactions, the state government can demand that the supplier pay the ICMS that should be paid in the next transaction. This type of ICMS Substitution payment depends on the product, the transaction, and the types of businesses that the supplier and customer operate.

The system calculates ICMS Substitution tax by:

- Customer or branch/plant, depending on whether the transaction is for sales or purchasing
- Item or branch/plant additional information
- Transaction Nature code that is associated with the order

The rates are the same rates that are used by the ICMS calculation. A markup is applied to the price of the supplier to forecast the price that will be charged in the next transaction.

To set up the ICMS Substitution calculation, complete the following steps:

7. On Address Book Additional Information – Brazil (P01012BR), complete the following field with the appropriate information for the customer, supplier, and branch/plant:
 - ICMS Substitution
8. On Item Master Regional Information – Brazil (P4101BR), complete the following field with the appropriate values for the item master:
 - ICMS Substitution

Note

If the values are different at the Item Branch or Item Branch/Location or Item Branch/Location/Lot level, use the Item Branch Regional Information – Brazil (P76412B) program.

9. On Brazilian Localization Setup (G76B41B), enter the appropriate ICMS Substitution Markup code for the following programs:
 - Transaction Nature (P7615B)
 - ICMS Tax Revision (P7608B)
10. Set up the SUB and SBR keywords in the UDC table (76/GL), translating the item GL/class code to the one that will be used by the accounting process.
11. Set up the AAI codes: 4210, 4220, 4240, 4285, 4290, 4310, 4385, 4390.

12. Set up the second character in the special handling code to recover or not recover the ICMS in the UDC table (76/PU).

IPI (Imposto sobre Produto Industrializado)

In Brazil, IPI is a federal tax that applies to domestic or imported manufactured goods.

The system calculates IPI tax by:

- Customer or branch/plant, depending on whether the transaction is for sales or purchasing
- Item or branch/plant additional information
- Tax code that is associated with the item
- Fiscal Classification that is associated with the item
- Transaction Nature code that is associated with the order

The item number (tax code) relates the rates with the fiscal classification code; it is optional.

To set up the IPI calculation, complete the following steps:

13. On Address Book Additional Information - Brazil (P01012BR), complete the following field with the appropriate information for the customer, supplier, and branch/plant:
 - IPI code
14. On Item Master Regional Information - Brazil (P4101BR), complete the following fields with the appropriate values for the item master:
 - Fiscal Classification
 - Tax Code
 - Purchase Use

Note

If the values are different at the Item Branch or Item Branch/Location or Item Branch/Location/Lot level, use the Item Branch Regional Information - Brazil (P76412B) program.

15. On Brazilian Localization Setup (G76B41B), enter the appropriate IPI code for the following programs:
 - Tax Code Revision (P7617B)
 - ICMS Tax Revision (P7608B)
 - IPI Tax Revision (P76B18)
 - Transaction Nature (P7615B)
16. Set up the IPI and IPR keywords in the UDC table (76/GL), translating the item GL/class code to the one that will be used by the accounting process.
17. Set up the AAI codes: 4210, 4220 4240, 4285, 4290, 4310, 4385, 4390.
18. Set up the second character in the special handling code to recover or not recover the ICMS in the UDC table (76/PU).

Determining Applicable Taxes

To determine if IPI or ICMS tax applies to a transaction, you need to consider certain characteristics. For example, you must know whether your company and supplier, the product, and the product's function are already set up for Brazilian taxes. For every characteristic, you use a 1-digit code that tells you the incidence of tax—that is, how the item will be taxed.

The following terms describe the setup that you use to enter the tax incidence for each component:

Transaction Nature Code (Natureza da Operação)	The government distributes this legal code. The Transaction Nature Code is known as the CFO - Código Fiscal da Operação (Transaction Fiscal Code). The CFO defines the type of transaction that is related to the Nota Fiscal. This code is structured as X.YY, where X is the transaction origin and YY is the transaction as a whole. YY also tells you what the product is used for. The same transaction nature is often used for different tax situations. To differentiate these instances, use the J.D. Edwards transaction nature suffix.
Address Book Tag File Company (Ship to)	You use this file to determine the incidence of tax for your supplier or company. You add this information when entering your company and suppliers into the address book.
Tax Code	You enter the tax code (user defined code 76/CT) into the item master for each item. The tax code automatically defaults into the purchase order at the time of entry. This code can be overridden on the purchase order if needed. This step defines which taxes apply to the product (only for sales order processing tax applicability).
Fiscal Classification	This classification is a legal number that represents a group of similar products or a product family. You enter the Fiscal Classification in the item master, and it automatically defaults into the purchase order. Fiscal Classification determines the tax incidence for the product family (only for sales order processing tax applicability).

The following tables illustrate the codes for IPI and ICMS taxes, their meanings, and their tax implications:

ICMS Tax Incidence (76/II)

Code	Description	Taxable
1	Taxable	Y
2	Exempt or Not Taxable	N
3	Other	N

IPI Tax Incidence (76/IP)

Code	Description	Taxable
------	-------------	---------

1	Taxable	Y
2	Exempt or Not Taxable	N
3	Other	N

The preceding codes relate to the company or supplier, product, product family, and product use through the following tables:

Attribute	File	Description
Company or supplier	F76011	Address book tag table
Product	F7615B	Tax code
Product family	F7617B	Fiscal classification (ICMS only)
Product use	F7618B	Transaction nature

You enter the attribute on the purchase order. The product attribute information resides in the Purchase Order Detail Tag File - Brazil table (F76432). The company and supplier information reside in the Standard Purchase Order table. You enter most information at the line item level.

The UDCs 76/II (for ICMS) and 76/IP (for IPI) have a 1 in the special handling code for taxable codes and a 0 (zero) in the special handling code for nontaxable codes. If the code is nontaxable, the system returns to the Nota Fiscal program with no tax amounts. If the code is taxable for IPI or ICMS, the system calls the appropriate tax calculator.

Calculating IPI Tax

If a transaction is subject to IPI tax, the system:

- Searches for a tax rate and area code on the purchase order line.
If the purchase order line does not include a tax rate and an area code, the system uses the fiscal classification number from the line item in the Nota Fiscal table to search the tax rate and area code field in the Tax Rate and Areas table.
- Passes the tax rate and area code to the Purchase Order Receiver table and the Nota Fiscal table.
- Determines whether the tax is recoverable, based on the purchase use code, the Ship To address, and the Ship From address.
If the tax is 50 percent recoverable, the system writes a journal entry and calculates the tax. If the tax is 100 percent recoverable, the system updates the Nota Fiscal and Accounts Payable Ledger tables with the tax explanation code of V. If the tax is 0 (zero) percent recoverable, the system uses a tax explanation code of S.

Calculating ICMS Tax

The Brazilian government bases the ICMS tax on the circulation of merchandise, interstate and intercountry transportation, and communication services. The tax collection department classifies any merchandise that leaves a manufacturer as Circulation, and any goods that leave the taxpayer's branch/plant as Merchandise. The ICMS taxpayer is any person or corporation that usually deals with transactions involving merchandise circulation,

transportation, or communication services. The taxpayer is the product manufacturer, and the consumer is the person who uses the product without changing it.

If a transaction is subject to ICMS tax, the system:

- Determines whether substitution tax is applicable. If so, the system factors the taxable amount by the substitution markup code, and the state or interstate tax percent.

If substitution tax is not applicable, the system factors the taxable amount by the tax base reduction rate, and the state or interstate tax percent.

Note

The substitution markup code, tax base reduction rate, state tax percent, and interstate tax percent come from the ICMS Tax Percent table.

- Determines whether the tax is recoverable, based on the UDC table Purchase Use (76/PU).

If the tax is 50 percent recoverable, the system writes a journal entry and calculates the tax. If the tax is 100 percent recoverable, the system updates the Nota Fiscal and Accounts Payable Ledger tables with the tax explanation code of U. If the tax is 0 (zero) percent recoverable, the system uses a tax explanation code of S.

ICMS Exemptions

Factors such as reduction on the taxable amount, differentiated tax rates, tax substitution, and repasse allow ICMS exemption.

System Setup for Brazilian Social Security and Income Taxes

To set up your system to calculate Brazilian social security and income taxes, you must do the following:

Set up the following UDCs:

- Retired IR-PF (Income Tax) (76B/AP)
- Dependence Reduction IR-PF (76B/DP)
- INSS Code (76B/IN)
- Recieta Code (76B/IR)
- Services Code (76B/IS)
- Explanation of Installments (76B/OB)
- Tax Code A/P (76B/TR)
- Cross Reference – Due Date Tax (76B/VE)
- Set up the IR, ISS, INSS, and FUNRURAL tax codes that you need. See *Setting Up Social Security and Income Tax Codes*.
- Set up the income range, percentage of funds to be withheld, and the amount of the deduction for IR taxes for individuals. See *Setting Up the Income Tax Schedule for Individuals*.
- Set up the Advanced Payment Terms module of the Accounts Payable system. When you set up the Advanced Payment Terms module, you set up date ranges, due

date rules, and payment terms. See *Working with Advanced Payment Terms* in the *Accounts Payable* guide for information about setting up the Advance Payment Terms module. See *Working with Payment Due Dates for Taxes* for information about how the system uses Advanced Payment Terms for calculating taxes for Brazil.

- For every vendor for which you will calculate income or social security taxes, complete the appropriate fields on the Tax Information tab in the Address Book. See *Entering Address Book Information for Brazil*.
- For every item for which you will calculate income or social security taxes, complete the following fields in the Item Master:
 - IR Retention
 - IR Reduction
 - INSS
- For every item for which you will calculate income or social security taxes, complete the following fields in the Branch/Plant Master:
 - IR Retention
 - IR Reduction
 - INSS

Setting Up Social Security and Income Tax Codes

The Review A/P Tax Code program (P76B0401) lets you set up social security and income tax codes that the system uses to calculate taxes on service notas fiscais. For each supplier, you must set up codes that represent each tax being withheld or aggregated. You might have more than one code for each tax type for each supplier. For example, you must set up ISS tax codes for each type of service provided by a supplier.

Before You Begin

- Set up the Tax Code A/P UDC (76B/TR)

► To set up social security and income tax codes

From the A/P Tax Processing – Brazil menu (G76B0414), choose Review A/P Tax Code (P76B0401).

1. On Work with Tax Information, click Add.

2. On Tax Information Revisions, complete the following fields in the header:

- Brazil Tax Information
- Tax Type
- Description

The system activates the tab for the type of tax you chose in the Tax Type field.

3. Complete the fields for the type of tax you chose in the Tax Type field in the header, and then click OK:

For IR tax:

- Retention/Aggregation Rate
- Retention/Aggregation
- Reduction IR
- IR Code
- Alternate Payee Address Number
- G/L Offset
- Number of Dependents

- Retired
- Progressive Table

PeopleSoft.

The screenshot shows the 'Tax Information Revisions' window in the PeopleSoft Active Foundation workspace. The window title is 'Tax Information Revisions'. It contains several input fields and tabs. At the top, there are buttons for OK, Cancel, Tools, and a red X. Below that, a 'Brazil Tax Information' section has fields for 'Description' (ISS Pessoa Física para SP) and 'Tax Type' (02). A 'Remark' field is also present. A tab bar at the bottom includes 'ISS' (which is selected), 'ISS' (disabled), and 'FUNRURAL'. A detailed configuration section below the tabs includes fields for 'Retention/Aggregation Rate' (5.00), 'Alternate Payee Address Number' (76430), 'Retention/Aggregation' (R), 'G/L Offset' (ISS), 'ISS Code' (0000), and 'Payment Terms' (BR3).

For ISS tax:

- Retention/Aggregation Rate
- Retention/Aggregation
- ISS Code
- Payment Terms
- Alternate Payee Address Number
- G/L Offset

PeopleSoft.

The screenshot shows a PeopleSoft application window titled "Active Foundation". The main content area is a dialog box titled "Tax Information Revisions" for "INSS". The dialog has tabs at the top: "INSS" (selected), "FUNRURAL", and "INPS".

Brazil Tax Information:

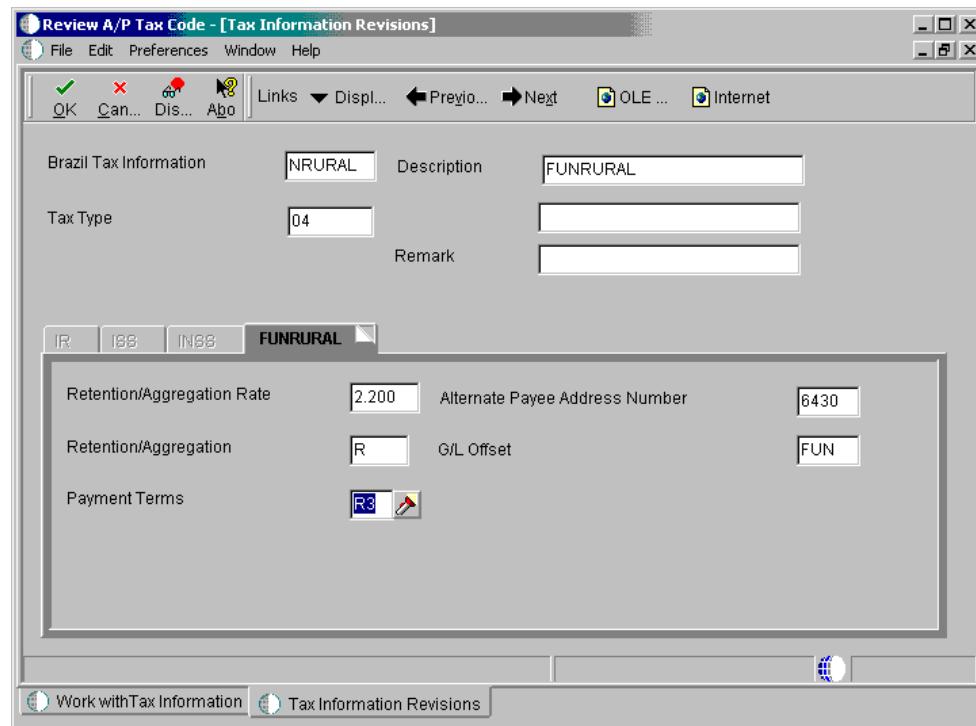
- Description: INSS Pessoa Jurídica
- Tax Type: 03
- Remark: (empty)

INSS Tab Fields:

Retention/Aggregation Rate	11.00	Alternate Payee Address Number	76430
Retention/Aggregation	R	G/L Offset	INSS
INSS Code	0000	<input type="checkbox"/> Cooperative	
Payment Terms	BR3		

For INSS tax:

- Retention/Aggregation Rate
- Retention/Aggregation
- INSS Code
- Payment Terms
- Alternate Payee Address Number
- G/L Offset
- Cooperative



For FUNRURAL tax:

- Retention/Aggregation Rate
- Retention/Aggregation
- Payment Terms
- Alternate Payee Address Number
- G/L Offset

► To revise tax codes

From the A/P Tax Processing – Brazil menu (G76B0414), choose Review A/P Tax Code (P76B0401).

1. On Work with Tax Information, complete the following header and QBE fields, as necessary, and then click Find:
 - Brazil Tax Information
 - Tax Type
 - Description
2. Choose the tax code you want to revise, and then click Select.
3. On Tax Information Revisions, revise the following field in the header, as necessary:

- Description
4. Revise the following fields for the Tax Type you chose, as necessary, and then click OK. You can only complete the fields for the type of tax you chose.
- Retention/Aggregation Rate
 - Retention/Aggregation
 - IR Code
 - ISS Code
 - INSS Code
 - Payment Terms
 - Alternate Payee Address Number
 - G/L Offset

► **To delete tax codes**

From the A/P Tax Processing – Brazil menu (G76B0414) , choose Review A/P Tax Code (P76B0401).

1. On Work with Tax Information, complete the following Header and QBE fields, as necessary, and then click Find:
 - Brazil Tax Information
 - Tax Type
2. Choose a tax code, and then click Delete.

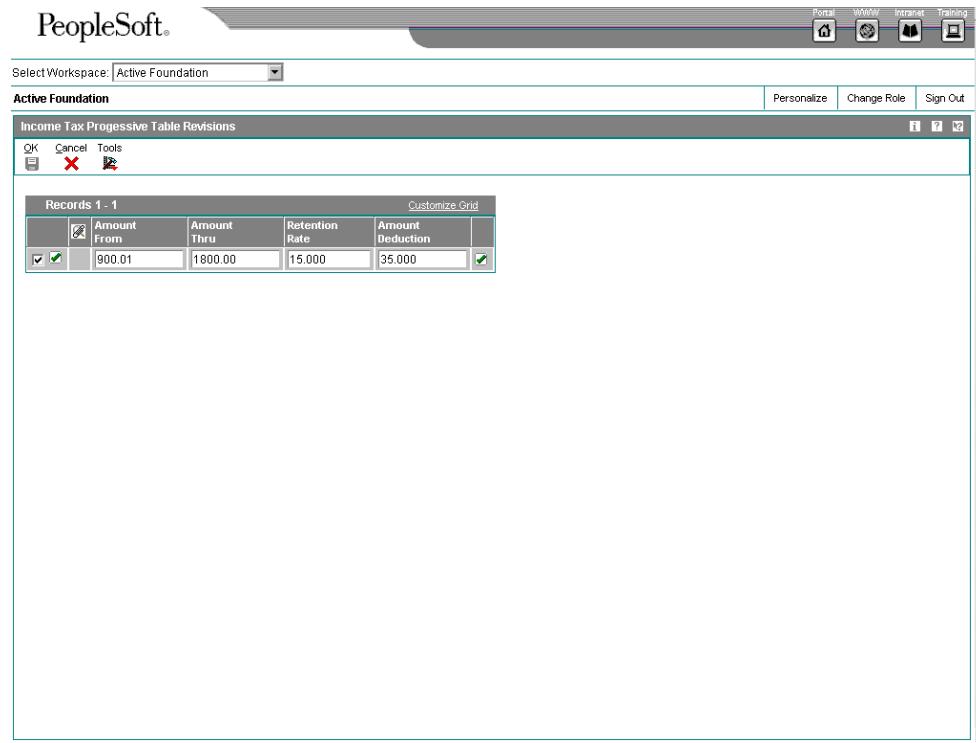
Setting Up the Income Tax Schedule for Individuals

The system calculates IR taxes for individuals according to the schedule you set up in the Progressive Table IR-PF program (P76B0402). When you set up the schedule, you specify the income range, the percentage of funds being withheld, and the amount of the deduction.

► **To set up the income tax schedule for individuals**

From the A/P Tax Processing – Brazil menu (G76B0414), choose Progressive Table IR-PF (P76B0402).

1. On Work With Income Tax Progressive Table, click Add.



2. On Income Tax Progressive Table Revisions, complete the following fields, and then click OK:
 - Amount From
 - Amount Thru
 - Retention Rate
 - Amount Deduction

► **To revise the income tax schedule for individuals**

From the A/P Tax Processing – Brazil menu (G76B0414), choose Progressive Table IR-PF (G76B0402).

1. On Work With Income Tax Progressive Table, click Find.
2. Choose the line you want to revise, and then click Select.
3. On Income Tax Progressive Table Revisions, revise the following fields, as necessary, and then click OK:
 - Amount From
 - Amount Thru
 - Retention Rate

- Amount Deduction

► To delete a schedule for individuals

From the A/P Tax Processing – Brazil menu (G76B0414), choose Progressive Table IR-PF (G76B0402).

1. On Work With Income Tax Progressive Table, click Find.
2. Choose the line you want to delete, and then click Delete.

Working with Payment Due Dates for Taxes

Before you can use J.D. Edwards systems to calculate tax payments and payment due dates, you must set up the Advanced Payment Terms module of the Accounts Payable system. Income and Social Security taxes are due at different times, so you must set up a schedule for the payment due date for each tax type. The following table describes the payment due dates.

Imposto de Renda (IR)	The due date is the Wednesday of the week after the date of payment of the nota fiscal for individuals, and the Wednesday of the week after the G/L date of the nota fiscal for corporate entities. For example, if you paid an invoice to an individual on a Monday, the tax payment would be due in 9 days. The system uses the payment terms and the Cross Reference – Due Date Tax UDC (76B/VE) when calculating the due date.
Imposto sobre Serviços (ISS)	The due date is the seventh day of the month after the date the nota fiscal is entered into the system. If the seventh day is a nonworking day, the due date is the next working day. The system uses payment terms when calculating the due date.
Imposto Nacional Seguro Social (INSS)	The due date is the second day of the month after the date the nota fiscal is entered into the system. If the second day is a nonworking day, the due date is the next working day. The system uses payment terms when calculating the due date.
FUNRURAL	The due date is the second day of the month after the date the nota fiscal is entered into the system. If the second day is a nonworking day, the due date is the next working day. The system uses payment terms when calculating the due date.

When you set up your system to calculate payment due dates, you must set up date ranges, due date rules, and payment terms. For IR taxes, you also must set up the Cross Reference – Due Date Tax UDC (76B/VE).

Due date rules specify how the system adds days to the date that the system uses for calculating the payment due date, whether the calculation for the payment due date is based on the date of the invoice or the G/L date, and which work day rule the system uses. You associate the date ranges you set up to due date rules.

After you set up due date rules, you set up payment terms. Payment terms specify whether the system uses a due date rule to remit the payment on a net or on a discount basis. You associate the codes you set up for due date rules to other payment rules when you create the

codes for payment terms. The payment term codes are then used as the description in the Cross Reference – Due Date Tax UDC, which associates the payment terms with invoice dates.

See Also

- Working with Advanced Payment Terms* in the *Accounts Payable* guide

Date Ranges

You set up date ranges so that the system can calculate when tax payments are due. After you set up date ranges, you associate the date ranges to due date rules. You set up date ranges differently for taxes that are due on a specific date each month, such as INSS, and for IR taxes.

Date Ranges for ISS, INSS, and FUNRURAL Taxes

The number of days that elapse between the date that a nota fiscal is processed and the date the tax is due varies depending on how many days are in a month and whether the statutory due date falls on a working or nonworking day. For example, if you process a nota fiscal on February 26, 2002, the ISS tax is due on Thursday, March 7, 2002, which is 9 days. If you process a nota fiscal on March 26, 2002, the ISS tax is due on Monday, April 8, 2002, which is 13 days. The tax is due on April 8 instead of April 7 because April 7 is a Sunday. When you set up date ranges for ISS, INSS, and FUNRURAL taxes, you set up a schedule that specifies how many days the system adds to the G/L date to calculate the tax due date.

Example of Date Range for ISS Tax

Suppose you want to set up date ranges for invoices processed in January 2002. January 1, 2002, is a Tuesday.

ISS taxes are due on the 7th of each month, so the time elapsed between each date that you process Notas Fiscais and the due date varies. For each date that you might process invoices, you must count the number of days between the G/L date and the 7th of the month following the G/L date. When you set up the ranges for this month, you specify the date that the tax is due in the Fixed Days field on the Date Range Revision form, and you enter the date in the From Day and in the To Day fields. You also complete the Days To Add field with the number of days between the G/L date of the Nota Fiscal and the due date.

The following table shows some of the entries you would make for ISS taxes for invoices processed in January 2002.

From Day	To Day	Days To Add	Fixed Days	Months to Add
1	1	37	7	0
2	2	36	7	0
3	3	35	7	0
4	4	34	7	0
7	7	31	7	0
8	8	30	7	0
9	9	29	7	0

Date Ranges for IR Tax

For IR taxes, you specify the range of dates for tax payments that are due on a specific date. For example, IR tax is due on Wednesday unless Wednesday is a nonworking day. When you set up a date range for taxes that are due on January 26, 2002, you specify that any nota fiscal processed between the 6th and the 12th is due on the 26th.

Example of Date Range for IR Tax

Suppose you want to set up date ranges for invoices processed in January 2002. January 1, 2002, is a Tuesday.

IR taxes are due on Wednesday, so invoices processed in January will have IR tax due on the 9th, 16th, 23rd, or 30th of the month. All invoices processed the first week of January (from Tuesday the 1st through Saturday the 5th) have IR tax due on the Wednesday of the following week, which is January 9. All invoices processed the second week of January (from Sunday the 6th through Saturday the 12th) have IR tax due on the Wednesday of the following week, which is January 16. When you set up the ranges for these weeks, you specify the date that the tax is due in the Fixed Days field on the Date Range Revision form, and you enter the first day of the week in the From Day and the last day of the week in the To Day fields.

Invoices processed the last week of January 2002, have IR tax due on the first Wednesday of February, which is February 6. When you set up the date range for that week, you specify that the tax is due on the 6th day of the *following* month by specifying that the system adds a month to the due date specified in the Fixed Days field.

The following table shows the entries you would make for IR taxes for invoices processed in January 2002.

From Day	To Day	Days To Add	Fixed Days	Months to Add
1	5	0	9	0
6	12	0	16	0
13	19	0	23	0
20	26	0	30	0
27	31	0	6	1

Due Date Rules

You set up due date rules for each tax type and for each month that begins on a different day of the week or that has a different number of days. For example, February and March of 2002 both begin on a Friday. You must set up a different due date rule for February and for March because they have a different number of days.

The due date rule is a four-digit code. To make it easier to recognize what the code represents, you can set up due date rules that follow a recognizable pattern. For example, you might set up codes for the year 2002 according to the following schedule:

Identify Tax	Month, Day, Day of the Week	Day of the Week	Due Date Rule Code
R = IR tax	Jan = 31, begins on Tuesday Feb = 28, begins on Friday Mar = 31, begins on Friday April = 30, begins on Monday	Sunday = 1 Monday = 2 Tuesday = 3 And so on	R331 = IR code for January R628 = IR code for February R631 = IR code for March R230 = IR code for April
S = ISS tax	Jan = 31, begins on Tuesday Feb = 28, begins on Friday Mar = 31, begins on Friday April = 30, begins on Monday	Sunday = 1 Monday = 2 Tuesday = 3 And so on	S331 = ISS code for January S628 = ISS code for February S631 = ISS code for March S230 = ISS code for April
N = INSS and FUNRURAL taxes	Jan = 31, begins on Tuesday Feb = 28, begins on Friday Mar = 31, begins on Friday April = 30, begins on Monday	Sunday = 1 Monday = 2 Tuesday = 3 And so on	N331 = INSS code for January N628 = INSS code for February N631 = INSS code for March N230 = INSS code for April

Payment Terms

When you set up payment terms, you create a code that associates due date rules with discount percentages. The system uses the codes you create for calculating when a tax payment is due. The system also uses the payment term code in the Cross Reference – Due Date Tax UDC (76B/VE). After you set up payment terms, you can specify the payment terms for each supplier in the Supplier Master table.

See Also

- Setting Up Payment Terms* in the *Accounts Payable* guide

Cross Reference – Due Date Tax UDC (76B/VE)

The system uses the Cross Reference – Due Date Tax code when it calculates the due date for IR taxes. The code comprises 4 digits. The first two digits are the month, and the second two digits are the year. You should set up codes for each month and year combination for which you have notas fiscais. You enter a payment term for the description of the code.

For example, you can set up the following codes:

Code	Description
0100	I71
0101	I21
0200	I39
0300	I41
0400	I70
0500	I21
0600	I50
0700	I71
0800	I31

System Setup for Fiscal Books

Before you can generate Fiscal Books and supporting reports, you must set up your system to support Fiscal Books. You must set up next numbers for fiscal books, set up your opening and closing terms, and set up UDC and a cross-reference for transaction nature codes.

Setting up UDCs for Fiscal Books

J.D. Edwards provides several UDCs that are specifically for Fiscal Books. Refer to the following topics in *Setting Up User Defined Codes* for information about these UDCs:

- Fiscal Codes – ICMS (76B/CV)
- Fiscal Codes – IPI (76B/CW)
- Decendios (76B/DE)
- IPM Codes (76B/DM)
- Fiscal Message / Observation (76B/M1)
- Months of the Year (76B/ME)
- Related to Energy and Petroil (76B/NS)
- Resumes and Demonstratives (76B/RD)
- Demonstration Codes (76B/TD)
- Fiscal Tax Type (76B/TI)
- Sintegra CFOP Cross Reference (76B/TN)

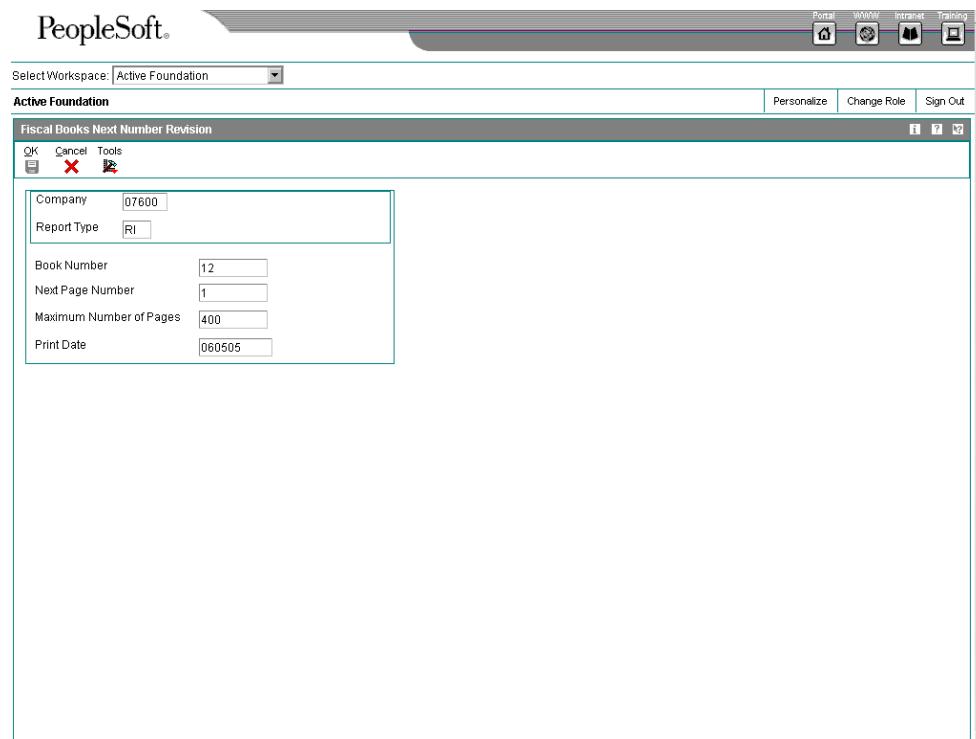
Setting Up Next Numbers for Fiscal Books

Each type of Fiscal Book that you generate must be sequentially numbered, and can contain no more than 500 pages. You use the Next Numbers – Fiscal Books program (P7602B) to specify the book number, the starting page number, and the maximum number of pages for each book.

► To set up next numbers for Fiscal Books

From the Brazilian Localization Setup menu (G76B41B), choose Next Number – Fiscal Books (P7602B).

1. On Work With Fiscal Books Next Number, click Add



2. On Fiscal Books Next Number Revision, complete the following fields, and then click OK:
 - Company
 - Report Type
 - Book Number
 - Next Page Number
 - Maximum Number of Pages
 - Print Date

Setting Up Opening and Closing Terms for Fiscal Books

Before writing any fiscal book, you must include the opening term and the closing term for the book on the first and last pages of the book, respectively.

The opening term of the book should include the following information:

- Purpose of the book
- Number of the book
- Number of pages
- Business to which the book pertains
- Business address
- Number assigned to the book by the Junta Comercial and the date the number was assigned
- CGC tax ID number

The following examples of an opening term and a closing term were taken from *Departamento Fiscal Modelo* (Ribeiro, Wanderlei Ban, São Paulo: Informações Objetivas Publicações Jurídicas Ltda., 1994, pp. 1-2 in the section titled "IV-Dos Livros Fiscais"). The following is a model of an opening term.

"Termo de Abertura

Este livro que servirá como Diário Geral, nº 3, contém 200 folhas, numeradas tipograficamente, da São José Ltda., sita na Rua São Joaquim, 33, na Cidade de Cruz Torta-SP, registrada na Junta Comercial sob o nº 456378957, na seção de 23.12.66, inscrita no Cadastro Geral de Contribuintes sob o nº 56.678.978/0001-90 e na Fazenda Estadual sob o nº 122.345.234.111".

The closing term is simpler. It contains the purpose of the book, the number of the book, the number of pages, and the name of the company. The following is a model of a closing term.

"Termo de Encerramento

O presente livro serviu como Diário Geral, nº 3, com 200 folhas, numeradas tipograficamente, da São José Ltda.".

Both the opening and closing terms should contain the date and signature of the business owner and the business' accountant.

Use the following variables if you want the system to enter default values into the opening or closing terms.

(six # signs) - if you want the book number to default when you run the Transaction Journal report

@@@@@@ (six @ symbols) - if you want the page number of the closing term to be added to the statement

\$\$\$\$\$\$ (six \$ signs) - if you want either the issue date or the current date to be added to the term

► To set up opening and closing terms for Fiscal Books

From the Brazilian Localization Setup menu (G76B41B), choose Next Number – Fiscal Books (P7602B).

1. On Work With Fiscal Books Next Number, click Find to locate a company to which you want to add an opening or closing term.
2. Choose the company in the detail area, and select Opening Statement or Closing Statement from the Row menu.
3. An Opening Statement or Closing Statement dialog box will appear. Click OK to proceed.
4. On Media Objects, from the File menu choose New and Text.
5. Enter the opening statement or the closing statement, and then from the File menu, choose Save & Exit.

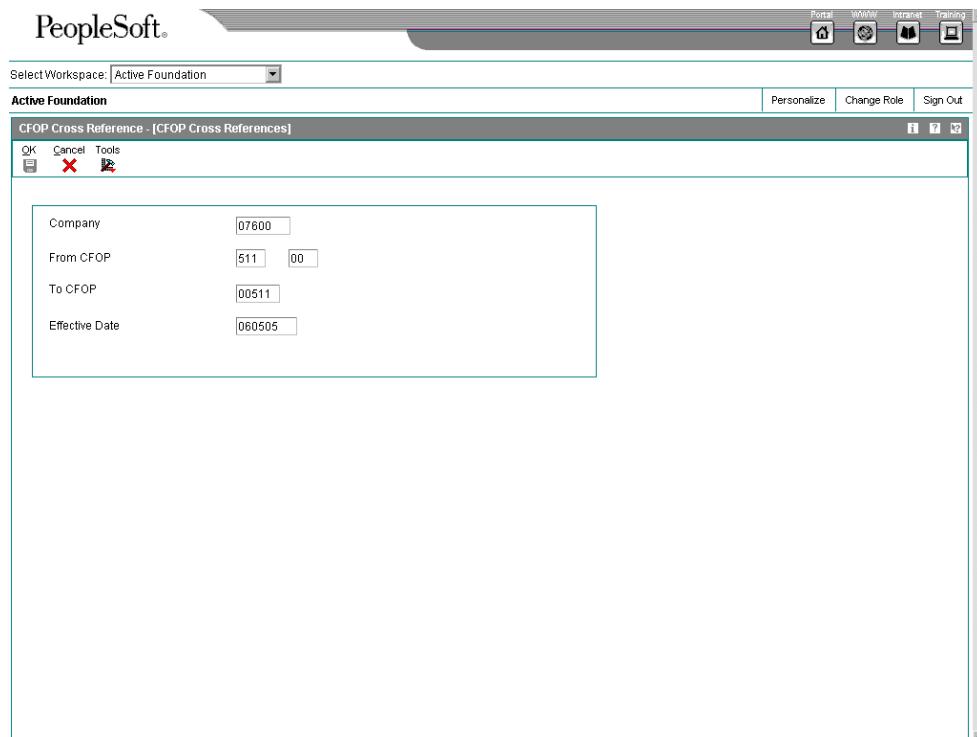
Setting Up a Cross-Reference for Transaction Nature Codes

OneWorld uses three digits for Transaction Nature codes. Some states in Brazil require a 5-digit code. You can use the Transaction Nature Cross-Reference program (P76B2001) to create a cross-reference between the 3-digit codes in OneWorld and the 5-digit codes you enter in this program. You set up the cross-references by Company.

► To set up a cross-reference for Transaction Nature Codes

From the Fiscal Reports – Brazil menu (G76B111), choose Setup Transaction Nature Cross Reference (P76B2001).

1. On Work With CFOP Cross References, click Add.



2. On CFOP Cross References, complete the following fields, and then click OK:

- Fiscal Company
- From CFOP
- Suffix
- To CFOP
- Effective Date

Setting Up the Transaction Nature UDC (76/TN)

The system calculates the ICMS Tax Situation Code by displaying a one-digit value from the Item Origin UDC (76/IO) along with a calculated two-digit value based on the ICMS tax criterion of the item. The three-digit value is the ICMS Tax Situation Code.

The algorithm for calculating the ICMS Tax Situation code uses the special handling code in the Transaction Nature UDC (76/TN) to determine the ICMS Tax Situation code when an item is not taxed or has deferred tax. The algorithm then populates the Tax Situation field (data item BSTT) with a three-digit tax situation code.

The system uses the ICMS Tax Situation Code for the accounting of deferred ICMS taxes in the Fiscal Books.

See *Transaction Nature (76/TN)* for information about setting up this UDC code.

Understanding Advanced Pricing for Repasse

The J.D. Edwards Advanced Pricing system is integrated with the Brazil Sales Order Tax Calculator to compute the following calculations:

- Trade discounts
- Pricing rule discounts
- ICMS repasse discounts
- Free port zone discounts

Except for Interest on Installment Payments, the Brazil Sales Order Tax Calculator considers these values when generating notas fiscais.

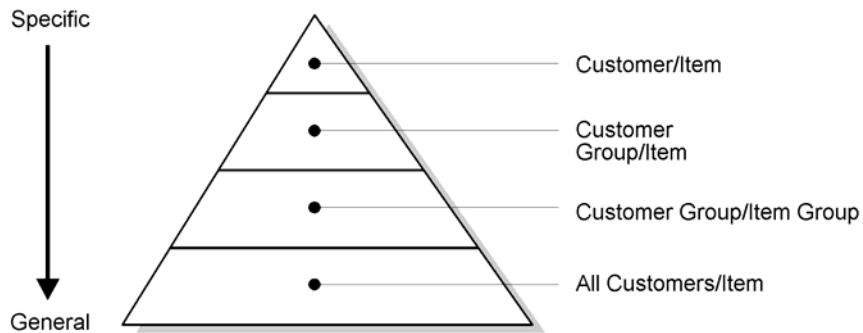
Before You Begin

- Verify that a master record exists for the preference hierarchy.
- Verify that customer information is set up in the address book and customer master. See *Entering Address Book and Mailing Information* in the *Address Book Guide* and *Creating Customer Records* in the *Accounts Receivable Guide*.
- Verify that customer billing instructions are set up for your customers. See *Setting Up Customer Billing Instructions* in the *Sales Order Management Guide*.
- Verify that item information is set up in the Item Master (F4101), Item Branch File (F4102), and Item Location File (F41021) tables. See *Entering Item Master Information* in the *Inventory Management Guide*.

- Verify that have set up customer and item price group names in the UDC 40/PC. See *Setting Up User Defined Codes* in the *Technical Foundation Guide*.

Setting Up Advanced Pricing Hierarchies

The system applies pricing adjustments to sales order prices in the order you determine on the pricing hierarchy. The system uses this pricing structure to retrieve base prices and to calculate price adjustments and updates. For this reason, you should set up your hierarchy to search from specific combinations to general combinations.

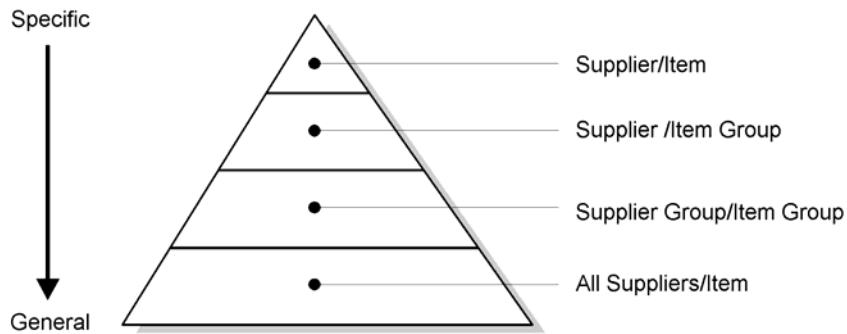


For example, for a seasonal promotion you could define the sequence so that any customer that orders the item receives the discount. However, if you set up a slightly lower price for customers based on geographic location, you can set up the hierarchy so that the system searches for the more specific information first. In this case your sequence could be:

- Customer Group/Item
- All Customers/Item

Using Advanced Pricing for Procurement

Based on the preference hierarchy, the system applies the pricing adjustments to the unit cost in the purchase order. The system uses this pricing structure to retrieve unit cost and to calculate adjustments and updates. You should set up your hierarchy to search from specific combinations to general combinations.



Note

If you have activated Advanced Pricing for Procurement, you enter purchase order adjustments on the same forms and in the same manner as you would for sales order adjustments. However, the system processes information in the Customer and Customer Group fields as Supplier and Supplier Group.

You can set up the preference hierarchy so that when you enter a purchase order, the system first searches for a specific supplier for that item. If the system finds an adjustment for the supplier and item, then it applies the adjustment to the unit cost. If not, the system can then search for a price adjustment for this specific supplier and the item group to which this item might belong. For your preference hierarchy for purchase order adjustments, your sequence could be:

- Supplier/Item
- Supplier/Item group
- All Suppliers/Item

Setting Up a Preference Master

Before you define each pricing hierarchy, you must create a master record, known as the Preference Master, for that hierarchy. In Base Pricing, you are limited to using one preference hierarchy (preference hierarchy 51). In Advanced Pricing, you can create as many different preference hierarchies as you need.

You define the hierarchy and then attach it to an adjustment definition. You can create a hierarchy for each adjustment definition or you can use one hierarchy for many adjustment definitions. J.D. Edwards recommends that you set up a few hierarchies that can be used for multiple adjustment definitions.

When using the Preference Master to define the master record for the hierarchy, the following fields do not apply to pricing:

- Preference Classification
- Sequence Number
- Enable Effective Dates (Y/N)
- Enable Effective Quantity (Y/N)

► To set up a preference master

From the Price Management menu (G4222), choose Preference Hierarchy.

1. On Work With Preference Hierarchy, click Add to enter a new preference hierarchy.
2. On Preference Hierarchy Revisions, choose Master Revision from the Form menu.

The screenshot shows the 'Preference Master Revision' dialog box within the PeopleSoft application. The dialog has a title bar 'Preference Master Revision' with standard window controls (OK, Cancel, Tools, Close). Below the title bar are several input fields:

- Preference Type:** A dropdown menu with a magnifying glass icon.
- Description:** A text input field.
- Preference Classification:** A dropdown menu showing 'Miscellaneous Preferences'.
- Sequence Number:** A text input field.

At the bottom of the dialog are two checkboxes:

- Enable Effective Dates
- Enable Effective Quantity

3. On Preference Master Revision, complete the following fields:

- Preference Type
- Description
- Preference Classification
- Sequence Number
- Enable Effective Dates
- Enable Effective Quantity

4. Click OK.

Defining a Pricing Hierarchy

Use the Preference Hierarchy form to specify the order in which pricing adjustments are applied. You enter the order that adjustments are applied on the Preference Hierarchy form. The form contains rows identifying customers and customer groups and columns identifying items or item groups. You identify the pricing hierarchy sequence by typing numbers at the intersections of the rows and columns. The pricing search begins at the intersection where you type 1 and looks for records defined for that customer and item combination. If no adjustment details are found for that combination, then the system moves to the next combination in the hierarchy, identified by the number 2 in the intersection, and so forth.

The system automatically selects the first combination encountered during a search; therefore, you should set up the most specific method of pricing first in your hierarchy and continue defining the hierarchy to the most general pricing.

Although you can enter as many as 21 numbers, you should limit your hierarchy to three or four numbers. Each number represents a system search and increases system processing time.

Before You Begin

- Verify that a master record has been created for the preference hierarchy.

► To define a pricing hierarchy

From the Price Management menu (G4222), choose Preference Hierarchy.

1. On Work With Preference Hierarchy, click Find to locate existing preferences.
2. Choose the row and click Select.

To create a new pricing hierarchy, click Add.

The screenshot shows the PeopleSoft Preference Hierarchy Revisions window. The window title is "Preference Hierarchy Revisions". At the top left are buttons for OK, Cancel, Form, and Tools. To the right are buttons for Personalize, Change Role, and Sign Out. The main area contains a grid for defining a pricing hierarchy. The grid has columns for "Preference Type" (set to AG), "Sold To Cust. Grp/All Address", and rows for "Ship To" and "Sold To". Under "Ship To", there are two rows: "Customer Number" and "Customer Group", each with three empty input fields. Under "Sold To", there are two rows: "Customer Number" (with values 1 and 3) and "Customer Group" (with values 2 and 4), each with three empty input fields. Under "Parent", there are two rows: "Customer Number" and "Customer Group", each with three empty input fields. At the bottom is a row for "All Customers" with three empty input fields. The entire grid is enclosed in a light blue border.

3. On Preference Hierarchy Revisions, complete the following field:
 - Preference Type
4. Beginning with 1, enter numbers in the intersections to indicate the search order. When you define the pricing hierarchy, start with 1 and do not skip any numbers.
5. Click OK.

Setting Up Adjustment Definitions

An adjustment is a record that describes a special pricing situation, such as a pricing plan or promotion. Before you can add an adjustment to a schedule, you must create adjustment definitions to specify the characteristics of the adjustment. These characteristics determine the following:

- The sequence the system searches for prices
- Whether the adjustment prints on invoices
- Whether the adjustment applies to basket-level, order-level price adjustments, or line adjustments
- Whether the adjustment is based on the quantity, amount, or weight
- Whether the adjustment is an override price
- A specific G/L offset that directs the Advanced Pricing entries to the appropriate G/L accounts based on AAIs
- Whether this price adjustment is mandatory, that is, it must be applied to all sales order attached this schedule

Note

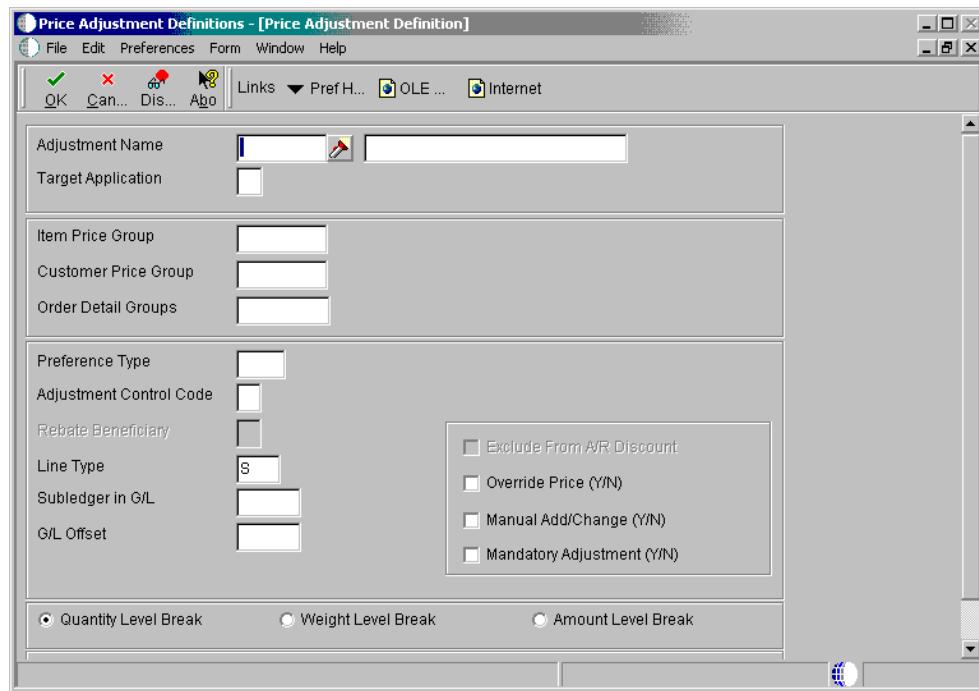
Mandatory price adjustments are defined for required price components, such as surcharges and special taxes. A price adjustment might be mandatory for specific items during a sale, transfer, direct ship order entry, or to accommodate surcharges and special taxes.

If a price schedule contains a mandatory adjustment that is not defined for the sales order to the specified customer and item, the order line is highlighted as an error and the order is not accepted. If you receive an error message, review the information in the order detail area. You may detach the sales order line item from the adjustment schedule or enter information to make your customer eligible for all adjustments so the mandatory adjustment applies.

► To set up adjustment definitions

From the Advanced Price and Adjustments menu (G42311), choose Price Adjustment Definitions.

1. On Work with Adjustment Types, click Add.



2. On Price Adjustment Definition, complete the following fields:
 - Adjustment Name
 - Preference Type
 - G/L Offset
3. To have the adjustment apply only to a specific price group, complete the following fields:
 - Item Price Group
 - Customer Price Group
 - Order Detail Groups

Leave these fields blank to set up details for other price groups:
4. To set up a mandatory price adjustment, click the Mandatory Adjustment option.
5. You may enter information in the additional fields on the Price Adjustment Definition form, as necessary. If you do not enter information, the system supplies default information.
6. Click OK to set up the adjustment definition.

Building Adjustment Schedules

An adjustment schedule contains one or more price adjustment types for which a customer or an item might be eligible. An adjustment schedule consists of an adjustment definition and an adjustment detail.

You assign customers to adjustment schedules so the system can calculate prices. In the adjustment schedule, you specify the sequence that the system uses to apply price adjustment types to sales order prices. You assign customers to an adjustment schedule through the customer billing instructions. When you enter a sales order, the system copies the schedule attached to the Sold To address into the order header.

Each adjustment schedule can contain an unlimited number of price adjustments. You can add adjustments or change existing adjustments at any time. You can override the adjustment schedule at the detail line level, if needed.

Using Advanced Pricing for Procurement

You assign adjustment schedules to suppliers so the system can calculate prices. In the adjustment schedule, you specify the sequence that the system applies the price adjustment types to purchase order prices. You assign an adjustment schedule to a supplier through the supplier instructions. When you enter a purchase order, the system copies the schedule attached to the supplier address into the order header.

Before You Begin

- Determine whether one adjustment schedule with many adjustments fits your needs or whether several adjustment schedules that contain fewer adjustments would be better. You can assign only one adjustment schedule to each customer.
If you are using Advanced Pricing for Procurement, you can assign only one adjustment schedule to each supplier.
- Create price adjustments.
- Set up adjustment definitions.

► To build adjustment schedules

From the Advanced Price and Adjustments menu (G42311), choose Price & Adjustment Schedule Revisions.

1. On Work with Adjustment Schedules, click Add.

Seq No.	Adjustment Name	Description	Promotion ID	Promotion ID Description	Effective Date	Expired Date	Beneficiary Address
10	NEWPROD	New Product Promotion			01-01-00	12-31-10	
20	PROMOTE	OEM promotion			01-01-00	12-31-10	
30	HOLIDAY	Limited time offer			01-01-00	12-31-10	
40	REGIONAL	Regional Competition			01-01-00	12-31-10	
50	VOLUME	Quantity Discount			01-01-00	12-31-10	
60	FREEGOOD	Give away related goods			01-01-00	12-31-10	
70	COMISION	Accrue sales commissions			01-01-00	12-31-10	
80	ORDRPRC	Order level reprice			01-01-00	12-31-10	
90	BSKTREPC	Basket level reprice			01-01-00	12-31-10	
100	ENHBKST	Enhanced Basket			01-01-00	12-31-10	

2. On Price Adjustment Schedule Revisions, complete the following fields and click OK to build an adjustment schedule:
 - Adjustment Schedule
 - Seq No.
 - Adjustment Name
3. Change the adjustment details or adjustment definition, if needed, by choosing the Adj Details option from the Row menu.

Working with Complex Price Groups

To simplify the process of defining and maintaining base prices, you set up price groups for the customers and items with similar characteristics. A complex price group contains the same combinations of information as a simple price group except that the subgroups are based on category codes, such as a specific item type, customer geographic location, line of business, or sales volume. You can set up complex customer price groups and complex item price groups.

Complex price groups can be used as override search groups. You establish the complex price groups and define them as override price groups by entering the price group name on the adjustment definition.

Caution

While you can use complex price groups for standard sales order adjustments, you can only use complex price groups for purchase order adjustments if you are using Advanced Pricing in Procurement. You cannot use complex price groups for purchase orders unless you have set up purchase order adjustments in Advanced Pricing.

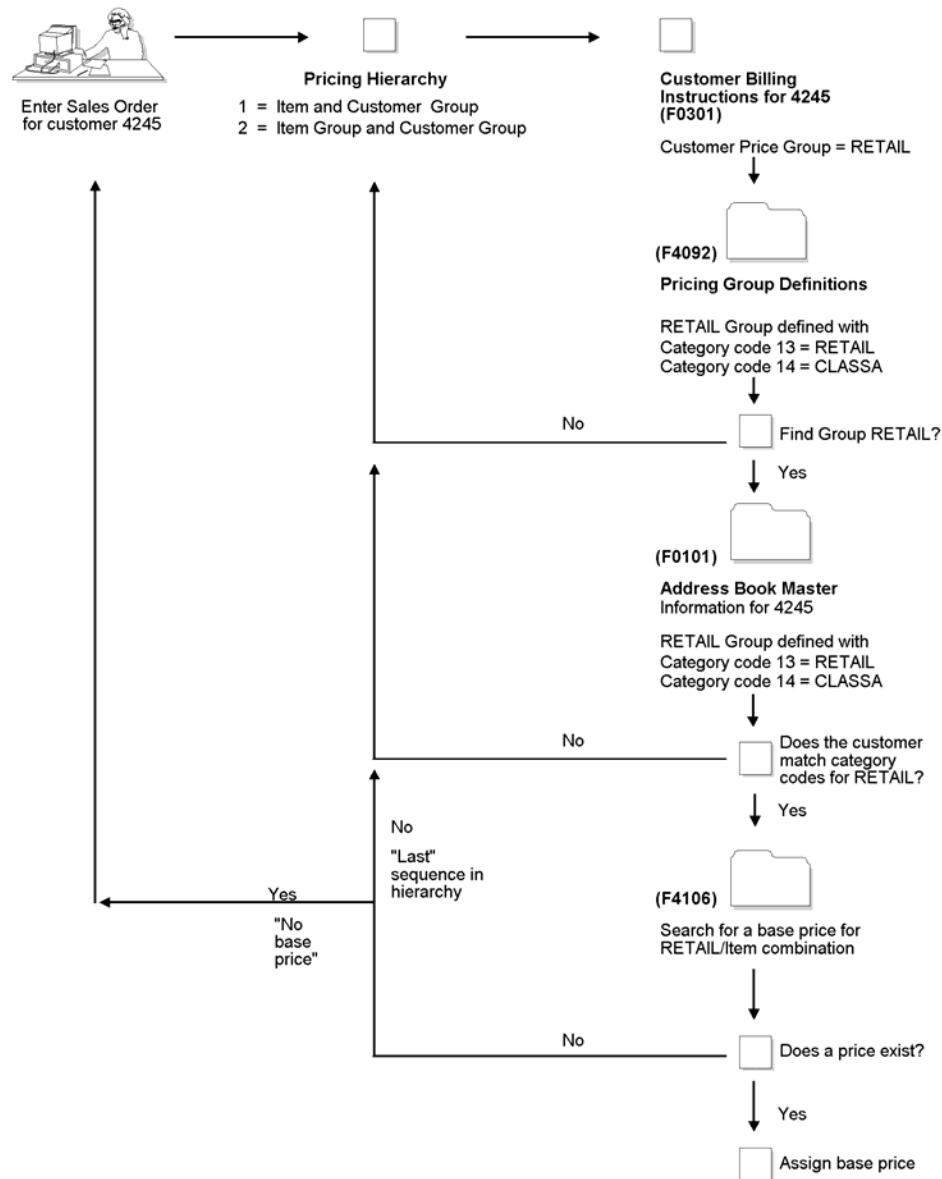
Setting Up Complex Customer Price Groups

You can use up to four category codes (or subgroups) to define complex customer price groups. You use category codes to create subgroups within your pricing groups to charge a different price. For example, within the customer group RETAIL, you can create subgroups using category codes to charge a different price to customers based on their line of business, geographic region, or sales volume.

A customer can belong to a customer detail group without being attached to that group in the Customer Billing Instructions form. A customer can belong to numerous groups, depending on the customer's category codes.

The category code sequence you enter determines how the system displays the category code fields on the related forms. The order in which you choose category codes has no effect on how the system searches for prices.

Illustration: How Complex Customer Price Groups are Used to Determine the Price



Before You Begin

- ❑ Verify that you have set up price group names in the user defined codes table (40/PC).

► To set up complex customer price groups

From the Price Management menu (G4222), choose Define Customer Price Groups.

1. On Work with Price Group Definition, click Add.

The screenshot shows the 'Customer Price Group Definition' window in PeopleSoft. At the top, there are buttons for OK, Cancel, Form, Tools, and a red X. Below that is a toolbar with icons for Home, Help, Intranet, Training, and a magnifying glass. The main area has tabs for 'Price Group' (selected) and 'Retail Customers'. A sub-tab 'RETAIL' is also visible. The main grid displays various category codes and their relationships:

Category Code	Relationship	Category Code
Category Code 01	Sales Region	Category Code 21
Account Representative	Category Code 12	Category Code 22
Sales Territory	Line of Business	Category Code 23
Geographic Region	Sales Volume	Category Code 24
Category Code 05	Category Code 15	Category Code 25
Category Code 06	Category Code 16	Category Code 26
1099 Reporting	Category Code 17	Category Code 27
Category Code 08	Category Code 18	Category Code 28
Category Code 09	Category Code 19	Category Code 29
Category Code 10	Category Code 20	Category Code 30

2. On Customer Price Group Definition, complete the following field:
 - Price Group
3. To identify subgroups used in a customer price group, complete as many as four of the category code fields and choose Accept from the Form menu:

After you create complex customer price groups, you must generate price group combinations. See *Generating Price Group Combinations*.

Setting Up Complex Item Price Groups

You can also set up complex item groups to allow for greater flexibility in your pricing structures. You can use up to four category codes to define complex item price groups.

For example, if you have two types of pens (marker and ballpoint), within the group MARKER, you can specify prices for each type of pen. When you enter an order for pens, the system checks the category codes for the item to determine if the pen is a marker or a ballpoint and then retrieves the appropriate price.

The category code sequence that you enter determines how the system displays the category code fields on the related forms. The order in which you choose category codes has no effect on how the system searches for prices.

► To set up complex item price groups

From the Price Management menu (G4222), choose Define Item Price Groups.

1. On Work with Price Group Definition, click Add.

The screenshot shows the 'Item Price Group Definition' window in PeopleSoft. The title bar says 'PeopleSoft'. The top menu bar includes 'Select Workspace: Active Foundation', 'Personalize', 'Change Role', and 'Sign Out'. The main window has a toolbar with 'OK', 'Cancel', 'Form', and 'Tools' buttons. The form itself has tabs for 'Price Group' (set to 'BICYCLE') and 'Bicycles'. The 'Sales:' section contains fields for 'Sales Catalog Section' (with value '1'), 'Sub Section' (with value '2'), and 'Sales Category Code 3' through 'Sales Category Code 5'. The 'Purchasing:' section contains fields for 'Commodity Class' and 'Commodity Sub Class'. To the right of these sections are various code fields: 'Supplier Rebate Code', 'Master Planning Family', 'Landed Cost Rule', 'Other Codes:', 'Shipping Conditions Code', 'Shipping Commodity Class', 'Cycle Count Category', 'Item Dimension Group', 'Warehouse Process Grp 1', 'Warehouse Process Grp 2', 'Warehouse Process Grp 3', 'Item Pool Code', 'Category Code 6', 'Category Code 7', 'Category Code 8', 'Category Code 9', and 'Category Code 10'. Each field has a corresponding input box.

2. On Item Price Group Definition, complete the following field:
 - Price Group
3. To define subgroups in an item price group, complete from one to four of the following fields:
 - Sales Category Codes 1-5
 - Purchasing Category Codes 1-5
 - Other Category Codes 1-10
4. Choose the Accept option from the Form menu to set up the complex item price group.

After you create complex item price groups, you must generate price group combinations. See *Generating Price Group Combinations*.

Generating Price Group Combinations

From Price Management (G4222), choose Define Customer Price Groups and Define Item Price Groups.

After you set up price groups and assign the group names to customers and items, you generate customer and item price group relationships. You generate price group relationships

to define the possible combinations of customer and item groups that you can use for pricing. Generate price group combinations so that the customer and item group information that you created can be used for pricing.

Two batch programs generate price group combinations:

- Customer Price Group Generation
- Item Price Group Generation

These programs generate records in the Item/Customer Groups Combinations table. The Item/Customer Groups Combinations table contains the allowable combinations for customer or item groups and category codes. You can use data selection to specify up to five group codes for which detailed records are created. If you do not specify any codes, the system generates combinations for all groups.

Defining Order Detail Groups

You can use order detail groups to create adjustments to the pricing line of an order based on information from sales order detail fields. When you enter sales orders, some data in detail fields comes from system defaults, customer master information, customer billing instructions, items, and preferences.

The Order Detail Price Group Definition form shows several fields that do not display during order entry. The data in the following fields default from the Preference Profile and vary depending upon whether you are using Advanced Pricing for Sales or Procurement, or Customer Service Management:

- Line of Business
- End Use
- Price Code 1
- Price Code 2
- Price Code 3
- From Grade
- Thru Grade
- From Potency
- Thru Potency

Using these fields when defining order detail groups allows you to have another method of defining pricing for a specific group.

Before You Begin

- Set the processing option to choose one of the following formats: Order Detail Groups, Purchase Order Groups, Customer Service Management System Order Detail Group.

Using Advanced Pricing for Procurement

You can use order detail groups to create adjustments to the pricing line of an order based on information from purchase order detail fields. When you enter purchase orders, some data in detail fields comes from system defaults, supplier master information, purchasing instructions, and items.

► To define order detail groups

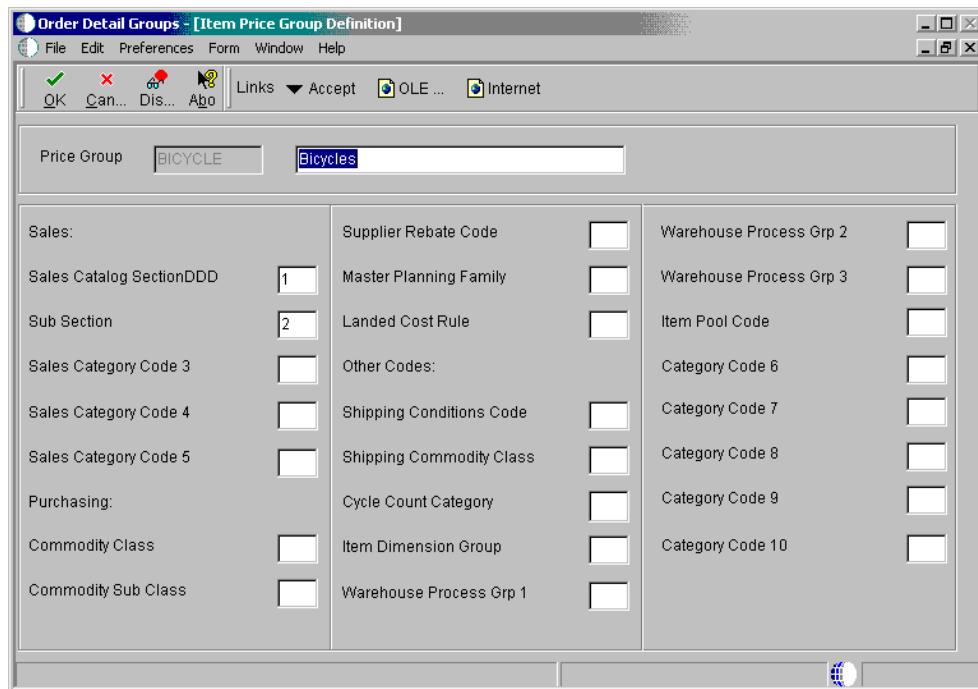
From the Advanced Price and Adjustments menu (G42311), choose Order Detail Groups.

1. On Work with Price Group Definition, choose a price group.

The system imports the price group type code based on your processing option selection. When you click Find, the system displays only those groups of that price group type code. To override the system default, type a new price group type code in the field and click Find. The system retrieves the appropriate form based on this type code.

2. Click Add.

The system will display the definition form for the price group you selected on Work with Price Group Definition.



3. Indicate the category codes that you want to group by typing the numbers 1 through 3 next to three field names.

You can use from one to three fields.

Understanding the Sales Order Tax Calculator

The names of the pricing adjustments are found in UDC 40/TY. You must manually add the special handling code name after setting up a new adjustment. For example, for the tax calculator to find the Repasse discount (REPASSE), you must enter PREPAS as a special handling code in the Special Handling column of UDC 40/TY.

To determine the sequence in which your price adjustments will apply, you add a price adjustment schedule.

To further define the price adjustment schedule, you set up a price adjustment detail.

See Also

- Building Adjustment Schedules in the Advanced Pricing Guide*

Additional Information

This section provides additional information about setup issues, technical considerations, and system use.

Data Integrity and the Chart of Accounts

In addition to the corporate chart of accounts that you set up in the Account Master table (F0901), you can define an alternate chart of accounts using category codes 21, 22, and 23.

Account Defined Only in the Account Master Table

You might create an account in the Account Master table (F0901) without defining a corresponding alternate account. If you do, when transactions are entered for the account in the F0901 table, any reporting measures that are based on the alternate chart of accounts are incomplete.

J.D. Edwards recommends that you establish an internal procedure to audit the integrity of the data entered. For example, you can run a Financial Enterprise Report Writer (Financial ERW) report that provides the following information to verify that the alternate accounts correspond to the accounts in the F0901 table:

Ledger Type (AA Actual Amounts)	DR	CR
Total Alternate Accounts (A)	DR	CR
Total Other or Corporate Accounts (B)	DR	CR
General Total (A + B)	DR	CR

Run the report on a daily or weekly basis, depending on the volume of your transactions.

Account Defined Only in the Alternate Chart of Accounts

You might create an alternate account using category codes 21, 22, and 23 without defining a corresponding account in the Account Master table (F0901).

In this case, no actual transactions can be entered for the account. In J.D. Edwards software, you cannot enter accounts with an alternate account number.

Security on the Alternate Chart of Accounts

You can secure both your local chart of accounts (defined by object and subsidiary) and your alternate chart of accounts (defined in category codes 21, 22, and 23) using the processing options on any of the account master programs (P0901). If you secure your accounts in this way, you cannot change account numbers in the category code that you secured. For example, if you secure category code 21, you will not be able to change the value of category code 21 on any account.

Caution

You should secure your chart of accounts after the account structure is well defined. J.D. Edwards recommends that you then restrict access to the processing options so that the security is not compromised.

If you use the Change Account Information program (R09813) and want to maintain the integrity of your alternate chart of accounts, you should exclude from the global update the category code that contains your alternate account. To exclude a category code, make sure that the processing option for that category code does not contain a 1. The processing options for category codes are located on the Account Info tab.

Account Deleted from the Category Code Tables

You might delete from the category code tables (UDCs 09/21 through 09/23) an alternate account that has active transactions and balances. When you do, the system does not display an error message to indicate that active transaction information is attached to the account.

Caution

J.D. Edwards recommends that you establish an internal procedure to restrict the access to user defined codes tables to a few individuals who are responsible for system setup. These individuals should understand how category codes and accounts are related.

See Also

- Setting Up an Alternate Chart of Accounts*

Translation Considerations for Multilingual Environments

J.D. Edwards software can display menus, forms, and reports in different languages. All software is shipped with the base language of English. You can install other languages as needed. For example, if you have multiple languages installed in one environment to allow different users to display different languages, each user can work in his or her preferred language by setting up his or her user preferences accordingly.

In addition to the standard menus, forms, and reports, you might want to translate other parts of the software. For example, you might want to translate the names of the accounts that you set up for your company or translate the values in some UDCs.

You might want to translate the following common software elements if you use the software in a multinational environment:

Business Unit Descriptions	<p>You can translate the descriptions of the business units that you set up for your system. See <i>Translating Business Units</i> in the <i>General Accounting Guide</i>.</p> <p>The system stores translation information for business units in the Business Unit Alternate Description Master table (F0006D).</p> <p>Print the Business Unit Translation Report (R00067) to review the description translations in the base language and one or all of the additional languages that your business uses.</p>
Account Descriptions	<p>You can translate the descriptions of your accounts into languages other than the base language. See <i>Translating Accounts</i> in the <i>General Accounting Guide</i>.</p> <p>After you translate your chart of accounts, you can print the Account Translation report. You can set a processing option to show account descriptions in both the base language and one or all of the additional languages that your business uses.</p>
Automatic Accounting Instruction (AAI) Descriptions	<p>You can translate the descriptions of the automatic accounting instructions (AAs) that you set up for your system. See <i>Working with AAs</i> in the <i>General Accounting Guide</i></p>
UDC Descriptions	<p>You can translate the descriptions of the UDCs that you set up for your system. See <i>Translating User Defined Codes into Alternate Languages</i> in the <i>OneWorld Foundation Guide</i>.</p>
Delinquency Notice Text	<p>Specify a language preference for each customer when you create customer master records. The language preference field on the Address Book - Additional Information form determines the language in which the delinquency notice and the text on the notice should appear when you use final mode. (In proof mode, the statements print in the language preference that is assigned to the client in the Address Book.)</p> <p>J.D. Edwards base software includes the delinquency notice translated into German, French, and Italian. You should translate any text that you add to the bottom of the notice. To do this, follow the instructions for setting up text for delinquency notices and verify that you have completed the Language field on the Letter Text Identification form. See <i>Setting Up Letter Text for Delinquency Notices and Statements</i> in the <i>Accounts Receivable Guide</i>.</p>

The translations that you set up for your system also work with the language that is specified in the user profile for each person who uses the system. For example, when a French-speaking user accesses the chart of accounts, the system displays the account descriptions in French, rather than in the base language.

See Also

- Setting Up User Display Preferences* for information about setting up language preferences for users
- OneWorld Foundation Guide* for information about translating custom menus, vocabulary overrides, and data dictionary items

Translation Routines

J.D. Edwards provides several translation routines to convert amounts to words. These translation routines are generally used by payment formats, draft formats, and check-writing programs that produce numerical output in both numeric and textual form. You specify the translation routine that you want to use in the processing options for these programs.

J.D. Edwards provides the following translation routines:

- X00500 - English
- X00500BR - Brazilian Portuguese
- X00500CH - Chinese
- X00500D - German (mark)
- X00500ED - German (euro)
- X00500FR - French (franc)
- X00500EF - French (euro)
- X00500I - Italian (lira)
- X00500EI - Italian (euro)
- X00500S1 - Spanish (female)
- X00500S2 - Spanish (male)
- X00500S3 - Spanish (female, no decimal)
- X00500S4 - Spanish (male, no decimal)
- X00500S5 - Spanish (euro)
- X00500U - United Kingdom
- X00500U1 - United Kingdom (words in boxes)

In some cases, the translation routine that you use depends on the currency that you are using. For example, if you are converting euro amounts to words, you should use a translation routine that has been set up to handle euro currencies. In Spanish, the gender of the currency determines the translation routine that you choose.

J.D. Edwards Multicurrency Solution Summary

Companies that do business internationally often have additional accounting needs. These needs arise from doing business in different currencies and following different reporting and accounting requirements for each country in which they do business. To process and report on transactions in multiple currencies, a company that operates internationally can:

- Convert foreign currencies into the local currency
- Convert different local currencies into one currency for reporting and comparisons

- Adhere to regulations that are defined in the countries in which the company operates
- Revalue currencies due to changes in exchange rates

J.D. Edwards software performs the following multicurrency functions throughout most base applications:

- Converts from one currency to another
- Restates multiple currencies to consolidate into one currency
- Revalues currencies due to changes in exchange rates

J.D. Edwards software stores each currency in a different ledger, as illustrated in the following table:

AA ledger	Domestic transactions are posted to the AA ledger.
CA ledger	Foreign transactions are posted to the CA ledger.
XA ledger	Alternate currency transactions, if used, are posted to the XA ledger.

You can designate a specific currency for the following:

- Company
- Account
- Address book record

Data Entry in Foreign or Domestic Currency

You can enter all transactions in the original currency of the documents that you receive or send. You do not need to convert currencies before you enter transactions. For foreign entries, the system automatically converts foreign amounts to domestic amounts.

Setting Up Daily Transaction Rates

You can set up the Currency Exchange Rates table (F0015) to use the following multicurrency features:

Default exchange rates	When you enter a transaction, the system supplies the exchange rate from the F0015 table.
Exchange rates for individual contracts	You can specify exchange rates for individual customers and suppliers.
Spot rates	You can enter an exchange rate when you enter a transaction. The value that you enter overrides the exchange rate from the F0015 table.

Intercompany Settlements

You can enter transactions that cross company and currency boundaries. The system automatically generates the multicurrency intercompany settlements.

Gain and Loss Recognition

Features of gain and loss recognition include:

Realized gains and losses Entries that represent realized gains and losses for exchange rates are automatically created at the time of cash receipt or entry.

Unrealized gains and losses You can print a report to analyze open receivables and payables in order to book unrealized gains and losses at the end of the month. Optionally, you can set up your system to create these entries automatically.

Detailed Currency Restatement

Detailed currency restatement enables you to do the following:

- Maintain a dual set of accounting books, one in the domestic (local) currency and one in an alternate, stable currency.
- Restate amounts at the transaction level for a specified range of accounts.

Balance Currency Restatement

Use the Balance Currency Restatement feature to consolidate balances into a common currency. You can specify the ledger type in which the system creates the newly-restated balances. In addition, you can set up an exchange table and conversion specifications according to standard restatement practices.

As If Currency Repost

Use the As If Currency Repost feature to restate all transactions to a new ledger type using one exchange rate instead of the individual rates that were associated with each transaction over the course of time. The As If Currency Repost feature eliminates the exchange rate fluctuation for financial analysis.

See Also

- ❑ The *General Accounting Guide* for detailed information about multiple currencies and setting up multicurrency
- ❑ The *Euro Implementation Guide* for more information about multiple currencies and the euro

Setting Up Monthly Late Fee Rate (Juros de Mora)

You must set up a version of the Generic Message/Rates Records program (P00191) with System Code 76, Record Type JM. The UDC 76/JM is hard coded into the business function that creates the Brazil A/R tag file record.

The rate is the Brazilian Monthly Late Fee Rate used by the bank for late payments and is based on a 30-day month. The rate is also known as "Juros de Mora."

Taxes

Social Security and Income Taxes

Businesses in Brazil must calculate income and social security taxes for the service notas fiscais that they receive. These taxes are calculated on an aggregate basis for corporate entities and on a retention basis for individuals. When calculated on an aggregate basis, the tax is added to the basis of the total amount on the nota fiscal or voucher. The tax is remitted to the government, not to the supplier. When calculated on a retention basis, the tax is an amount withheld from the nota fiscal or voucher. In this situation, a portion of the amount due to the supplier (the tax) is remitted to the government instead of to the supplier. You must calculate social security and income taxes before you process vouchers.

After the system calculates the taxes, you can generate reports and magnetic media to meet legal requirements. You generate a weekly collection report and an annual report that informs the federal Department of Revenue of the individuals and legal entities for whom you calculated taxes.

The system calculates the following social security and income taxes:

Imposto de Renda (IR)	A federal income tax levied on services provided by individuals or legal entities
Imposto sobre Serviços (ISS)	A tax defined by the city of origin of the job or service
Imposto Nacional Sequro Social (INSS)	The national social security tax
FUNRURAL	The withholding tax in agricultural businesses

The applications that you use to calculate Brazilian social security and income taxes gather data from the following tables:

- Address Book Brazilian Tag File (F76011)
- Nota Fiscal Header – Brazil (F7601B)
- Item Master Regional Information – Brazil (F76411)
- Item Branch Regional Information – Brazil (F76412)
- Tax Codes (F76B0401)
- IR Progressive Table (F76B0402)
- Voucher Additional Information Brazil (F76B0411)

Results of the tax calculations are stored in the following tables:

- Accounts Payable (F0411)
- Account Ledger (F0911)
- Voucher Additional Information Brazil (F76B0411)

Calculating Social Security and Income Taxes

On the A/P Tax Processing – Brazil menu (G76B0414), choose Calculate A/P Tax Withholding (R76B0411A).

Use the Calculate A/P Tax Withholding batch process to calculate the taxes that you want to have withheld from or added to notas fiscais. This process generates vouchers in Accounts Payables with the respective dates for each tax. You run this program before you generate the notas fiscais to which the taxes apply.

Before you run the program, you must use data selection and processing options to choose the notas fiscais that you want to process. For example, you might set up your data selection to process notas fiscais that have a payment status code of % (withholding tax applies), to process notas fiscais that have a payment due date equal to the current date, and to change the payment status code to A (approved for payment) when the tax calculations are complete.

The processing options let you set parameters for one of four types of taxes. The system processes only one type of tax at a time. You can set up different versions with the options set for each type of tax you need to process.

Before You Begin

- ❑ Verify that the following fields are complete on the Tax Information tab in Address Book:
 - Brazil Tax Information 1
 - Brazil Tax Information 2
 - Brazil Tax Information 3
 - Brazil Tax Information 4
 - Registration INSS
- ❑ Verify that the following fields are complete in the Item Master:
 - IR Retention
 - IR Reduction
 - INSS
- ❑ Verify that the following fields are complete in Branch/Plant:
 - IR Retention
 - IR Reduction
 - INSS
- ❑ Set up the following UDCs:
 - Retired IR-PF (76B/AP)
 - Dependence Reduction IR-PF (76B/DP)
 - Explanation of Installments (76B/OB)
 - Tax Code A/P (76B/TR)
 - Cross Reference - Due Date Tax (76B/VE)
 - Receita (76B/IR)

- Service Code (76B/IS)
- INSS Code (76B/IN)
- Set up Tax Codes (P76B0401)
- Set Up Progressive Table (P76B0402)
- Set up Due Date Rules
- Set Up Tax Payment Terms

Calculating IR Tax

Imposto de Renda (IR) is a federal income tax levied on services provided by individuals or legal entities. This tax is due at the time the service is rendered.

Pessoa Física is IR tax levied on individuals. For most services, the taxable income is the value of the service provided. Before you calculate this tax, you must enter in the IR Progressive Table (F76B0402) the number of dependents that the service provider has. The application uses the number of dependents to find the corresponding amounts and deductions in a scaled table of income brackets. This tax is due at the time the service is rendered.

Pessoa Jurídica is the IR tax levied on legal entities. For corporate entities, the tax rate varies according to the type of service. The taxable income is the value of the provided services.

If a transaction is subject to IR tax, the system performs as follows for individuals:

19. Verifies the existence of a tax code in the Address Book tag file.
20. Accesses the purchase order for the nota fiscal.
21. Accesses the Item Master to determine the percentage of withholding tax for the item. If the percentage is not specified on the Item Master, the system accesses the Item Branch Master to determine the percentage of withholding.
22. Calculates the withholding amount based on the percentage of the reduction of the basis of calculation, the number of dependents, whether the individual is retired, and the tax rate.

If a transaction is subject to IR tax, the system performs as follows for corporate entities:

1. Verifies the existence of a tax code in the Address Book tag file.
2. Accesses the purchase order for the nota fiscal.
3. Accesses the Item Master to determine the percentage of withholding tax for the item.
4. Calculates the aggregate amount based on the percentage of the retention.

Calculating ISS Tax

Imposto sobre Serviços (ISS) is a tax defined by the city of origin of the job or service. The tax rates vary by city and type of job.

Each type of service taxed by a city has a specific code. Tax rates are determined by the list of services and their codes. Each city can establish different tax rates per type of service.

Some cities require that the ISS tax amount be declared in the service Nota Fiscal by including the tax in the price, as is done for the ICMS tax. Other cities require the tax be added to the price as a separate item, as is done for the IPI tax. Jobs or services that are subject to the ISS tax are exempt from ICMS and IPI taxes.

If a transaction is subject to ISS tax, the system:

5. Verifies the existence of a tax code in the Address Book tag file.
 6. Calculates the amount of the withholding based on information in the Nota Fiscal Header table (F7601B), the processing options, or the Address Book tag file.

Calculating INSS Tax

Imposto Nacional Sequro Social (INSS) is the national social security tax. Some types of services are taxed by the INSS, and the tax amount is added to the value of the provided service.

If a transaction is subject to INSS tax, for individuals and cooperatives, the system:

7. Verifies the existence of a tax code in the Address Book tag file
8. Accesses the purchase order for the nota fiscal
9. Accesses the Item Master to determine if the INSS flag is activated
10. Calculates the amount of the withholding based on the reduction percentage

If a transaction is subject to INSS tax, for corporate entities the system:

11. Verifies the existence of a tax code in the Address Book tag file
12. Accesses the purchase order for the nota fiscal
13. Accesses the Item Master to determine if the INSS flag is activated
14. Calculates the amount of the withholding based on the reduction percentage

Calculating FUNRURAL Tax

FUNRURAL is the income tax for agricultural businesses. It is similar to the IR tax for corporations, but the rate at which the income is taxed is different.

If a transaction is subject to FUNRURAL tax, the system:

15. Verifies the existence of a tax code in the Address Book tag file
16. Accesses the purchase order for the nota fiscal
17. Accesses the Item Master to determine the percentage of withholding tax for the item
18. Calculates the aggregate amount based on the percentage of the retention

Processing Options for Calculate A/P Tax Withholding (R76B0411A)

IR Tab

Use these options to specify which taxes the system calculates and whether the system prints an integrity report.

1. Calculate IRRF

Use this processing option to specify whether the system calculates IR taxes. Valid values are:

1

Calculate tax

Blank

Do not calculate ta

2. Retention/Aggregation Rate

Use this processing option to override the retention/aggregation rate for the tax. If you do not enter a value, the system uses the value in the Item Branch Regional Information - Brazil table (F76412). If a value does not exist in the F76412 table, the system uses the value in the Item Master Regional Information - Brazil table (F76411). If a value does not exist in the F76411 table, the system uses the value in the Address Book Regional Information - Brazil table (F76011).

3. G/L Offset

Use this processing option to specify the G/L offset account to which the system writes the offsetting amount.

4. Pay Status Code

Use this processing option to specify the pay status of the pay item created to offset the withholding amount. Choose a value from the Payment Status Code UDC (00/PS)

5. Pay Status Code Tax

Use this processing option to specify the pay status code of the pay item for which the tax is withheld. Choose a value from the Payment Status Code UDC (00/PS)

6. Payment Terms Code

Use this processing option to specify the code that identifies the terms of payment. You

can set up codes in the Payment Terms Revision program (P0014.) If you leave this option blank, the system identifies the current period that is set up in the fiscal date pattern, and then uses the payment term that is associated with the current period. You set up the association between payment terms and current periods in the Cross Reference - Due Date Tax (76B/VE) UDC.

7. Address Number - Alternate Payee

Use this processing option to specify an alternate address to which to send payment information

8. Reduction IR

Use this processing option to specify the percentage of the reduction of the tax calculation base for an individual entity

9. Minimum Retention Amount

Use this processing option to specify the minimum retention amount. If the retention amount calculated by the system is less than the amount entered in this processing option, no income tax is withheld

10. Brazil Tax Information

Use this processing option to specify a code to identify the tax

11. Date of Calculation for IR - PF

Use this processing option to specify the thru date for the processing of taxes for individual entities. If left blank, the system uses today's date

12. Date of Processing IR - PF

Use this processing option to choose the processing date. Valid values are:

0

Due date

1

Invoice dat

13. Document Type for Invoice IR - PF

Use this processing option to specify the origin and purpose of the transaction when calculating withholding tax for an individual. Choose a value from the Document Type UDC (00/DT).

Note

You indicate that an address book record is for an individual by entering a 1 in the Person/Corporation Code field (TAXC).

14. Invoice Number - Complement

Use this processing option to append up to 10 characters to the invoice number of the withholding records written to the F0411 table

15. Account ID for IR - PF

Use this processing option to specify a number that the system automatically assigns to each general ledger account to maintain an audit trail. This number is also called the account serial number, the short account number, the pseudo account number, or the ID number

ISS Tab

1. Calculate ISS

Use this processing option to specify whether the system calculates ISS taxes. Valid values are:

1 Calculate tax

Blank Do not calculate tax

2. Retention/Aggregation Rate

Use this processing option to override the retention/aggregation rate for the tax. If you do not enter a value, the system uses the value in the Item Branch Regional Information - Brazil table (F76412). If a value does not exist in the F76412 table, the system uses the value in the Item Master Regional Information - Brazil table (F76411). If a value does not exist in the F76411 table, the system uses the value in the Address Book Regional Information - Brazil table (F76011).

3. G/L Offset

Use this processing option to specify the G/L offset account to which the system writes the offsetting amount.

4. Pay Status Code

Use this processing option to specify the pay status of the pay item created to offset the withholding amount. Choose a value from the Payment Status Code UDC (00/PS)

5. Pay Status Code ISS Tax

Use this processing option to specify the pay status code of the pay item for which the tax is withheld. Choose a value from the Payment Status Code UDC (00/PS)

6. Payment Terms Code

Use this processing option to specify the code that identifies the terms of payment. You can set up codes in the Payment Terms Revision program (P0014.) If you leave this option blank, the system identifies the current period that is set up in the fiscal date pattern, and then uses the payment term that is associated with the current period. You set up the association between payment terms and current periods in the Cross Reference - Due

Date Tax (76B/VE) UDC.

7. Address Number - Alternate Payee

Use this processing option to specify an alternate address to which to send payment information

8. Brazil Tax Information

Use this processing option to specify a code to identify the tax

9. Flag for Same City

Use this processing option to specify whether ISS retention is calculated only when the City field in the Address Book record for the Supplier is the same as the City field in the Address Book record for the Company. Valid values are:

Blank

Do not calculate tax

1

Calculate ta

INSS Tab

1. Calculate INSS

Use this processing option to specify whether the system calculates INSS taxes. Valid values are:

1 Calculate tax

Blank Do not calculate tax

2. Retention/Aggregation Rate

Use this processing option to override the retention/aggregation rate for the tax. If you do not enter a value, the system uses the value in the Item Branch Regional Information - Brazil table (F76412). If a value does not exist in the F76412 table, the system uses the value in the Item Master Regional Information - Brazil table (F76411). If a value does not exist in the F76411 table, the system uses the value in the Address Book Regional Information - Brazil table (F76011).

3. G/L Offset

Use this processing option to specify the G/L offset account to which the system writes the offsetting amount.

4. Pay Status Code

Use this processing option to specify the pay status of the pay item created to offset the withholding amount. Choose a value from the Payment Status Code UDC (00/PS)

5. Pay Status Code INSS Tax

Use this processing option to specify the pay status code of the pay item for which the tax is withheld. Choose a value from the Payment Status Code UDC (00/PS)

6. Payment Terms Code

Use this processing option to specify the code that identifies the terms of payment. You can set up codes in the Payment Terms Revision program (P0014.) If you leave this option blank, the system identifies the current period that is set up in the fiscal date pattern and

then uses the payment term that is associated with the current period. You set up the association between payment terms and current periods in the Cross Reference - Due Date Tax (76B/VE) UDC.

7. Address Number - Alternate Payee

Use this processing option to specify an alternate address to which to send payment information

8. Brazil Tax Information

Use this processing option to specify a code to identify the tax

FUNRURAL Tab

1. Calculate FUNRURAL

Use this processing option to specify whether the system calculates FUNRURAL taxes.
Valid values are:

- | | |
|-------|----------------------|
| 1 | Calculate tax |
| Blank | Do not calculate tax |

2. Retention/Aggregation Rate

Use this processing option to override the retention/aggregation rate for the tax. If you do not enter a value, the system uses the value in the Item Branch Regional Information - Brazil table (F76412). If a value does not exist in the F76412 table, the system uses the value in the Item Master Regional Information - Brazil table (F76411). If a value does not exist in the F76411 table, the system uses the value in the Address Book Regional Information - Brazil table (F76011).

3. G/L Offset

Use this processing option to specify the G/L offset account to which the system writes the offsetting amount.

4. Pay Status Code

Use this processing option to specify the pay status of the pay item created to offset the withholding amount. Choose a value from the Payment Status Code UDC (00/PS)

5. Pay Status Code Tax - FUNRURAL

Use this processing option to specify the pay status code of the pay item for which the tax is withheld. Choose a value from the Payment Status Code UDC (00/PS)

6. Payment Terms Code

Use this processing option to specify the code that identifies the terms of payment. You can set up codes in the Payment Terms Revision program (P0014.) If you leave this option blank, the system identifies the current period that is set up in the fiscal date pattern and

then uses the payment term that is associated with the current period. You set up the association between payment terms and current periods in the Cross Reference - Due Date Tax (76B/VE) UDC.

7. Address Number - Alternate Payee

Use this processing option to specify an alternate address to which to send payment information

8. Brazil Tax Information for FUNRURAL

Use this processing option to specify a code to identify the tax

Processing Tab

1. Run the Integrity Report.

Use this processing option to specify whether to generate the integrity report (R76B0412) when you calculate taxes. The system uses version ZJDE0001 when you generate the integrity report using this option. Valid values are:

1

Generate integrity report

Blank

Do not generate report

2. Pay Status Code

Use this processing option to specify a new payment status code for the original voucher lines. If you leave this option blank, the system does not change the payment status code when it completes the tax calculations. Choose a code from the Payment Status UDC (00/PS)

Generating the Text File for Taxes

From the A/P Tax Processing - Brazil menu (G76B0414), choose Text File Generation for Fed. Tax Authority (R76B04006).

Use this program to generate a flat file to send to the tax authorities.

Processing Options for Generating the Text File for Fed. Tax Authority (R76B04006)

Company Tab

Use these processing options to specify company information and the period and year for which the report is run.

1. Company - CNPJ / CGC

Use this processing option to enter the CNPJ/CGC of your company

2. Company Name

Use this processing option to enter your company name

3. Contact Person - CPF

Use this processing option to enter the CPF of the contact person in your company

Person Tab

1. Responsible Person - CPF

Use this processing option to enter the CPF of the person responsible for the submission of magnetic media

2. Name of Responsible Person

Use this processing option to enter the name of the person responsible for the submission of magnetic media

3. Area Code

Use this processing option to specify the prefix for the telephone number.

4. Telephone Number

Use this processing option to specify the telephone number of the person authorized to handle questions or problems about the text file

5. Responsible for CNPJ - CPF

Use this processing option to enter the name of the person responsible for the submission of magnetic media

Directory Tab

1. Company Number

A number that, with the document number, document type and G/L date, uniquely identifies an original document, such as invoice, voucher, or journal entry.

If you use the Next Numbers by Company/Fiscal Year feature, the Automatic Next Numbers program (X0010) uses the document company to retrieve the correct next number for that company.

If two or more original documents have the same document number and document type, you can use the document company to locate the desired document

2. From Date

Use this processing option to specify the beginning of the range of dates from which you want to select transactions

3. Thru Date

Use this processing option to specify the end of the range of dates from which to select transactions

4. Enter the Path for File Creation

Use this processing option to specify the directory where the system saves the text file that it generates

Printing Social Security and Income Tax Reports

After the system calculates the taxes, you can generate reports and magnetic media to meet legal requirements. You generate a weekly collection report and an annual report that informs the federal Department of Revenue of the individuals and legal entities for whom you calculated taxes.

Printing the INSS Report

From the A/P Tax Processing – Brazil menu (G76B0414), choose INSS Report (R76B04001).

Use this program to print the withheld amounts of INSS taxes during period (month) accounting. You determine the period to report by setting processing options. The system selects data from the Voucher Additional Information Brazil table (F76B0411) for the period you choose. The report shows the amounts and open amounts for each Company, INSS Code, and Supplier Address Book number combination.

Processing Options for INSS Report (R76B04001)

INSS Tab

Use these processing options to specify the period and year for which the report is run.

1. Period Number - General Ledger

Use this processing option to specify the reporting period

2. Fiscal Year

Use this processing option to specify the fiscal year for the period defined in the Period field.

Printing the FUNRURAL Report

From the A/P Tax Processing – Brazil menu (G76B0414), choose FUNRURAL Report (R76B04002).

Use this program to print the withheld amounts of FUNRURAL taxes during period (month) accounting. You determine the period to report by setting processing options. The system selects data from the Voucher Additional Information Brazil table (F76B0411) for the period you choose. The report shows the amounts and open amounts for each Company and Supplier Address Book number combination.

Processing Options for the FUNRURAL Report (R76B04002)

FUNRURAL Tab

Use these processing options to specify the period and year for which the report is run.

1. Period Number - General Ledger

Use this processing option to specify the reporting period

2. Fiscal Year

Use this processing option to specify the fiscal year for the period defined in the Period field.

Printing the DARF Report

From the A/P Tax Processing – Brazil menu (G76B0414), choose DARF (R76B04003).

Use this program to print the withheld amounts of Imposto de Renda (IR) taxes during period (month) accounting. You determine the period to report by setting processing options. The system selects data from the Voucher Additional Information Brazil table (F76B0411) for the period you choose. The report shows the amounts and open amounts for each Company and Supplier Address Book number combination.

You use this report to gather information required for the DARF report.

Processing Options for the DARF Report (R76B04003)

DARF Tab

Use these processing options to specify the period and year for which the report is run.

1. Period Number - General Ledger

Use this processing option to specify the reporting period

2. Fiscal Year

Use this processing option to specify the fiscal year for the period defined in the Period field.

Printing the Individual Withholding Report

From the A/P Tax Processing – Brazil menu (G76B0414), choose Statement of Earnings – Individual (R76B04004).

Use this program to print the withheld amounts of Imposto de Renda (IR) taxes for individuals during period (month) accounting. This report runs over the Address Book Master table (F0101) and the Voucher Additional Information Brazil table (F76B0411) for the period you choose. This program gathers data only for address book records for which the Person/Corporation Code is 1. You determine the period to report by setting processing options.

The report shows the accumulated tax amounts and the basis of the calculation for each IRRF code, Address Book number, and Company.

Processing Options for the Statement of Earnings – Individual Report (R76B04004)

Period Tab

Use these processing options to specify the range of dates for which the report is run.

1. From Date

Use this processing option to specify the beginning of the range of dates from which you want to select transactions

2. Thru Date

Use this processing option to specify the end of the range of dates from which to select transactions

Company Tab

1. Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. Name of responsible person

Use this processing option to enter the name of the person responsible for the submission of magnetic media

Printing the Corporate Entity Withholding Report

From the A/P Tax Processing – Brazil menu (G76B414), choose Statement Issue – Corporate (R76B04005).

Use this program to print the withheld amounts of Imposto de Renda (IR) taxes for corporate entities during period (month) accounting. This report runs over the Address Book Master table (F0101) and the Voucher Additional Information Brazil table (F76B0411) for the period you choose. This program gathers data only for address book records for which the Person/Corporation Code is 2. You determine the period to report by setting processing options.

The report shows the accumulated tax amounts and the basis of the calculation for each IRRF code, period, Address Book number, and Company.

Processing Options for the Statement Issue – Corporate Report (R76B04005)

Period Tab

Use these processing options to specify the range of dates for which the report is run.

1. From Date

Use this processing option to specify the beginning of the range of dates from which you want to select transactions

2. Thru Date

Use this processing option to specify the end of the range of dates from which to select transactions

Company Tab

1. Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. Name of responsible person

Use this processing option to enter the name of the person responsible for the submission of magnetic media

Printing the Taxes Integrity Report

From the A/P Tax Processing – Brazil menu (G76B0414), choose Taxes Integrity Report (R76B0412).

When you generate the integrity report, the system compares the data in the Accounts Payable Ledger table (F0411) to the data in the Voucher Additional Information Brazil table (F76B0411).

Note

You must have a version ZJDE0001 for this report if you want to generate the report when running the Calculate A/P Tax Withholding program (P76B0411A). When you set the Run Integrity Report processing option in R76B0411A to generate a report, the system uses version ZJDE0001.

Processing Options for the Taxes Integrity Report (R76B0412)

Proof / Final Tab

Use this processing option to specify whether the system runs the batch program in proof or final mode.

1. Proof/Final Mode

Use this processing option to specify whether you want to run the batch program in proof or final mode. Valid values are:

1

Final Mode

Blank

Proof Mod

Fiscal Books

Fiscal Books are required by the Brazilian government to report information about taxable transactions and the taxes due on those transactions. You print Fiscal Books on the 10th, 20th, and the last day of the month for ICMS tax, and at the end of the month for IPI tax.

The notas fiscais generated by the Sales and Procurement systems are automatically converted into the Fiscal Books module. You must manually enter stand-alone notas fiscais.

OneWorld provides a program that populates a nota fiscal header and a nota fiscal detail workfile with data from the nota fiscal header and nota fiscal detail tables. Then you run reports from the workfiles to generate reports that comply with the layout defined by the ICMS Ordinance 57/95, and you generate electronic media files according to the layout defined by the ICMS Ordinance 57/95 (Sistema Integrado de Informações). Additionally, OneWorld provides programs that generate supporting reports and programs that submit Fiscal Book data to the tax authority electronically.

When you generate Fiscal Books, the system prints an opening and closing page. You create the text for opening and closing pages by using the Next Numbers – Fiscal Books program (P7602B).

To maintain your records and generate fiscal books, you must complete the following tasks:

19. Set up your system for Fiscal Books. See *System Setup for Fiscal Books*.
20. Run the Nota Fiscal Conversion program (R76B200A). When you run the R76B200A program, the system writes information from the Nota Fiscal Header - Brazil (F7601B) and the Nota Fiscal Details - Brazil (F7611B) tables to the Nota Fiscal - Header (Fiscal Books) table (F76101B) and the Nota Fiscal - Detail (Fiscal Books) table (F76111B). See *Generating the Fiscal Books Workfiles*.
21. Run the Integrity Report (R76B1000). The Integrity Report process purges records from the Nota Fiscal - Header (Fiscal Books) table (F76101B) and the Nota Fiscal - Detail (Fiscal Books) table (F76111B) when the record does not exist in both tables. See *Purging Incomplete Fiscal Book Records*.
22. Maintain fiscal books records, as necessary. See *Maintaining Records for Fiscal Books*.
23. Print and review the fiscal books supplementary reports. See *Printing Fiscal Book Reports*.
24. Generate and review fiscal books. See *Generating Fiscal Books*.
25. Generate the Electronic Media to submit your fiscal books. See *Generating Electronic Media to Submit to SINEGRA*.

Generating the Fiscal Books Workfiles

From the Fiscal Reports - Brazil menu (G76B111), choose Nota Fiscal Conversion (R76B200A).

Before you can generate Fiscal Book reports and the electronic media that you must submit to Sintegra (Sistema Integrado de Informações), you must create the Fiscal Book workfiles. The nota fiscal conversion batch program lets you specify the notas fiscais that you write to the workfiles. When you run the R76B200A program, the system writes information from the Nota Fiscal Header - Brazil (F7601B) and the Nota Fiscal Details - Brazil (F7611B) tables to the Nota Fiscal - Header (Fiscal Books) table (F76101B) and the Nota Fiscal - Detail (Fiscal Books) table (F76111B). Other batch programs that you use to generate Fiscal Book reports cull data from the F76101B and F76111B tables.

Before You Begin

- Update inbound and outbound nota fiscal records, as necessary. See *Maintaining Inbound and Outbound Nota Fiscal Records for Fiscal Books*.
- Set up the Transaction Nature cross-reference. See *Setting Up a Cross-Reference for Transaction Nature Codes*.

Processing Options for Nota Fiscal Conversion (R76B200A)

Default Tab

These processing options specify the how the system writes nota fiscal data to the nota fiscal work files for Fiscal Books.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

4. Nota Fiscal Type

E = Inbound

S = Outbound

Use this processing option to specify whether you work with inbound or outbound notas fiscais. Valid values are:

E

Inbound

S

Outboun

Messages Tab

1. IPI Tax Not Credited

Use this processing option to choose a message code from the Fiscal Message / Observations UDC (76B/M1). Use this option when notas fiscais show IPI tax that you cannot recover

2. IPI Tax 50% Recoverable

Use this processing option to choose a message code from the Fiscal Message / Observations UDC (76B/M1). Use this option when notas fiscais do not show IPI tax that

you can recover

3. Free Port Zone Discount

Use this processing option to choose a message from the Fiscal Message / Observations UDC (76B/M1). The message that you choose overrides the message from the Nota Fiscal Header - Fiscal Books table (F76B101B) and prints in the Fiscal Books

4. Freight, Insurance and Expenses

Use this processing option to choose a message from the Fiscal Message / Observations UDC (76B/M1). The message that you choose overrides the message from the Nota Fiscal Header - Fiscal Books table (F76B101B) and prints in the Fiscal Books

5. Substitution

Use this processing option to choose a message from the Fiscal Message / Observations UDC (76B/M1). The message you choose overrides the message from the Nota Fiscal Header - Fiscal Books table (F76B101B) and prints in the Fiscal Books

6. ICMS Tax Differential Between States

Use this processing option to choose a message from the Fiscal Message / Observations UDC (76B/M1). The message you choose overrides the message from the Nota Fiscal Header - Fiscal Books table (F76B101B) and prints in the Fiscal Books

7. Suffix Code for Transaction Nature

Use this processing option to specify the suffix for the transaction nature codes that you want to exclude from the report. Line items that have transaction nature codes that end with the suffix that you enter will appear in the Fiscal Books with an amount of zero. For example, if a line item for the cost of packaging materials or pallets has the transaction nature suffix that you enter here, the line item appears in the Fiscal Books with 0 for the amount

8. Message Code for Suffix

Use this processing option to choose the message code that you want to print for the suffix of the transaction nature code. You choose the message code from the Fiscal Message / Observations UDC (76B/M1)

Processing Tab

1. Refresh Conversion Table

Use this processing option to specify whether the system refreshes the records already written to the Nota Fiscal - Header (Fiscal Books) table (F76101B) and the Nota Fiscal - Detail (Fiscal Books) table (F76111B). If you set this processing option to 1, you must use Data Selection to specify a range of dates for which the system will refresh the records. Valid values are:

1

Refresh records

Blank

Do not refresh record

2. Purge Conversion Table

Use this processing option to specify whether the system purges all records from the Nota Fiscal Header - Fiscal Books table (F76101B) and the Nota Fiscal Details - Fiscal Books table (F76111B)

Codes Tab

1. Cancelled Code 1

Use this processing to choose a code from the Activity/Status Codes UDC (40/AT) to represent cancelled notas fiscais

2. Cancelled Code 2

Use this processing to choose a code from the Activity/Status Codes UDC (40/AT) to represent cancelled notas fiscais

3. Cancelled Code 3

Use this processing to choose a code from the Activity/Status Codes UDC (40/AT) to represent cancelled notas fiscais

4. Cancelled Code 4

Use this processing to choose a code from the Activity/Status Codes UDC (40/AT) to represent cancelled notas fiscais

Purging Incomplete Fiscal Book Records

From the Fiscal Records – Brazil menu (G76B111), choose Integrity Report (R76B0001).

This program deletes the incomplete notas fiscais from the Nota Fiscal – Header (Fiscal Books) table (F76101B) and the Nota Fiscal – Detail (Fiscal Books) table (F76111B) and prints a report listing the records that were deleted. When you run this program, the system deletes notas fiscais that have a header record and no detail record and those that have a detail record and no header record.

Maintaining Records for Fiscal Books

After you run the Nota Fiscal Conversion program (R76B200A), you might need to maintain fiscal book records.

Maintaining Inbound and Outbound Notas Fiscais Records for Fiscal Books

The OneWorld Sales and Procurement systems write data to the Nota Fiscal Header - Brazil (F7601B) and the Nota Fiscal Details - Brazil (F7611B) tables when you generate notas fiscais. The data in these files is written to the Nota Fiscal - Header (Fiscal Books) and the Nota Fiscal - Detail (Fiscal Books) tables when you run the Nota Fiscal Conversion program (R76B200A). The system uses the Nota Fiscal - Header (Fiscal Books) and the Nota Fiscal - Detail (Fiscal Books) tables to create Fiscal Books.

If you generate stand-alone notas fiscais or you generate notas fiscais outside of the J.D. Edwards systems, the data is not included in the Nota Fiscal Header - Brazil (F7601B) and the Nota Fiscal Details - Brazil (F7611B) tables. Therefore, data for those notas fiscais is not written to the Nota Fiscal - Header (Fiscal Books) and the Nota Fiscal - Detail (Fiscal Books) tables when you run the Nota Fiscal Conversion program. You use the Nota Fiscal Maintenance program (P76B1001) to add data about inbound and outbound notas fiscais to the Nota Fiscal - Header (Fiscal Books) and the Nota Fiscal - Detail (Fiscal Books) tables before you run the Nota Fiscal Conversion program. You can also use the maintenance program to revise Nota Fiscal records.

See Also

- Generating the Fiscal Books Workfiles* for information about the workfiles
 - To add a nota fiscal record for Fiscal Books**
-

From the Fiscal Reports – Brazil menu (G76B111), choose Inbound Nota Fiscal Maintenance or Outbound Nota Fiscal Maintenance. Both options open program P76B1001, but the versions are different.

1. On Work with Nota Fiscal, click Add.

The screenshot shows the PeopleSoft Nota Fiscal Revisions application window. At the top, there's a toolbar with icons for Portal, WWW, Intranet, Training, Personalize, Change Role, and Sign Out. Below the toolbar, the title bar says "Nota Fiscal Revisions". The main area contains several input fields:

- Header Fields:** Company (07600), Branch Plant (27), NF Number (25487 00), Status Code (620).
- Issue Details:** Nota Fiscal Date, Supplier Number, Ship To CNPJ, State.
- Amounts Tab:** NF Total, NF Discount, ICMS Discount - Free Port Zone, NF Freight, NF Expenses, NF Insurance.

2. On Nota Fiscal Revisions, complete the following fields in the form header, as applicable:

- Company
- Branch Plant
- NF Number
- Status Code
- Nota Fiscal Date
- Issuer CNPJ
- Supplier Number
- Issue Date

3. On the Amounts tab, complete the following fields:

- NF Total
- NF Discount
- ICMS Discount - Free Port Zone

- NF Freight
- NF Insurance
- NF Expenses

PeopleSoft.

Select Workspace: Active Foundation

Active Foundation

Nota Fiscal Revisions

OK Cancel Form Tools

Company: 07600 Brazilian Company Status Code: 620
Branch Plant: 27 Eastern Area DC
NF Number: 25487 00

Nota Fiscal Date:
Shipper Number:
Ship To CNPJ: State:

Taxes

Transactions With Tax Credits		Exempt or Not Taxed	
ICMS Basis: 2000	Substitution Basis: <input type="text"/>	ICMS Exempt: <input type="text"/>	IPI Exempt: <input type="text"/>
ICMS Tax: 300.00	Substitution Tax: <input type="text"/>	Others: <input type="text"/>	ICMS Other: <input type="text"/>
IPI Basis: <input type="text"/>	ISS Basis: <input type="text"/>	IPI Other: <input type="text"/>	ISS Tax: <input type="text"/>
IPI Tax: <input type="text"/>			

4. On the Taxes tab, complete the following fields:

- ICMS Basis
- ICMS Tax
- IPI Basis
- IPI Tax
- Substitution Basis
- Substitution Tax
- ISS Basis
- ISS Tax
- ICMS Exempt
- IPI Exempt

- ICMS Other
- IPI Other

PeopleSoft

Select Workspace: Active Foundation

Active Foundation

Nota Fiscal Revisions

OK Cancel Form Tools

Company: 07600 Brazilian Company: Eastern Area DC Status Code: 620

Branch Plant: 27

NF Number: 25487

Nota Fiscal Date:

Boleto Number:

Ship To CNPJ:

State:

Observations

Fiscal Message Code 01: 005 NF Value 01: 200

Fiscal Message Code 02:

Fiscal Comment Code:

NF Value 02:

- On the Observations tab, complete the following fields, and then click OK:
 - Fiscal Message Code 01
 - Fiscal Message Code 02
 - Fiscal Comment Code
 - NF Value 01
 - NF Value 02
- From the Form menu, choose Nota Fiscal Detail.
- On Work with Fiscal Books, click Add.

PeopleSoft.

The screenshot shows the PeopleSoft Fiscal Books Revisions window. At the top, there are buttons for OK, Cancel, Tools, and a red X. Below this is a table with the following data:

Company	07600	Brazilian Company
Branch Plant	27	Eastern Area DC
NF Issuer	7600	Brazilian Company
NF Number	25487	Nota Fiscal Date

Below this is a tabbed section labeled "Item Information". The "Item Information" tab is selected, showing the following fields:

Line Number	1.000	Description	
2nd Item Number	760	Tax Situation	10
Fiscal Classification		U/M	
Transaction Nature	511 .00	Weight Unit	
Quantity		Extended Price	
Gross Weight			
Unit Price			
NF Discount			

8. On Fiscal Book Revisions, complete the following fields on the Item Information tab:

- 2nd Item Number
- Description
- Fiscal Classification
- Transaction Nature
- Tax Situation
- Quantity
- U/M
- Gross Weight
- Weight Unit
- Unit Price
- Extended Price
- NF Discount

PeopleSoft.

Select Workspace: Active Foundation

Active Foundation

Fiscal Books Revisions

OK Cancel Tools

Company	07600	Brazilian Company
Branch Plant	27	Eastern Area DC
NF Issuer	7600	Brazilian Company
NF Number	25487	Nota Fiscal Date <input type="text"/>

Item Information **Item Taxes**

ICMS Basis	<input type="text"/>	ICMS Rate	<input type="text"/>	ICMS Tax	<input type="text"/>	ICMS Code	<input type="text" value="1"/>
IPI Basis	<input type="text"/>	IPI Rate	<input type="text"/>	IPI Tax	<input type="text"/>	IPI Code	<input type="text" value="1"/>
ISS Basis	<input type="text"/>	ISS Rate	<input type="text"/>	ISS Tax	<input type="text"/>		
Substitution Basis	<input type="text"/>			Substitution Tax	<input type="text"/>		
Reduction Basis	<input type="text"/>			IPI Reduction	<input type="text"/>		

9. On the Item Taxes tab, complete the following fields and then click OK:

- ICMS Basis
- ICMS Rate
- ICMS Tax
- ICMS Code
- IPI Basis
- IPI Rate
- IPI Tax
- IPI Code
- ISS Basis
- ISS Rate
- ISS Tax
- Substitution Basis
- Substitution Tax

- ICMS Reduction
- IPI Reduction

► To maintain a nota fiscal record

From the Fiscal Reports – Brazil menu (G76B111), choose Inbound Nota Fiscal Maintenance or Outbound Nota Fiscal Maintenance. Both options open program P76B1001, but the versions are different.

1. On Work with Nota Fiscal, click Find to display in the detail area all notas fiscais that have a Line Status of 620, or locate the nota fiscal that you want to work with by completing fields in the header or on the QBE line, and then click Find.
2. Choose the nota fiscal that you want, and then click Select.
3. On Nota Fiscal Revisions, revise the following fields in the form header as applicable:
 - Company
 - Branch Plant
 - NF Number
 - Nota Fiscal Date
 - Issuer CNPJ
 - Supplier Number
4. On the Amounts tab, revise the following fields as necessary:
 - NF Total
 - NF Freight
 - NF Insurance
 - NF Discount
 - ICMS Discount - Free Port Zone
 - NF Expenses
5. On the Taxes tab, revise the following fields as necessary:
 - ICMS Basis
 - ICMS Tax
 - IPI Basis
 - IPI Tax

- Substitution Basis
- Substitution Tax
- ISS Basis
- ISS Tax
- ICMS Exempt
- IPI Exempt
- ICMS Other
- IPI Other

6. On the Observations tab, revise the following fields as necessary, and then click OK:

- Fiscal Message Code 01
- Fiscal Message Code 02
- Fiscal Comment Code
- NF Value 01
- NF Value 02

► To delete a nota fiscal record for Fiscal Books

From the Fiscal Reports – Brazil menu (G76B111), choose Inbound Nota Fiscal Maintenance or Outbound Nota Fiscal Maintenance. Both options open program P76B1001, but the versions are different.

1. On Work with Nota Fiscal, click Find to display in the detail area all Notas Fiscais that have a Line Status of 620, or locate the Nota Fiscal that you want to work with by completing fields in the header or on the QBE line, and then clicking Find.
2. Choose the Nota Fiscal that you want, and then click Delete.

Processing Options for Inbound and Outbound Nota Fiscal Maintenance (P76B1001)

Default Tab

This processing option specifies whether the system processes inbound or outbound notas fiscais.

1. Nota Fiscal Type

E = Inbound

S = Outbound

Use this processing option to specify whether you work with inbound or outbound notas fiscais. Valid values are:

E

Inbound

S

Outboun

Maintaining ICMS and IPI Tax Information for Fiscal Books

The Verification of ICMS/IPI program (P76B1002) lets you enter the following types of information about the ICMS and IPI taxes that you paid:

- Demonstration Codes (76B/TD) that represent the type of credit or debit
- Tax payments made, including the payment date and where the payment was made
- Comments about the payment

The Verification of ICMS/IPI program populates the following tables:

- Verification ICMS/IPI – Statement (F76B102)
- Verification ICMS/IPI – Information (F76B103)
- Verification ICMS/IPI – Comments (F76B104)

The system uses these tables to write information to the IPI Verification Report (R76B4002) and the ICMS Verification Report (R76B4003).

Adding ICMS and IPI Demonstrative Codes for Fiscal Books

You add codes from the Demonstrative Codes UDC (76B/TD) to specify whether an ICMS or IPI tax is a credit or debit. The system prints the ICMS Verification fiscal book.

► To add ICMS or IPI demonstrative codes for Fiscal Books

From the Fiscal Reports – Brazil menu (G76B111), choose Verification of ICMS/IPI (P76B1002).

1. On Verification of ICMS / IPI – Demonstratives, complete the following fields, and then click Find:

- Company
- Fiscal Tax Type Code

The screenshot shows a PeopleSoft application window titled "Verification of ICMS / IPI - Demonstratives". At the top, there are buttons for OK, Find, Cancel, Save and Continue, Delete, Form, and Tools. Below the toolbar, there are fields for "Company" (07600) and "Fiscal Tax Type Code" (2). The main area is a grid titled "Records 1 - 1" with the following data:

Line Number	Fiscal Date	Decendio Number	Demonstrative Code	Amount	Message Text
1.000	060605	1	009	2225.10	<input checked="" type="checkbox"/>

2. Review each line, modify the following fields as necessary, and then click OK:
 - Fiscal Date
 - Decendio Number
 - Demonstrative Code
 - Amount
 - Message Text

Adding ICMS and IPI Collection Information for Fiscal Books

You must add information about the payment of ICMS and IPI taxes, including the date paid and the confirmation number.

► To add ICMS or IPI collection information for Fiscal Books

From the Fiscal Reports – Brazil menu (G76B111), choose Verification of ICMS/IPI (P76B1002).

1. On Verification of ICMS / IPI – Demonstratives, complete the following fields, and then click Find:

- Company
- Fiscal Tax Type Code

2. From the Form menu, choose Collection Document.

	Line Number	Fiscal Date	Decendio Number	Delivery Bill Number	Payment Date	Amount	Collection Agency	Delivery Date	Delivery Location
<input checked="" type="checkbox"/>	1.000	060605	1	123890	063005	500.00	Administration Office		Bradesco Bank

3. On Verification of ICMS / IPI – Collection Document, review each line, modify the following fields as necessary, and then click Save and Continue:

- Fiscal Date
- Decendio Number
- Delivery Bill Number
- Payment Date
- Amount
- Collection Agency
- Delivery Date
- Delivery Location

Adding Comments for ICMS and IPI Taxes for Fiscal Books

You can add comments that print at the end of the Verification of IPI and the Verification of ICMS reports.

► To add comments for ICMS or IPI comments for Fiscal Books

From the Fiscal Reports – Brazil menu (G76B111), choose Verification of ICMS/IPI (P76B1002).

1. On Verification of ICMS / IPI – Demonstratives, complete the following fields, and then click Find:
 - Company
 - Tax Type Code
2. Choose Comments from the Form menu.

Line Number	Fiscal Date	Decendio Number	Message Text
1.000	060605	1	Void credit related to nota fiscal 2358 IE 454662525

3. On Verification of ICMS / IPI – Observations, review each line, modify the following fields as necessary, and then click Save and Continue:
 - Fiscal Date
 - Decendio Number
 - Message Text

Maintaining GNRE Information for Fiscal Books

GNRE (Guia Nacional De Recolitimento de Tributos Esaduais) is a document that you use to pay ICMS substitution tax in Brazil. When you pay the tax, the bank gives you a confirmation number to acknowledge that you paid the tax. You must enter the confirmation number into the J.D. Edwards system so that the number can be reported in your fiscal books. The system writes the information to the GNRE Table (F76B105) and uses the information to generate record type 55 when you generate the magnetic tape for reporting purposes. See *Generating Magnetic Tape to Submit to SINTEGRA* for more information about the record types.

► To maintain GNRE records

From the Fiscal Reports – Brazil menu (G76B111), choose Maintenance of GNRE (P76B1003).

1. On Maintenance of GNRE, complete the following field, and then click Find:
 - Company From
2. Revise the following fields, as necessary, and then click OK:
 - Company
 - **Linked Information Not Found**
 - Tax ID
 - Payment Date
 - Company State
 - Destination State
 - Bank Number
 - Bank Branch Number
 - Due Date
 - Amount
 - Fiscal Month
 - Fiscal Year
 - Agreement or Protocol Number

Printing Fiscal Book Reports

Before You Begin

- Verify ICMS and IPI Taxes. See *Verifying ICMS and IPI Taxes*.

- Revise nota fiscal records, as necessary. See *Maintaining Inbound and Outbound Notas Fiscais for Fiscal Books*.
- Revise GNRE records, as necessary. See .
- Set up the cross-reference for transaction nature codes. See .
- Generate the Fiscal Books work files. See .

Printing the Issuer Code List

From the Fiscal Records – Brazil menu (G76B111), choose Issuer Code List (R76B4004).

The R76B4004 report lists the codes associated with your suppliers that appear on the selected notas fiscais. You can generate this report from a menu option; the system automatically generates this report when you generate the Inbound Registry (R76B4000) in final mode. You send this report to the appropriate government agency along with the Inbound Registry Fiscal Book.

Processing Options for Issuer Code List (R76B4004)

Default Tab

These processing options specify the company and the beginning and ending dates for the notas fiscais that the system processes.

1. Fiscal Company:

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

Printing the Product Codes List

From the Fiscal Records – Brazil menu (G76B111), choose Product Codes List (R76B4005).

The R76B4005 report provides a list of the items and their associated product codes that appear on the selected notas fiscais.

Processing Options for Product Codes List (R76B4005)

Default Tab

This processing option specifies the company for which you want to process nota fiscal data.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

Printing the DIPI Summaries and Statements

From the Fiscal Records – Brazil menu (G76B111), choose DIPI Summaries and Statements (R76B4006).

The R76B4006 report provides a summary of IPI taxes by transaction nature codes.

Processing Options for DIPI Summaries and Statements (R76B4006)

Default Tab

These processing options specify the company and dates for which you want to process nota fiscal data, and the beginning credit balance.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

4. Credit Balance

Use this processing option to specify the period beginning credit balance for IPI taxes. Because the system does not carry over the balance from the previous month, you must enter the ending balance for last month as the beginning balance for this month. The ending balance for the previous month is on the IPI Verification report for that month. You generate the IPI Verification report when you run the Verification of IPI program (R76B4002)

Printing the Retained ICMS Report

From the Fiscal Reports – Brazil menu (G76B111), choose Notas Fiscais with Retained ICMS (R76B4007).

This report lists the notas fiscais that contained ICMS substitution for a specified period. You generate this report by state, based on the client state, and send it to each state government.

Printing the Listing of Interstate Operations

From the Fiscal Records – Brazil menu (G76B111), choose Listing of Interstate Operations (R76B4008).

This report lists the notas fiscais that you issued in a specified period. You generate the report by state, based on the customer state, and send it to each state government.

Processing Options for Listing of Interstate Operations (R76B4008)

Default Tab

These processing options specify the company, dates, and type of nota fiscal for which you want to process data.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

4. Nota Fiscal Type

E - Inbound

S - Outbound

Use this processing option to specify whether you work with inbound or outbound notas fiscais. Valid values are:

E

Inbound

S

Outboun

Printing the Interstate Operations for Inbound Transactions Report

From the Fiscal Records – Brazil menu (G76B111), choose Interstate Operation Form – Inbound (R76B4009).

This report summarizes taxes grouped by the issuer state; this information is based on the inbound notas fiscais. You send the report to the state where your company resides.

Processing Options for the Inbound Interstate Operation Form (R76B4009)

Default Tab

These processing options specify the company and dates for which you want to process nota fiscal data.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

Printing the Interstate Operations for Outbound Transactions Report

From the Fiscal Records – Brazil menu (G76B111), choose Interstate Operation Form – Outbound (R76B4010).

This report summarizes taxes grouped by the issuer state; this information is based on the outbound notas fiscais. You send the report to the state where your company resides.

Processing Options for the Outbound Interstate Operation Form (R76B4010)

Default Tab

These processing options specify the company and dates for which you want to process nota fiscal data.

1. Fiscal Company

2. From Date

3. Thru Date

Printing the DIPI Annual Movements Report

From the Fiscal Records – Brazil menu (G76B111), choose DIPI Annual Movements (R76B4011).

The R76B4011 report provides a list of the customers who comprise the top 80 percent of the sales generated for a company, up to 100 customers. If more than 100 customers comprise the top 80 percent, the report lists only the top 100 customers.

Processing Options for DIPI Annual Movements (R76B4011)

Default Tab

These processing options specify the company and dates for which you want to process nota fiscal data.

1. Fiscal Company:

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

Printing the Annual Declaration - IPM Report

From the Fiscal Records – Brazil menu (G76B111), choose Annual Declaration - IPM (R76B4012).

The R76B4012 report provides a summary of the ICMS taxes paid for the year.

Processing Options for IPM Annual Declaration (R76B4012)

Default Tab

These processing options specify the company and dates for which you want to process nota fiscal data.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

Generating Fiscal Books

The federal government in Brazil requires that you produce fiscal books according to a specified schedule. You electronically send the Fiscal Books to the government.

The following J.D. Edwards applications generate fiscal books:

- R76B4000 – Inbound Registry
- R76B4001 – Outbound Registry
- R76B4002 – Verification of IPI
- R76B4003 – Verification of ICMS
- R76B4013 – Inventory Records
- R76B4014 – Manufacturing and Inventory Control
- R76B4015 – Outbound Registry – ISS
- R76B4016 – Inbound Registry – São Paulo

Printing the Inbound Registry Fiscal Book

From the Fiscal Reports - Brazil menu (G76B111), choose Inbound Registry (R76B4000).

The Inbound Registry batch program generates a report that meets the requirements for the Inbound Registry Fiscal Book. The report includes information about inbound notas fiscais, including the transaction nature, state, value, and the tax amount and percentage.

In the detail section, the report totals the ICMS and IPI taxes on the notas fiscais for each date in the date range that you specify in the processing options.

In the summary section, the report totals ICMS tax by transaction nature for each state. You specify how the report handles IPI tax by setting processing options.

Processing Options for Inbound Registry (R76B4000)

Default Tab

These processing options specify how the system creates the Inbound Registry Fiscal Book.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

4. Proof / Final Mode

Use this processing option to specify whether you want to run the batch program in proof or final mode. Valid values are:

1

Final Mode

Blank

Proof Mod

5. Fiscal Book Code

Use this processing option to specify the type of fiscal book for which you want to convert data. You choose a code from the Fiscal Book Code UDC (76/FB)

6. Inbound IPI Tax

Use this processing option to specify whether the system prints details or a summary of IPI

taxes, or does not print IPI taxes. Valid values are:

1

The system prints a line for every IPI tax record for each transaction nature code on a nota fiscal.

2

The system prints a summary of the IPI taxes for each nota fiscal.

3

IPI tax is not printed

Processing Tab

1. Supplier Number

1 = Address Book Number

Blank = CNPJ Number

Use this processing option to specify whether the Address Book number or the Tax ID number of the supplier prints on the report. Valid values are:

1

Address Book Number

Blank

Tax ID Number (CNPJ)

2. Monthly Summary

Use this processing option to specify whether a summary section prints on the report. Valid values are:

1

Print summary. The system prints a summary of ICMS and IPI tax amounts by Transaction Nature and tax rate percentage for the range of dates set by the From Date and Through

Date processing options.

Blank

Do not print summary

3. Billing Invoices

Use this processing option to specify the suffix for the transaction nature codes that represent billing invoices. The system reports notas fiscais that have transaction nature codes that end with the suffix that you enter as a Nota Fiscal Futura, and prints 0 (zero) for the tax amount on the report

4. Delivery

Use this processing option to specify the suffix for the transaction nature codes that represent the taxes for merchandise shipped after a billing invoice is sent. Notas fiscais that have transaction nature codes that end with the suffix that you enter are reported as a Nota Fiscal Futura

Text Tab

1. Text 1

Use this processing option to specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 1 processing option

2. Amount 1

Use this processing option to specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 1 processing option

3. Text 2

Use this processing option to specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 2 processing option

4. Amount 2

Use this processing option to specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 2 processing option

5. Text 3

Use this processing option to specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 3 processing option

6. Amount 3

Use this processing option to specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 3 processing option

Printing the Inbound Registry Fiscal Book for São Paulo

From the Fiscal Reports – Brazil menu (G76B111), choose Inbound Registry – São Paulo (R76B4016).

The R76B4016 batch program generates a report that meets the requirements for the Inbound Registry Fiscal Book for São Paulo. The report includes information about inbound notas fiscais, including the transaction nature, state, value, and the tax amount and percentage. The Inbound Registry report for São Paulo differs from the Inbound Registry report (R76B4000) for other Brazilian states in that it displays IPI and ICMS taxes in columns instead of rows.

In the detail section, the report totals the ICMS and IPI taxes on the notas fiscais for each date in the date range that you specify in the processing options.

In the summary section, the report totals ICMS tax by transaction nature for each state. You specify how the report handles IPI tax by setting processing options.

Processing Options for Inbound Registry – São Paulo (R76B4016)

Default Tab

These processing options specify how the system creates the Inbound Registry Fiscal Book for São Paulo.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

4. Proof / Final Mode

Use this processing option to specify whether you want to run the batch program in proof or final mode. Valid values are:

1

Final Mode

Blank

Proof Mod

5. Fiscal Book Code

Use this processing option to specify the type of fiscal book for which you want to convert

data. You choose a code from the Fiscal Book Code UDC (76/FB)

Processing Tab

1. Supplier Number

1 = Address Book Number

Blank = CNPJ Number

Use this processing option to specify whether the Address Book number or the Tax ID number of the supplier prints on the report. Valid values are:

1

Address Book Number

Blank

Tax ID Number (CNPJ)

2. Monthly Summary

Use this processing option to specify whether a summary section prints on the report. Valid values are:

1

Print summary. The system prints a summary of ICMS and IPI tax amounts by Transaction Nature and tax rate percentage for the range of dates set by the From Date and Through Date processing options.

Blank

Do not print summary

3. Billing Invoices

Use this processing option to specify the suffix for the transaction nature codes that represent billing invoices. The system reports notas fiscais that have transaction nature codes that end with the suffix that you enter as a Nota Fiscal Futura, and prints 0 (zero) for the tax amount on the report

Text

Text and Amounts to be Printed at end of Report

1. Text 1

Use this processing option to specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 1 processing option

2. Amount 1

Use this processing option to specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 1 processing option

3. Text 2

Use this processing option to specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 2 processing option

4. Amount 2

Use this processing option to specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 2 processing option

5. Text 3

Use this processing option to specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 3 processing option

6. Amount 3

Use this processing option to specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 3 processing option

Printing the Outbound Registry Fiscal Book

From the Fiscal Reports - Brazil menu (G76B111), choose Outbound Registry (R76B4001).

The Outbound Registry batch program generates a report that meets the requirements for the Outbound Registry Fiscal Book. The report includes information about outbound notas fiscais, including the transaction nature, state, value, and the tax amount and percentage.

In the detail section, the report totals the ICMS and IPI taxes on the notas fiscais for each date in the date range that you specify in the processing options.

In the summary section, the report totals ICMS tax by transaction nature for each state. You specify how the report handles IPI tax by setting processing options.

Processing Options for Outbound Registry (R76B4001)

Default Tab

These processing options specify how the system creates the Outbound Registry Fiscal Book. When you run this program in final mode, the system changes the status code for canceled notas fiscais to 997, changes the status code for all other notas fiscais to 987, and updates the last print date in the Fiscal Books Next Number Control table (F7602B).

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

4. Proof / Final Mode

Use this processing option to specify whether you want to run the batch program in proof or final mode. Valid values are:

1

Final Mode

Blank

Proof Mod

5. Fiscal Book Code

Use this processing option to specify the type of fiscal book for which you want to convert data. You choose a code from the Fiscal Book Code UDC (76/FB)

6. IPI Tax Print

Use this processing option to specify whether the system prints details or a summary of IPI taxes, or does not print IPI taxes. Valid values are:

1

The system prints a line for every IPI tax record for each transaction nature code on a nota fiscal.

2

The system prints a summary of the IPI taxes for each nota fiscal.

3

IPI taxes are not printed

Processing Tab

1. Monthly Summary

Use this processing option to specify whether a summary section prints on the report. Valid values are:

1

Print summary. The system prints a summary of ICMS and IPI tax amounts by Transaction Nature and tax rate percentage for the range of dates set by the From Date and Through Date processing options.

Blank

Do not print summary

Printing the Outbound Registry for ISS Fiscal Book

From the Fiscal Reports – Brazil menu (G76B111), choose Outbound Registry – ISS (R76B4015).

Processing Options for Outbound Registry – ISS (R76B4015)

Default Tab

These processing options specify how the system creates the Outbound Registry for ISS Fiscal Book.

When you run this program in final mode, the system changes the status code for canceled notas fiscais to 997, changes the status code for all other notas fiscais to 987, and updates the last print date in the Fiscal Books Next Number Control table (F7602B).

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

4. Proof / Final Mode

Use this processing option to specify whether you want to run the batch program in proof or final mode. Valid values are:

1

Final Mode

Blank

Proof Mod

5. Services Nota Fiscal

Use this processing option to specify the Transaction Nature code that is associated with Services

6. Fiscal Book Code

Use this processing option to specify the type of fiscal book for which you want to convert data. You choose a code from the Fiscal Book Code UDC (76/FB)

Processing Tab

1. Status Code 1

Use this processing to choose a code from the Activity/Status Codes UDC (40/AT) to represent cancelled notas fiscais

2. Status Code 2

Use this processing to choose a code from the Activity/Status Codes UDC (40/AT) to represent cancelled notas fiscais

3. Status Code 3

Use this processing to choose a code from the Activity/Status Codes UDC (40/AT) to represent cancelled notas fiscais

4. Status Code 4

Use this processing to choose a code from the Activity/Status Codes UDC (40/AT) to represent cancelled notas fiscais

Text

1. Text 1

Use this processing option to specify text that prints at the end of the report. You can enter up to 35 characters

2. Text 2

Use this processing option to specify text that prints at the end of the report. You can enter up to 35 characters

3. Text 3

Use this processing option to specify text that prints at the end of the report. You can enter up to 35 characters

4. Text 4

Use this processing option to specify text that prints at the end of the report. You can enter up to 35 characters

Printing the IPI Verification Fiscal Book

From the Fiscal Reports – Brazil menu (G76B111), choose Verification of IPI (R76B4002).

This report produces a credit and debit summary of IPI tax amounts that is based on the inbound and outbound notas fiscais. If your company is subject to IPI taxes, you must generate this report every 10 days.

Processing Options for Verification of IPI (R76B4002)

Default Tab

These processing options specify how the system writes information for verifying IPI taxes. When you run this program in final mode, the system changes the status code for canceled notas fiscais to 997, changes the status code for all other notas fiscais to 987, and updates the last print date in the Fiscal Books Next Number Control table (F7602B).

1. Fiscal Company.

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

4. Fiscal Book Code

Use this processing option to specify the type of fiscal book for which you want to convert data. You choose a code from the Fiscal Book Code UDC (76/FB)

Processing

1. Proof / Final Mode

Use this processing option to specify whether you want to run the batch program in proof or final mode. Valid values are:

1

Final Mode

Blank

Proof Mod

2. Billing Invoice

Use this processing option to specify the suffix for the transaction nature codes that represent billing invoices. The system reports notas fiscais that have transaction nature codes that end with the suffix that you enter as a Nota Fiscal Futura, and prints 0 (zero) for the tax amount on the report

4. Delivery

Use this processing option to specify the suffix for the transaction nature codes that represent the taxes for merchandise shipped after a billing invoice is sent. Notas fiscais that have transaction nature codes that end with the suffix that you enter are reported as a Nota Fiscal Futura

Printing the ICMS Verification Fiscal Book

From the Fiscal Reports – Brazil menu (G76B111), choose Verification of ICMS (R76B4003).

This report produces a credit and debit summary of ICMS tax amounts that is based on the inbound and outbound notas fiscais. You must generate this report monthly.

Processing Options for Verification of ICMS (R76B4003)

Default Tab

These processing options specify how the system writes information for verifying ICMS taxes. When you run this program in final mode, the system changes the status code for canceled notas fiscais to 997, changes the status code for all other notas fiscais to 987, and updates the last print date in the Fiscal Books Next Number Control table (F7602B).

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data

4. Fiscal Book Code

Use this processing option to specify the type of fiscal book for which you want to convert data. You choose a code from the Fiscal Book Code UDC (76/FB)

Processing Tab

1. Proof / Final Mode

Use this processing option to specify whether you want to run the batch program in proof or final mode. Valid values are:

1

Final Mode

Blank

Proof Mod

2. Billing Invoice

Use this processing option to specify the suffix for the transaction nature codes that represent billing invoices. The system reports notas fiscais that have transaction nature codes that end with the suffix that you enter as a Nota Fiscal Futura, and prints 0 (zero) for the tax amount on the report

3. Delivery

Use this processing option to specify the suffix for the transaction nature codes that represent the taxes for merchandise shipped after a billing invoice is sent. Notas fiscais that have transaction nature codes that end with the suffix that you enter are reported as a Nota Fiscal Futura

4. Summary by Rate

Use this processing to print a summary by ICMS tax interest rate. The system will break and print summaries when the rate changes

Printing the Inventory Records Fiscal Book

From the Fiscal Reports – Brazil menu (G76B111), choose Inventory Records (R76B4013).

The system uses records in the Item ASOF File (F41112) to create the Inventory Records Fiscal Book. Before you print the Inventory Records Fiscal Book, you must update the

records in the Item ASOF File (F41112). See *Creating Balance Forward Records* in the *Inventory Management* guide for information about updating these records.

Processing Options for Inventory Records (R76B4013)

Default Tab

These processing options specify how the system creates the Inventory Records Fiscal Book.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. Month

Use this processing option to specify the month on which to report. Enter a two-digit value. For example, enter 05 for May

3. Year

Use this processing option to specify the year on which to report. Enter a four-digit value

4. Items with Zero Balance

Use this processing option to specify whether the system includes items with a zero balance on the report. Valid values are:

1

Include items with a zero balance on the report.

Blank

Do not include items with a zero balance on the report

5. Proof / Final Mode

Use this processing option to specify whether you want to run the batch program in proof or final mode. Valid values are:

1

Final Mode

Blank

Proof Mod

6. Fiscal Book Code

Use this processing option to specify the type of fiscal book for which you want to convert data. You choose a code from the Fiscal Book Code UDC (76/FB)

Printing the Manufacturing and Inventory Control Fiscal Book

From the Fiscal Reports – Brazil menu (G76B111), choose Manufacturing and Inventory Control (R76B4014).

Processing Options for Manufacturing and Inventory Control (R76B4014)

Default Tab

These processing options specify how the system creates the Manufacturing and Inventory Control Fiscal Book.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. Month

Use this processing option to specify the month on which to report. Enter a two-digit value. For example, enter 05 for May

3. Year

Use this processing option to specify the year on which to report. Enter a four-digit value

4. Proof / Final Mode

Use this processing option to specify whether you want to run the batch program in proof or final mode. Valid values are:

1

Final Mode

Blank

Proof Mod

5. Third Item Number

Use this processing option to specify whether the system prints the third item number on the report. Valid values are:

1

Print the third item number.

Blank

Do not print the third item number

6. Fiscal Book Code

Use this processing option to specify the type of fiscal book for which you want to convert data. You choose a code from the Fiscal Book Code UDC (76/FB)

Generating Electronic Media to Submit to Sintegra

From the Fiscal Reports – Brazil menu (G76B111), choose Generate ICMS Magnetic Files - Sintegra (R76B201).

Processing Options for Generate ICMS Magnetic Files - Sintegra (R76B201)

Default Tab

These processing options specify the company, dates, and type of notas fiscais and fiscal books with which you want to work.

1. Fiscal Company

Use this processing option to specify the company for which you want to process nota fiscal data

2. From Date

Use this processing option to specify the beginning date of the notas fiscais for which you want to process data

3. Thru Date

Use this processing option to specify the ending date of the notas fiscais for which you want to process data.

want to process data

4. Print Report

Use this processing option to print a verification report. The report is a dump of the text files. Valid values are:

Blank

Do not print report

1

Print repor

5. Purpose of File

Use this processing option to specify the purpose of the text file. Valid values are:

1

Initial submission of text file.

2

Resubmission of text file.

3

Submission of information that was missing from initial submission.

4

Submission of text file with corrected information.

5

Submission of text file due to the original submission containing information for an incorrect State

6. Nature of Transactions

Use this processing option to specify the type of transactions contained in the text file

7. Summarize Record Type 75

Use this processing option to specify how the system writes type 75 records to the text file.
Valid values are:

1

Records are summarized by Second Item Number, ICMS Substitution Code, ICMS Rate, and Reduction Rate.

2

Records are written by Second Item Number

File Properties

1. Directory Name

Use this processing option to specify the directory where the system saves the text file that it generates

2. Text File Name

Use this processing option to specify the name of the text file

3. Files by State

Use this processing option to create separate text files for each State. Valid values are:

1

Create separate text files. The system names each text file by preceding the name you entered in the Text File Name processing option with the State code and appending .TXT to the name you entered in the Text File Name processing option. For example, if you enter Outbound in the Text File Name processing option, for the state of Sao Paulo, the system writes the file name as: SPOUTBOUND.TXT.

Blank

Do not create separate text files. The system appends .TXT to the name you entered in the Text File Name processing option.

4. Equipment Model

Use this processing option to specify the machine model where the text file was created. The system prints this information on a label that you can attach to a diskette

5. Media Recording Density

Use this processing option to specify the media recording density. The system prints this information on a label that you can attach to a diskette

Company

1. Contact Name

Use this processing option to specify the name of the person authorized to handle questions or problems about the text file

2. Contact Telephone Number

Use this processing option to specify the telephone number of the person authorized to handle questions or problems about the text file

3. Company Facsimile Number

Use this processing option to specify the number of your company's facsimile machine

4. Street Address

Use this processing option to specify the street address of your company

5. Building Number

Use this processing option to specify the building number of your company

6. Additional Address Information

Use this processing option to specify additional address information for your company

7. City or County

Use this processing option to specify the city or county for your company

8. Zip Code

Use this processing option to specify the postal code number for your company

Processing

1. Record type 50

Use this processing option to specify whether you want to create this type of record. Valid values are:

Blank

Do not create records for this record type.

1

Create records. The system lists nota fiscal headers and total amounts

2. Record type 51

Use this processing option to specify whether you want to create this type of record. Valid values are:

Blank

Do not create records for this record type.

1

Create records. The system lists nota fiscal headers and total amounts

3. Record type 53

Use this processing option to specify whether you want to create this type of record. Valid values are:

Blank

Do not create records for this record type.

1

Create records. The system lists nota fiscal headers and total amounts

4. Record type 54

Use this processing option to specify whether you want to create this type of record. Valid values are:

Blank

Do not create records for this record type.

1

Create records. The system lists nota fiscal headers and total amounts

5. Record type 55

Use this processing option to specify whether you want to create this type of record. Valid values are:

Blank

Do not create records for this record type.

1

Create records. The system lists nota fiscal headers and total amounts

6. Record type 70

Use this processing option to specify whether you want to create this type of record. Valid values are:

Blank

Do not create records for this record type.

1

Create records. The system lists nota fiscal headers and total amounts

7. Record type 75

Use this processing option to specify whether you want to create this type of record. Valid values are:

Blank

Do not create records for this record type.

1

Create records. The system lists nota fiscal headers and total amounts

NF Futura

1. Billing Invoice.

Use this processing option to specify the suffix for the transaction nature codes that represent billing invoices. The system reports notas fiscais that have transaction nature codes that end with the suffix that you enter as a Nota Fiscal Futura, and prints 0 (zero) for the tax amount on the report

2. Delivery.

Use this processing option to specify the suffix for the transaction nature codes that represent the taxes for merchandise shipped after a billing invoice is sent. Notas fiscais that have transaction nature codes that end with the suffix that you enter are reported as a Nota Fiscal Futura

IN68 Tax Reporting for Brazil

In Brazil, the federal government requires that all companies submit electronic media reports for:

- All of their commercial activities that generate payables and receivables
- The depreciation of fixed assets and the accounting activities associated with the fixed assets
- The Bill of Material structure and the CARDEX transactions used for the accounting of raw materials used in the manufacture and shipping of end items, if the company is a manufacturer

To meet this legal requirement in Brazil, you must create and file IN68 text files. The IN68 reporting process is based on the law SRF No. 068 effective as of 1995. This law requires the generation of fiscal information for the collection of income tax that must be sent to the Brazilian Government Department of Revenue.

J.D. Edwards provides batch processes that you use to create IN68 workfiles for several Financials systems as well as workfiles for the Sales, Procurement, Manufacturing, and Fixed Assets systems.

For each of the required IN68 text files, you create the IN68 work files, review and revise them as necessary, and then generate a text file that you submit to the tax authority.

When you run the process to create a workfile, the system populates the Physical and Legal Person Table (F76B70) and Codes Table – IN68 (F76B80) tables with the person/legal entity code (F76B70) and the IN68 codes (F76B80) from the records the system reads when creating the workfile. Then, when you generate the final report and text file, the system validates that each record in the workfile has an entry in the F76B70 and F76B80 tables.

Note

Only some of the batch programs write records to the Physical and Legal Person Table (F76B70). See *Adding and Revising Records in the Physical and Legal Person Table for IN68* for a list of the programs that write to this table.

You generate the text files for the F76B70 and F76B80 tables after you generate all other required text files. You purge these tables before you generate the workfiles for the next IN68 reporting period.

Working with the Physical and Legal Person Table for IN68

All of the J.D. Edwards programs that cull address book information for IN68 reports write records to the Physical and Legal Person Table – IN68 (F76B70). These records include information such as the federal and state tax IDs. Data in the Physical and Legal Person table becomes part of your IN68 reporting.

After you generate all of the required text files for an IN68 reporting period, you purge the table so that you do not carry over data from one reporting period to the next.

Purging the Physical and Legal Person Table for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Purge F76B70 (R76B700).

You should purge the Physical and Legal Person Table – IN68 (F76B70) only after all text files and reports for a reporting period are complete. If you purge this table before generating all reports and text files, the system displays error messages for any report or text file for which required data does not exist in the F76B70 table.

Adding and Revising Records in the Physical and Legal Person Table for IN68

When you generate certain work files for IN68, the system also writes records to the Physical and Legal Person Table – IN68 (F76B70). When you generate the final text files and reports for those workfiles, the system validates information in the workfile tables against the F76B70 table. The validation assures that a record exists in the F76B70 table for every customer, supplier, or other entity for which you are reporting a transaction that is reportable for IN68 purposes. You submit a text file containing the records in the F76B70 table along with your other IN68 text).

The following J.D. Edwards programs write records to the F76B70 table:

- R03B580 (Work File Creation for A/R)
- R04530 (Work File Creation for A/P)
- R76B300 (Work File Creation for Nota Fiscal Item)
- R76B400 (Work File Creation, Nota Fiscal Services)
- R76B500 (Work File Creation for Item Ledger)

If you create notas fiscais outside of the J.D. Edwards systems for customers, suppliers, or others who are not in the J.D. Edwards Address Book system, you must add the required data to the F76B70 table. You can also revise existing records in the table.

► **To add a record to the Physical and Legal Person Table - IN68**

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Individuals / Legal Entities (P76B704).

1. On Revision of Individuals / Legal Entities – [Research], click Add.

The screenshot shows the PeopleSoft Active Foundation Register screen. At the top, there is a toolbar with icons for Home, MyWorld, Intranet, and Training. Below the toolbar, a navigation bar includes 'Select Workspace: Active Foundation' and links for Personalize, Change Role, and Sign Out. The main area is titled 'Register' and contains the following fields:

Additional Date	060605	Search Type	V	Person/Corporation Code	2
Address Number	3001	Alpha Name	Global Enterprises		
Tax ID	12257446715415	State Tax ID	1000097801		
Taxpayer ID - Municipality		Alternate Com...			
Address Name					
Address Number					
County					
City	Porto Alegre	State	RS		
Postal C...					
Application ID		Time Last Updated			
Date Updated		User ID			
		Work Station ID			

2. On Revision of Individuals / Legal Entities – [Register], complete the following fields, and then click OK:
 - Additional Date
 - Search Type
 - Person/Corporation Code
 - Address Number
 - Alpha Name
 - Tax ID
 - State Tax ID
 - Taxpayer ID - Municipality
 - Alternate Company Name
 - Address Name

- Address Number
- County
- City
- State
- Postal Code

► To revise a record in the Physical and Legal Person Table - IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Individuals / Legal Entities (P76B704).

1. On Revision of Individuals / Legal Entities – [Research], complete the following field as necessary to locate the record you want, and then click Find:
 - Search Type
2. Choose the record you want, and then click Select.

The screenshot shows the PeopleSoft Register window. At the top, there is a toolbar with icons for Home, Help, Intranet, Training, and other system functions. Below the toolbar, the title bar says "Active Foundation". The main window has a title "Register" with buttons for OK, Cancel, Tools, and a red X. It contains several input fields and dropdown menus. Some fields are populated with data, such as "Address Number" (3001) and "Alpha Name" (Global Enterprises). Other fields include "Tax ID", "State Tax ID", "Taxpayer ID - Munic...", "Alternate Com...", "Address Name", "Address Number", "County", "City" (Porto Alegre), "State" (RS), "Postal C...", "Application ID", "Time Last Updated" (0), "Date Updated", "User ID", and "Work Station ID". There are also "Personalize", "Change Role", and "Sign Out" buttons at the top right of the window.

3. On Revision of Individuals / Legal Entities – [Register], revise the following fields as necessary, and then click OK:
 - Alpha Name
 - Tax ID

- State Tax ID
- Alternate Company Name
- Address Name
- Address Number
- County
- City
- State
- Postal Code

Generating the Physical and Legal Person Text File and Report for IN68

From the Final Generation and Integrities – IN68 menu (G76B/N683), choose Final Creation, Physical and Legal Entities (R76B707).

The Final Creation, Physical and Legal Entities batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F76B709.txt and saves it to the directory that you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate.

You must generate and save the file on a client machine; you cannot generate or save the file on a server.

Processing Options for Final Creation, Physical and Legal Entities (R76B707)

Report Generation Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

1 = Generate Report Only

Blank = Generate Report and Text File

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory Name

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with the Codes Table for IN68

All of the J.D. Edwards programs for IN68 reports write records to the Codes Table – IN68 (F76B80). These records include information such as the bank and bank account numbers used for financial transactions. Data in the F76B80 table becomes part of your IN68 reporting.

If you create notas fiscais outside of the J.D. Edwards systems for customers, suppliers, or others who are not in the J.D. Edwards Address Book system, you must add the required data to the F76B80 table by using the Revision of Codes program (P76B804).

After you generate all of the required text files for an IN68 reporting period, you purge the F76B80 table so that you do not carry over data from one reporting period to the next.

Purging the Codes Table for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Purge F76B80 (R76B800).

You should purge the Codes Table – IN68 only after all text files and reports for a reporting period are complete. If you purge this table before generating all reports and text files, the system displays error messages for any report or text file for which required data does not exist in the Codes Table – IN68.

Adding and Revising Records in the Codes Table for IN68

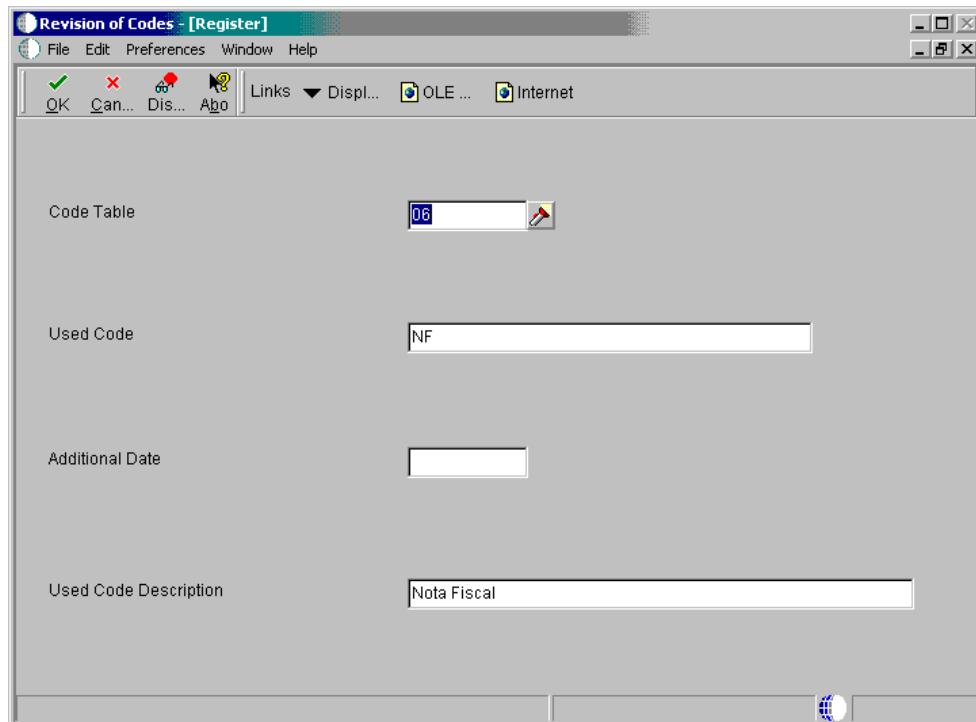
When you generate workfiles for IN68, the system also writes records to the Codes Table – IN68 (F76B80). When you generate the final text files and reports for IN68 reporting, the system validates information in the workfile tables against the F76B80 table. The validation assures that a record exists in the F76B80 table for every transaction that is reportable for IN68 purposes. You submit a text file containing the records in the F76B80 table along with your other IN68 text files.

If you generate reportable transactions outside of the J.D. Edwards systems, you must add the required data to the F76B80 table. You can also revise existing records in the table.

► To add a record to the Code Table – IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Revision of Codes (P76B804).

1. On Revision of Codes – [Research], click Add.



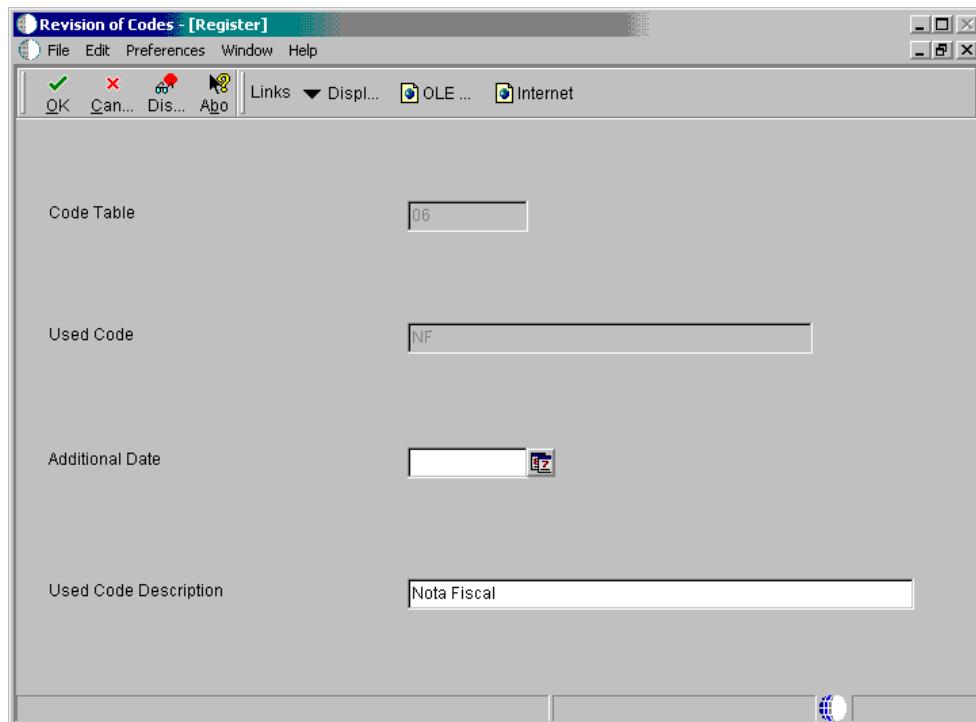
2. On Revision of Codes – [Register], complete the following fields, and then click OK:
 - Code Table
 - Used Code
 - Additional Date
 - Used Code Description

► To revise a record in the Code Table – IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Revision of Codes (P76B804).

1. On Revision of Codes – [Research], complete the following fields as necessary to locate the record you want, and then click Find:
 - Code Table

- Used Code
2. Choose the record you want, and then click Select.



3. On Revision of Codes – [Register], revise the following fields as necessary, and then click OK:
 - Additional Date
 - Used Code Description

Generating the Code Table for IN68 Text File and Report

From the Final Generation and Integrities – IN68 menu (G76BIN683), choose Final Creation of Codes (R76B807).

The Final Creation of Codes batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F76B809.txt and saves it to the directory you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate.

You must generate and save the file on a client machine; you cannot generate or save the file on a server.

Processing Options for Final Creation of Codes (R76B807)

Report Generation Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

1 = Generate Report Only

Blank = Generate Report and Text File

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory Name

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Accounts Receivable Records for IN68

To generate Accounts Receivable records for IN68, you run the Work File Creation for A/R batch process (R03B580) to generate the Account Payable and Receivable Table – IN68 (F76B20). The F76B20 is the workfile that contains a subset of data from the following files:

- Accounts Receivable Ledger (F03B11)
- Address Book Master (F0101)
- User Defined Codes (F0005)

- Nota Fiscal Header (Fiscal Books) (F76101B)

After you generate the workfile, you can use the Account Payable and Receivable Revisions program (P03B130) to review and make any necessary changes to the workfile. After you make the necessary changes, you run the Final Creation for A/R & A/P batch process (R03B581) to create a report and the text file that you send to the tax authority.

Creating the Workfile for Accounts Receivable Records for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Work File Creation for A/R (R03B580).

You run the Work File Creation for A/R batch process to generate the Account Payable and Receivable Table – IN68 (F76B20). The R03B580 process also populates records in the Physical and Legal Person Table – IN68 (F76B70) and the Code Table – IN68 (F76B80).

Using Data Selection, you determine the records in the Accounts Receivable Ledger (F03B11) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected F03B11 record, the R03B580 process writes a record to the F76B20 table according to the following:

- Verifies that the address number that appears in the F03B11 record exists in the Address Book Master table (F0101).
- Identifies each address that is read from the F0101 table with the description of the Search Type field in the User Defined Codes table (F0005). For example, if the description for the search type is Customer, the record is identified as a Customer record. You set up search types in the Search Type UDC (01/ST).
- Writes a record to the Account Payable and Receivable Table – IN68 (F76B20) according to the input in the Operation Type and Document Type processing options.
- Determines the Debit/Credit Indicator according to the arithmetic operator (>, <) in the Gross Amount field in the F03B11 table. If RPAG ≥ 0 , then the Debit/Credit Indicator = D for A/R. If the RPAG < 0, then the Debit/Credit Indicator = C for A/P.

After writing a record to the F76B20, the batch process:

- Populates the Physical and Legal Person Table – IN68 (F76B70) if a corresponding record does not exist
- Populates the Code Table – IN68 (F76B80) if a corresponding record does not exist

Note

The system writes to the Account Payable and Receivable Table – IN68 (F76B20) when you run the Work File Creation for A/R batch process (R03B580) and the Work File Creation for A/P batch process (R04530).

Processing Options for Work File Creation for A/R (R03B580)

Default Tab

These processing options specify how the system populates the Account Payable and Receivable Table – IN68 (F76B20) when you run the Work File Creation for A/R batch process (R03B580).

1. Operation Type

Use this processing option to enter a value for the Operation Type. The system writes this value to the Accounts Payable and Receivable - IN68 table (F76B20) and the Code Table - IN68 (F76B80). Valid values for the operation type are those values that exist in the Document Type UDC (00/DT). If you enter an invalid value or leave this option or the Operation Type Description option blank, the system uses the description in the Original Document Type field (DCTM) in the Customer Ledger table (F03B11) if it exists, or uses the description in the Document Type field (DTC) from the F03B11 if no value exists in the Original Document Type field

2. Operation Type Description

Use this processing option to enter the description for the operation type that you entered for the Operation Type processing option. If you entered an invalid value in the Operation Type option, or left that option or this option blank, the system uses the description in the Original Document Type field (DCTM) in the Customer Ledger table (F03B11) if it exists, or uses the description in the Document Type field (DTC) from the F03B11 if no value exists in the Original Document Type field

3. Document Type

Use this processing option to enter a value for the Document Type. The system writes this value to the Accounts Payable and Receivable - IN68 table (F76B20) and the Code Table - IN68 (F76B80). Valid values for the document type are those values that exist in the Document Type UDC (00/DT). If you enter an invalid value or leave this option or the Document Type Description option blank, the system uses the Document Type from the Nota Fiscal Header - Fiscal Books table (F76101B) if the record exists in the F76101B table, or uses NF for the document type if the record does not exist in the F76101B table

4. Document Type Description

Use this processing option to enter the description for the document type that you entered for the Document Type processing option. If you entered an invalid value the Document Type option, or left that option or this option blank, the system uses the description from the Nota Fiscal Header - Fiscal Books table (F76101B) if the record exists in the F76101B table, or uses NF (Nota Fiscal) for the description if the record does not exist in the F76101B table

Process

1. Clear Table Flag

Use this processing option to enter a value to specify whether to clear the Accounts Payable and Receivable - IN68 table (F76B20) when you generate the work file for Accounts Payable records or generate the work file for Accounts Receivable records. This table is used by both the Work File Creation for A/R batch process (R03B580) and the Work File Creation for A/P batch process (R04530). If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

1

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any

Revising Accounts Payable and Accounts Receivable Records for IN68

After you generate the Account Payable and Receivable Table – IN68 (F76B20), you can review and modify records in the table. When you modify a record, you can add information, such as the Pay Item or Batch Number, that the workfile creation process does not provide. You can add a record only if the account number for the record you add has a valid Used Code in the F76B80 table. The account number is a concatenation of the business unit, object account, and subsidiary. If the values you enter do not have a corresponding Used Code in the F76B80 table, the system displays an error message.

► To revise an Accounts Payable or Accounts Receivable record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Account Payable and Receivable Revisions (P03B130).

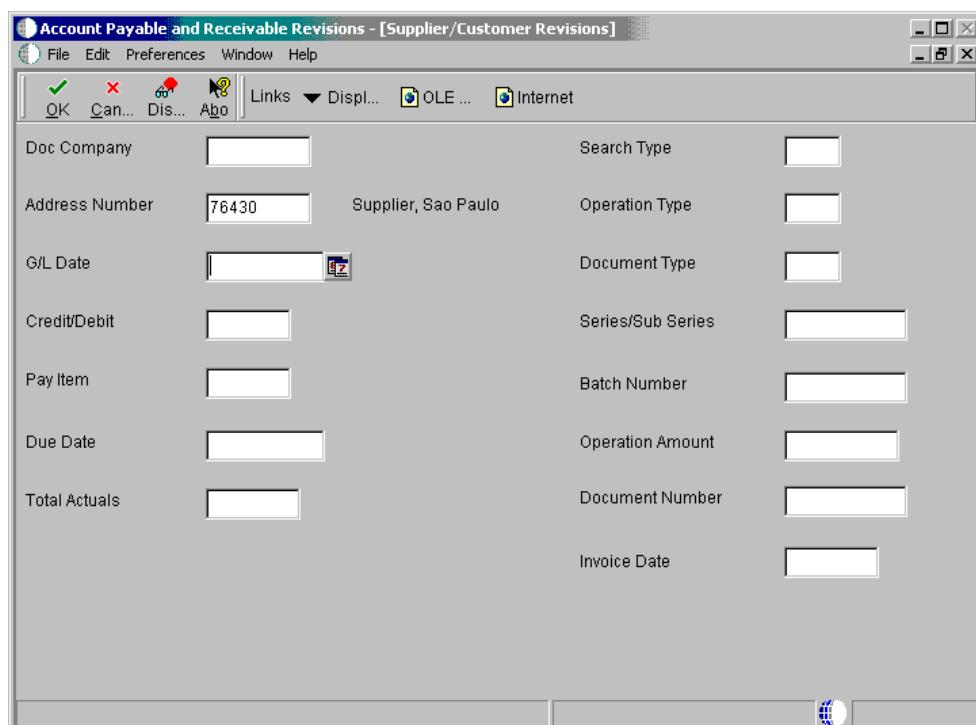
1. On Work With Suppliers/Customers, complete the following fields, as necessary, to locate the record you want to revise, and then click Find:
 - Doc Company
 - Search Type
 - Address Number
2. Choose the record, and then click Select.
3. On Supplier/Customer Revisions, revise the following fields, as necessary, and then click OK:
 - Due Date

- Total Actuals
- Document Type
- Series/Sub Series
- Batch Number
- Invoice Date

► To add an Accounts Payable or Accounts Receivable record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Account Payable and Receivable Revisions (P03B130).

1. On Work With Suppliers/Customers, click Add.



2. On Supplier/Customer Revisions, complete the following fields, as necessary, and then click OK:
 - Doc Company
 - Address Number
 - G/L Date
 - Credit/Debit

- Pay Item
- Due Date
- Total Actuals
- Search Type
- Operation Type
- Document Type
- Series/Sub Series
- Batch Number
- Operation Amount
- Document Number
- Invoice Date

► To delete an Accounts Payable or Accounts Receivable record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Account Payable and Receivable Revisions (P03B130).

1. On Work With Suppliers/Customers, complete the following fields, as necessary, to locate the record you want to delete, and then click Find:
 - Doc Company
 - Search Type
 - Address Number
2. Choose the record, and then click Delete.

Generating the Accounts Payable and Accounts Receivable for IN68 Text File and Report

From the Final Generation and Integrities – IN68 menu (G76BIN683), choose Final Creation for A/R and A/P (R03B581).

The Final Creation for A/R and A/P batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F03B581.txt and saves it to the directory that you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate.

You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the F03B581.txt file only after it evaluates the records in the F76B80 and F76B70 tables.

Using Data Selection, you determine the records in the Account Payable and Receivable Table – IN68 (F76B20) that the system should write to the report and text file. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected record in the F76B20 table, the batch process writes a record to the F03B581.txt file if the F76B80 table contains a record that meets all of the following requirements:

- A Code of 02, the G/L Date is less than or equal to the G/L Date of the F76B20 record read, and the Operation Type is equal to the Operation Type of the F76B20 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 06, the G/L Date is less than or equal to the G/L Date of the F76B20 record read, and the Document Type is equal to the Document Type of the F76B20 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 07, the G/L Date is less than or equal to the G/L Date of the F76B20 record read, and the Search Type is equal to the Search Type of the F76B20 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.

For each record in the F76B20 table, the batch process writes a record to the F03B581.txt file if:

- The F76B70 table contains a record that has a G/L Date that is less than or equal to the G/L Date of the F76B20 record read, and the Search Type is equal to the Search Type of the F76B20 record read, and an address number equal to the address number of the F76B20 record read. If the process does not find a record in the F76B70 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.

After it processes the information in the F76B20, F76B70, and F76B80 tables, the R03B581 process writes the following to the report:

- Data about the lines on the text file, including the sequence number, description of the line, the beginning and ending positions, the size of the record, and the number of decimal places, if any
- A list of the records written to the text file
- A summary section that includes data on the total length of the text string, a count of the records read, and total length of each record in the text file
- The error messages generated

Processing Options for Final Creation for A/R and A/P (R03B581)

Processing Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

1 = Generate the report only

blank = Generate report and text file

Use this processing option to specify whether the system generates only a report, or generates a report and a text file. Valid values are:

1

Generate report only

Blank

Generate report and text fil

2. Directory

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Accounts Payable Records for IN68

To generate Accounts Payable records for IN68, you run the Work File Creation for A/P batch process (R04530) to generate the Account Payable and Receivable Table – IN68 (F76B20). The F76B20 is the workfile that contains a subset of data from the following files:

- Accounts Payable Ledger (F0411)
- Accounts Payable – Matching Document (F0413)
- Accounts Payable Matching Document Detail (F0414)
- Address Book Master (F0101)
- User Defined Codes (F0005)
- Nota Fiscal Header (Fiscal Books) (F76101B)

After you generate the workfile, you can use the Accounts Payable and Receivable Revision program (P03B130) to review and make any necessary changes to the workfile. After you make the necessary changes, you run the Final Creation for A/R and A/P batch process (R03B581) to create a report and the text file that you send to the tax authority.

Creating the Workfile for Accounts Payable Records for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Work File Creation for A/P (R04530).

You run the Work File Creation for A/P batch process to generate the Account Payable and Receivable Table – IN68 (F76B20). The R04530 process also populates records in the Physical and Legal Person Table – IN68 (F76B70) and the Code Table – IN68 (F76B80).

Using Data Selection, you determine the records in the Accounts Payable Ledger (F0411) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected F0411 record, the R04530 process writes a record to the F76B20 table according to the following:

- Verifies that the address number that appears in the F0411 record exists in the Address Book Master table (F0101).
- Identifies each address that is read from the F0101 table with the description of the Search Type field in the User Defined Codes table (F0005). For example, if the description for the search type is Customer, the record is identified as a Customer record. You set up search types in the 01/ST UDC.
- Writes a record to the Account Payable and Receivable Table – IN68 (F76B20) according to the input in the Operation Type and Document Type processing options.
- Determines the Debit/Credit Indicator according to the arithmetic operator ($>$, $<$) in the Gross Amount field in the F03B11 table. If RPAG ≥ 0 , then the Debit/Credit Indicator = D for A/R. If the RPAG < 0 , then the Debit/Credit Indicator = C for A/P.

After writing a record to the F76B20, the batch process:

- Populates the Physical and Legal Person Table – IN68 (F76B70) if a corresponding record does not exist
- Populates the Code Table – IN68 (F76B80) if a corresponding record does not exist

Note

The system writes to the Account Payable and Receivable Table – IN68 (F76B20) when you run the Work File Creation for A/R batch process (R03B580) or the Work File Creation for A/P batch process (R04530).

Processing Options for Work File Creation for A/P (R04530)

Select Tab

These processing options specify how the system populates the Account Payable and Receivable Table - IN68 (F76B20) when you run the Work File Creation for A/P batch process (R04530).

Enter the From Date

Use this processing option to specify the beginning of the date range for which Accounts Payable information will be written to the IN68 work files. The system compares the date range to the G/L Date (DGJ) of vouchers and the Check/Item Date (DMJT) of payments

Enter the Through Date

Use this processing option to specify the ending of the date range for which Accounts Payable information will be written to the IN68 work files. The system compares the date range to the G/L Date (DGJ) of vouchers and the Check/Item Date (DMJT) of payments

Defaults

1. Operation Type

Use this processing option to enter a value for the Operation Type. The system writes this value to the Accounts Payable and Receivable - IN68 table (F76B20) and the Code Table - IN68 (F76B80). Valid values for the operation type are those values that exist in the Document Type UCD (00/DT). If you enter an invalid value or leave this option or the Operation Type Description option blank, the system uses the description in the Original Document Type field (DCTM) in the Accounts Payable Ledger table (F0411) if it exists, or uses the description in the Document Type field (DTC) from the F0411 if no value exists in the Original Document Type field

2. Operation Type Description

Use this processing option to specify a description for the operation type you entered in the Operation Type processing option. If you leave this processing option blank, the system uses the description that is set up in the Document Type user defined code table (00/DT).

3. Document Type

Use this processing option to enter a default value for the document type. Valid values for the document type are contained in UDC (00/DT). If you enter an invalid value or leave this processing option blank, the system uses the document type from the Nota Fiscal - Header (Fiscal Books) table (F76101B). If the record does not exist in the F76101B table, the system uses NFF (Nota Fiscal Futura) for the document type.

4. Document Type Description

Use this processing option to enter a text description for the document type that you entered for the Document Type processing option. If you leave this processing option blank, the system uses the description of the document type you selected in the Document Type processing option, as specified in the Document Type UDC (00/DT). If the document type is NFF, the description is Nota Fiscal Futura

1. Clear Table Flag

Use this processing option to enter a value to specify whether to clear the Accounts Payable and Receivable - IN68 table (F76B20) when you generate the work file for Accounts Payable records or generate the work file for Accounts Receivable records. This table is used by both the Work File Creation for A/R batch process (R03B580) and the Work File Creation for A/P batch process (R04530). If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

1

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any.

Revising Accounts Payable and Accounts Receivable Records for IN68

After you generate the Account Payable and Receivable Table – IN68 (F76B20), you can review and modify records in the table. When you modify a record, you can add information, such as the Pay Item or Batch Number, that the workfile creation process does not provide. You can add a record only if the account number for the record you add has a valid Used Code in the F76B80 table. The account number is a concatenation of the business unit, object account, and subsidiary. If the values you enter do not have a corresponding Used Code in the F76B80 table, the system displays an error message.

► To revise an Accounts Payable or Accounts Receivable record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Account Payable and Receivable Revisions (P03B130).

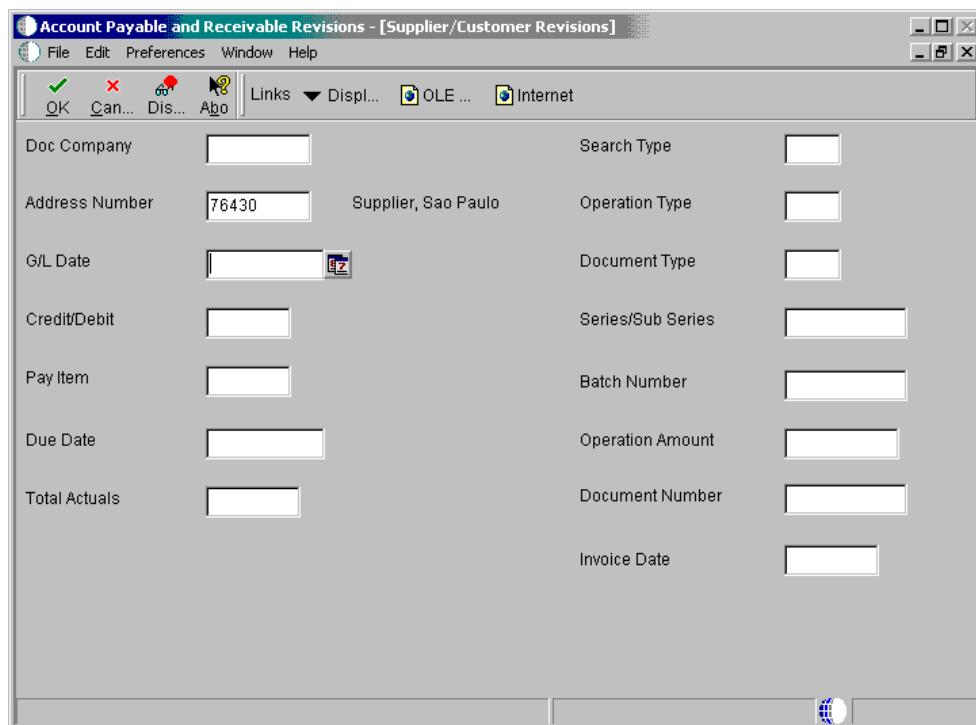
1. On Work With Suppliers/Customers, complete the following fields, as necessary, to locate the record you want to revise, and then click Find:
 - Doc Company
 - Search Type
 - Address Number
2. Choose the record, and then click Select.
3. On Supplier/Customer Revisions, revise the following fields, as necessary, and then click OK:
 - Due Date

- Total Actuals
- Document Type
- Series/Sub Series
- Batch Number
- Invoice Date

► To add an Accounts Payable or Accounts Receivable record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Account Payable and Receivable Revisions (P03B130).

1. On Work With Suppliers/Customers, click Add.



2. On Supplier/Customer Revisions, complete the following fields, as necessary, and then click OK:
 - Doc Company
 - Address Number
 - G/L Date
 - Credit/Debit

- Pay Item
- Due Date
- Total Actuals
- Search Type
- Operation Type
- Document Type
- Series/Sub Series
- Batch Number
- Operation Amount
- Document Number
- Invoice Date

► To delete an Accounts Payable or Accounts Receivable record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Account Payable and Receivable Revisions (P03B130).

1. On Work With Suppliers/Customers, complete the following fields, as necessary, to locate the record you want to delete, and then click Find:
 - Doc Company
 - Search Type
 - Address Number
2. Choose the record, and then click Delete.

Generating the Accounts Payable and Accounts Receivable for IN68 Text File and Report

From the Final Generation and Integrities – IN68 menu (G76BIN683), choose Final Creation for A/R and A/P (R03B581).

The Final Creation for A/R and A/P batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F03B581.txt and saves it to the directory that you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate.

You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the F03B581.txt file only after it evaluates the records in the F76B80 and F76B70 tables.

Using Data Selection, you determine the records in the Account Payable and Receivable Table – IN68 (F76B20) that the system should write to the report and text file. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected record in the F76B20 table, the batch process writes a record to the F03B581.txt file if the F76B80 table contains a record that meets all of the following requirements:

- A Code of 02, the G/L Date is less than or equal to the G/L Date of the F76B20 record read, and the Operation Type is equal to the Operation Type of the F76B20 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 06, the G/L Date is less than or equal to the G/L Date of the F76B20 record read, and the Document Type is equal to the Document Type of the F76B20 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 07, the G/L Date is less than or equal to the G/L Date of the F76B20 record read, and the Search Type is equal to the Search Type of the F76B20 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.

For each record in the F76B20 table, the batch process writes a record to the F03B581.txt file if:

- The F76B70 table contains a record that has a G/L Date that is less than or equal to the G/L Date of the F76B20 record read, and the Search Type is equal to the Search Type of the F76B20 record read, and an address number equal to the address number of the F76B20 record read. If the process does not find a record in the F76B70 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.

After it processes the information in the F76B20, F76B70, and F76B80 tables, the R03B581 process writes the following to the report:

- Data about the lines on the text file, including the sequence number, description of the line, the beginning and ending positions, the size of the record, and the number of decimal places, if any
- A list of the records written to the text file
- A summary section that includes data on the total length of the text string, a count of the records read, and total length of each record in the text file
- The error messages generated

Processing Options for Final Creation for A/R and A/P (R03B581)

Processing Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

1 = Generate the report only

blank = Generate report and text file

Use this processing option to specify whether the system generates only a report, or generates a report and a text file. Valid values are:

1

Generate report only

Blank

Generate report and text fil

2. Directory

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Account Balance Records for IN68

To generate Accounting Balances records for IN68, you run the Update Account Balances (F76B11) – IN68 batch process (R098303) to generate the Account Balances – IN68 table (F76B11). The F76B11 is a workfile that contains a subset of data from the following files:

- Account Ledger (F0911)
- Account Master (F0901)
- Account Balance (F0902)
- Automatic Accounting Instructions Master (F0012)

After you generate the workfile, you can use the Account Balances Revisions – IN68 program (P098301) to review and make any necessary changes to the workfile. After you make the necessary changes, you run the Final Creation for Account Balances – IN68 batch process (R098301) to create a report and the text file that you send to the tax authority.

Creating the Workfile for Account Balance Records for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Update Account Balances (F76B11) – IN68 (R098303).

You run the Update Account Balances (F76B11) – IN68 batch process to generate the Account Balances – IN68 table (F76B11). The R098303 process also populates records in the Code Table – IN68 (F76B80).

Using Data Selection, you determine the records in the Accounts Balances table (F0902) that the system considers for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version.

For each selected F0902 record, the batch process writes records to the following tables:

- Account Balance – IN68 (F76B11)
- Code Table – IN68 (F76B80)

When you run the R098303 process, the system:

- Reads the AA ledger records in the F0901 table according to the processing options that you set.
- Updates an existing record or writes a new record to the F76B11 table for each company/period/account combination. The account is a concatenation of the business unit and the object.subsidiary account. The Subledger field is not used to differentiate account numbers; the system writes a blank amount to the F76B11 for the Subledger field. The system updates records or writes new records based on a processing option.
- Writes a record to the F76B80 table for each account number and a description for each period.
- Calculates the total debits and total credits by accumulating the amounts from the F0911 table for each period.
- Compares the period totals from the F0901 and F0911 tables and, if the totals are not the same, writes to an error report the F0902 record information and the amount of the difference.

Beginning Balances for Periods

The GLG4 and GLG5 AAI accounts for each company determine the beginning balance for period 1. If an account is a retained earnings account or a balance sheet account, the period 1 beginning balance is the value in the beginning balance prior year ending (PYE) field (GBAPYC), otherwise it is zero. For example, if the object account in the F0902 table is equal to the GLG4 object account, or less than or equal to the GLG5 object account, the value in the GBAPYC field is the period 1 beginning balance.

The beginning balance for subsequent periods is the sum of the beginning balance of the previous period and the net postings of the previous period.

Example of Beginning Balances

Period 1 beginning balance = GBAPYC or zero based on GLG4 and GLG5

Period 2 beginning balance = Period 1 beginning balance + Period 1 net postings (GBAN01)

Period 3 beginning balance = Period 2 beginning balance + Period 2 net postings (GBAN02)

Period 4 beginning balance = Period 3 beginning balance + Period 3 net postings (GBAN03)

Account Balances for IN68 (R098303) Report

The Update Account Balances (F76B11) – IN68 (R098303) process generates a summary report that includes the following information:

- Beginning balance total
- Total debit amount
- Total credit amount
- Ending balance total
- Number of F0902 records read
- Number of F76B11 records written or updated

The process also generates an error report when the totals on the F0902 and F0911 tables do not match. The error report includes the following information:

- Company
- Account ID, number, and description
- Century and fiscal year
- Ledger type
- Period
- Amount of the difference between the F0902 and F0911 tables

Processing Options for Update Account Balances (F76B11) – IN68 (R098303)

Periods Tab

These processing options specify the periods for which you want to process account balances and whether the system clears previous records from the Account Balances – IN68 table (F76B11).

1. Beginning Period Number

Blank = 1

Use this processing option to specify the beginning period of the current year for which the system generates F76B11 records. If you leave this processing option blank or enter a value other than 1 through 12, the system uses 1 for the beginning period. The value that you enter for the Ending Period Number processing option in the R098303 program cannot be less than the value that you enter for this processing option

2. Ending Period Number

Blank = 12

Use this processing option to specify the ending period of the current year for which the system generates F76B11 records. If you leave this processing option blank or enter a value other than 1 through 12, the system uses 12 for the ending period. The value that you enter for this processing option cannot be less than the value that you enter in the Beginning Period Number processing option in the R098303 program

Table

1. Initialize F76B11 Table

Blank = 0

0 = Do not initialize table

1 = Initialize table

Use this processing option to specify whether to clear the Account Balances - IN68 table (F76B11) when you generate the work file for account balances records. If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

1

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any

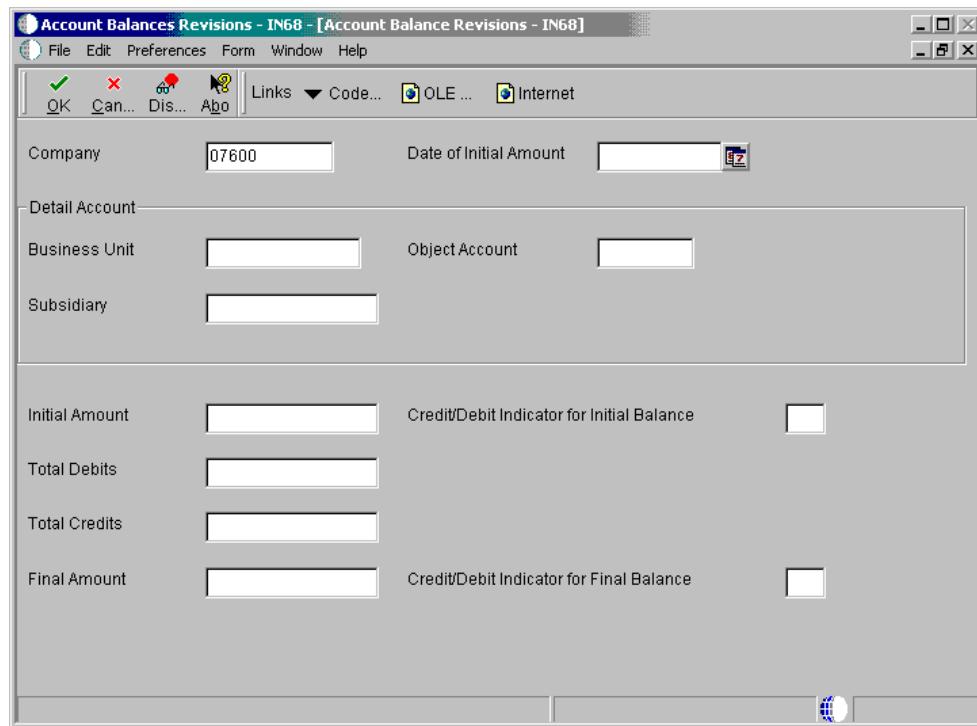
Revising Account Balance Records for IN68

After you generate the Account Balances – IN68 table (F76B11), you can review, modify, add, and delete records in the table. When you modify a record, you can add information, such as Total Debits or Total Credits, that the R098303 process does not provide. You can add a record only if the account number for the record you add has a valid Used Code in the F76B80 table. The account number is a concatenation of the business unit, object account, subsidiary, and subledger. If the values you enter do not have a corresponding Used Code in the F76B80 table, the system displays an error message.

► To revise an Account Balance record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Account Balances Revisions – IN68 (P098301).

1. On Work With Account Balances – IN68, to locate the record you want, complete the following fields in the Header, and then click Find:
 - Company
 - G/L Date
 - Business Unit
 - Object Account
 - Subsidiary
2. Choose a record and then click Select.



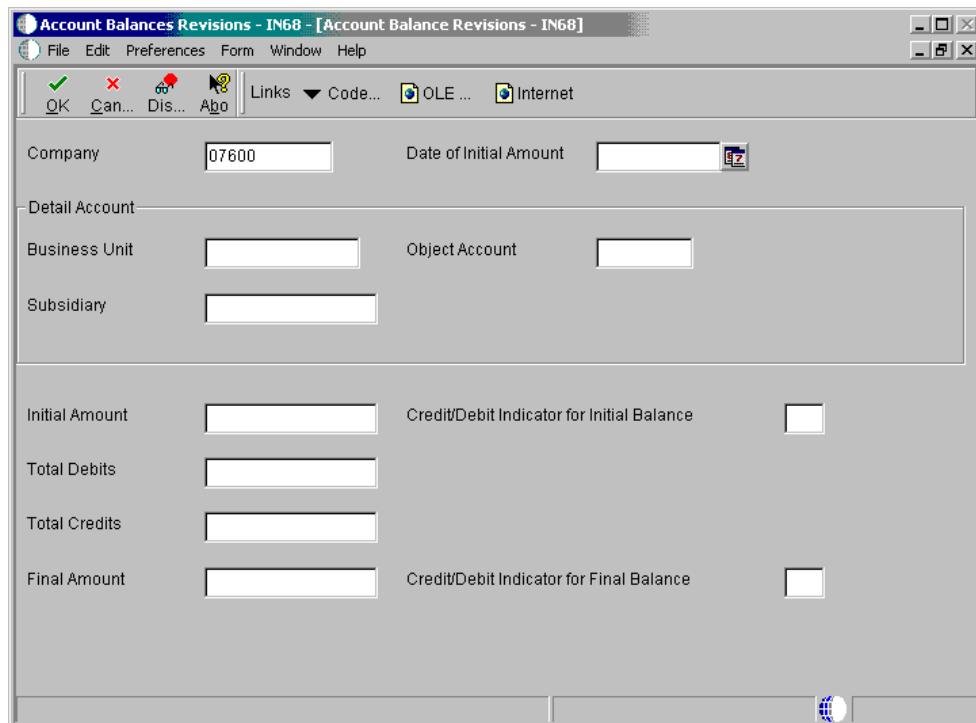
3. On Account Balance Revisions – IN68, revise the following fields, as necessary, and then click OK:

- Initial Amount
- Credit/Debit Indicator for Initial Balance
- Total Debits
- Total Credits
- Final Amount
- Credit/Debit Indicator for Final Balance

► To add an Account Balance record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Account Balances Revisions – IN68 (P098301).

1. On Work With Account Balances – IN68, click Add.



2. On Account Balance Revisions – IN68, complete the following fields, as necessary, and then click OK.

- Company
- Date of Initial Amount

- Business Unit
- Object Account
- Subsidiary
- Initial Amount
- Credit/Debit Indicator for Initial Balance
- Total Debits
- Total Credits
- Final Amount
- Credit/Debit Indicator for Final Balance

► To delete an Account Balance record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Account Balances Revisions – IN68 (P098301).

1. On Work With Account Balances – IN68, complete the following fields, as necessary, to locate the record you want, and then click Find:
 - Company
 - G/L Date
 - Business Unit
 - Object Account
 - Subsidiary
2. Choose the record you want, and then click Delete.

Generating the Account Balances Records for IN68 Text File and Report

From the Final Generation and Integrities menu (G76BIN683), choose Final Creation for Account Balances – IN68 (R098301).

The Final Creation for Account Balances – IN68 batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F76B119.txt and saves it to the directory that you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. You must generate and save the file on a client machine; you cannot generate or save the file on server.

Using Data Selection, you determine the records in the Account Balances – IN68 table (F76B11) that the system considers for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version.

The batch process writes records to the F76B119.txt file only after it evaluates the records in the F76B80 and F76B11 tables.

For each selected record in the F76B11 table, the batch process writes a record to the F76B119.txt file if:

- The F76B80 table contains a record that has a Code of 01, the G/L Date is less than or equal to the G/L Date in the F76B11 record read, and the Used Code (BRCUT) is equal to the Account Number of the F76B11 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.

The R098301 batch process produces a report that contains the following information:

- Data about the lines on the text file, including the sequence number, description of the line, the beginning and ending positions, the size of the record, and the number of decimal points, if any
- A summary section that includes data on the total length of the text string, a count of the records read, a count of the records written, the total debit amount, the total credit amount, and the total of the debits and credits
- The error messages generated

Processing Options for Final Creation for Account Balances – IN68 (R098301)

Process Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

Blank = Print report and create .txt file

1 = Print report only

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory

Directory name for .txt file

(Valid only when Report Generation PO is

blank)

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with General Ledger Records for IN68

To generate General Ledger records for IN68, you run the Update General Ledger (F76B10) – IN68 batch process (R098313), which populates the Journal Entries – IN68 table (F76B10). The F76B10 is a workfile that contains a subset of data from the following files:

- Account Ledger (F0911)
- Account Master (F0901)
- User Defined Codes (F0005)
- Business Unit Master (F0006)

After you generate the workfile, you can use the Journal Entries Revisions – IN68 program (P098311) to review and make any necessary changes to the workfile. After you make the necessary changes, you run the Final Creation for Journal Entries – IN68 batch process (R098311) to create a report and the text file that you send to the tax authority.

Creating the Workfile for General Ledger Records for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Update General Ledger (F76B10) – IN68 (R098313).

You run the Update General Ledger – IN68 batch process to generate the Journal Entries – IN68 table (F76B10). The R098313 process also populates the Code Table – IN68 (F76B80).

You determine the records in the Account Ledger (F0911) that the system considers for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version.

For each selected F0911 record, the batch process writes records to the following tables:

- Journal Entries – IN68 (F76B10)
- Codes Table – IN68 (F76B80)

When you run the R098313 process, the system:

- Reads posted, AA ledger records in the F0911 table according to the processing options that you set.
- Updates an existing record or writes a new record to the F76B10 table for each company/GL date/account/subledger combination. The account is a concatenation of the business unit and the object.subsidiary account. The system updates records or writes new records based on a processing option.
- Updates the F76B80 table with the account, business unit, and operation code for each GL date. You use a processing option to specify the operation code.
- Generates a summary report that includes the following information:
 - Total debit amount
 - Total credit amount
 - Total of debits and credits
 - The number of F0911 records read
 - The number of F76B10 records written or updated

Processing Options for Update General Ledger (F76B10) – IN68 (R098313)

Operation Type Tab

These processing options specify the operation type and whether to clear the workfile.

1. Category Code

- OR -

2. Operation Type

Use this processing option to enter a value for the Operation Type. The system writes this value to the Journal Entries – IN68 table (F76B10) and the Code Table – IN68 (F76B80).

3. Operation Type Description

Use this processing option to enter a description for the operation type that you entered for the Operation Type processing option.

Initialize

1. Initialize F76B10 Table

Use this processing option to enter a value to specify whether to clear the Journal Entries - IN68 table (F76B10) when you generate the work file for account balances records. If you do not clear the table, the system appends new records to any records already in the

table. Valid values are:

1

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any

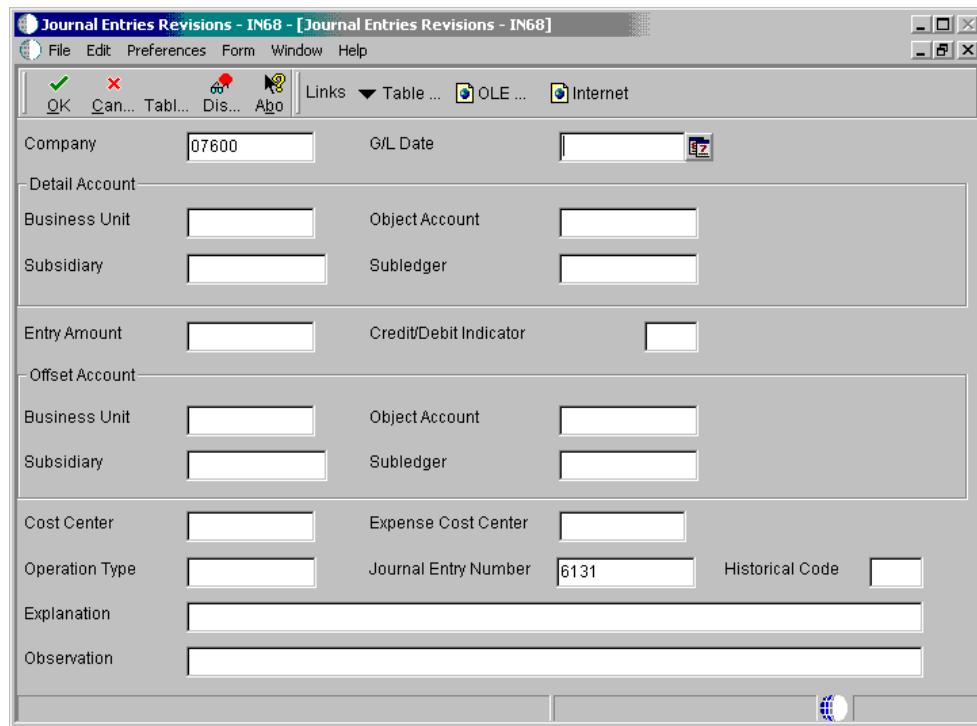
Revising General Ledger Records for IN68

After you generate the Journal Entries – IN68 table (F76B10), you can review, modify, add, and delete records in the table. When you modify a record, you can add information, such as the Cost Center or Operation Type, that the R098313 process does not provide. You can add a record only if the account number for the record you add has a valid Used Code in the F76B80 table. The account number is a concatenation of the business unit, object account, and subsidiary. Additionally, when you revise or add a record, the system validates the value you enter in the Operation Type, Cost Center, Expense Cost Center, and Historical Code fields against values in the F76B80 table. If the values you enter do not have a corresponding Used Code in the F76B80 table, the system displays an error message.

► To revise a General Ledger record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Journal Entries Revisions – IN68 (P098311).

1. On Work With Journal Entries – IN68, to locate the record you want, complete the following fields in the Header, as necessary, and then click Find.
 - Company
 - Business Unit
 - Subledger
 - As-of Date
 - Object Account
 - Subsidiary
2. Choose the record you want to work with, and then click Select.

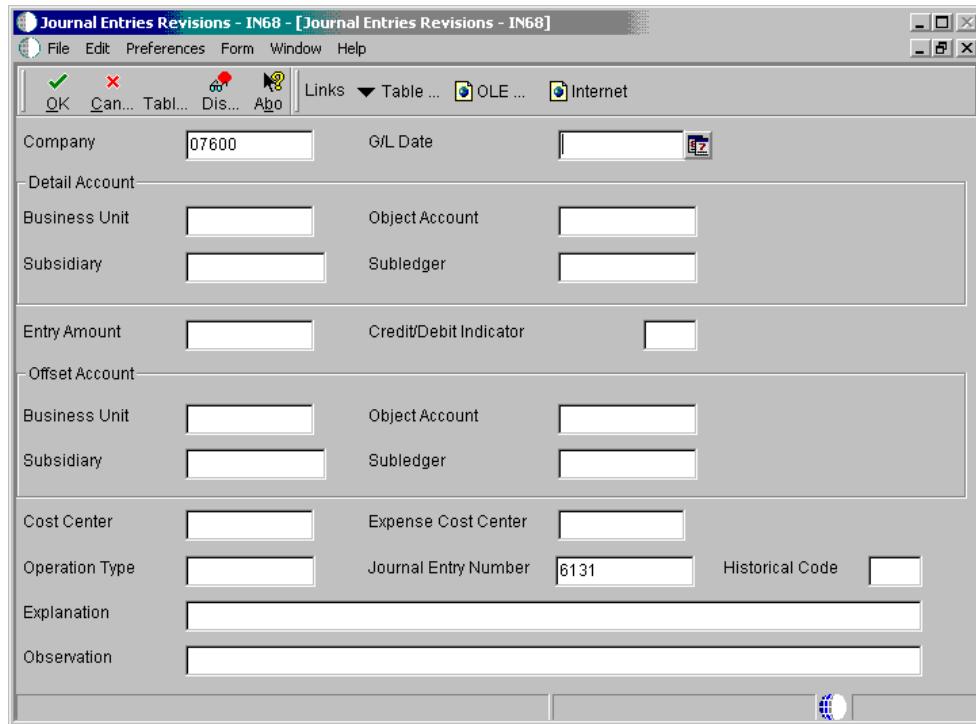


3. On Journal Entries Revisions – IN68, complete the following fields, as necessary, and then click OK:
 - Entry Amount
 - Credit/Debit Indicator
 - Business Unit
 - Subsidiary
 - Object Account
 - Subledger
 - Cost Center
 - Expense Cost Center
 - Operation Type
 - Journal Entry Number
 - Historical Code
 - Explanation
 - Observation

► **To add a General Ledger record for IN68**

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Journal Entries Revisions – IN68 (P098311).

1. On Work With Journal Entries – IN68, click Add.



2. On Journal Entries Revisions – IN68, complete the following fields, as necessary, and then click OK.

- Company
- G/L Date
- Business Unit
- Object Account
- Subsidiary
- Subledger
- Entry Amount
- Credit/Debit Indicator
- Business Unit
- Subsidiary

- Object Account
- Subledger
- Cost Center
- Expense Cost Center
- Operation Type
- Journal Entry Number
- Historical Code
- Explanation
- Observation

► To delete a General Ledger record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Journal Entries Revisions – IN68 (P098311).

1. On Work With Journal Entries – IN68, complete the following fields as necessary, and then click Find.
 - Company
 - Business Unit
 - Subledger
 - As-of Date
 - Object Account
 - Subsidiary
2. Choose the record you want, and then click Delete.

Generating the General Ledger Records for IN68 Text File and Report

From the Final Generation and Integrities – IN68 menu (G76BIN683), choose Final Creation for Journal Entries – IN68 (R098311).

The Final Creation for Journal Entries – IN68 batch process (R098311) lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F76B109.txt and saves it to the directory you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. You must generate and save the file on a client machine; you cannot generate or save the file on a server.

Using Data Selection, you determine the records in the Journal Entry – IN68 table (F76B10) that the system considers for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version.

The batch process writes records to the F76B109.txt file only after it evaluates the records in the F76B80 and F76B10 tables.

For each selected record in the F76B10 table, the batch process writes a record to the F76B109.txt file if the F76B80 table contains a record that meets all of the following requirements:

- A Code of 01, the G/L Date is less than or equal to the G/L Date in the F76B10 record read, and the Used Code (BRCUT) is equal to the Account Number of the F76B10 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 02, the G/L Date is less than or equal to the G/L Date in the F76B10 record read, and the Used Code (BRCUT) field is equal to the Operation Type (BRTPO) field in the F76B10 record. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 03, the G/L Date is less than or equal to the G/L Date in the F76B10 record read, and the Used Code (BRCUT) is equal to the Cost Center in the F76B10 record. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.

After it processes the information in the F76B10 and F76B80 tables, the R098311 process writes the following to the report:

- Data about the lines on the text file, including the sequence number, description of the line, the beginning and ending positions, the size of the record, and the number of decimal points, if any
- A list of the records written to the text file
- A summary section that includes data on the total length of the text string and a count of the records read
- The error messages generated

Processing Options for Final Creation for Journal Entries – IN68 (R098311)

Process Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

Blank = Print report and create .txt file

1 = Print report only

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory

Directory name for .txt file

(Valid only when Report Generation PO is

blank)

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Nota Fiscal Records for Items for IN68

To generate nota fiscal records for Items for IN68, you run the Workfile Creation for Nota Fiscal Item batch process (R76B300) to generate the Nota Fiscal Header/Table for Goods – IN68 table (F76B30) and the Nota Fiscal Detail/Table for Goods – IN68 table (F76B31). These workfiles contains a subset of data from the following files:

- Nota Fiscal - Header (Fiscal Books) (F76101B)
- Nota Fiscal - Detail (Fiscal Books) (F76111B)
- Transaction Nature – Brazil (F7615B)

- Code – ICMS IPI Tax Summary (F7617B)
- IPI Taxes (F76B18)
- Address Book Master (F0101)
- User Defined Codes (F0005)
- Business Unit Master (F0006)

After you generate the workfile, you can use the Revision of Nota Fiscal Item program (P76B304) to review and make any necessary changes to the workfiles. After you make the necessary changes, you run the Final Creation for Nota Fiscal Item batch process (R76B307) to create reports and the text files that you send to the tax authority.

Creating the Workfile for Nota Fiscal Records for Items for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Workfile Creation for Nota Fiscal Item (R76B300).

You run the Workfile Creation for Nota Fiscal Item batch process to generate the Nota Fiscal Header/Table for Goods – IN68 table (F76B30) and the Nota Fiscal Detail/Table for Goods – IN68 table (F76B31). The R76B300 process also populates records in the Physical and Legal Person Table – IN68 (F76B70) and the Code Table – IN68 (F76B80).

Using Data Selection, you determine the records in the Nota Fiscal Header – Fiscal Books (F76101B) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected F76101B record, the batch process writes records to the following tables:

- Nota Fiscal Header/Table for Goods – IN68 table (F76B30)
- Nota Fiscal Detail/Table for Goods – IN68 table (F76B31)
- Physical and Legal Person Table – IN68 (F76B70)
- Code Table – IN68 (F76B80)

Before writing a record to the F76B30 and F76B31 tables, the batch process:

- Verifies that the address number that appears in the F76B101B record exists in the Address Book Master table (F0101).
- Identifies each address that is read from the F0101 table with the description of the Search Type field in the User Defined Codes table (F0005). For example, if the description for the search type is Customer, the record is identified as a Customer record. You set up search types in the Search Type UDC (01/ST).
- Writes values to the Nota Fiscal Header/Table for Goods – IN68 table (F76B30) and the Nota Fiscal Detail/Table for Goods – IN68 table (F76B31) according to the input in the Operation Type, Document Type, Inbound/Outbound, and IPI tax processing options.
- Determines the Debit/Credit Indicator according to the arithmetic operator (>, <) in the Gross Amount field in the F76B101B table.
- Writes information about the ICMS tax, ICMS Substitution, and freight charges.
- Accumulates the following totals for the records read:
 - Total value of the goods
 - Base value of IPI

- Value of IPI
- Value of Discount
- Total value of NF

After writing records to the F76B30 and F76B31 tables, the batch process:

- Populates the Physical and Legal Person Table – IN68 (F76B70)
- Populates the Code Table – IN68 (F76B80)

Processing Options for Workfile Creation for Nota Fiscal Item for IN68 (R76B300)

Values Tab

These processing options specify values for the Nota Fiscal Header/Table for Goods - IN68 table (F76B30) and Nota Fiscal Detail/Table for Goods - IN68 table (F76B31).

1. Movement Indicator

Use this processing option to specify whether you work with inbound or outbound notas fiscais. Valid values are:

E

Inbound

S

Outboun

2. Document Type

Use this processing option to enter a value for the Document Type. The system writes this value to the Nota Fiscal Header/Table for Goods - IN68 table (F76B30), the Nota Fiscal Detail/Table for Goods - IN68 table (F76B31), and the Code Table - IN68 (F76B80). Valid values for the document type are those values that exist in the Document Type UCD (00/DT). If you enter an invalid value or leave this option or the Document Type Description option blank, the system uses the Document Type from the Nota Fiscal Header - Fiscal Books table (F76101B) if the record exists in the F76101B table, or uses NF for the document type if the record does not exist in the F76101B table

3. Document Type Description

Use this processing option to enter the description for the document type that you entered for the Document Type processing option. If you entered an invalid value the Document Type option, or left that option or this option blank, the system uses the description from the Nota Fiscal Header - Fiscal Books table (F76101B) if the record exists in the F76101B table, or uses Nota Fiscal for the description if the record does not exist in the F76101B

table

4. Model Document

Use this processing option to specify the model document code. The value you enter prints in the Model Document field on the reports and text files generated by this batch process. The Brazilian government specifies the codes for model documents in the ICMS 57/95 document. The system does not validate the value you enter in this processing option. If you leave this processing option blank, the system uses 01 for the Model Document processing option and uses Nota Fiscal Model 01 for this processing option

5. Model Document Description

Use this processing option to specify the model document description. The Brazilian government specifies the codes for model documents in the ICMS 57/95 document. The system does not validate the value you enter in this processing option. If you leave this processing option blank, the system uses 01 for the Model Document processing option and uses Nota Fiscal Model 01 for this processing option

6. Message to identify IPI

Use this processing option to specify the description you want to print on the reports and in the text files for IPI tax. You must choose a code from the Fiscal Message/Observations UDC (76B/M1)

7. Message to identify IPI 50%

Use this processing option to specify the description you want to print on the reports and in the text files for IPI 50% tax. You must choose a code from the Fiscal Message/Observations UDC (76B/M1)

Processing

1. Clear Table Flag

Use this processing option to specify whether to clear the Nota Fiscal Header/Table for Goods - IN68 table (F76B30) and the Nota Fiscal Detail/Table for Goods - IN68 table (F76B31) when you generate the work file for notas fiscais for items. If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

1

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any

Revising Nota Fiscal Records for Items for IN68

After you generate the Nota Fiscal Header/Table for Goods – IN68 table (F76B30) and the Nota Fiscal Detail/Table for Goods – IN68 table (F76B31), you can review and modify records in the tables. If the values you enter do not have a corresponding Used Code in the F76B80 table, the system displays an error message.

► To revise a nota fiscal for items record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Revision of Nota Fiscal Item (P76B304).

1. On Revision of Nota Fiscal Item – [Research], to locate the record you want to work with, complete the following fields, as necessary, and then click Find:
 - Company
 - Movement Indic
 - Document Type
 - Series/Sub Series
 - Document Date
2. Choose the record you want, and then click Select.
3. On Master of Goods, revise the following fields in the header, as necessary:
 - Document Type
 - Document Date

PeopleSoft.

4. Revise the following fields on the Information tab, as necessary:

- Applied Date
- Document Number
- Series/Sub Series 2
- Document Model
- State Inscript
- Final Tax Payer
- Number of Importation
- Carrier Type
- Carrier Number
- Freight Terms
- Vehicle Identification
- Flag - Cancel Flag
- IPI Observations

- Include Time

5. Click the Values tab.

The screenshot shows the PeopleSoft Master of Goods application interface. At the top, there's a navigation bar with links for Portal, Webtier, Intranet, and Training. Below that is a toolbar with icons for Home, Personalize, Change Role, and Sign Out. The main window title is "Master of Goods". Underneath the title, there are buttons for OK, Cancel, Form, and Tools. The "Values" tab is currently selected, indicated by a blue border around its tab label. The form contains several input fields grouped into sections: "Movement Indic" (with value "E"), "Document Type" (with value "NF"), "NF Number", "Series/Sub Series", "Document Date" (with value "06/06/05"), "Volume Quantity", "Liquid Weight", "Gross Weig...", "IPI Recoverable" (with value "5.50"), "IPI Tax", "Freight", "Est. Other", "Discount ...", "Security Re...", "Extended Price", and "Total Actuals".

6. Revise the following fields on the Values tab, as necessary:

- Volume Quantity
- Liquid Weight
- Gross Weight
- IPI Recoverable
- IPI Tax
- Freight
- Security Received
- Extended Price
- Total Actuals

7. From the Form menu, choose Nota Fiscal Item.

PeopleSoft.

Line ID	Sch Typ	Address Number	Emit. destin.	2nd Item Number	WO Type	Description	Description Line 2
1	V	76430	Supplier, Sao Paulo	760			
2	V	76430		761			

8. On Master of Goods – Items, revise the following fields or add new lines, as necessary, and then click OK:

- Line ID
- Sch Typ
- Address Number
- Emit. Destin.
- 2nd Item Number
- Generic String 2
- Description
- Description Line 2
- Business Unit
- CFOP
- Operation Type
- Fiscal Classification
- UM

- Quantity Ordered
- Liquid Weight
- Unit Price
- Extended Price
- Discount Amount
- Security Received
- Nota Fiscal Freight
- Other Charges
- Romaneio Number
- Effective Date
- Tax Mtd
- IPI Indic.
- IPI Rate
- IPI Recoverable
- IPI Tax
- State Tax
- State Tax
- ICMS Indic.
- ICMS Rate
- ICMS Taxable Amount
- Amount of ICMS to be Paid
- ICMS Substitute
- ICMS Tax
- Reduced ICMS Taxable Amount
- Dif. ICMS

► To add a nota fiscal for items record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Nota Fiscal Item (P76B304).

1. On Revision of Nota Fiscal Item – [Research], click Add.

The screenshot shows the PeopleSoft Master of Goods application. At the top, there's a toolbar with icons for Home, View, Internet, and Training. Below the toolbar, a menu bar says "Select Workspace: Active Foundation". Underneath that is a sub-menu for "Active Foundation". The main window title is "Master of Goods". A toolbar at the top of the main area has buttons for OK, Cancel, Form, Tools, and a red X. The header contains fields for Company (7600), Movement Indic (E), NF Number (empty), Series/Sub Series (empty), Document Type (NF), and Document Date (060605). Below the header, there are two tabs: "Information" (selected) and "Values". The "Information" tab contains several groups of input fields:

- Address Number: 76430
- Search Type: V
- Applied Date: (empty)
- Document Model: 01
- Document Number: (empty)
- Series/Sub Series 2: (empty)
- State Inscript: (empty)
- Final Tax Payer: (empty)
- Number of Importation: (empty)
- Carrier Type: (empty)
- Carrier Number: (empty)
- Freight Terms: (empty)
- Vehicle Identification: (empty)
- Flag - Cancel Flag: (empty)
- IPI Observatio...: (empty)
- Include Time: N

2. On Master of Goods, complete the following fields in the header:

- Company
- Movement Indic
- Document Type
- NF Number
- Series/Sub Series
- Document Date

3. Complete the following fields on the Information tab, as necessary:

- Address Number
- Search Type
- Applied Date

- Document Number
- Series/Sub Series 2
- Document Model
- State Inscript
- Final Tax Payer
- Number of Importation
- Carrier Type
- Carrier Number
- Freight Terms
- Vehicle Identification
- Flag - Cancel Flag
- IPI Observations
- Include Time

4. Click the Values tab.

The screenshot shows a PeopleSoft application window titled "Master of Goods". At the top, there is a toolbar with icons for OK, Cancel, Form, Tools, and a magnifying glass. Below the toolbar, there are several input fields: "Company" (07600), "Movement Indic" (E), "NF Number" (empty), "Series/Sub Series" (empty), "Document Type" (NF), and "Document Date" (06/06/05). Below these fields, there are two tabs: "Information" and "Values". The "Values" tab is currently selected and highlighted in blue. Under the "Values" tab, there are several groups of input fields:

- Volume Quantities:** Volume Quantity (empty), Liquid Weight (empty), Gross Weight (empty).
- IPI Recoverable:** IPI Recoverable (5.50), IPI Tax (empty), Freight (empty).
- Est. Other:** Est. Other (empty), Discount (empty).
- Security Re...**: Security Re... (empty).
- Extended Price:** Extended Price (empty).
- Total Actuals:** Total Actuals (empty).

5. Complete the following fields on the Values tab, as necessary:

- Volume Quantity
- Liquid Weight
- IPI Recoverable
- IPI Tax
- Freight
- Est. Other
- Discount Amount
- Security Received
- Extended Price
- Total Actuals

6. From the Form menu, choose Nota Fiscal Item.

The screenshot shows the PeopleSoft Master of Goods - Items screen. At the top, there is a toolbar with icons for OK, Find, Delete, Cancel, and Tools. Below the toolbar, there are search fields for Company, NF Number, Movement In..., and Series/Sub Seri... There is also a 'Customize Grid' link. The main area is a grid table with columns: Line ID, Sch. Typ, Address Number, Emiss. Destin., 2nd Item Number, WO Type, Description, and Descr. Line 2. Two rows of data are visible:

Line ID	Sch. Typ	Address Number	Emiss. Destin.	2nd Item Number	WO Type	Description	Descr. Line 2
1	V	76430	Supplier, Sao Paulo	760			
2	V	76430		761			

7. On Master of Goods – Items, complete the following fields, as necessary, and then click OK:

- Line ID

- Sch Typ
- Address Number
- Emit. Destin.
- 2nd Item Number
- Generic String 2
- Description
- Description Line 2
- Business Unit
- CFOP
- Operation Type
- Fiscal Classification
- UM
- Quantity Ordered
- Liquid Weight
- Unit Price
- Extended Price
- Discount Amount
- Security Received
- Nota Fiscal Freight
- Other Charges
- Romaneio Number
- Effective Date
- Tax Mtd
- IPI Indic.
- IPI Rate
- IPI Recoverable
- IPI Tax
- State Tax

- State Tax
- ICMS Indic.
- ICMS Rate
- ICMS Taxable Amount
- Amount of ICMS to be Paid
- ICMS Substitute
- ICMS Tax
- Reduced ICMS Taxable Amount
- Dif. ICMS

► To delete a nota fiscal for items record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Nota Fiscal Item (P76B304).

1. On Revision of Nota Fiscal Item – [Research], complete the following fields, as necessary, to locate the record that you want to delete:
 - Company
 - Movement Indic
 - Document Type
 - Series/Sub Series
 - Document Date
2. Choose the record, and then click Delete.

Generating the Notas Fiscais for Items for IN68 Text File and Report (R76B307)

From the Final Generation and Integrities – IN68 menu (G76BIN683), choose Final Creation for Nota Fiscal Item (R76B307).

The Final Creation for Nota Fiscal Item batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report.

This batch process generates reports and text files, depending on how you set the Inbound/Outbound processing option. The following table shows the reports and corresponding text files:

Processing Option set to Inbound	<p>Reports:</p> <ul style="list-style-type: none"> • R76B30E • R76B30T • R76B31E <p>Text files:</p> <ul style="list-style-type: none"> • F76B30E.txt • F76B30T.txt • F76B31E.txt
Processing Option set to Outbound	<p>Reports:</p> <ul style="list-style-type: none"> • R76B30S • R76B30T • R76B31S <p>Text files:</p> <ul style="list-style-type: none"> • F76B30S.txt • F76B30T.txt • F76B31S.txt

If a file with the same name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. The batch process saves the text files to the directory you enter in the processing options. You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the text files only after it evaluates the records in the F76B80 and F76B70 tables.

Using Data Selection, you determine the records in the Nota Fiscal Header/Table for Goods – IN68 table (F76B30) and the Nota Fiscal Detail/Table for Goods – IN68 table (F76B31) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process. .

For each record in the F76B30 table, the batch process writes a record to the text files if the F76B80 table contains a record that meets all of the following requirements:

- A Code of 06, the G/L Date is less than or equal to the G/L Date of the F76B30 record read, and the Used Code is equal to the Document Type of the F76B30 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 07, the G/L Date is less than or equal to the G/L Date of the F76B30 record read, and the Used Code is equal to the Search Type of the F76B30 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.

- A Code of 08, the G/L Date is less than or equal to the G/L Date of the F76B30 record read, and the Used Code is equal to the Model Fiscal Documents of the F76B30 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 11, the G/L Date is less than or equal to the G/L Date of the F76B30 record read, and the Used Code is equal to the Mode of Transport of the F76B30 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 12, the G/L Date is less than or equal to the G/L Date of the F76B30 record read, and the Used code is equal to the Volume Type of the F76B30 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 13, the G/L Date is less than or equal to the G/L Date of the F76B30 record read, and the Used Code is equal to the Modality of Freight of the F76B30 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.

For each record in the F76B31 table, the batch process writes a record to the text files if the F76B80 table contains a record that has:

- A Code of 02, the G/L Date is less than or equal to the G/L Date of the F76B31 record read, and the Used Code is equal to the Operation Type of the F76B31 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 03, the G/L Date is less than or equal to the G/L Date in the F76B31 record read, and the Used Code is equal to the Cost Center in the F76B31 record. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 14, the G/L Date is less than or equal to the G/L Date of the F76B31 record read, and the Used Code is equal to the Products in the F76B31 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 15, the G/L Date is less than or equal to the G/L Date of the F76B31 record read, and the Used Code is equal to the Unit of Measure in the F76B31 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 16, the G/L Date is less than or equal to the G/L Date of the F76B31 record read, and the Used Code is equal to the Federal Tax Situation in the F76B31 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 18, the G/L Date is less than or equal to the G/L Date of the F76B31 record read, and the Used Code is equal to the Fiscal classification in the F76B31 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.

Processing Options for Final Creation for Nota Fiscal Item (R76B307)

Report Generation Tab

These processing options specify whether the system generates a text file and where the system stores the text file. You also specify whether you want to work with inbound or outbound notas fiscais.

1. Report Generation

1 = Generate Report Only

Blank = Generate Report and Text File

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Movement Indicator

E = Inbound

S = Outbound

Use this processing option to specify whether you work with inbound or outbound notas fiscais. Valid values are:

E

Inbound

S

Outboun

3. Directory Name

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine.

When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Nota Fiscal Records for Services for IN68

To generate nota fiscal records for services for IN68, you run the Workfile Creation, Nota Fiscal Services batch process (R76B400) to generate the Nota Fiscal Header/Table for Services – IN68 table (F76B40) and the Nota Fiscal Detail/Table for Services – IN68 table (F76B41). These workfiles contain a subset of data from the following files:

- Nota Fiscal - Header (Fiscal Books) (F76101B)
- Nota Fiscal - Detail (Fiscal Books) (F76111B)
- Address Book Master (F0101)
- User Defined Codes (F0005)

After you generate the workfile, you can use the Revision of Nota Fiscal of Services program (P76B404) to review and make any necessary changes to the workfiles. After you make necessary changes, you run the Final Creation, Nota Fiscal of Services batch process (R76B407) to create reports and the text files that you send to the tax authority.

Creating the Workfile for Nota Fiscal Records for Services for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Workfile Creation, Nota Fiscal Services (R76B400).

You run the Workfile Creation, Nota Fiscal Services batch process to generate the Nota Fiscal Header/Table of Services – IN68 table (F76B40) and the Nota Fiscal Detail/Table for Services – IN68 table (F76B41). The R76B400 process also populates records in the Physical and Legal Person Table – IN68 (F76B70) and the Code Table – IN68 (F76B80).

Using Data Selection, you determine the records in the Nota Fiscal Header – Fiscal Books table (F76101B) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected F76101B record, the batch process writes records to the following tables:

- Nota Fiscal Header/Table for Services – IN68 table (F76B40)
- Nota Fiscal Detail/Table for Services – IN68 table (F76B41)
- Physical and Legal Person Table – IN68 (F76B70)
- Code Table – IN68 (F76B80)

Before writing a record to the F76B40 and F76B41 tables, the batch process:

- Verifies that the address number that appears in the F76B101B record exists in the Address Book Master table (F0101).

- Identifies each address that is read from the F0101 table with the description of the Search Type field in the User Defined Codes table (F0005). For example, if the description for the search type is Customer, the record is identified as a Customer record. You set up search types in the 01/ST UDC.
- Writes values to the Nota Fiscal Header/Table for Services – IN68 table (F76B40) and the Nota Fiscal Detail/Table for Services – IN68 table (F76B41) according to the input in the Operation Type, Document Type, Inbound/Outbound, and IPI tax processing options.
- Determines the Debit/Credit Indicator according to the arithmetic operator (>, <) in the Gross Amount field in the F76B101B table.
- Writes information about the ICMS, IRRF, and ISS taxes

After writing records to the F76B30 and F76B31 tables, the batch process:

- Populates the Physical and Legal Person Table – IN68 (F76B70)
- Populates the Code Table – IN68 (F76B80)

Processing Options for Workfile Creation, Nota Fiscal Services (R76B400)

Values Tab

These processing options specify values for the Nota Fiscal Header/Table for Services - IN68 table (F76B40) and the Nota Fiscal Detail/Table for Services - IN68 (F76B41) table.

1. Movement Indicator

Use this processing option to specify whether you work with inbound or outbound notas fiscais. Valid values are:

E

Inbound

S

Outboun

2. Document Type

Enter a valid value from the Document Type UCD (00/DT). If you enter an invalid value or leave this option or the Document Type Description option blank, the system uses the Document Type from the Nota Fiscal Header – Fiscal Books table (F76101B) if the record exists in the F76101B table, or uses NF for the document type if the record does not exist in the F76101B table.

3. Document Type Description

Use this processing option to enter the description for the document type that you entered for the Document Type processing option. If you entered an invalid value the Document Type option, or left that option or this option blank, the system uses the description from the Nota Fiscal Header - Fiscal Books table (F76101B) if the record exists in the F76101B table, or uses Nota Fiscal for the description if the record does not exist in the F76101B table

4. Model Document

Use this processing option to specify the model document code. The value you enter prints in the Model Document field on the reports and text files generated by this batch process. The Brazilian government specifies the codes for model documents in the ICMS 57/95 document. The system does not validate the value you enter in this processing option. If you leave this processing option blank, the system uses 01 for the Model Document processing option and uses Nota Fiscal Model 01 for this processing option

5. Model Document Description

Use this processing option to specify the model document description. The Brazilian government specifies the codes for model documents in the ICMS 57/95 document. The system does not validate the value you enter in this processing option. If you leave this processing option blank, the system uses 01 for the Model Document processing option and uses Nota Fiscal Model 01 for this processing option

Processing

1. Clear Table Flag

Use this processing option to specify whether to clear the Nota Fiscal Header/Table for Services - IN68 (F76B40) and the Nota Fiscal Detail/Table for Services - IN68 (F76B41) when you generate the work file for notas fiscais for services. If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

1

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any

Revising Nota Fiscal Records for Services for IN68

After you generate the Nota Fiscal Header/Table for Services – IN68 table (F76B40) and the Nota Fiscal Detail/Table for Services – IN68 table (F76B41), you can review and modify records in the tables.

► To revise a nota fiscal for services record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Nota Fiscal of Services (P76B404).

1. On Revision of Nota Fiscal of Services – [Research], to locate the records you want to work with, complete the following fields, as necessary, and then click Find:
 - Company
 - Movement Indic
 - Document Type
 - Series/Sub Series
 - Document Date
2. Choose the record you want to revise, and then click Select.

The screenshot shows the PeopleSoft Master of Services dialog box. The dialog has a title bar "Master of Services" and a toolbar with buttons for OK, Cancel, and Tools. The main area contains various input fields:

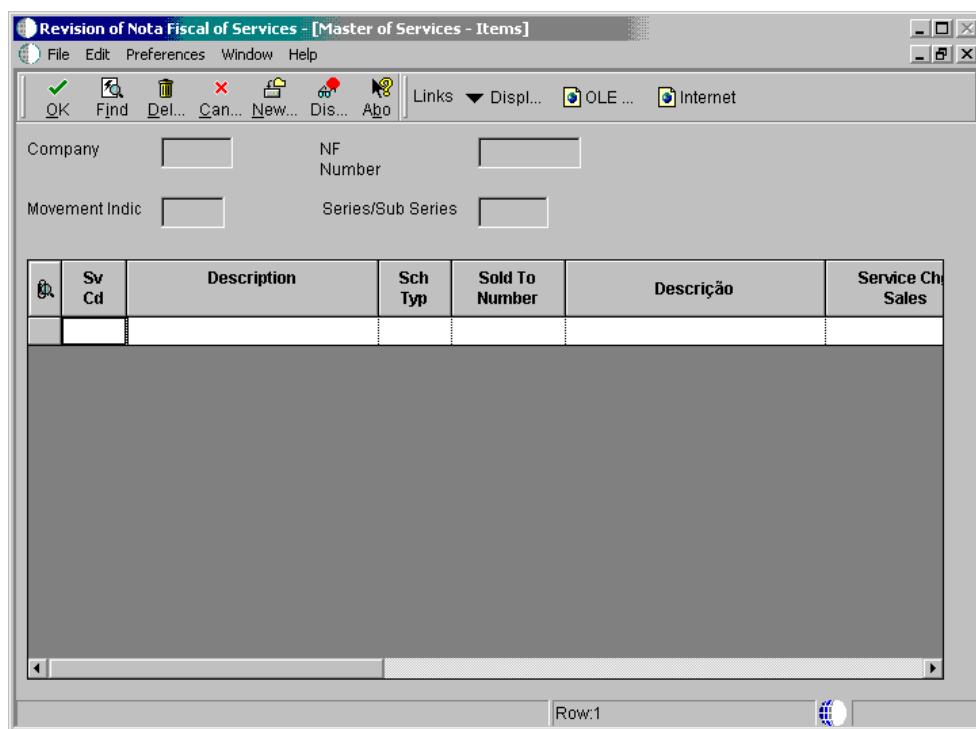
Company	7600	IRR Rate	
NF Number	10010	Base IRRF	3502
Document Date	060605	Total IRR...	0
Series/Sub Series	01	Discount Amount	
Document Model	01	Total Actuals	
Document Type	IS	Include Time	1
Flag - Cancel Flag	N	Movement Indic	S
Address Number	76430	Nota Fiscal Items	
Search Type	V		

3. On Master of Services, revise the following fields, as necessary, and then click OK:

- Document Model

- Document Type
- Flag - Cancel Flag
- IRRF Rate
- Base IRRF
- Total IRRF Tax
- Discount Amount

4. Click Nota Fiscal Items.



5. On Master of Services – Items, revise the following fields, as necessary, and then click OK:

- Sv Cd
- Description
- Sch Typ
- Address Number
- Descrição
- Service Chg. Sales

- Extended Price
- Discount Amount
- ICMS Rate
- ICMS Taxable Amount
- Amount of ICMS to be Paid
- Order Number
- Final Total Amount

► **To add a nota fiscal for services record for IN68**

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Nota Fiscal of Services (P76B404).

1. On Revision of Nota Fiscal of Services – [Research], click Add.

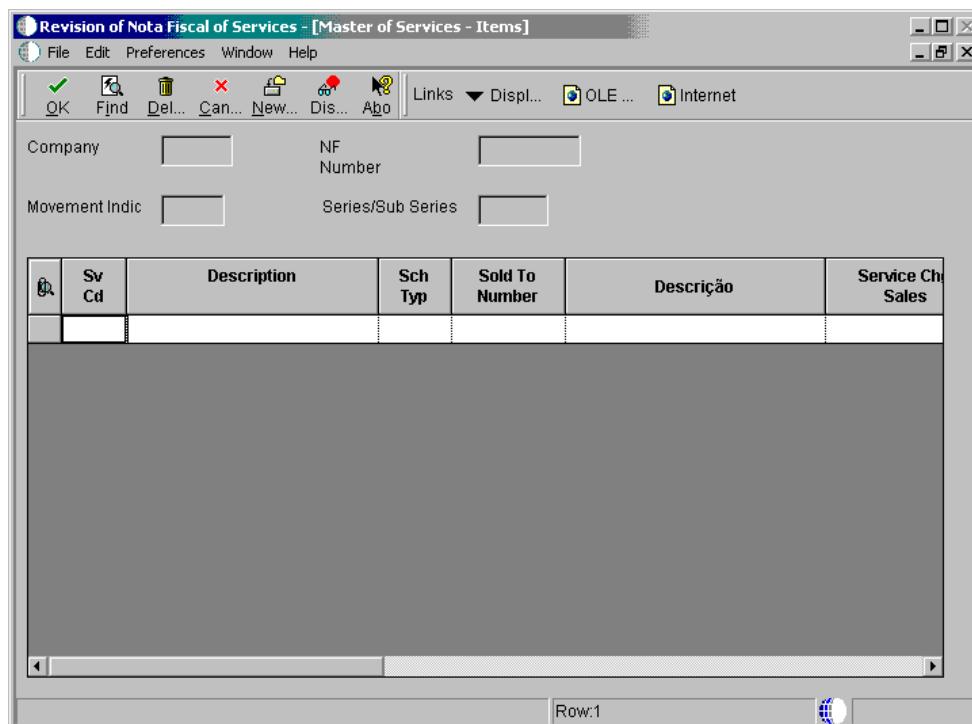
Master of Services	
Company	7600
NF Number	10010
Document Date	060605
Series/Sub Series	01
Document Model	01
Document Type	IS
Flag - Cancel Flag	N
Address Number	76430
Search Type	V
Nota Fiscal Items	

2. On Master of Services, complete the following fields, as necessary, and then click OK:

- Company
- NF Number

- Document Date
- Series/Sub Series
- Document Model
- Document Type
- Flag - Cancel Flag
- Address Number
- Search Type
- IRRF Rate
- Base IRRF
- Total IRRF Tax
- Discount Amount
- Total Actuals
- Include Time
- Movement Indic

3. Click Nota Fiscal Items.



4. On Master of Services – Items, complete the following fields, as necessary, and then click OK:

- Sv Cd
- Description
- Address Number
- Descrição
- Service Chg. Sales
- Extended Price
- Discount Amount
- ICMS Rate
- ICMS Taxable Amount
- Amount of ICMS to be Paid
- Order Number
- Final Total Amount

► To delete a nota fiscal for services record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Revision of Nota Fiscal of Services (P76B404).

1. On Revision of Nota Fiscal of Services – [Research], to locate the record you want to work with, complete the following fields, as necessary, and then click Find:

- Company
- Movement Indic
- Document Type
- Series/Sub Series
- Document Date

2. Choose the record you want to delete, and then click Delete.

Generating the Nota Fiscal for Services for IN68 Text File and Report

From the Final Generation and Integrities – IN68 menu (G76B/N683), choose Final Creation, Nota Fiscal of Services (R76B407).

The Final Creation, Nota Fiscal of Services batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report.

This batch process generates reports and text files, depending on how you set the Inbound/Outbound processing option. The following table shows the reports and corresponding text files:

Processing Option set to Inbound	<p>Reports:</p> <ul style="list-style-type: none"> • R76B40E • R76B41E <p>Text files:</p> <ul style="list-style-type: none"> • F76B40E.txt • F76B41E.txt
Processing Option set to Outbound	<p>Reports:</p> <ul style="list-style-type: none"> • R76B40S • R76B41S <p>Text files:</p> <ul style="list-style-type: none"> • F76B40S.txt • F76B41S.txt

If a file with the same name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. The batch process saves the text files to the directory you enter in the processing options. You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the text files only after it evaluates the records in the F76B80 and F76B70 tables.

Using Data Selection, you determine the records in the Nota Fiscal Header/Table for Services – IN68 table (F76B40) and the Nota Fiscal Detail/Tables for Services – IN68 table (F76B41) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each record in the F76B40 table, the batch process writes a record to the text files if the F76B80 table contains a record that meets all of the following requirements:

- A Code of 06, the G/L Date is less than or equal to the G/L Date of the F76B40 record read, and the Used Code is equal to the Document Type of the F76B40 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 07, the G/L Date is less than or equal to the G/L Date of the F76B40 record read, and the Used Code is equal to the Search Type of the F76B40 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 08, the G/L Date is less than or equal to the G/L Date of the F76B40 record read, and the Used Code is equal to the Model Fiscal Documents of the F76B40 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.

For each record in the F76B41 table, the batch process writes a record to the text files if:

- The F76B80 table contains a record that has a Code of 21, the G/L Date is less than or equal to the G/L Date of the F76B41 record read, and the Used Code is equal to the Service Code in the F76B41 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.

After it processes the information in the F76B40, F76B41, F76B70, and F76B80 tables, the R76B407 process writes the following to the reports:

- Value of the service for each record
- Total of the value of services
- Number of records processed

Processing Options for Final Creation, Nota Fiscal of Services (R76B407)

Report Generation Tab

These processing options specify whether the system generates a text file and where the system stores the text file. You also specify whether you want to work with inbound or outbound notas fiscais.

1. Report Generation

1 = Generate Report Only

Blank = Generate Report and Text File

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Movement Indicator

E = Inbound

S = Outbound

Use this processing option to specify whether you work with inbound or outbound notas fiscais. Valid values are:

E

Inbound

S

Outboun

3. Directory Name

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Item Ledger Records for IN68

To generate Item Ledger records for IN68, you run the Workfile Creation for Item Ledger batch process (R76B500) to generate the Item Ledger Table – IN68 (F76B50). The F76B50 is the workfile that contains a subset of data from the following files:

- Item Ledger (F0411)
- Item Master (F4101)
- Item Branch (F4102)
- Account Master (F0901)
- User Defined Codes (F0005)
- Business Unit Master (F0006)
- Distribution/Manufacturing AAI – Values (F4095)
- Line Type Control Constants (F40205)

After you generate the workfile, you can use the Revision of Item Ledger program (P76B504) to review and make any necessary changes to the workfile. After you make necessary changes, you run the Final Creation for Item Ledger batch process (R76B507) to create a report and the text file that you send to the tax authority.

Creating the Workfile for Item Ledger Records for IN68

From the Filter Programs menu (G76BIN681), choose Workfile Creation for Item Ledger (R76B500).

You run the Workfile Creation for Item Ledger batch process to generate the Item Ledger Table – IN68 (F76B50). The R76B500 process also populates records in the Physical and Legal Person Table – IN68 (F76B70) and the Code Table – IN68 (F76B80).

Using Data Selection, you determine the records in the Item Ledger table (F0411) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected F0411 record, the batch process writes records to the following tables:

- Item Ledger Table – IN68 (F76B50)
- Physical and Legal Person Table – IN68 (F76B70)
- Code Table – IN68 (F76B80)

Before writing a record to the F76B50, the batch process:

- Verifies that the address number that appears in the F0411 record exists in the Address Book Master table (F0101).
- Identifies each address that is read from the F0101 table with the description of the Search Type field in the User Defined Codes table (F0005). For example, if the description for the search type is Customer, the record is identified as a Customer record. You set up search types in the 01/ST UDC.
- Writes values to the Item Ledger Table – IN68 (F76B50) according to the input in the Nature of Stock, Operation Type, and Document Type processing options.
- Determines the Debit/Credit Indicator according to the arithmetic operator (>, <) in the Gross Amount field in the F03B11 table.

After writing a record to the F76B50 table, the batch process:

- Populates the Physical and Legal Person Table – IN68 (F76B70)
- Populates the Code Table – IN68 (F76B80)

Processing Options for Workfile Creation for Item Ledger (R76B500)

Values Tab

These processing options specify values for the stock type, document type, and operation type that appear in reports and text files.

The program provides three processing options for defining the nature of stock. Use the Nature of Stock processing option to choose a value that the system validates. If you do not want to choose one of the valid values listed in the Nature of Stock processing option, you can complete the Nature of Stock Override and the Nature of Stock Description to enter a value that the system does not validate.

Each record that the system writes to the Item Ledger Table – IN68 (F76B50) contains a document or order type. When the system writes a description of the document or order type to the F76B50 table, it uses the document type code and description from the Item Ledger

table (F4111) unless you specify a different code and description on the document type and operation type processing options.

1. Nature of Stock

Use this processing option to specify the type of stock on which you want to report. You enter a value in this processing option if you want to use a code and description for a type of stock from the Item/Branch table (F4102), if the record exists in that table, or from the Item Master table (F4101) if the record does not exist in the Item/Branch table.

Use the Nature of Stock Override and the Nature of Stock Description processing option to enter a value and description other than the following valid values:

1

The system uses the code and description from the Shipping Commodity Class category code. You define the codes in the Shipping Commodity Class UDC (41/E).

2

The system uses the code and description for the stocking type from the Item Master table (F4101) or the Item/Branch table (F4102). You define the codes in the Stocking Type Code UDC (41/I).

3 Line Type

The system uses the code and description for the line type from the Item Master table (F4101) or the Item/Branch table (F4102).

2. Nature of Stock Override

Use this processing option to specify a code other than the valid values listed for the Nature Of Stock processing option. You can enter up to three characters. The system does not validate the input in this processing option. Use this option only if you do not use the Nature of Stock processing option. If you complete both the Nature of Stock and the Nature of Stock Override processing options, the system uses the value in the Nature of Stock processing option.

3. Nature of Stock Description

Use this processing option to specify the description of the type of stock on which you want to report when you use the Nature of Stock Override processing option

4. Document Type

Use this processing option to enter a value for the Document Type. The system writes this value to the Item Ledger Table - IN68 (F76B50) and the Code Table - IN68 (F76B80). Valid values for the document type are those values that exist in the Document Type UCD (00/DT). If you enter an invalid value or leave this option or the Document Type Description option blank, the system uses the value in the Document Type field (DCT) in the Item Ledger table (F4111).

5. Document Type Description

Use this processing option to enter the description for the document type that you entered for the Document Type processing option

6. Operation Type

Use this processing option to enter a value for the Operation Type. The system writes this value to the Item Ledger Table - IN68 (F76B50) and the Code Table - IN68 (F76B80). Valid values for the operation type are those values that exist in the Document Type UCD (00/DT). If you enter an invalid value or leave this option or the Operation Type Description option blank, the system uses the value in the Document Type field (DCT) in the Item Ledger table (F4111).

7. Operation Type Description

Use this processing option to enter the description for the operation type that you entered for the Operation Type processing option

Processing

1. Clear Table Flag

Use this processing option to enter a value to specify whether to clear the Item Ledger Table - IN68 (F76B50) when you generate the work file for fixed asset records. If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

1

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any

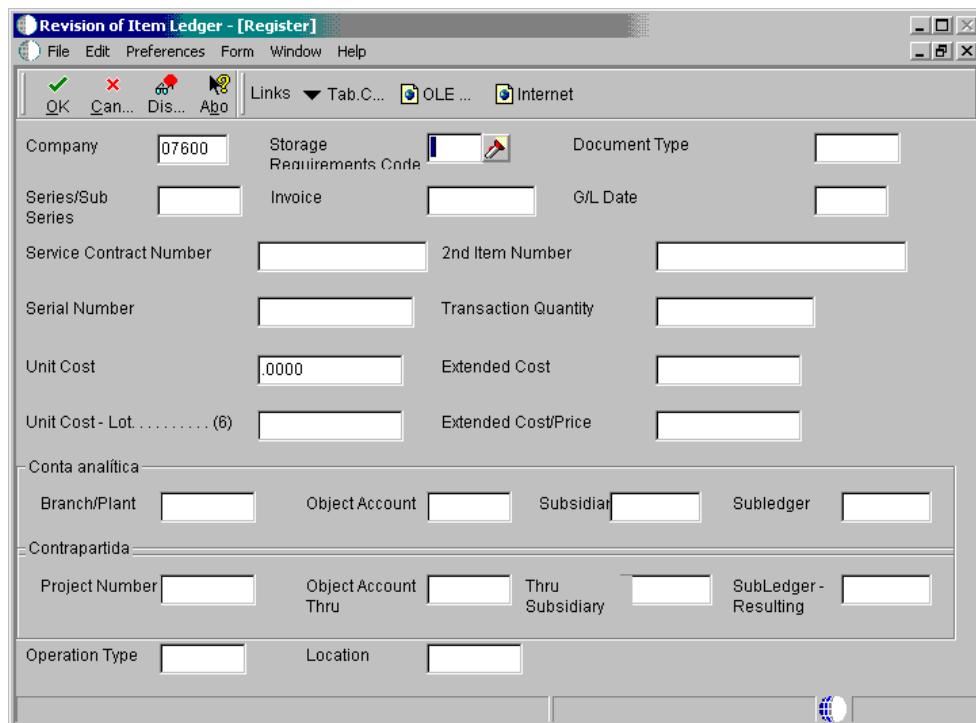
Revising Item Ledger Records for IN68

After you generate the Item Ledger Table – IN68 (F76B50), you can review and modify records in the table.

► To revise an item ledger record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Revision of Item Ledger (P76B504).

1. On Revision of Item Ledger – [Research], to locate the record you want, complete the following fields, as necessary, and then click Find:
 - Company
 - 2nd Item Number
 - G/L Date
2. Choose the record you want, and then click Select.



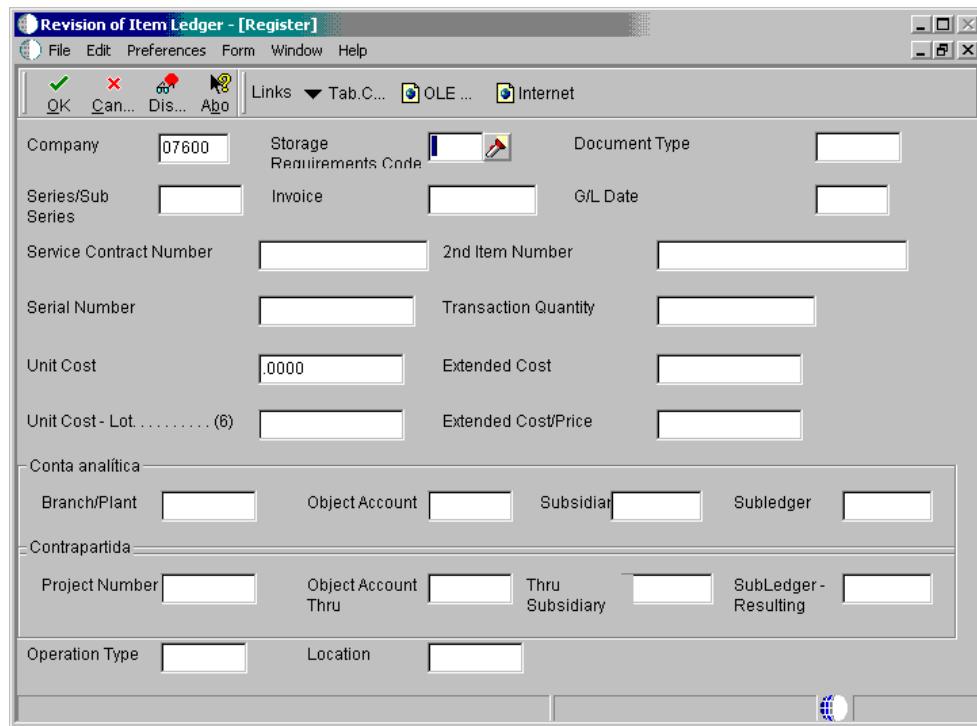
3. On Revision of Item Ledger – [Register], revise the following fields, as necessary, and then click OK:
 - Storage Requirements Code
 - Document Type
 - Series/Sub Series

- Document Number
- G/L Date
- Service Contract Number
- Serial Number
- Transaction Quantity
- Unit Cost
- Extended Cost
- Unit Cost - Lot. (6)
- Extended Cost/Price
- Business Unit
- Object Account
- Subsidiary
- Subledger
- Project Number
- Object Account Thru
- Thru Subsidiary
- SubLedger - Resulting
- Operation Type
- Location

► **To add an item ledger record for IN68**

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Item Ledger (P76B504).

1. On Revision of Item Ledger – [Research], click Add.



2. On Revision of Item Ledger – [Register], complete the following fields, as necessary, and then click OK:
 - Company
 - Storage Requirements Code
 - Document Type
 - Series/Sub Series
 - Document Number
 - G/L Date
 - Service Contract Number
 - 2nd Item Number
 - Serial Number
 - Transaction Quantity
 - Unit Cost
 - Extended Cost
 - Unit Cost - Lot. (6)

- Extended Cost/Price
- Business Unit
- Object Account
- Subsidiary
- Subledger
- Project Number
- Object Account Thru
- Thru Subsidiary
- SubLedger - Resulting
- Operation Type
- Location

► To delete an item ledger record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Item Ledger (P76B504).

1. On Revision of Item Ledger – [Research], to locate the record you want, complete the following fields, as necessary, and then click Find:
 - Company
 - 2nd Item Number
 - G/L Date
2. Choose the record you want, and then click Delete.

Generating the Item Ledger for IN68 Text File and Report

From the Final Generation and Integrities – IN68 menu (G76BIN683), choose Final Creation for Item Ledger (R76B507).

The Final Creation for Item Ledger batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F76B509.txt and saves it to the directory you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the F76B509.txt file only after it evaluates the records in the F76B80 and F76B70 tables.

Using Data Selection, you determine the records in the Item Ledger Table – IN68 (F76B50) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected record in the F76B50 table, the batch process writes a record to the F76B509.txt file if the F76B80 table contains a record that meets all of the following requirements:

- A Code of 01, the G/L Date is less than or equal to the G/L Date of the F76B50 record read, and the Used Code is equal to the Chart of Accounts of the F76B50 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 02, the G/L Date is less than or equal to the G/L Date of the F76B50 record read, and the Used Code is equal to the Operation Type of the F76B50 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 03, the G/L Date is less than or equal to the G/L Date of the F76B50 record read, and the Used Code is equal to the Cost Center of the F76B50 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 06, the G/L Date is less than or equal to the G/L Date of the F76B50 record read, and the Used Code is equal to the Document Type of the F76B50 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 14, the G/L Date is less than or equal to the G/L Date of the F76B50 record read, and the Used Code is equal to the Products of the F76B50 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 23, the G/L Date is less than or equal to the G/L Date of the F76B50 record read, and the Used Code is equal to the Nature of Stock of the F76B50 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.

After it processes the information in the F76B50, F76B70, and F76B80 tables, the R76B507 process writes the following to the report:

- Total amount of the product
- Number of records

Processing Options for Final Creation for Item Ledger (R76B507)

Report Generation Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

1 = Generate Report Only

Blank = Generate Report and Text File

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory Name

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Inventory Records for IN68

To generate Inventory records for IN68, you run the Workfile Creation for Inventory Records batch process (R76B510) to generate the Inventory Records Table – IN68 (F76B51). The F76B51 is the workfile that contains a subset of data from the following files:

- Item ASOF (F41112)
- Item Master (F4101)
- Item Branch (F4102)
- User Defined Codes (F0005)
- Business Unit Master (F0006)
- Item Master Regional Information – Brazil (F76411)
- Line Type Control Constants (F40205)

- IPI Taxes (F76B18)

After you generate the workfile, you can use the Revision of Inventory Records program (P76B514) to review and make any necessary changes to the workfile. After you make the necessary changes, you run the Final Creation for Inventory Records batch process (R76B517) to create a report and the text file that you send to the tax authority.

Creating the Workfile for Inventory Records for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Workfile Creation for Inventory Records (F76B510).

You run the Work File Creation for Inventory Records batch process to generate the Inventory Records Table – IN68 (F76B51). The R76B510 process also populates records in the Code Table – IN68 (F76B80).

Using Data Selection, you determine the records in the Item ASOF table (F41112) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected F41112 record, the batch process writes records to the following tables:

- Item Ledger Table – IN68 (F76B51)
- Code Table – IN68 (F76B80)

Before writing a record to the F76B51, the batch process:

- Verifies that the address number that appears in the F41112 record exists in the Address Book Master table (F0101)
- Writes values to the Inventory Records Table – IN68 (F76B51) according to the input in the Nature of Stock processing option

After writing a record to the F76B51, the batch process populates the Code Table – IN68 (F76B80).

Processing Options for Workfile Creation for Inventory Records (R76B510)

Values Tab

These processing options specify values for the stock type, document type, and operation type that the program uses when processing the Inventory Records Table – IN68 (F76B51) table. The program provides three processing options for defining the nature of stock. Use the Nature of Stock processing option to choose a value that the system validates. If you do not want to choose one of the valid values listed in the Nature of Stock processing option, you can complete the Nature of Stock Override and the Nature of Stock Description to enter a value that the system does not validate.

Each record that the system writes to the Inventory Records Table – IN68 (F76B51) contains a document or order type. When the system writes a description of the document or order type to the F76B51 table, it uses the document type code and description from the Item Ledger table (F4111) unless you specify a different code and description in the document type and operation type processing options.

1. Nature of Stock

Use this processing option to specify the type of stock on which you want to report. You enter a value in this processing option if you want to use a code and description for a type of stock from the Item/Branch table (F4102), if the record exists in that table, or from the Item Master table (F4101) if the record does not exist in the Item/Branch table.

Use the Nature of Stock Override and the Nature of Stock Description processing options to enter a value and description other than the following valid values:

1

The system uses the code and description from the Shipping Commodity Class category code. You define the codes in the Shipping Commodity Class UDC (41/E).

2

The system uses the code and description for the stocking type from the Item Master table (F4101) or the Item/Branch table (F4102). You define the codes in the Stocking Type Code UDC (41/I).

3

The system uses the code and description for the line type from the Item Master table (F4101) or the Item/Branch table (F4102).

2. Nature of Stock Override

Use this processing option to specify a code other than the valid values listed for the Nature Of Stock processing option. You can enter up to three characters. The system does not validate the input in this processing option. Use this option only if you do not use the Nature of Stock processing option. If you complete both the Nature of Stock and the Nature of Stock Override processing options, the system uses the value in the Nature of Stock processing option.

3. Nature of Stock Description

Use this processing option to specify the description of the type of stock on which you want to report when you use the Nature of Stock Override processing option

4. Inventory Records Date

Use this processing option to specify the beginning date of the time period for the report.
The system uses the date you enter through the current date as the date range for

reporting

Processing

1. Clear Table Flag

Use this processing option to enter a value to specify whether to clear the Inventory Records Table - IN68 (F76B51) when you generate the workfile for fixed asset records. If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

1

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any

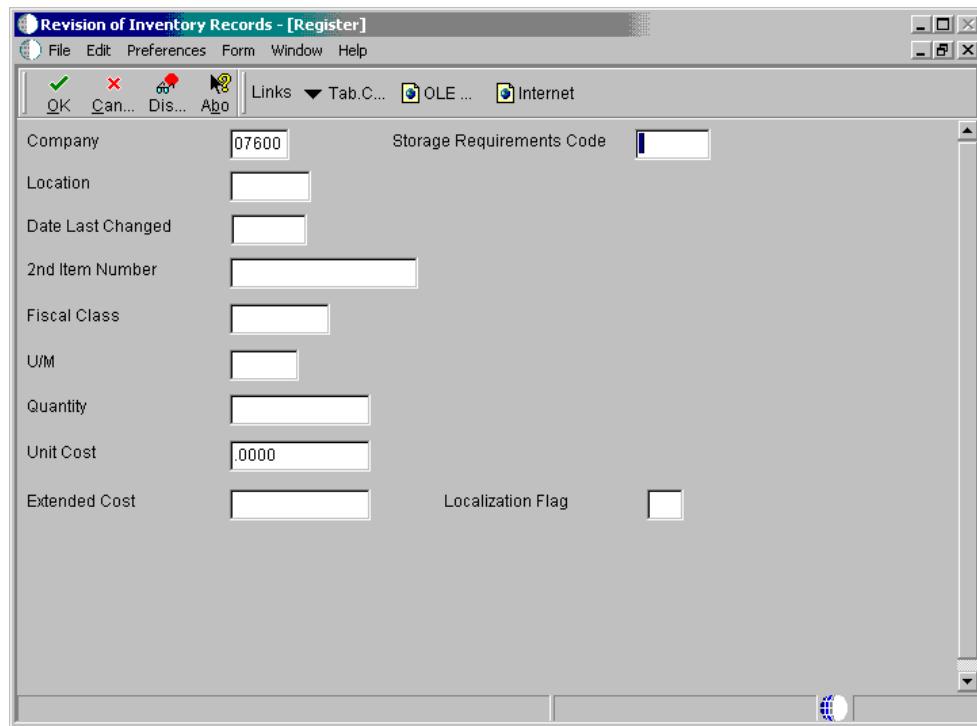
Revising Inventory Records for IN68

After you generate the Inventory Records Table – IN68 (F76B51), you can review and modify records in the table.

► To revise an inventory record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Inventory Records (P76B514).

1. On Revision of Inventory Records – [Research], to locate the record you want, complete the following fields, as necessary, and then click Find:
 - Company
 - 2nd Item Number
 - Date Last Changed - Julian
2. Choose the record you want, and then click Select.

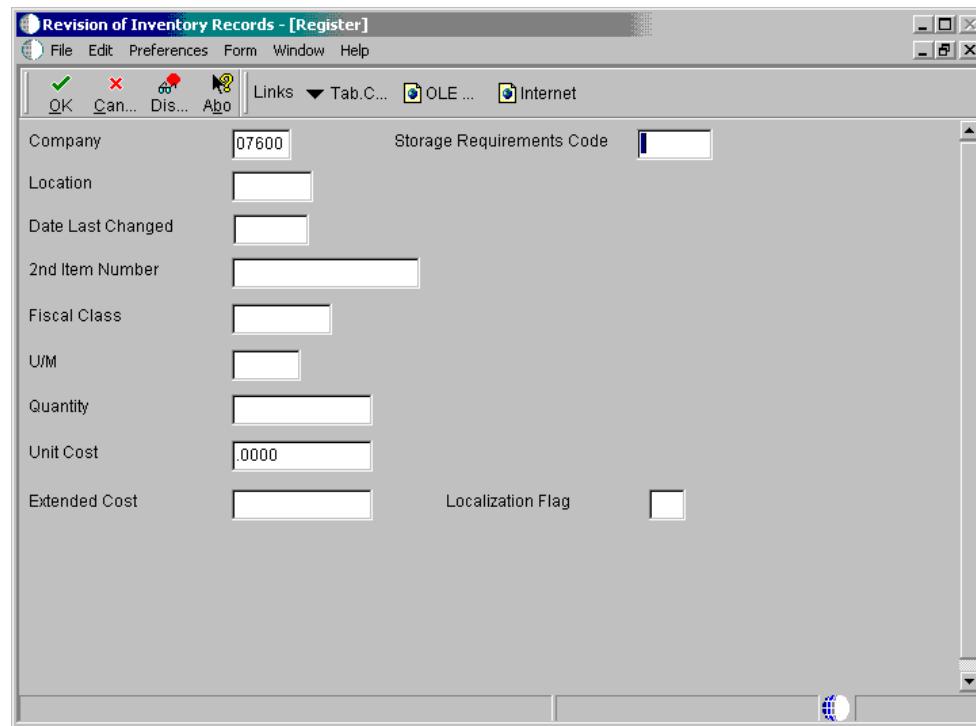


3. On Revision of Inventory Records – [Register], revise the following fields, as necessary, and then click OK:
 - Storage Requirements Code
 - Location
 - Fiscal Class
 - U/M
 - Quantity
 - Unit Cost
 - Extended Cost
 - Localization Flag

► **To add an inventory record for IN68**

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Revision of Inventory Records (P76B514).

1. On Revision of Inventory Records – [Research], click Add.



2. On Revision of Inventory Records – [Register], complete the following fields, as necessary, and then click OK:
 - Company
 - Storage Requirements Code
 - Location
 - Date Last Changed - Julian
 - 2nd Item Number
 - Fiscal Class
 - U/M
 - Quantity
 - Unit Cost
 - Extended Cost
 - Localization Flag

► To delete an inventory record for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Inventory Records (P76B514).

1. On Revision of Inventory Records – [Research], to locate the record you want, complete the following fields, as necessary, and then click Find:
 - Company
 - 2nd Item Number
 - Date Last Changed - Julian
2. Choose the record you want, and then click Delete.

Generating the Inventory Records for IN68 Text File and Report

From the Final Generation and Integrities menu (G76BIN683), choose Final Creation for Inventory Records (R76B517).

The Final Creation for Inventory Records batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F76B519.txt and saves it to the directory you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the F76B519.txt file only after it evaluates the records in the F76B80 table.

Using Data Selection, you determine the records in the Inventory Records Table – IN68 (F76B51) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected record in the F76B51 table, the batch process writes a record to the F76B519.txt file if the F76B80 table contains a record that meets all of the following requirements:

- A Code of 03, the G/L Date is less than or equal to the G/L Date of the F76B51 record read, and the Used Code is equal to the Cost Center of the F76B51 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 10, the G/L Date is less than or equal to the G/L Date of the F76B51 record read, and the Used Code is equal to the Localization of the F76B51 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 14, the G/L Date is less than or equal to the G/L Date of the F76B51 record read, and the Used Code is equal to the Products of the F76B51 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 15, the G/L Date is less than or equal to the G/L Date of the F76B10 record read, and the Used Code is equal to the Unit of Measure of the F76B51 record read. If the process does not find a record in the F76B80 file that meets the

requirements for inclusion in the text file, the process writes an error record on the report.

- A Code of 18, the G/L Date is less than or equal to the G/L Date of the F76B51 record read, and the Used Code is equal to the Fiscal Classification of the F76B51 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 23, the G/L Date is less than or equal to the G/L Date of the F76B51 record read, and the Used Code is equal to the Nature of Stock of the F76B51 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.

After it processes the information in the F76B51 and F76B80 tables, the R76B517 process writes the following to the report:

- Total amount of the product
- Number of records

Processing Options for Final Creation for Inventory Records (R76B517)

Report Generation Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

1 = Generate Report Only

Blank = Generate Report and Text File

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory Name

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine.
When you specify the directory path, you must enter the character at the end of the

directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Product Data Records for IN68

To generate product data records for IN68, you run the Workfile Creation for Data of Products batch process (R76B600) to generate the Data of Products Table – IN68 (F76B60) and the Packaging and Raw Materials Table – IN68 (F76B61). These tables are the workfiles that contains a subset of data from the following files:

- Bill of Materials Master (F3002)
- Item Master (F4101)
- Item Branch (F4102)
- User Defined Codes (F0005)
- Business Unit Master (F0006)

After you generate the workfile, you can use the Revision of Data of Products program (P76B604) to review and make any necessary changes to the workfile. After you make the necessary changes, you run the Final Creation for Data of Products batch process (R76B607) to create a report and the text file that you send to the tax authority.

Creating the Workfile for Product Data Records for IN68

From the work Filter Programs – IN68 menu (G76B/N681), choose Workfile Creation for Data of Products (F76B600).

Using Data Selection, you determine the records in the Bill of Materials Master table (F3002) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

The batch process writes data about finished products to the Data of Product Table – IN68 (F76B60) and writes data about raw materials to the Package and Raw Materials Table – IN68 (F76B61). You use processing options to specify which items are finished or raw materials.

After writing a record to the F76B60 or F76B61 table, the batch process populates the Code Table – IN68 (F76B80).

Processing Options for Workfile Creation for Data of Products (R76B600)

Values Tab

These processing options specify how the system validates finished products, raw materials, and packing materials, and whether the system clears records from the Data of Product Table – IN68 (F76B60) and the Packaging and Raw Materials Table – IN68 (F76B61).

1. Finished Product

Use this processing option to specify which field in the Item Branch table (F4102) the system uses to identify finished products. The system validates the value you choose against the Finished Product UDC (76B/PA).

Valid values are:

1

Shipping Commodity Class.

2

Stocking Type.

3

Line Type.

4

Data Selection. When you choose Data Selection, you must run this program twice; once for raw materials and once for packing materials. For each type of material, set the Record Type processing option to the correct type of material and make a data selection.

2. Raw Materials and Packing Materials

Use this processing option to specify which field in the Item Branch table (F4102) the system uses to identify raw materials and packing materials. The system validates the value you choose against the Raw Materials UDC (76B/SC) and the Packing Materials UDC (76B/EM). Valid values are:

1

Shipping Commodity Class

2

Stocking Type

3

Line Type

4

Data Selection

When you choose Data Selection, you must run this program twice; once for raw materials and once for packing materials. For each type of material, set the Record Type processing option to the correct type of material and make a data selection

3. Record Type

I = Raw Materials

E = Packing Materials

Use this processing option to specify the type of material to which the data selection in the Raw Materials and Packing Materials processing option applies. Valid values are:

I

Raw Materials

E

Packing Material

Processing

1. Clear Table Flag

Use this processing option to specify whether the system clears the Data of Products Table - IN68 (F76B60) and the Packaging and Raw Materials Table - IN68 (F76B61) when you generate the work file for product data records. If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any

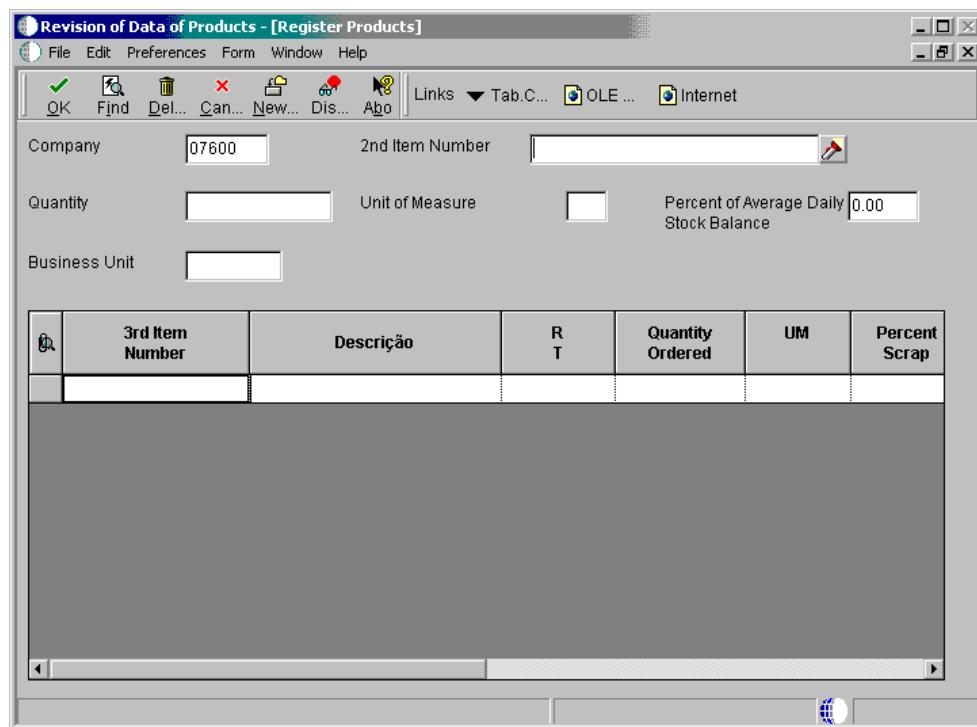
Revising Product Data Records for IN68

After you generate the Data of Products Table – IN68 (F76B60) and the Packaging and Raw Materials Table – IN68 (F76B61), you can review and modify records in the tables.

► To revise data for a product for IN68

From the Maintenance and Inquiries – IN68 menu (G76B|N682), choose Revision of Data of Products (P76B604).

1. On Revision of Data of Products – [Research], to locate the record you want, complete the following fields, as necessary, and then click Find:
 - Company
 - 2nd Item Number
 - Business Unit
2. Choose the record you want, and then click Select.



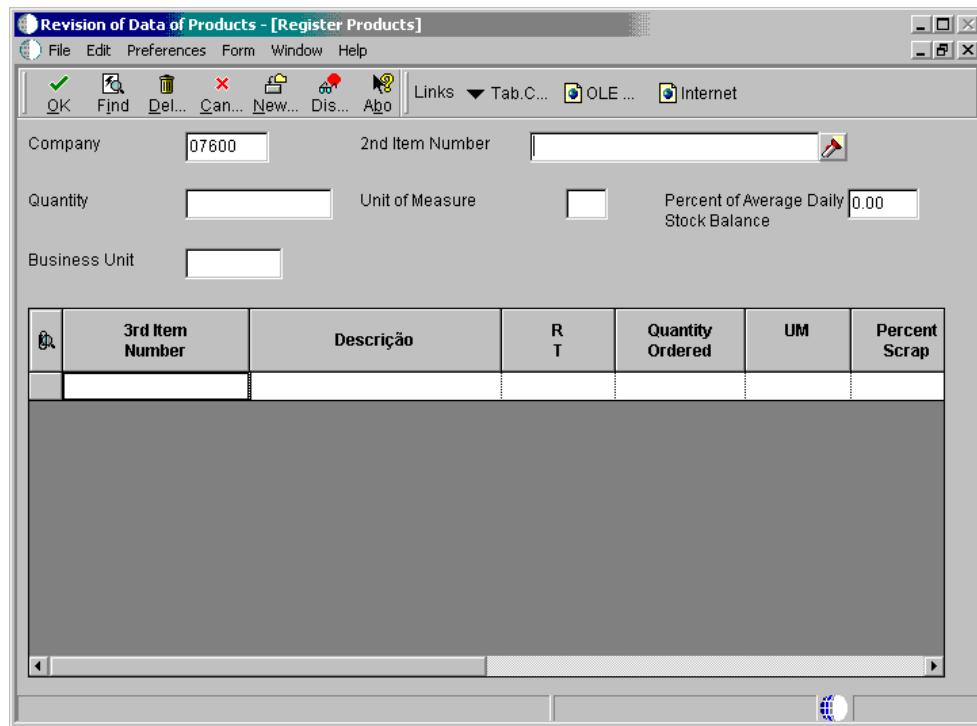
3. On Revision of Data of Products – [Register Products], revise the following fields, as necessary, and then click OK:

- 2nd Item Number
- Quantity
- Unit of Measure
- Percent of Average Daily Stock Balance
- Business Unit
- 3rd Item Number
- Descrição
- R T
- Quantity Ordered
- Percent Scrap
- Acutal Start Date
- Ending Date

► **To add data for a product for IN68**

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Data of Products (P76B604).

1. On Revision of Data of Products – [Research], click Add.



2. On Revision of Data of Products – [Register Products], complete the following fields, as necessary, and then click OK:
 - Company
 - 2nd Item Number
 - Quantity
 - Unit of Measure
 - Percent of Average Daily Stock Balance
 - Business Unit
 - 3rd Item Number
 - Descrição
 - R T
 - Quantity Ordered
 - Percent Scrap
 - Acutal Start Date
 - Ending Date

► To delete data for a product for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Data of Products (P76B604).

1. On Revision of Data of Products – [Research], to locate the record you want, complete the following fields, as necessary, and then click Find:
 - Company
 - 2nd Item Number
 - Business Unit
2. Choose the record you want, and then click Delete.

Generating the Product Data for IN68 Text File and Report

From the Final Generation and Integrities - IN68 menu (G76BIN683), choose Final Creation for Data of Products (R76B607).

The Final Creation for Data of Products batch process lets you generate reports and text files for IN68 reporting. You can also choose to generate only a report.

The batch process writes qualifying records from the Data of Products Table – IN68 (F76B60) and the Packaging and Raw Materials Table – IN68 (F76B61) as follows:

Originating Table	Report and Text File
F76B60	F76B60P report F76B60P.txt text file
F76B61	If Record Type in the F3002 table is equal to I: <ul style="list-style-type: none">• F76B61I report• F76B61I.txt text file If Record Type in the F3002 table is equal to E: <ul style="list-style-type: none">• F76B61E report• F76B61E.txt text file

If a file with the same name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. The batch process saves the text files to the directory you enter in the processing options. You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the text files only after it evaluates the records in the F76B80 table.

Using Data Selection, you determine the records in the Data of Products Table – IN68 (F76B60) that the system should consider for IN68. The system automatically selects the corresponding records in the Packaging and Raw Materials Table – IN68 (F76B61). J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected record in the F76B60 table, the batch process writes a record to the appropriate text files if the F76B80 table contains a record that meets all of the following requirements:

- A Code of 03, the G/L Date is less than or equal to the G/L Date in the F76B60 record read, and the Used Code is equal to the Cost Center in the F76B60 record. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 14, the G/L Date is less than or equal to the G/L Date of the F76B60 record read, and the Used Code is equal to the Products in the F76B60 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 15, the G/L Date is less than or equal to the G/L Date of the F76B60 record read, and the Used Code is equal to the Unit of Measure in the F76B60 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.

For each selected record in the F76B61 table, the batch process writes a record to the appropriate text files if the F76B80 table contains a record that has:

- A Code of 15, the G/L Date is less than or equal to the G/L Date of the F76B61 record read, and the Used Code is equal to the Unit of Measure in the F76B61 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 24, the G/L Date is less than or equal to the G/L Date of the F76B61 record read, and the Used Code is equal to the Raw Material in the F76B61 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 25, the G/L Date is less than or equal to the G/L Date of the F76B61 record read, and the Used Code is equal to the Packing in the F76B61 record read. If the process does not find a record in the F76B80 table that meets the requirements for inclusion in the text file, the process writes an error record on the report.

Processing Options for Final Creation for Data of Products (R76B607)

Report Generation

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory Name

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Fixed Assets Records for IN68

To generate fixed asset records for IN68, you run the Workfile Creation for Fixed Assets batch process (R76B620) to generate the Fixed Assets Table – IN68 (F76B62). The F76B62 table is the workfile that contains a subset of data from the following files:

- Asset Master File (F1201)
- Asset Account Balance File (F1202)
- Account Master (F0901)
- Account Ledger (F0911)
- User Defined Codes (F0005)
- Business Unit Master (F0006)

After you generate the workfile, you can use the Fixed Asset Revisions program (P76B62) to review and make any necessary changes to the workfile. After you make the necessary changes, you run the Final Creation for Fixed Assets batch process (R76B627) to create a report and the text file that you send to the tax authority.

Creating the Workfile for Fixed Asset Records for IN68

From the Filter Programs menu (G76BIN681), choose Work File Creation for Fixed Assets (R76B620).

You run the Work File Creation for Fixed Assets batch process to generate the Fixed Assets Table – IN68 (F76B62). The R76B620 process also populates records in the Code Table – IN68 (F76B80).

Using Data Selection, you determine the records in the Asset Master table (F1201) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected F1201 record, the batch process writes records to the following tables:

- Fixed Assets Table – IN68 (F76B62)

- Code Table – IN68 (F76B80)

After writing a record to the F76B62 table, the batch process populates the Code Table – IN68 (F76B80).

Processing Options for Workfile Creation for Fixed Assets (R76B620)

Values Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Document Type

Use this processing option to enter a value for the Document Type. The system writes this value to the Fixed Assets Table - IN68 (F76B62) and the Code Table - IN68 (F76B80). Valid values for the document type are those values that exist in the Document Type UCD (00/DT). If you enter an invalid value or leave this option or the Document Type Description option blank, the system uses the Document Type from the Account Ledger table (F0911).

2. Description

Use this processing option to enter the description for the document type that you entered for the Document Type processing option. If you entered an invalid value the Document Type option, or left that option or this option blank, the system uses the description from the Account Ledger table (F0911).

Processing

1. Clear F76B62 Table Flag

Blank = Append records to table.

1 = Clear table before processing.

Use this processing option to enter a value to specify whether to clear the Fixed Assets Table - IN68 (F76B62) when you generate the workfile for fixed asset records. If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

1

Clear existing records

Blank

Do not clear. The system appends records generated to existing records, if any.

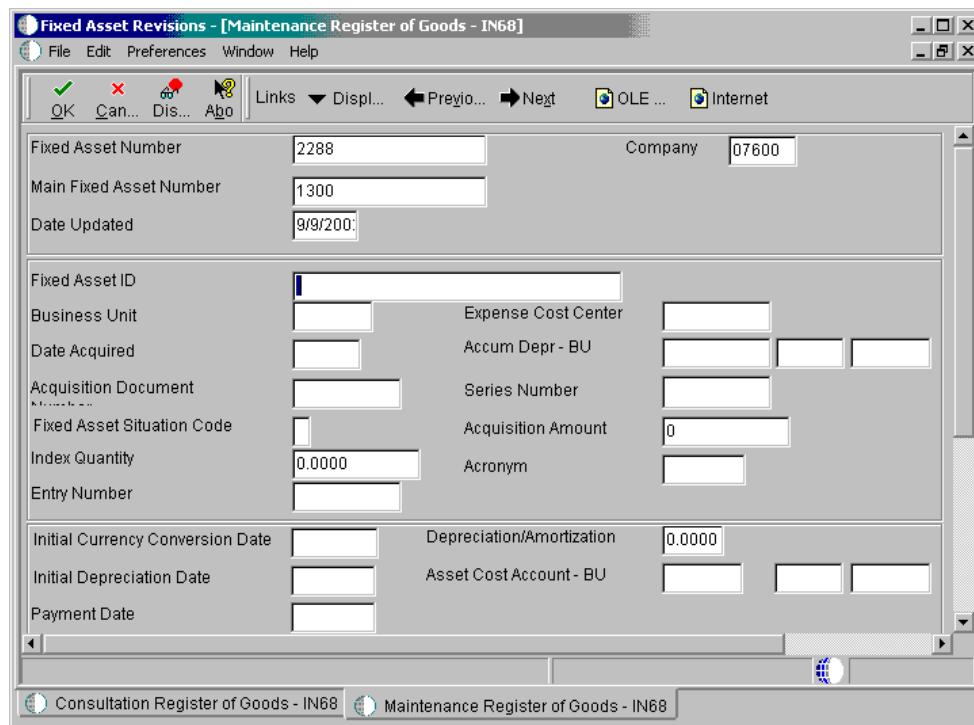
Revising Fixed Assets Records for IN68

After you generate the Fixed Assets Table – IN68 (F76B62), you can review and modify records in the table.

► To revise a fixed asset record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Fixed Asset Revisions (P76B62).

1. On Consultation Register of Goods – IN68, complete the following fields, as necessary, and then click Find:
 - Fixed Asset Number
 - Main Fixed Asset Number
 - Date Updated
2. Choose the record you want to work with, and then click Select.



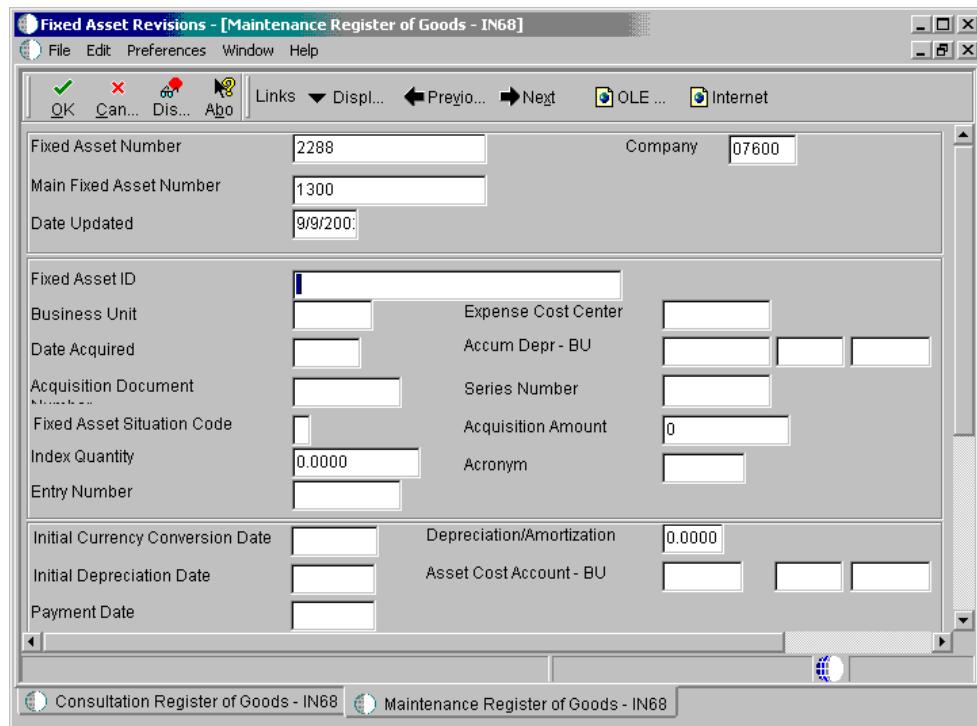
3. On Maintenance Register of Goods – IN68, revise the following fields, as necessary, and then click OK:

- Fixed Asset ID
- Business Unit
- Expense Cost Center
- Accum Depr - BU
- Acquisition Document Number
- Series Number
- Fixed Asset Situation Code
- Acquisition Amount
- Index Quantity
- Acronym
- Entry Number
- Initial Currency Conversion Date
- Depreciation/Amortization
- Initial Depreciation Date
- Asset Cost Account - BU
- Payment Date

► **To add a fixed asset record for IN68**

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Fixed Asset Revisions (P76B62).

1. On Consultation Register of Goods – IN68, click Add.



2. On Maintenance Register of Goods – IN68, complete the following fields, as necessary, and then click OK:
- Fixed Asset Number
 - Company
 - Main Fixed Asset Number
 - Date Updated
 - Fixed Asset ID
 - Business Unit
 - Expense Cost Center
 - Date Acquired
 - Accum Depr - BU
 - Acquisition Document Number
 - Series Number
 - Fixed Asset Situation Code
 - Acquisition Amount

- Index Quantity
- Acronym
- Entry Number
- Initial Currency Conversion Date
- Depreciation/Amortization
- Initial Depreciation Date
- Asset Cost Account - BU
- Payment Date

► To delete a fixed asset record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Fixed Asset Revisions (P76B62)).

1. On Consultation Register of Goods – IN68, to locate a record you want, complete the following fields, as necessary, and then click Find:
 - Fixed Asset Number
 - Main Fixed Asset Number
 - Date Updated
2. Choose a record and then click Delete.

Generating the Fixed Assets for IN68 Text File and Report

From the Final Generation and Integrities – IN68 menu (G76B/N683), choose Final Creation for Fixed Assets (R76B627).

The Final Creation for Fixed Assets batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F76B629.txt and saves it to the directory you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the F76B629.txt file only after it evaluates the records in the F76B80 table.

Using Data Selection, you determine the records in the Fixed Assets Table – IN68 (F76B62) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected record in the F76B62 table, the batch process writes a record to the F76B629.txt file if the F76B80 table contains a record that meets all of the following requirements:

- A Code of 01, the G/L Date is less than or equal to the G/L Date of the F76B62 record read, and the Used Code is equal to the Account field of the F76B62 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 01, the G/L Date is less than or equal to the G/L Date of the F76B62 record read, and the Used Code is equal to the Depreciation Account field of the F76B62 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 04, the G/L Date is less than or equal to the G/L Date of the F76B62 record read, and the Used Code is equal to the Expense of the F76B62 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 06, the G/L Date is less than or equal to the G/L Date of the F76B62 record read, and the Used Code is equal to the Document Type of the F76B62 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.
- A Code of 27, the G/L Date is less than or equal to the G/L Date of the F76B62 record read, and the Used Code is equal to the Fixed Asset Situation of the F76B62 record read. If the process does not find a record in the F76B80 file that meets the requirements for inclusion in the text file, the process writes an error record on the report.

Processing Options for Final Creation for Fixed Assets (R76B627)

Report Generation Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

1 = Generate Report Only

Blank = Generate Report and Text File

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Working with Fixed Assets with Depreciation on Hold Records for IN68

To generate fixed asset with depreciation on hold records for IN68, you run the Workfile Creation FA w/ Depr on Hold batch process (R76B630) to generate the Information for Depreciation on Hold Table – IN68 (F76B63). The F76B63 table is the workfile that contains a subset of data from the following files:

- Asset Master File (F1201)
- Asset Account Balance File (F1202)
- Account Master (F0901)

After you generate the workfile, you can use the Fixed Asset Revision w/ Depr on Hold program (P76B63) to review and make any necessary changes to the workfile. After you make the necessary changes, you run the Final Creation for FAs w/ Depr on Hold batch process (R76B637) to create a report and the text file that you send to the tax authority.

Creating the Workfile for Fixed Assets with Depreciation on Hold Records for IN68

From the Filter Programs – IN68 menu (G76BIN681), choose Workfile Creation FA w/ Depr on Hold (F76B630).

You run the Workfile Creation FA w/ Depr on Hold batch process to generate the Information for Depreciation on Hold Table – IN68 (F76B63). The R76B630 process also populates records in the Code Table – IN68 (F76B80).

Using Data Selection, you determine the records in the Asset Master table (F1201) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

For each selected F1201 record, the batch process writes records to the following tables:

- Information for Depreciation on Hold Table – IN68 (F76B63)
- Code Table – IN68 (F76B80)

After writing a record to the F76B63 table, the batch process populates the Code Table – IN68 (F76B80).

Processing Options for Workfile Creation for Fixed Assets with Depreciation on Hold (R76B630)

Values Tab

These processing options specify values for the beginning and ending dates for depreciation of a fixed asset and whether to clear the workfile.

1. Suspension Date

1 = Records field FLDSD in "Beginning date of Suspension" ;

2 = Record the field FLDSD in "Return from Suspension Date";

3 = Record the field FLDSD in the two fields of the table.

Use this processing option to specify whether the system uses the value in the Date Depreciation Started field (DSD) in the Asset Account Balances table (F1202) as the beginning, ending, or beginning and ending date for suspension of depreciation of an asset. Valid values are:

1

Value in the Date Depreciation Started field is the beginning date for suspension of depreciation.

2

Value in the Date Depreciation Started field is the ending date for suspension of depreciation. This is the default value.

3

Value in the Date Depreciation Started field is the beginning and the ending date for suspension of depreciation.

Processing

1. Clear F76B63 Table Flag

Blank = Append records to table.

1 = Clear table before processing.

Use this processing option to specify whether the system clears the Information for Depreciation on Hold Table - IN68 (F76B63) when you generate the workfile for fixed asset records. If you do not clear the table, the system appends new records to any records already in the table. Valid values are:

1

Clear existing records.

Blank

Do not clear. The system appends records generated to existing records, if any

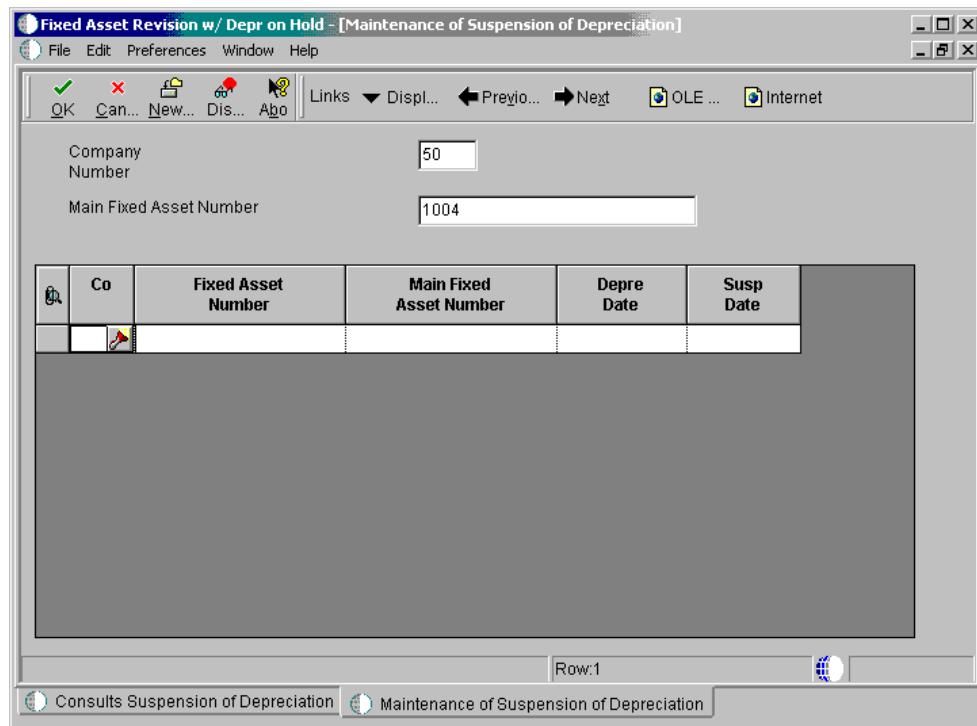
Revising Fixed Assets with Depreciation on Hold Records for IN68

After you generate the Information for Depreciation on Hold Table – IN68 (F76B63), you can review and modify records in the table.

► To revise fixed asset with depreciation on hold records for IN68

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Fixed Asset Revision w/ Depr on Hold (P76B63).

1. On Consults Suspension of Depreciation, complete the following fields, as necessary, and then click Find:
 - Company
 - Main Fixed Asset Number
 - Fixed Asset Number
2. Choose the record you want to work with, and then click Select.

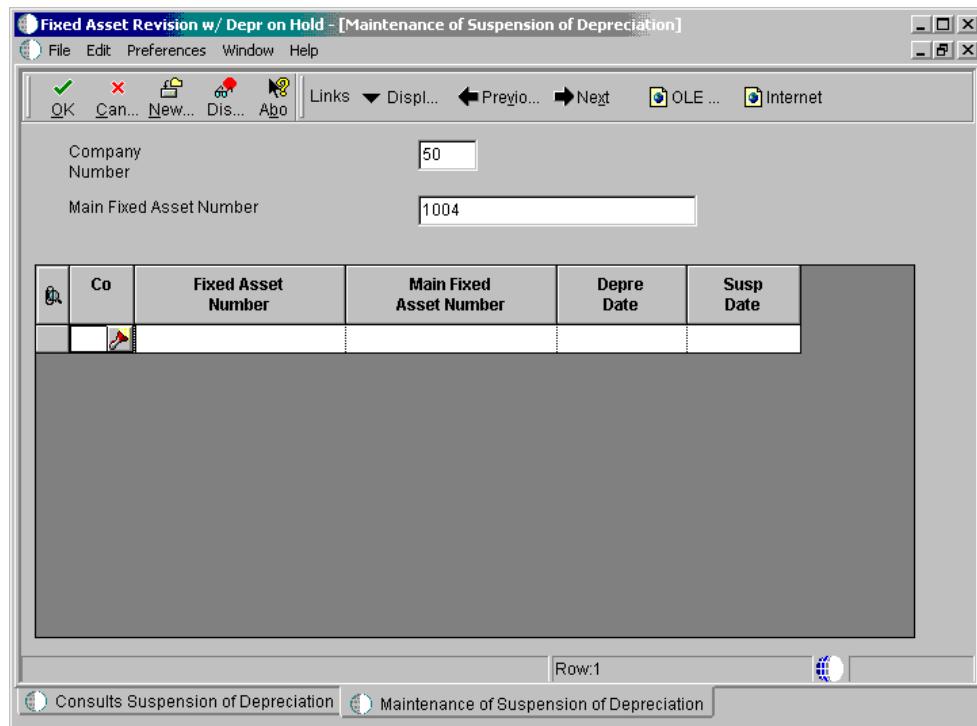


3. On Maintenance of Suspension of Depreciation, revise the following fields, as necessary, and then click OK:
 - Company
 - Main Fixed Asset Number
 - Fixed Asset Number
 - Depre Date
 - Susp Date

► To add a fixed asset with depreciation on hold record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Fixed Asset Revision w/ Depr on Hold (P76B63).

1. On Consults Suspension of Depreciation, click Add.



2. On Maintenance of Suspension of Depreciation, complete the following fields, as necessary, and then click OK:
 - Company
 - Main Fixed Asset Number
 - Fixed Asset Number
 - Depre Date
 - Susp Date

► To delete a fixed asset with depreciation on hold record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Fixed Asset Revision w/ Depr on Hold (P76B62).

1. On Consults Suspension of Depreciation, complete the following fields, as necessary, to locate a record, and then click Find:
 - Company
 - Main Fixed Asset Number
 - Fixed Asset Number
2. Choose a record and then click Delete.

Generating the Fixed Assets with Depreciation on Hold for IN68 Text File and Report

From the Final Generation and Inquiries - IN68 menu (G76BIN683), choose Final Creation for FAs w/ Depr on Hold (R76B637).

The Final Creation for FAs w/ Depr on Hold batch process lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F76B639.txt and saves it to the directory you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the F76B639.txt file only after it evaluates the records in the F76B80 table.

Using Data Selection, you determine the records in the Information for Depreciation on Hold Table - IN68 (F76B63) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

Processing Options for Final Creation for Fixed Assets with Depreciation on Hold (R76B637)

Report Generation Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation

1 = Generate Report Only

Blank = Generate Report and Text File

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory Name

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the

system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:\

Working with Fixed Assets with Currency Corrections for IN68

To generate fixed asset with currency correction records for IN68, you must manually populate the Balances/JEs w/Currency Correction table (F76B64). You can add records to this table by using the Revision of Balances/JEs w/ Currency program (P76B64).

After you populate the table, you run the Final for Balances/JEs w/ Currency batch process (R76B647) to create a report and the text file that you send to the tax authority.

Adding and Revising Records for Fixed Assets with Currency Corrections for IN68

You use the Revision of Balances/JEs w/ Currency program (P76B64) to add records to the Balances/JEs w/Currency Correction table (F76B64). Only records that you add to the table appear in the Fixed Assets with Currency Conversion Text File and Report for IN68. You can also revise existing records.

► To add a fixed asset with currency correction record for IN68

From the Maintenance and Inquiries – IN68 menu (G76B/N682), choose Revision of Balances/JEs w/ Currency (P76B64).

1. On Revision of Balances/JEs w/ Currency – [Inquiry for Corrections], click Add.
2. On Revision of Balances/JEs w/ Currency – [Maintenance], complete the following fields, and then click OK:
 - Company
 - Fixed Asset Number
 - Main Fixed Asset Number
 - Business Unit/Object/Subsidiary
 - G/L Date
 - Move Type
 - Amount
 - Index Quantity
 - Acronym

► **To revise a fixed asset with currency conversion record for IN68**

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Balances/JEs w/ Currency (P76B64).

1. On Revision of Balances/JEs w/ Currency – [Inquiry for Corrections], complete the following fields, as necessary, to locate a record, and then click Find:
 - Company
 - Fixed Asset Number
 - Main Fixed Asset Number
 - Business Unit/Object/Subsidiary
2. Choose the record you want to revise, and then click Select.
3. On Revision of Balances/JEs w/ Currency – [Maintenance], revise the following fields as necessary, and then click OK:
 - Company
 - Fixed Asset Number
 - Main Fixed Asset Number
 - Business Unit/Object/Subsidiary
 - G/L Date
 - Move Type
 - Amount
 - Index Quantity
 - Acronym

► **To delete a fixed asset with currency conversion record for IN68**

From the Maintenance and Inquiries – IN68 menu (G76BIN682), choose Revision of Balances/JEs w/ Currency (P76B64).

1. On Revision of Balances/JEs w/ Currency – [Inquiry for Corrections], complete the following fields, as necessary, to locate a record, and then click Find:
 - Company
 - Fixed Asset Number
 - Main Fixed Asset Number
2. Choose the record you want to delete, and then click Delete.

Generating the Fixed Assets with Currency Corrections Text File and Report for IN68

From the Final Generation and Inquiries – IN68 menu (G76BIN683), choose Final for Balances/JEs w/ Currency (R76B647).

The Final for Balances/JEs w/ Currency batch process (R76B647) lets you generate a report and a text file for IN68 reporting. You can also choose to generate only a report. The batch process names the text file F76B649.txt and saves it to the directory you enter in the processing options. If a file with this name exists in the directory that you specify, the system replaces the existing file with the new text file that you generate. You must generate and save the file on a client machine; you cannot generate or save the file on a server. The batch process writes records to the F76B649.txt file only after it evaluates the records in the F76B80 table.

Using Data Selection, you determine the records in the Balances/JEs w/Currency Correction table (F76B64) that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for this batch process.

Processing Options for Final for Balances/Journal Entries with Currency (R76B647)

Report Generation Tab

These processing options specify whether the system generates a text file and where the system stores the text file.

1. Report Generation Flag

Use this processing option to specify whether the system prints a report and generates a text file, or only prints the report. Valid values are:

1

Generate the report only

Blank

Generate the report and the text fil

2. Directory Name

Use this processing option to specify where the system saves the text file that it generates. The directory path that you specify must be on a client machine because you can only generate and save the file on a client machine; the program runs only on a local machine. When you specify the directory path, you must enter the character at the end of the directory name. If you do not specify a directory, or if the directory name is invalid, the system does not create the text file.

For example, on a client machine that has a directory named B7 on a C drive, you could enter the following as a valid directory:

C:

Generating IN68 Text Files

From the Final Generation and Integrities – IN68 menu (G76B|N683), choose the batch process for the text file that you want to generate.

The batch processes for generating IN68 produce reports and text files that you forward to the tax authority. You can set a processing option to generate only the report. When you run the batch processes, the system names the text files by appending the extension .txt to the code for the report. For example, when you run the R76B507 process, the system creates a report with the code of R76B509 and names the text file F76B509.txt. The system saves the text file to the directory that you specify in the processing options. You must generate and save the file on a client machine; you cannot generate or save the file on a server.

The following table shows the batch processes you use to generate reports and text files for IN68:

Workfile	Batch Process	Reports
Accounts Payable and Receivable Table – IN68 (F76B20)	Final Creation for A/R and A/P (R03B581)	R03B581
Journal Entries – IN68 table (F76B10)	Final Creation for Journal Entries – IN68 (R098311)	R76B311
Account Balances – IN68 table (F76B11)	Final Creation for Account Balances – IN68 (R098301)	R76B301
Workfiles: <ul style="list-style-type: none">• Nota Fiscal Header/Table for Goods (F76B30)• Nota Fiscal Detail/Table for Goods (F76B31)	Final Creation for Nota Fiscal Item (R76B307)	Reports for outbound notas fiscais for items: <ul style="list-style-type: none">• R76B30S• R76B31S• R76B30T Reports for inbound notas fiscais for items: <ul style="list-style-type: none">• R76B30E• R76B31E• R76B30T
Workfiles: <ul style="list-style-type: none">• Nota Fiscal Header/Table for Services (F76B40)• Nota Fiscal Detail/Table for Services (F76B41)	Final Creation, Nota Fiscal of Services (R76B407)	Reports for outbound notas fiscais for services: <ul style="list-style-type: none">• R76B40S• R76B41S Reports for inbound notas fiscais for services: <ul style="list-style-type: none">• R76B40E• R76B41E
Item Ledger Table – IN68 (F76B50)	Final Creation for Item Ledger (R76B507)	R76B509
Inventory Records Table – IN68 (F76B51)	Final Creation for Inventory Records (R76B517)	R76B519

Workfile	Batch Process	Reports
Workfiles: <ul style="list-style-type: none"> • Data of Products Table – IN68 (F76B60) • Packaging and Raw Materials Table – IN68 (F76B61) 	Final Creation for Data of Products (R76B607)	R76B60P R76B61I R76B61E
Fixed Asset Table - IN68 (F76B62)	Final Creation for Fixed Assets (R76B627)	R76B629
Information for Depreciation on Hold Table – IN68 (F76B63)	Final Creation for FAs w/ Depr on Hold (R76B637)	R76B639
Balances/JEs w/Currency Correction Table (F76B64)	Final for Balances/JEs w/ Currency (R76B647)	R76B649
Physical and Legal Person Table – IN68 (F76B70)	Final Creation, Physical and Legal Entities (R76B707)	R76B709
Codes Table (F76B80)	Final Creation of Codes (R76B807)	R76B809

The batch process writes records to the text file only after it evaluates the records in the workfiles and the F76B80 and F76B70 tables.

Using Data Selection for each batch process, you determine the records that the system should consider for IN68. J.D. Edwards provides a default data selection on the XJDE0001 version for each batch process.

When you generate the reports and text files, the system validates the information in the selected records in the workfiles against the Codes – IN68 table (F76B80) and writes a record to the report and text file for each record in the workfile if the required data are in the F76B80 table. If the data are not in the F76B80 table, the system writes an error message to the report and text file.

Each selected record in the text file must contain the codes required by the final creation batch process. In addition, the values for the type of data expressed by the code must match and the G/L Date of the record in the F76B80 table must be less than or equal to the G/L Date of the selected record in the workfile.

Example of Validation

The Workfile Creation for AR batch process (R03B580) creates the Accounts Payable and Receivable Table – IN68 (F76B20) workfile. The Final Creation for A/R and A/P (R03B581) process generates the report and text file for the workfile.

When you run the R03B581 process for each selected record in the F76B20 table, the batch process writes a record to the F03B581.txt file if the F76B80 record has:

- A G/L Date that is less than or equal to the G/L Date of the F76B20 record read
- Code 02
- Code 06
- Code 07
- An Operation Type that is equal to the Operation Type of the F76B20 record read

- A Document Type that is equal to the Document Type of the F76B20 record read
- A Search Type that is equal to the Search Type of the F76B20 record read

Codes Validated

The following table shows the codes that the system validates for each batch process:

Batch Process	Codes Validated
Final Creation for A/R and A/P (R03B581)	02 - Type of Operation 06 - Document Type 07 - Category Individual/Legal Entity
Final Creation for Journal Entries – IN68 (R098311)	01 - Chart of Accounts 02 - Type of Operation 03 - Cost Center
Final Creation For Account Balances – IN68 (R098301)	01 - Chart of Accounts
Final Creation for Nota Fiscal Item (R76B307)	For F76B30: <ul style="list-style-type: none"> • 06 - Document Type • 07 - Category Individual/Legal Entity • 08 - Model Fiscal Documents • 11 - Mode of Transport • 12 - Volume Type • 13 - Modality of Freight For F76B31: <ul style="list-style-type: none"> • 02 - Type of Operation • 03 - Cost Center • 14 - Products • 15 - Unit of Measure /Master for Sales • 16 - Federal Tax Situation • 18 - Fiscal Classification
Final Creation, Nota Fiscal of Services (R76B407)	For F76B40: <ul style="list-style-type: none"> • 06 - Document Type • 07 - Category Individual/Legal Entity • 08 - Model Fiscal Documents For F76B41: <ul style="list-style-type: none"> • 21 - Service Code

Batch Process	Codes Validated
Final Creation for Item Ledger (R76B507)	01 - Chart of Accounts 02 - Type of Operation 03 - Cost Center 06 - Document Type 14 - Products 23 - Nature of the Stock
Final Creation for Inventory Records (R76B517)	03 - Cost Center 10 - Localization 14 - Products 15 - Unit of Measure / Master for Sales 18 - Fiscal Classification 23 - Nature of the Stock
Final Creation for Data of Products (R76B607)	03 - Cost Center 14 - Products 15 - Unit of Measure / Master for Sales 24 - Raw Material 25 - Packing
Final Creation for Fixed Assets (R76B627)	01 - Chart of Accounts 03 - Cost Center 04 - Expense 06 - Document Type 27 - Fixed Asset Situation
Final Creation for FAs w/ Depr on Hold (R76B637)	None
Final for Balances/JEs w/ Currency (R76B647)	01 - Chart of Accounts 26 - Movement Type

Item Entry Processing

Item Entry Processing

Businesses in Brazil can use all of the features of J.D. Edwards Inventory Management system. In addition to the base solutions within the Inventory Management system, localization solutions provide Brazilian businesses with processes for their country-specific needs. For example, the government requires Brazilian businesses to enter specific tax information related to each inventory item. The system uses this tax information to calculate IPI, ICMS, and ICMS Substitution taxes; generate nota fiscal documents; and generate applicable fiscal reports.

Item Entry

Before you can work with your inventory, you must provide the system with information about the items you stock. When you enter each inventory item, you provide the system with details such as:

- Item identifiers
- Item descriptions (foreign and domestic)
- Item rules
- Item costs and prices
- Item weights and measures

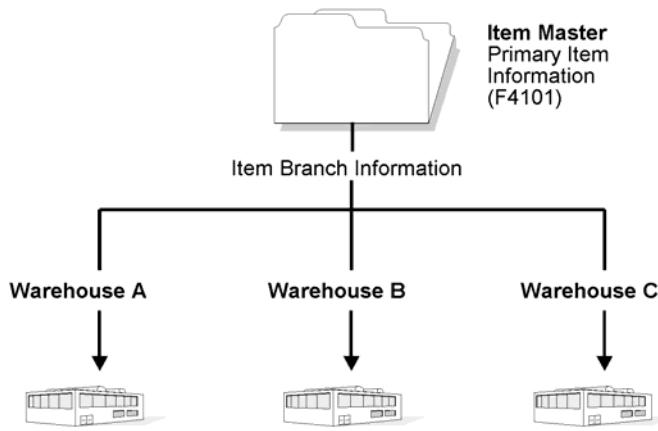
You also must provide the system with information about the location of each item, including:

- The branch/plant where each item resides
- The locations used within each branch/plant

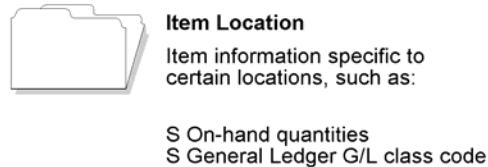
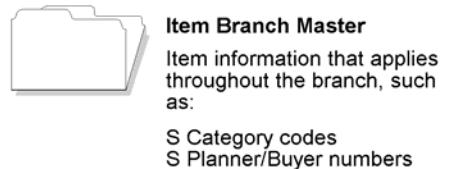
The system uses this information to help track and process each item through your distribution and manufacturing systems.

Entering an item includes two steps:

26. Entering item master information, which includes basic information about an item.
27. Customizing the item master information to suit each branch or plant that the item occupies.



When you enter item master information, the system creates a record in the Item Master table (F4101). When you enter branch/plant information for an item, the system creates records in the Item Branch File table (F4102) and the Item Location File table (F41021).



Before You Begin

- Set up G/L class codes.
- Review and modify branch/plant constants.
- Set up next numbers.
- Set up default locations and printers.
- Set up applicable user defined code tables, including:
 - G/L posting categories
 - Stocking type codes
 - Units of measure
 - Classification code categories
 - Cost method codes

- Language preference codes

See Also

- *Entering Item Master Information* in the *Inventory Management* guide for more information about entering item master records

Entering Basic Item Information

Each item can have up to three identifiers. You use the identifiers to locate the item. These identifiers can represent universal product codes (UPCs), bar codes, supplier numbers, or a user defined value.

On the Branch/Plant Constants form, you must specify a primary item identifier. In the item master, you must also enter an item description and the text on which a user is most likely to search when trying to locate the item. You can also translate item descriptions and search text into multiple languages to accommodate those users who must locate items using alternate languages. Descriptions in other languages are available based on the user profiles set up by the system administrator.

If you revise the second and third item identifiers, the program can transfer these changes to other selected files, depending on how you activate the related processing option.

Item processing information consists of values that control how the system processes the item. These values pertain to stocking, packaging, accounting transactions, system interfaces, and so on.

► To enter item identification and processing information

From the Inventory Master/Transactions menu (G4111), choose Item Master.

Each item can have up to three identifiers that you use to locate the item.

When you enter a new item, first you must enter information that identifies the item. Next, you must enter an item description and the text. The item description and text represent the information upon which a user is most likely to search when trying to locate the item.

1. On Work With Item Master Browse, click Add.

The screenshot shows the PeopleSoft Item Master Revisions interface. At the top, there's a toolbar with icons for Home, Intranet, Training, and other system functions. Below the toolbar, the title bar says "Active Foundation". The main window has a header "Item Master Revisions" with buttons for OK, Cancel, Form, Tools, and a red X. The "Basic Item Data" tab is selected. On the left, there's a search bar with "Item Number (Short)" and a value "60003". Below it is another search bar with "Item Number" and a value "1001". To the right of these are buttons for OK, Cancel, Form, Tools, and a red X. The main content area contains several groups of input fields:

- Catalog Number:** 1001
- Description:** Bike Rack - Trunk Mount
- Description:** Bike, Rack
- Stocking Type:** P (Purchased Inc. Raw Material)
- G/L Class:** IN30 (Inventory)
- Unit of Measure:** EA (Each)
- Line Type:** S (Stock Inventory Item)
- Bulk/Packed Flag:** P (Packaged Item)
- Planner Number:** 8444 (O'Malley, James)
- Buyer Number:** 8444 (O'Malley, James)
- Inventory Cost Level:** 2 (Item/Branch Only)
- Sales Price Level:** 3 (Item/Branch/Location/Lot)
- Purchase Price Level:** 3 (Inventory Cost Level)
- KitConfigurator Pricing Method:** 1 (Total Components List Prices)
- Configurator Costing Method:** (Non Configured Item)
- Commitment Method:** 1 (Location With Most Quantity)
- Print Message:** (Text box)
- Item Flash Message:** (Text box)
- Std UOM Conversion:** (Text box) (Item Specific UOM)

At the bottom of the "Basic Item Data" tab, there are two checked checkboxes: "Backorders Allowed" and "Check Availability".

2. On the Basic Item Data tab on Item Master Revisions, complete the following fields to enter an item identifier, description, and search text:

- Item Number
- Catalog Number
- Description
- Description
- Search Text

The Description field is required.

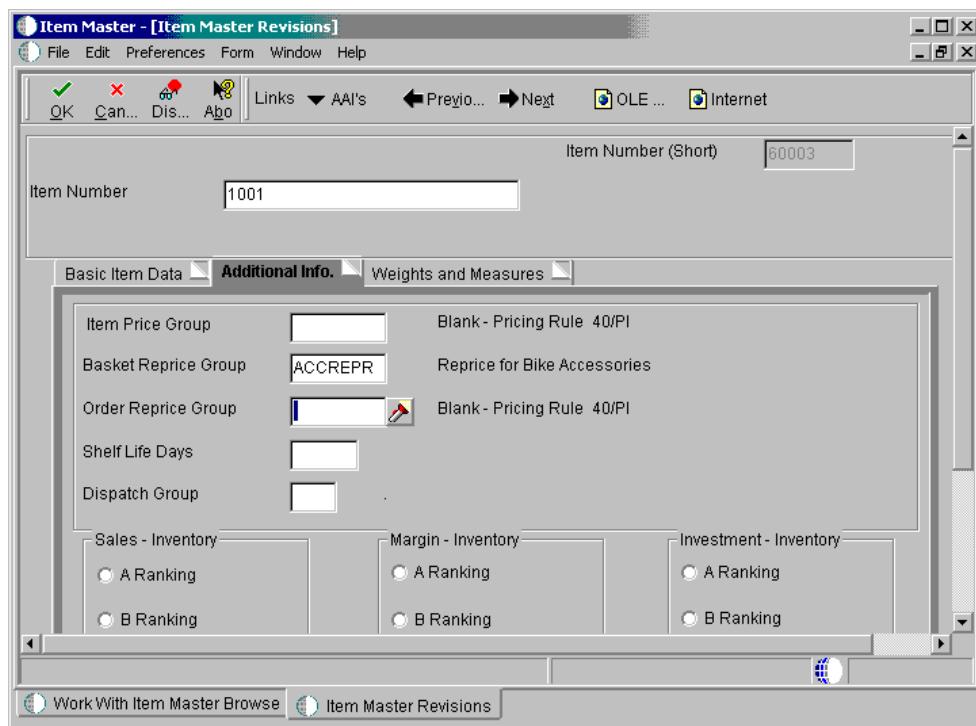
3. To enter item processing information, complete the following fields:

- Stocking Type
- G/L Class
- Unit of Measure
- Line Type

4. Choose one or both of the following options:

- Backorders Allowed

- Check Availability
5. Click the Additional Info. tab.

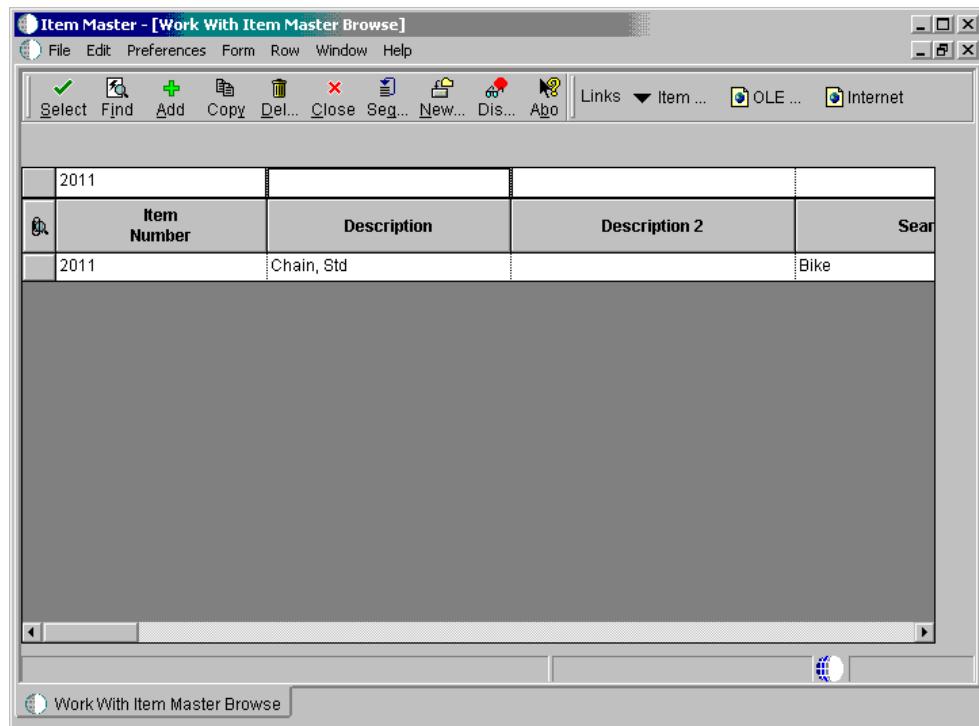


6. Click the appropriate box to rank the item as A, B, C, or D under each of the following headings:
- Sales – Inventory
 - Margin – Inventory
 - Investment – Inventory
7. Some companies set up the unit of measure information when they enter the basic item information. See *Entering Item Units of Measure Information*.
8. Click OK.

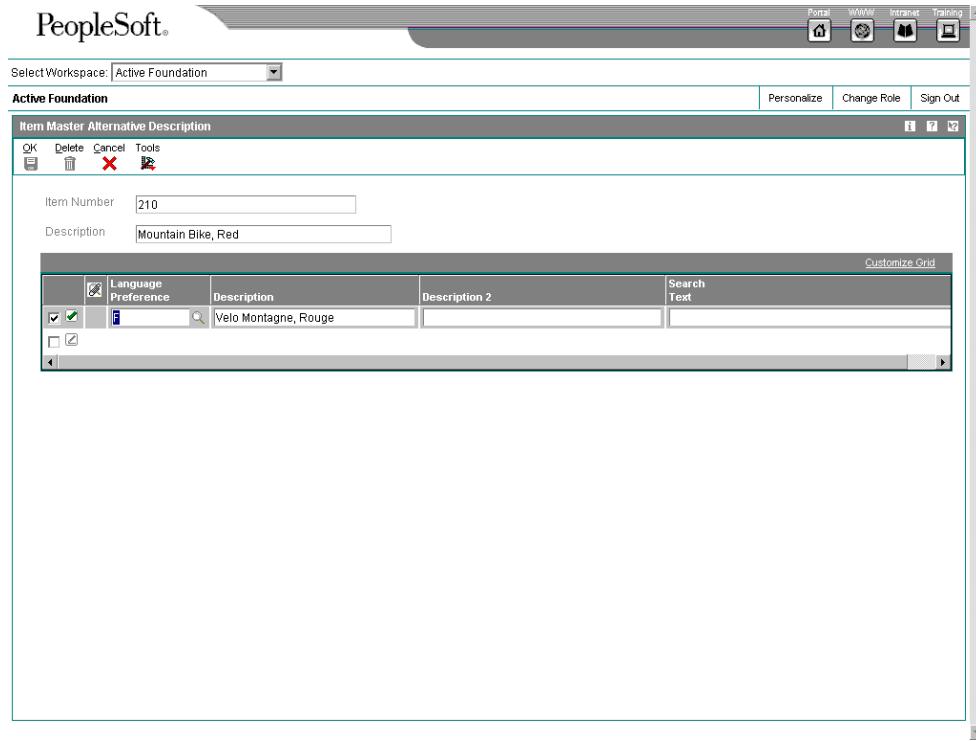
► To enter alternate descriptions

From the Inventory Master/Transactions menu (G4111), choose Item Master.

After you enter item identification and processing information, you can locate the item and enter a description and search text in one or more languages. This alternate text is available in the language set up at the system level or in your user profile.



1. On Work With Item Master Browse, complete the following field and click Find:
 - Item Number
2. Choose the row that contains the item for which you want to enter an alternate description.
3. From the Row menu, choose Item Alt Desc (Item Alternative Description).



4. On Item Master Alternative Description, complete the following fields and click OK:
- Language Preference
 - Description
 - Description 2
 - Search Text

Entering Additional Item Master Information for Brazil

You must enter general information for all stock and nonstock items. The system uses this information to identify and process each item in the distribution and manufacturing systems.

In Brazil, the government requires companies to maintain the following additional information for each item:

- Fiscal classification
- Tax code (IPI or ICMS)
- Whether the item is subject to tax substitution markup
- Item origin
- Purchase use
- Messages to print

The system automatically displays the additional information form when you enter a new inventory item record. To access the additional information form when you inquire on an existing inventory item, choose a record and then choose Regional Information from the Row menu.

You may also review (but not add) tag file information from the Item Master - Brazil menu (G76B4111). You can review tag file information by choosing Item Master - Brazil.

When you enter additional information for an item, the system creates a record for the item in the Item Master Regional Information - Brazil table (F76411).

Before You Begin

- ❑ Verify that Brazil (BR) is the country you have selected in your user display preferences. The Item Master Regional Information - Brazil form can be accessed only when Brazil (BR) is selected in your user display preferences.

► To enter additional item master information

From the Inventory Master - Brazil menu (G76B4111), choose Item Master - Brazil (P4101BR).

1. On Work With Item Master Regional Information - Brazil, complete the following field in the header, and then click Find:
 - Item Number
2. Choose a row in the detail area, and then click Select.

The screenshot shows the 'Item Master Regional Information - Brazil' dialog box. At the top, there are buttons for OK, Cancel, and Tools. Below the buttons, there is a search bar with the placeholder 'Short Item Number' containing '700592'. The main area contains several input fields and dropdowns:

Item Number	760
Description	Coffee Mug (Manufactured Item)
Coffee Mug Brazil	
Fiscal Class	1002003001
Tax Code	01
Purchase Use	RES
Print Message	[empty]
ICMS Substitution	<input checked="" type="checkbox"/> Yes, Use List Price
Item Origin	0 Domestic Goods

On the right side of the dialog, there are two numerical fields: 'Retention of IR' (0.00) and 'Reduction IR' (0.00). There is also a checkbox labeled 'INSS Y/N' which is unchecked. The dialog has a standard Windows-style title bar with icons for minimize, maximize, and close, and a scroll bar on the right side.

3. On Item Master Regional Information - Brazil, complete the following fields, and then click OK:

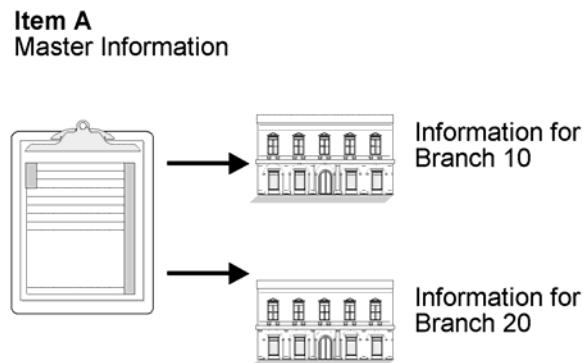
- Fiscal Class
- Tax Code
- Purchase Use
- Print Message
- ICMS Substitution
- Item Origin
- Retention of IR
- Reduction IR
- INSS Y/N

Entering Branch/Plant Information

Information about an item might differ from warehouse to warehouse. For example, taxes might be applicable to an item in one warehouse but not in another. You might also have different quantity requirements for items depending on the warehouse.

After you enter master information for an item, you can assign the item to warehouses or branch/plants. You can then customize the item information for each branch/plant. You can also specify the locations within the branch/plant where the item is stored.

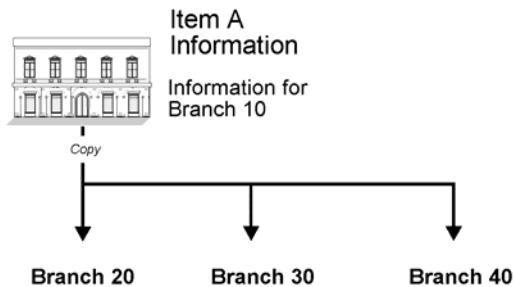
The following graphic illustrates the flow of item information from the master information to two branches:



Every J.D. Edwards system that retrieves item information searches for the item branch/plant information before searching the item master information.

You can enter item information for a single branch/plant or copy existing item information and duplicate it for multiple branch/plants.

The following graphic illustrates setting up item information for one branch and copying the information to three other branches:



You begin entering item information for a branch/plant on Item/Branch Plant Info.(Information). Most fields on Item/Branch Plant Info. are identical to those on the Item Master Revisions form. The system uses the default values from Item Master Revisions.

Besides location information, you can enter item processing information. Use processing options to specify that other forms, such as Category Codes, appear so that you can add or change the information.

After you enter item information for a specific branch/plant, the system creates a record in the Item Branch File table (F4102).

See Also

- Setting Up Item Profiles* in the *Warehouse Management Guide* for Warehouse Profile information
- Setting Up Basic Item Information by Depot* and *Setting Up A Bulk Item* in the Bulk Stock Management Guide
- Setting Up Base Warranty Defaults* in the *Customer Service Management Guide* for Customer Service information
- Entering Basic Item Information* for descriptions of fields on Item/Branch Plant Info

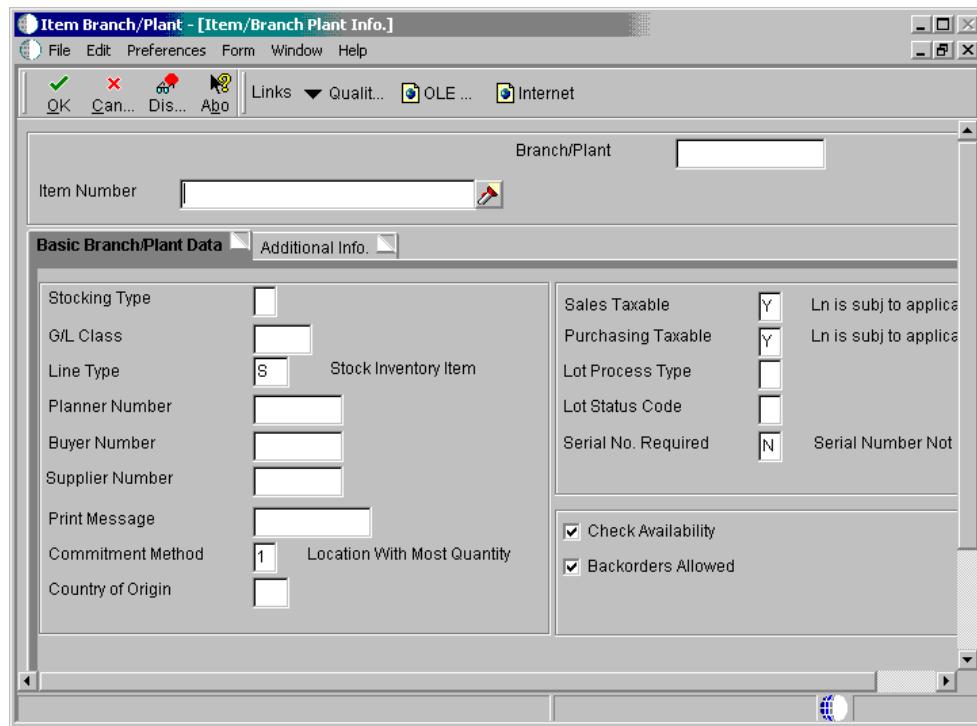
Assigning an Item to a Branch/Plant

After you enter master information for an item, you must assign the item to a specific branch/plant. You can then locate the item and branch/plant to customize the master information.

► To assign an item to a branch/plant

From the Inventory Master/Transactions menu (G4111), choose Item Branch/Plant.

1. On Work With Item Branch, and click Add.



2. On Item/Branch Plant Info., complete the following fields:
 - Branch/Plant
 - Item Number
3. On the Basic Branch/Plant Data tab, complete any of the fields that you want unique for this branch/plant.
4. Click the Additional Info. tab and complete any of the fields that you want unique for this branch/plant.
5. Click OK when the information is accurate.

The Inventory Constants table (F41001) must contain a record for the branch/plant you enter.

After you complete these steps, you can follow the steps to assign a primary location in the branch/plant for the item.

See Also

- *Working with Item Locations* for descriptions of fields on Item/Branch Plant Info.

Working with Item Locations

After you assign an item to a branch/plant, you can indicate multiple locations in which the item resides. For each branch/plant, you can assign:

- A primary location

- Multiple secondary locations

The system prompts you for the primary location immediately after you assign an item to a branch/plant. The system usually processes an item through its primary location. For example, when you receive an item, the system assigns the item to its primary location unless you specify a secondary location.

You can also assign secondary locations to an item when you enter branch/plant information. The system automatically assigns a secondary location if you enter a location other than the primary location for an item when you receive it.

Each time that you enter a location for an item, the system creates a record in the Item Location File table (F41021). To delete a primary location, you must first change it to a secondary location. Locations that you delete cannot contain quantities.

If you specify location control on System Constants, you can assign an item to only those locations set up using the Branch/Plant Location Master menu selection on the Inventory Master/Transactions menu (G4111). If you do not specify location control, you can assign an item to any location.

In addition to assigning locations to an item and branch/plant, you can assign multiple lot numbers to each location. You can enter lot numbers manually when you enter item locations or when you receive the items.

You also can change the primary location for an item. However, if you change an item's primary location and any of the following quantities exist, the quantities transfer to the new primary location:

- Quantity on back order
- Quantity on purchase order
- Quantity on work order
- Other purchasing 1
- Quantity on soft commit

See Also

- *Entering Information for Lots* for information about defining lot details
- *Working with Lot Statuses* for information about putting lots and locations on hold

► To assign a primary location to an item

After you assign an item to a branch/plant on Item/Branch Plant Info., Primary Location appears automatically. You must enter a primary location that indicates a specific location in the branch/plant where you will store the item.

On Primary Location, complete the following fields and click OK:

- Location
- Lot/Serial

After you complete these steps, follow the steps to assign a secondary location to an item.

► To assign a secondary location to an item

After you assign a primary location to an item, you can assign a secondary location so the item can be stored in multiple locations.

1. On Work With Item Branch, enter the item for which you want to assign a secondary location and click Find.
2. Choose the row of the item that you want to assign to a secondary location.
3. From the Row menu, choose Location Revisions.
4. On the Work With Item Locations form, click Add.

The Primary/Secondary field defaults to S (Secondary).

5. On the Location Revisions form, complete the following fields and click OK:

- Location
- Lot/Serial

Repeat these steps to assign more secondary locations.

► To change the primary location for an item

After you have assigned a primary and secondary location to an item, you can choose a secondary location that you have already assigned to the item and change it to the primary location.

1. On Work With Item Branch, enter the item you want to change and click Find.
2. Choose the row that contains the branch/plant, item, and description.
3. From the Row menu, choose Location Revisions.
4. On Work With Item Locations, choose the row that contains the location that you want to change to the primary location.
5. From the Row menu, choose Change Primary.

The system changes the location that was the primary location to a secondary location and changes the location that you chose to the primary location.

Entering Item Branch Classification Codes (Optional)

You might want to group items with similar characteristics so that you can work with the entire group at the same time for branch/plants. For example, grouping items together provides good sales analysis information.

There are four types of classification codes available. Each type relates to one or more of the following J.D. Edwards systems:

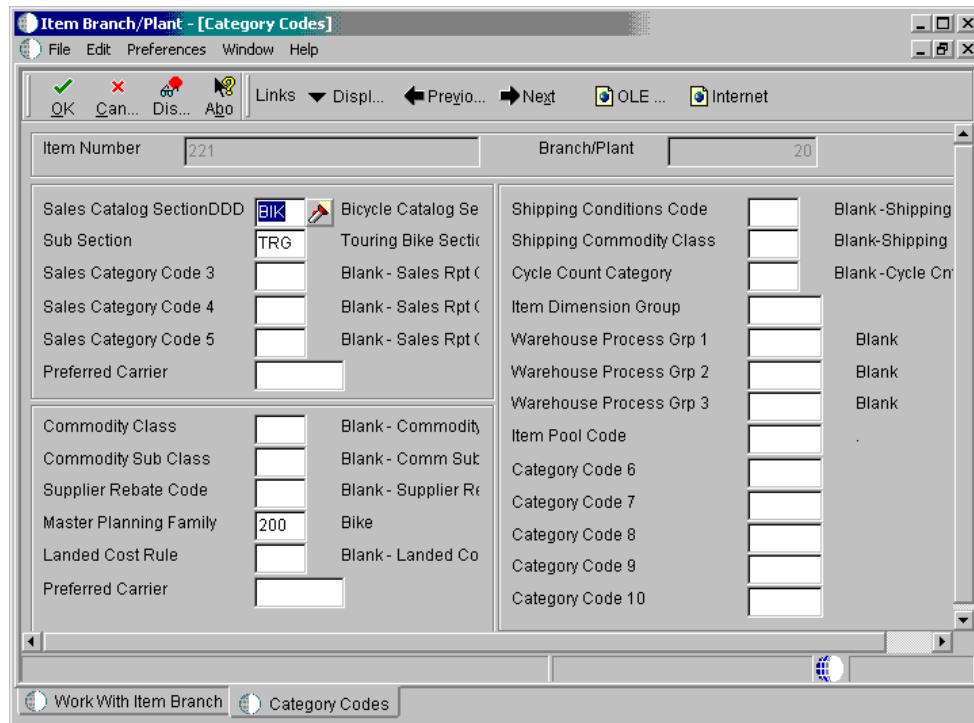
- Sales Order Management
- Procurement
- Inventory Management
- Warehouse Management
- Transportation Management

► To enter sales classification codes

From the *Inventory Master/Transactions* menu (G4111), choose *Item Branch/Plant*.

Enter sales classification codes to provide information about the type of item that the sales codes represent.

1. On Work With Item Branch, enter the item for which you want to add category code information and click Find.
2. Choose the row that contains the item number and description.
3. From the Row menu, choose Category Codes.



4. On Category Codes, complete the following fields and click OK:

- Sales Catalog SectionDDD
- Sub Section
- Sales Category Code 3
- Sales Category Code 4
- Sales Category Code 5
- Preferred Carrier
- Category Code 6

- Category Code 7
- Category Code 8
- Category Code 9
- Category Code 10

After you complete these steps, follow the steps for entering purchasing, inventory, and warehouse classification codes.

► **To enter purchasing classification codes**

Enter purchasing classification codes to provide information that the system uses to sort and group items for purchase order processing.

1. On Work With Item Branch, enter the item for which you want to add classification code information and click Find.
2. Choose the row that contains the item number and description.
3. From the Row menu, choose Category Codes.
4. On Category Codes, complete the following fields and click OK:
 - Commodity Class
 - Commodity Sub Class
 - Supplier Rebate Code
 - Master Planning Family
 - Landed Cost Rule

After you complete these steps, follow the steps for entering sales, inventory, and warehouse classification codes.

► **To enter inventory and transportation classification codes**

Enter inventory and transportation classification codes to provide information that the system uses to group similar items for shipping and to count items.

1. On Work With Item Branch, enter the item for which you want to add classification code information and click Find.
2. Choose the row that contains the item number and description.
3. From the Row menu, choose Category Codes.
4. On Category Codes, complete the following fields and click OK:
 - Shipping Conditions Code
 - Shipping Commodity Class
 - Cycle Count Category

The Transportation Management system uses the Shipping Conditions Code and Shipping Commodity Class fields.

After you complete these steps, follow the steps for entering sales, purchasing, and warehouse classification codes.

► To enter warehouse classification codes

Enter warehouse classification codes to provide information that the system uses to group items with similar dimensions, and to move groups of items.

1. On Work With Item Branch, enter the item for which you want to add classification code information and click Find.
2. Choose the row that contains the item number and description.
3. From the Row menu, choose Category Codes.
4. On Category Codes, complete the following fields and click OK:
 - Item Dimension Group
 - Warehouse Process Grp 1
 - Warehouse Process Grp 2
 - Warehouse Process Grp 3

After you complete these steps, follow the steps for entering sales, purchasing, and inventory classification codes.

Entering Item Tax Information (Optional)

You can specify whether an item is subject to tax when you enter branch/plant information. The system uses the values that you enter as default information in the Sales Order Management and Procurement systems.

► To enter tax information

From the Inventory Master/Transactions menu (G4111), choose Item Branch/Plant.

1. On Work With Item Branch, enter the item for which you want to enter tax information and click Find.
2. Choose the row that contains the branch/plant, item, and description.
3. From the Row Menu, choose Item/Branch Info.
4. On the Basic Branch/Plant Data tab on Item/Branch Plant Info., complete the following fields and click OK:
 - Sales Taxable
 - Purchasing Taxable

See Also

- ❑ *Working with Detail Information in the Sales Order Management Guide*
- ❑ *Entering Tax Information for a Detail Line in the Procurement Guide*

Locating Item Sources (Optional)

You can locate the country in which an item originates and the preferred supplier for an item. Locating these sources allows you to distinguish items based on a country or supplier. You specify this information when you enter branch/plant information for an item.

► To locate item sources

From the Inventory Master/Transactions menu (G4111), choose Item Branch/Plant.

1. On Work With Item Branch, enter the item for which you want to enter item source information and click Find.
2. Choose the row that contains the branch/plant, item, and description.
3. From the Row Menu, choose Item/Branch Info.
4. On the Basic Branch/Plant Data tab on Item/Branch Plant Info., complete the following fields and click OK:
 - Supplier Number
 - Country of Origin

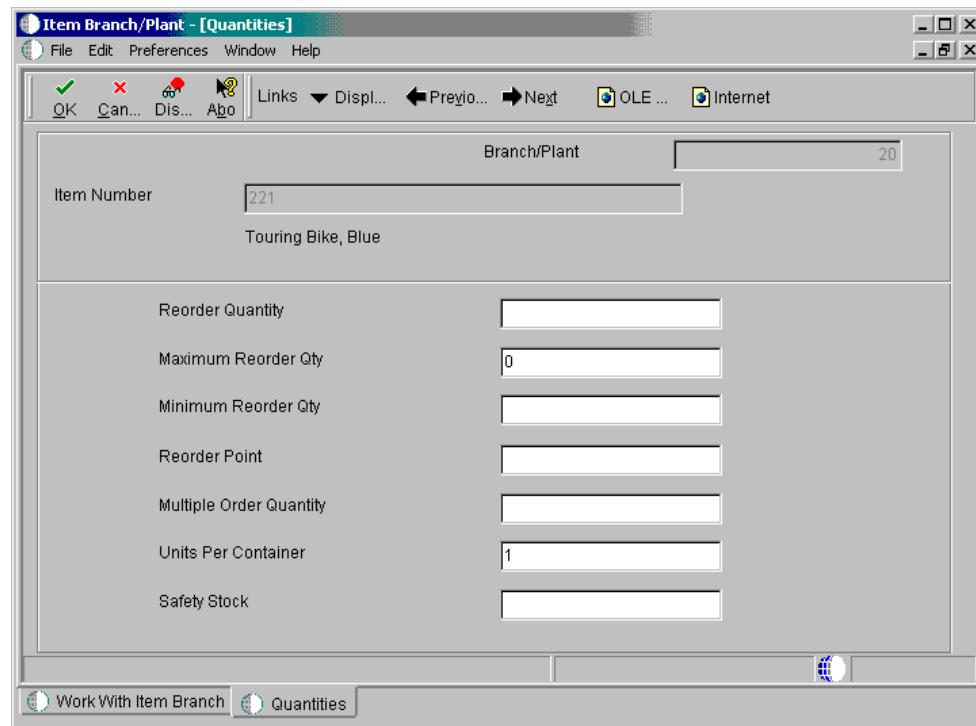
Entering Item Reorder Quantities

You can specify the minimum, maximum, and normal reorder quantities for an item. You can also specify the level of stock at which reordering takes place. The system uses these values for the Enterprise Requirements Planning and Execution system.

► To enter item reorder quantities

From the Inventory Master/Transactions menu (G4111), choose Item Branch/Plant.

1. On Work With Item Branch, enter the item for which you want to enter reorder quantities and click Find.
2. Choose the row that contains the branch/plant, item, and description.
3. From the Row Menu, choose Quantities.



4. On Quantities, complete the following fields and click OK:

- Reorder Quantity
- Maximum Reorder Qty
- Minimum Reorder Qty
- Reorder Point
- Multiple Order Quantity
- Units Per Container
- Safety Stock

Entering Item Branch/Plant Manufacturing Information (Optional)

For each item, you can define manufacturing information that is specific to each branch/plant, including:

Requirements planning information You enter information about inventory shrinkage for items to plan for the quantity you need to replace due to shrinkage.

Leadtime information You enter leadtime information to calculate the time frames that are necessary to assemble or manufacture an item.

Engineering information You enter reference information about the drawing plans for items.

Most of the items on Plant Manufacturing Data are identical to those on Manufacturing Data. The system uses the default values that you specified on Manufacturing Data.

► To enter requirements planning information

From the Inventory Master/Transactions menu (G4111), choose Item Branch/Plant.

Enter this information to plan for the quantity of an item that you will need to replace due to inventory shrinkage.

1. On Work With Item Branch, enter the item for which you want to enter requirements planning information and click Find.
2. Choose the row that contains the branch/plant, item, and description.
3. From the Row menu, choose Addl System Info.

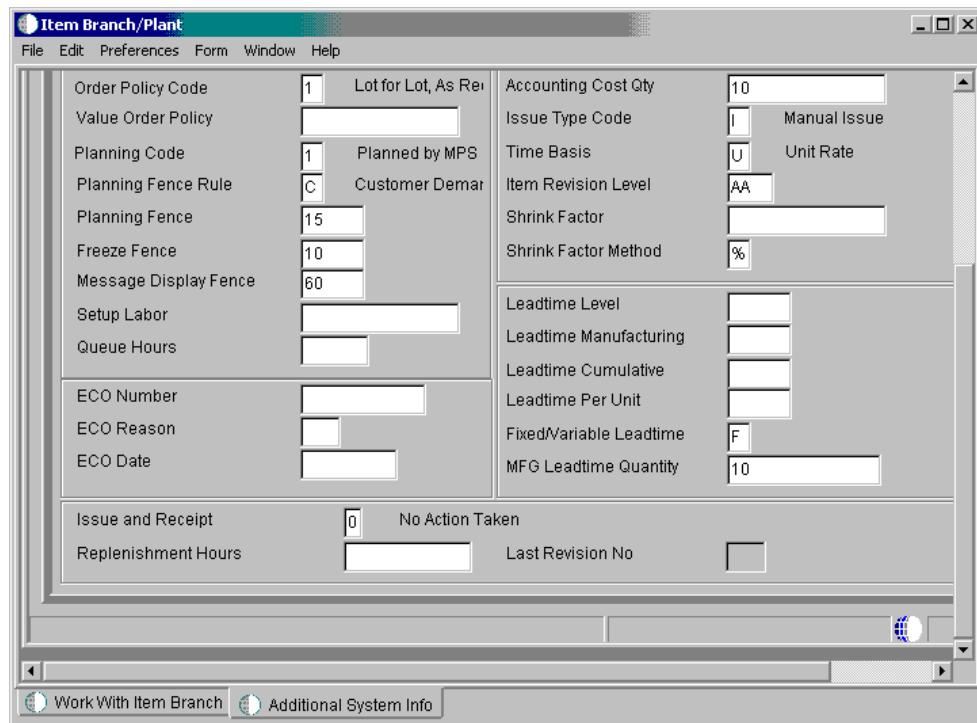
4. On the Plant Manufacturing tab on Additional System Info, complete the following fields and click OK:
 - Shrink Factor
 - Shrink Factor Method

After you complete these steps, follow the steps to enter leadtime information.

► To enter leadtime information

Enter leadtime information to calculate the time frames that are necessary to assemble or manufacture an item.

1. On Work With Item Branch, enter the item for which you want to enter leadtime information and click Find.
2. Choose the row that contains the branch/plant, item, and description.
3. From the Row menu, choose Additional System Info.



4. On the Plant Manufacturing tab on Addl System Info, complete the following fields and click OK:
 - Setup Labor
 - Queue Hours
 - Time Basis
 - Issue and Receipt
 - Replenishment Hours

Note

You might need to use the scroll bars to locate all the fields.

After you complete these steps, follow the steps to enter engineering information.

► To enter engineering information

Enter engineering information to specify the drawing plans for an item.

1. On Work With Item Branch, enter the item for which you want to enter engineering information and click Find.
2. Choose the row that contains the branch/plant, item, and description.
3. From the Row menu, choose Additional System Info.
4. On the Plant Manufacturing tab on Addl System Info, complete the following fields and click OK:
 - ECO Number
 - ECO Reason
 - ECO Date
 - Item Revision Level

Processing Options for Item Branch (P41026)

Process Tab

These processing options allow you to specify whether the system displays additional Item Branch forms when you perform an add or change on the Item Branch/Plant Info. form.

1. Category Codes

Blank = Do not display screen

1 = Display screen

Use this processing option to specify whether the system displays the Category Codes form when you add or change information. Valid values are:

Blank Do not display the form.

1 Display the form.

2. Quantities

Blank = Do not display screen

1 = Display screen

Use this processing option to specify whether the system displays the Quantities form when you add or change information. Valid values are:

Blank Do not display the form.

1 Display the form.

3. Additional System Information

Blank = Do not display screen

1 = Display screen

Use this processing option to specify whether the system displays the Additional System Information form when you add or change information. Valid values are:

Blank Do not display the form.

1 Display the form.

4. Item Profile Revisions

Blank = Do not display screen

1 = Display screen

Use this processing option to specify whether the system displays the Item Profile Revisions form when you add or change information. Valid values are:

Blank Do not display the form

1 Display the form.

5. Cost Revisions

Blank = Do not display screen

1 = Display screen

Use this processing option to indicate whether the system displays the Cost Revisions form when you add or change information. Valid values are:

Blank Do not display the form.

1 Display the form.

6. Price Revisions

Blank = Do not display screen

1 = Display screen

Use this processing option to specify whether the system displays the Price Revisions form when you add or change information. Valid values are:

Blank Do not display the form.

1 Display the form.

7. Unit of Measure

Blank = Do not display screen

1 = Display Unit of Measure screen

Use this processing option to specify whether the system displays the Unit of

Measure form when you add or change information and when the Unit of Measure conversions are at the branch level. Valid values are:

Blank Do not display the form.

1 Display the form.

Versions Tab

These processing options allow you to specify the versions for various programs that you access from the Item Branch program. Versions control how the system processes and displays information. Therefore, you might need to set the processing options to meet your specific needs.

1. Summary Availability (P41202)

Blank = ZJDE0001

Use this processing option to specify the version that the system uses when you access the Summary Availability program (P41202). If you leave this option blank, the system uses version ZJDE0001.

2. Item/Location Information (P41024)

Blank = ZJDE0001

Use this processing option to specify the version that the system uses when you access the Item/Lot Information Revisions program (P41024). If you leave this option blank, the system uses version ZJDE0001.

Interop Tab

These processing options control whether the system performs outbound interoperability processing and whether the system creates a record of a transaction prior to changes to the transaction.

1. Transaction Type

Blank = No outbound interoperability processing

Use this processing option to define the type of document on which you want the system to search. Transaction type is a user defined code (00/TT) that identifies the type of transaction, such as an invoice or a sales order. Enter a transaction type to use as the default or choose it from the Select User Define Code form. If you leave this field blank, the system does not perform export processing.

2. Before/After Image Processing

Blank = Write only the after image

1 = Write the before and after image

Use this processing option to specify whether the system creates a record of a transaction after the transaction is changed or whether the system creates records of a transaction before and after a transaction is changed. Valid values are:

- Blank Create a record of a transaction after the transaction is changed.
- 1 Create one record of the transaction before it is changed and one record after it is changed.

Processing Options for Item Branch Duplication

Defaults 1

Enter the branch/plants to which you want to duplicate the items:

Branch One

Branch Two

Branch Three

Branch Four

Branch Five

Branch Six

Default 2

Branch Seven

Branch Eight

Branch Nine

Branch Ten

Process

Enter a '1' next to each file to duplicate. If left blank, the file will not be duplicated.

Cost Ledger File (F4105)

Base Price File (F4106)

UOM Conversion Factor (F41002)

Bulk Depot/Product Information (F41022)

Item Profile (F46010)

Item Unit of Measure Definition (F46011)

Entering Additional Branch/Plant Information for Brazil

Information about an item might be different from warehouse to warehouse. For example, taxes might be applicable to an item at one warehouse but not at another. You might also have different quantity requirements for each item based on the warehouse. After you enter master information for an item, you can assign the item to different warehouses or branch/plants. You can then customize the item information for each branch/plant. You can also specify at which locations in the branch/plant the item is stored.

Every J.D. Edwards system that retrieves item information searches for the item branch/plant information before using the item master information.

In Brazil, companies can choose to override the Item Master information they enter for specific lot locations. Companies should maintain the following fields:

- Fiscal classification
- Tax code (IPI or ICMS)
- Whether the item is subject to tax substitution markup
- Item origin
- Purchase use
- Messages to be printed

To associate the additional information required to meet Brazilian reporting requirements with the inventory items that you enter, the country specified in your user display preferences must be Brazil (BR). To access the additional information form when you inquire on an existing inventory item, choose a record and then choose Regional Information from the Row menu. Brazilian information needs to be added only by location if the location is different than that added for the item.

You may also review (but not add) tag file information from the Item Master - Brazil menu (G76B4111). You can review tag file information by choosing Item Branch/Plant - Brazil.

When you enter additional branch/plant information for an item, the system creates a record for the item in the Item Branch Regional Information - Brazil table (F76412).

See Also

- ❑ *Entering Item Master Information* in the *Inventory Management Guide* for more information about entering item master records

Before You Begin

- ❑ Verify that you have selected Brazil (BR) in your user display preferences.

► To enter additional branch/plant information for items for Brazil

From the Lot Control menu (G4113), choose Item/Lot Information Revisions (P4108).

1. On Work With Item Locations, complete the following fields and click Find:
 - Branch/Plant
 - Item Number
2. Choose the row of the record in the detail area and choose Regional Info. from the Row menu.

The screenshot shows the 'Item Branch Regional Information - Brazil' dialog box. At the top, there are buttons for OK, Cancel, Tools, and a close button. The main area contains several input fields and dropdown menus. In the first section, 'Short Item Number' is set to 700592 and 'Item Number' is set to 760. Below that, 'Business Unit' is SP-VENDA, 'Location' is empty, and 'Lot/Serial' is empty. In the second section, 'Fiscal Class' is 1002003001, 'Tax Code' is 01, 'Purchase Use' is RES, 'Print Message' is empty, 'ICMS Substitution' is Y, and 'Item Origin' is 0. To the right of these fields are checkboxes for 'Pay ICMS and IPI', 'Purchase for Resale', 'Retention of IR' (0.00), 'Reduction IR' (0.00), and 'INSS Y/N'. The bottom right corner of the dialog box has a 'Cancel' button.

3. On Item Branch Regional Information - Brazil, complete the following fields, and then click OK:
 - Fiscal Class
 - Tax Code

- Purchase Use
- Print Message
- ICMS Substitution
- Item Origin
- Retention of IR
- Reduction IR
- INSS Y/N

Processing Order Entry

Processing Order Entry

When using the J.D. Edwards Procurement system, include this additional information in the header and detail portions of your purchase order.

Understanding Order Entry in Brazil

In Brazil, the government requires that businesses maintain detailed information about all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document known as a nota fiscal.

When you enter a purchase order, you also enter information that the system uses to generate the associated nota fiscal document. When you receive a shipment for the purchase order, you enter or update information for the related nota fiscal. When you enter item information, the system calculates any applicable IPI, ICMS, and ICMS Substitution taxes. The Brazilian government holds both the seller and buyer responsible for the accuracy of tax calculations. You can verify the accuracy of the nota fiscal document that your supplier sends with the shipment, based on the inbound version of the nota fiscal that your system generates.

The system automatically creates journal entries to account for the notas fiscais that the Procurement process creates.

Each time that you want to order goods or services, you must enter a purchase order. A purchase order consists of two parts:

- Header information, which is general information that relates to the entire order, such as the supplier and order dates
- Detail information, which is line-by-line details about the items or services you want to order, such as item numbers, quantities, and costs

You can enter header information and detail information separately. Depending on the volume of orders that you have and the amount of header information that you need to enter, you use processing options to choose one of the following methods to enter purchase orders:

- Enter header information first, followed by detail information
- Enter detail information only; the system then applies limited header information that is based on default values

The following documentation assumes that you have set up the processing options to show the header information first, followed by the detail information.

In Brazil, the government requires companies to maintain additional purchase order information for tax audit purposes. This additional information includes:

- Transaction nature
- Tax code
- Fiscal classification

- Whether the item is subject to ICMS Substitution
- Origin of the item
- Purchase use
- Fiscal message

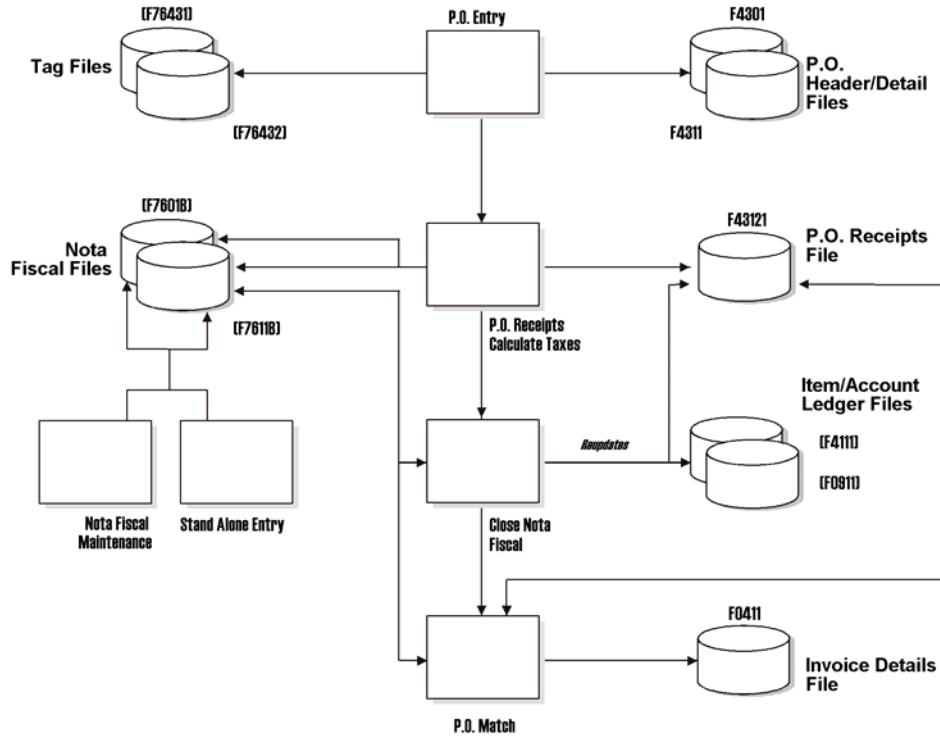
Entering Purchase Orders

When you use the J.D. Edwards Procurement system for Brazil, you enter additional information in the header and then in the detail portions of your purchase order.

To associate the additional information that is required to meet Brazilian reporting requirements with the purchase orders which you enter, the country specified in your user display preferences must be Brazil (BR). When you enter purchase orders, the system automatically displays the additional information forms for the purchase order header and detail. To access additional information forms when you inquire on existing purchase orders, use the regional information exits.

The following graphic is an overview of the purchase order process, including the role of the nota fiscal and the point at which the system calculates ICMS and IPI taxes.

Purchase Order Process Flow



P.O. = Purchase Order

Before You Begin

- Verify that you have selected Brazil (BR) in your user display preferences.
- To determine the transaction nature default, indicate whether the item was manufactured or purchased. For Brazil, this information can be stored in an item master category code. Use UDC 76/CN to determine which category code you can use by entering SRP6, SRP7, SRP8, SRP9, or SRP0 for the code NATUR. For example, one data dictionary option for NATUR is SRP6. Data dictionary item SRP6 has valid values in UDC 41/06, so it is ready for you to use when you enter purchase orders.
- Verify that you have set up the processing options for Brazilian P.O. Additional Information (P4310BR). Select processing options from the Version Setup/Advanced Operations - BRZ menu (G76B31), and then navigate back to the Purchase Order Processing - Brazil menu (G76B4311) to enter purchase orders.
- Verify that the version for Brazilian P.O. Additional Information (P4310BR) and the version for Enter Purchase Orders (P4310) are the same. If the versions are not the same, Brazilian P.O. Additional Information (P4310BR) uses version ZJDE0001.

See Also

- Order Entry* in the *Procurement Guide* for more information about entering purchase orders

► To enter purchase orders for Brazil

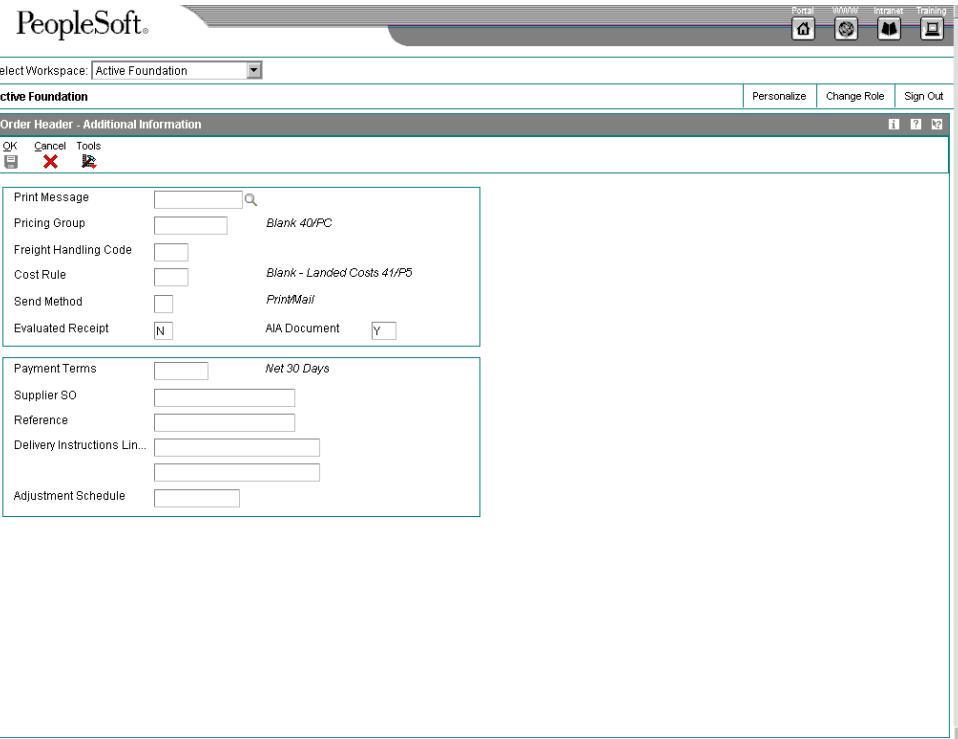
From the Purchase Order Processing - Brazil menu (G76B4311), choose Enter Purchase Orders.

1. On Work With Order Headers, click Add.

The Order Header form appears if you have set processing options to display header information prior to detail information.

PeopleSoft.

2. On Order Header, complete the following fields:
 - Supplier
 - Branch/Plant
3. Add or change any other information as necessary.
4. To add additional header information, choose Additional Info from the Form menu (optional).



5. On Order Header - Additional Information, review the default information and add or change it, as necessary (optional).
6. Click OK (optional).
7. On Order Header, click OK.

PeopleSoft.

Select Workspace: Active Foundation

Active Foundation

Order Detail

OK	Cancel	Form	Row	Tools																						
<input type="button" value="OK"/>	<input type="button" value="Cancel"/>	<input type="button" value="Form"/>	<input type="button" value="Row"/>	<input type="button" value="Tools"/>																						
Order Detail																										
Order Number: 12019 [HP] 07600 Branch/Plant: SP-VENDA Supplier: 76430 Supplier, São Paulo Ship To: 7600 Brazilian Company Order Date: 06/05/05 Hold Code: [] Blank - Hold Codes 42/HC Currency: BRL Exchange Rate: [] Base: [] Foreign: []																										
Records 1 - 1																										
<table border="1"> <thead> <tr> <th>Change Order</th> <th>Item Number</th> <th>Quantity Ordered</th> <th>Tr. UoM</th> <th>Sec Quantity Ordered</th> <th>Sec UoM</th> <th>Unit Cost</th> <th>Extended Cost</th> <th>Pu. UoM</th> <th>Ln Ty</th> <th>Description 1</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>760</td> <td>100</td> <td>[]</td> </tr> </tbody> </table>					Change Order	Item Number	Quantity Ordered	Tr. UoM	Sec Quantity Ordered	Sec UoM	Unit Cost	Extended Cost	Pu. UoM	Ln Ty	Description 1	<input checked="" type="checkbox"/>	760	100	[]	[]	[]	[]	[]	[]	[]	[]
Change Order	Item Number	Quantity Ordered	Tr. UoM	Sec Quantity Ordered	Sec UoM	Unit Cost	Extended Cost	Pu. UoM	Ln Ty	Description 1																
<input checked="" type="checkbox"/>	760	100	[]	[]	[]	[]	[]	[]	[]	[]																

8. On Order Detail, add information to the order line details as necessary.
9. Click OK.

PeopleSoft.

Select Workspace: Active Foundation

Active Foundation

P. O. Header Brazilian Add Information

OK	Tools
<input type="button" value="OK"/>	<input type="button" value="Tools"/>
Order Number: 12019 Order Type: HP Transaction Nature: 111 [] Transaction Nature Suffix: 00	

10. On P.O. Header Brazilian Add Information, review the following defaults and click OK:

- Transaction Nature
- Transaction Nature Suffix

The screenshot shows a PeopleSoft application window titled "P.O. Detail Brazilian Add Information". At the top, there are tabs for "Portal", "WWW", "Intranet", and "Training". Below the tabs, there are buttons for "Personalize", "Change Role", and "Sign Out". The main area contains a grid with the following data:

	Line Number	Item Number	Item Description	Transaction Nature	Transaction Suffix	Tax Code	Fiscal Classification	ICMS Substitution
<input checked="" type="checkbox"/>	1.000 760	Coffee Mug (Manufactured Item)	171	00	01	1002003001	Z	

11. On P.O. Detail Brazilian Add Information, verify that all data is correct and click OK.

Processing Options for Purchase Order Entry - Brazil (P4310BR)

Defaults Tab

Use the Defaults processing options to specify the values that the Purchase Order Entry program (P4310BR) uses when other values are not entered for the transaction.

1. Transaction Nature Code

Blank = "111"

Use this processing option to specify a three-character code to indicate different types of transactions for tax purposes. Transaction Nature codes are

set up using the Transaction Nature program (P7615B).

To enter valid values for the Transaction Nature code, use the following convention: X.YY

Use a value for X to define the origin of the transaction (inbound or outbound).

Valid values for X are:

- 1 Inbound, inside the state
- 2 Inbound, other states
- 3 Inbound, import
- 5 Outbound, inside state
- 6 Outbound, other states
- 7 Outbound, export

Use values for YY to define the transaction as a whole, such as a purchase transaction.

Examples of Transaction Nature codes include:

- 111 Purchase-in state
311 Purchase-import

If you leave this processing option blank, 111 will default.

2. Transaction Nature Suffix

Blank = "00"

Use this processing option to specify this two-character field in conjunction with the Transaction Nature code to identify the complementary implications of a type of transaction. For example, the suffix might indicate that a certain type of transaction represents a inventory change, or that a transaction is eligible for a certain type of tax. Transaction Nature suffixes are set up using the Transaction Nature program (P7615B).

Valid values include:

- 01 Bonus

-
- 02 Demo
 - 03 Sample
 - 04 Return merchandise
 - 05 Back order
 - 06 Donation

Examples of Transaction Nature codes with suffixes:

111 02 - Purchase-in state, bonus

311 02 - Purchase-import, bonus

If you leave this processing option blank, 00 will default.

Printing Orders

After you enter orders, you can print them to review the orders and then send them to the appropriate suppliers. The system prints the orders in the language that is specified for the supplier in the Supplier Master table.

You can also print orders to a work file, which enables you to customize the report. Before you customize a report, you must retrieve the appropriate address information and attachments or notes.

You cannot print orders on hold.

Printing by Batch

From the Purchase Order Processing menu (G43A11), choose Print Purchase Orders.

You can print orders by batch so you can review the orders and then send them to the appropriate suppliers.

Use the processing options to specify which information prints on orders. You can have the system print:

- Taxes
- Open item information only
- Supplier item numbers
- Foreign and domestic currencies
- Exchange rates (for foreign currency users)
- Messages

The system can automatically print adjustments on the report if you set the Price Picklist field to print prices and adjustments when you define the purchasing instructions.

See Also

- Defining Supplier Purchasing Instructions* for more information on setting the Price Picklist field

Processing Options for Purchase Order Print (R43500)

Status Codes Tab

These processing options allow you to specify the range of status codes that you want the system to update when you print purchase orders, and whether you want the system to update the status codes.

1. Next Status Code From (optional)

Use this processing option to indicate the start of the status code range that you want the system to update. You must use a user defined code (40/AT) that has been set up on the Order Activity Rules form for the order type and line type that you are using.

2. Next Status Code Thru (required)

Use this processing option to indicate the end of the status code range that you want the system to update. You must use a user defined code (40/AT) that has been set up on the Order Activity Rules form for the order type and line type that you are using.

3. Next Status Code Override

(optional)

Use this processing option to indicate the next status code that you want the system to update. The override status is another allowed step in updating status codes. You must enter a user defined code (40/AT) that has been set up on the Order Activity Rules form for the order type and line type that you are using.

4. Status Update

Blank = Update to Next Status

1 = Do not update to Next Status

Use this processing option to prevent the system from updating the status on an order. Status codes are user defined codes (40/AT) that you set up on the Order Activity Rules form for the order type and line type that you are using.

Valid values are:

Blank Update to next status

1 Prevent updating to the next status

Tax Information Tab

This processing option allows you to specify the tax information that the system includes when printing a purchase order.

1. Print Tax

1 = By Group

2 = By Area

3 = By Authority

Use this processing option to specify the tax information that the system

includes when printing a purchase order. Valid values are:

1 Tax information prints by group.

2 Tax information prints by area.

3 Tax information prints by authority.

Report Display Tab

These processing options allow you to select the information that the system includes in the report, such as quantities and amounts, exchange rates, global messages, and notes.

1. Quantity & Amount Display

Blank = Original Quantity and

Amount

1 = Open Quantity and Amount

Use this processing option to specify whether the system prints the original quantity and amount or the open quantity and amount. Valid values are:

Blank Print original quantity and amount.

1 Print open quantity and amount.

2. Exchange Rate Display

Blank = Do not print Exchange

Rate

1 = Print Exchange Rate

Use this processing option to specify whether the system prints the exchange rate. Valid values are:

Blank Do not print the exchange rate.

1 Print the exchange rate.

3. Global Message to be printed

Use this processing option to indicate the text messages that you want the system to print on each order. Examples of text messages are engineering specifications, hours of operation during holiday periods, and special delivery instructions.

Text messages are user-defined codes that are set up in 40/PM.

4. Purchase Order Note Display

Blank = Do not print Purchase

Order Note

1 = Print Purchase Order Note

Use this processing option to specify whether the system prints the purchase order note. Examples of notes are the name of the individual who placed the order, the buyer responsible for procuring the items and services on the order, the company responsible for delivering the order, confirmation numbers and job numbers. Valid values are:

Blank Do not print the purchase order note.

1 Print the purchase order note.

5. Report Heading Display

Blank = Default

1 = Suppress title && Company

name

Use this processing option to suppress the printing of the report title and company name when you use preprinted forms. Valid values are:

Blank Print the default report title and company name.

1 Do not print the report title and company name.

6. Purchasing Agent Name Display

Blank = Do not print Agent name

1 = Print Agent name

Use this processing option to specify whether the system prints the purchasing agent on the purchase order. Valid values are:

Blank Do not print the purchasing agent name on the purchase order.

1 Print the purchasing agent name on the purchase order.

Item Number Display Tab

These processing options allow you to specify how the system displays item numbers.

1. Item No. Display

1 = Print ours

2 = Print ours and supplier's

Use this processing option to specify whether the system prints either your item number only or both your item number and the supplier's item number.

Valid values are:

- 1 Print only your item number.
- 2 Print both your item number and the supplier's item number.

2. Enter Cross Reference Type

Use this processing option to specify the type of cross reference that the system uses when printing a supplier's item number. The system stores the cross reference information in the Order Processing Cross Reference table (F4013).

Cross reference information are user-defined codes that are set up in 41/DT.

Order Revision Tab

These processing options allow you to specify both the order revisions that the system prints and which order lines appear.

1. To print Order Revision

Enter specific order revision

number (or)

Blank = Print all revisions

*** = Print last revision**

Use this processing option to specify whether the system prints a specific order revision, the entire purchase order, or the latest order revision. To

print a specific order revision, enter the order revision number. Other valid values are:

- Blank Print the entire purchase order.
- * Print the latest order revision.

2. Lines for a Revision

Blank = Print only revised lines

1 = Print all lines

Use this processing option to specify whether the system prints only revised order lines or all order lines. Valid values are:

- Blank Print only revised lines for a revision.
- 1 Print all lines on the order for a revision.

Currency Tab

This processing option allows you to specify whether the system prints amounts in domestic or foreign currency.

1. Amount Display

Blank = Print amounts in

Domestic mode

1 = Print amounts in Foreign

mode

Use this processing option to specify whether the system prints amounts in domestic or foreign currency. Valid values are:

- Blank Print amounts in domestic currency.
- 1 Print amounts in foreign currency.

EDI Tab

These processing options allow you to specify which EDI information the system displays.

1. EDI Processing Selection

Blank = Purchase Order

1 = EDI/Purchase Order

2 = EDI only

Use this processing option to specify whether the system prints a purchase order or uses EDI processing or both. Valid values are:

Blank Print purchase order only.

1 Print purchase order and create output to EDI.

2 Use EDI processing only.

2. EDI Transaction

1 = Purchase Order

2 = Quote Order

Use this processing option to specify whether the system enters the EDI transaction as a purchase order or a quote order. Valid values are:

1 Enter the EDI transaction as a purchase order.

2 Enter the EDI transaction as a quote order.

3. EDI Document Type

Use this processing option to specify the EDI document type that the system creates in an EDI transaction.

In a non-EDI environment, the document type would be consistent with the order type (DCTO) assigned at order entry time, an invoice document type, a voucher document type, and so on.

4. EDI Transaction Set Number

Use this processing option to specify how the system categorizes the type of EDI transaction.

5. EDI Transaction Format

Use this processing option to specify a specific mapping structure used to process both inbound and outbound EDI transactions. This option does not apply to non-EDI transactions.

6. Trading Partner ID

Use this processing option to specify the party with whom you are trading documents in this EDI transaction.

7. Transaction Set Purpose

Use this processing option to specify the purpose of the transaction set. Transaction set purpose codes are user-defined codes that you set up in 47/PU when you send and receive EDI documents. The system uses the action code each time the Transaction Set Purpose field appears in a table.

8. EDI Shipping Schedule Message

Blank = Do not create Schedule

Message

1 = Create Schedule Message

Use this processing option to specify whether the system creates an EDI shipping schedule message. Valid values are:

Blank Do not create an EDI shipping schedule message.

1 Create an EDI shipping schedule message.

9. Shipping Schedule Qualifier

Blank = 'KB' will be used

(or)

Enter a valid Schedule Qualifier

Use this processing option to specify a shipping schedule qualifier. Shipping schedule qualifier codes identify the type of date used when defining a shipping or delivery time in a schedule or forecast. You can enter a valid qualifier value or leave the option blank. Valid qualifier values are:

AB Authorized Delivery Based

AS Authorized Shipment Based

BB Production Based

DL Delivery Based

JS Buyer Production Sequence Schedule

KB Kanban Signal

PD Planned Delivery

PS Planned Shipment

SH Shipment Based

ZZ Mutually Defined

Blank The system uses Kanban.

Versions Tab

These processing options allow you to customize your printed purchase orders.

1. Print Option

Blank = Print R43500

1 = Print from second UBE

Use this processing option to direct the system to route the purchase order information to a workfile and launch a second UBE to read the workfile and print the purchase order. For example, use this option when you need to customize the layout of the Purchase Order Print program.

The Print Purchase Orders program (R43500) processes the orders and performs the necessary logic (such as calculating taxes). Valid values are:

Blank Launch the Purchase Order Print program (R43500).

1 Launch a secondary UBE.

NOTE: If you leave this option blank, the system will not route the purchase order information to a workfile and will not launch a second UBE.

2. Name of 2nd UBE

This processing option works in conjunction with the Print Option processing option. Use this processing option to specify the name of the second UBE program to be launched. If you leave this option blank, the system launches the default Print Purchase Order Print program (R43501).

3. Second UBE Version

Enter version to be run (or)

Blank = XJDE0001

Use this processing option to define the version that the system uses when you use the Purchase Order Print program (R43501). Enter a valid version or leave this option blank. If you leave this option blank, the system uses the ZJDE0001 version.

When you choose a version, review the version's processing options to ensure that the version meets your needs.

NOTE: If you set the Print Option processing option to 1 and leave the Name of 2nd UBE processing option blank, the system uses the default Print Purchase Orders program (R43501).

Printing Individually

You can print orders individually so you can review them before sending them to the appropriate suppliers. If you have set the processing options in Order Entry for the system to store purchase order information for Electronic Data Interchange (EDI), you can send the orders to your suppliers using the Electronic Commerce system.

You can have the system print three types of messages on an order:

- Print messages
- Attachments
- Global messages

You create print messages using the Purchase Orders program (P4310). After you create a print message, you can assign it to an order or detail line during order entry.

You use processing options in Order Entry to specify whether attachments print. You can assign an attachment to an order or to detail lines during order entry.

You also use processing options to specify whether global messages print. Global messages always print at the top of orders.

Printing orders is usually a step in the sequence of processing orders. You set up these steps in Order Activity Rules. Once you print an order, you can have the system move the order to the next step in the process, or you can leave the order where it is so that you can print it again. You use processing options in Order Entry to specify whether the system updates status codes for orders after they print.

You might want to print orders twice, once to review the orders and again to update status codes. You can access the following two versions of the print program through the processing options for Order Entry:

- Print Purchase Orders
- Reprint Purchase Orders

You might want to use one version to review orders and the other to update status codes for orders.

If you print an order that is on hold, the system prints a blank page.

► **To print individually**

From the Purchase Order Processing menu (G43A11), choose Enter Purchase Orders.

Depending on the way that the processing options are set up, either Work with Order Headers or Work with Order Details appears.

1. On Work With Order Headers or Work With Order Details, locate the order you want to print.
2. Select the order and choose Detail Revision from the Row menu.
3. On Order Detail, select the detail line and choose Print Order from the Form menu.
Alternately, on Work With Order Headers, select the detail line and choose Print Order from the Row menu.
4. On Report Output Destination, choose the appropriate options for the report output and click OK.

If you choose to print the report using a printer, the Printer Selection form appears, where you can specify information such as printer name and paper size by choosing the appropriate tab.

Processing Purchase Returns for Brazil

Processing Purchase Order Returns for Brazil

When you return purchased merchandise to the supplier, you must issue a new nota fiscal to accompany the returned merchandise. Brazilian law requires that companies issue an accompanying nota fiscal whenever merchandise is moved between different taxpayer units.

The purchase return nota fiscal must be based on the supplier's original nota fiscal. If merchandise is fully returned, the outbound nota fiscal values must be identical to the supplier's original nota fiscal. If merchandise is partially returned, the outbound nota fiscal values must be proportional to the supplier's original nota fiscal.

The tax rates and costs must be returned in the same amounts as those amounts used in the supplier's original nota fiscal. The original freight, insurance, and expenses must also be returned proportionally and must be handled with a separate nota fiscal.

When you process a purchase return, the system uses the original purchase price; the costs retrieved from the supplier's original nota fiscal are not modified or overridden by prices in the Sales system. The system can create journal entries to support processing purchase returns. The purchase return process considers repasse and discounts.

When you enter a receipt of a nota fiscal, you enter the tax amounts from the nota fiscal that the supplier sent with the merchandise. The system stores the tax amounts in the Nota Fiscal Detail – Brazil (F7611B) table. When you process a purchase return, the system retrieves the tax amounts from Nota Fiscal Detail - Brazil; it does not recalculate the taxes.

To process a purchase return for Brazil, you must do the following:

28. Process the receipt of the merchandise.
29. Generate a nota fiscal for the received merchandise.
30. Enter the purchase return.
31. Ship confirm the return.
32. Generate the return nota fiscal.
33. Compare the values on the original nota fiscal to the return nota fiscal to verify the prices, taxes, and other fees are correct.
34. Print the return nota fiscal.

Setup Considerations for Purchase Order Returns

Before you process a purchase order return, you must verify that the following programs are set up:

- Sales Ledger Inquiry (P42025)
- Sales/Purchase Returns – Brazil (P76B805)
- Enter Order Detail (P4210/ZJDE7006)

You must also verify that supplier master and purchasing instruction records exist for the supplier to whom you are returning merchandise.

The following table lists some considerations for the purchase order return process:

Program	Considerations
Sales Ledger Inquiry (P42025)	<p>The following considerations apply:</p> <ul style="list-style-type: none"> • P42025 must have a version that matches the version which you use in P4210. If you use version ZJDE7006 (Enter Order Detail) in P4210, you must set up version ZJDE7006 in P42025. • On the Defaults tab of the processing options: <ul style="list-style-type: none"> • For the Order Type processing option, choose the code that represents a purchase order return. • Consider making the range of status that is specified by the Status Code - From and Status Code - Thru processing options as wide as possible. For example, if you enter 400 for the Status Code – From processing option and enter 999 for the Status Code – To processing option, the system searches over a wide range of notas fiscais when it uses the P42025 program. • On the Credit Memo tab of the processing options: <ul style="list-style-type: none"> • For the Enter Status Code processing option, enter the last status of the nota fiscal that you create for the merchandise which you return. • On the Versions tab of the processing options: <ul style="list-style-type: none"> • You do not need to enter values on this tab because the P42025 application is called from the Sales Order Entry program.
Sales/Purchase Returns – Brazil (P76B805)	<p>The following considerations apply:</p> <ul style="list-style-type: none"> • P76B805 must have a version that matches the version which you use in P4210. If you use version ZJDE7006 (Enter Order Detail) in P4210, you must set up version ZJDE7006 in P76B805. • On the Select tab of the processing options: <ul style="list-style-type: none"> • Consider making the range of status specified by the Next Status Code - From and Next Status Code - Thru processing options as wide as possible. For example, if you enter 400 for the Next Status Code – From processing option and enter 999 for the Next Status Code – To processing option, the system searches over a wide range of notas fiscais when it uses the P76B805 program.
Enter Order Detail (P4210/ZJDE7006)	<p>The following considerations apply:</p> <ul style="list-style-type: none"> • On the Defaults tab of the processing options: <ul style="list-style-type: none"> • For the Order Type processing option, enter the code that represents purchase order returns. • For the Line Type processing option, enter the code that represents the type of merchandise that you are returning. For example, if you are returning a stock item, enter BS. • For the Beginning Status, enter the status that

	<p>represents Enter Sales Order.</p> <ul style="list-style-type: none"> • On the Versions tab of the processing options: <ul style="list-style-type: none"> • For the Sales Ledger Inquiry processing option, enter the version that matches the version of P4310 which you are using.
--	---

Before You Begin

- Enter a purchase order. See *Entering Purchase Orders*.
- Execute the purchase order receipt. See *Automatic Receipts Processing for Brazil*.
- Set up the processing options for the following programs:
 - Sales Ledger Inquiry (P42025)
 - Sales/Purchase Returns – Brazil (P76B805)
 - Enter Order Detail (P4210, version JDE7006)

► To process purchase order returns for Brazil

From the Purchase Return menu (G76B4212), choose Enter Order Detail (P4210, version ZJDE7006).

1. On Customer Service Inquiry, click Add.
2. On Sales Order Detail Revisions, choose Credit Memo from the Form menu.
3. On Create Sales Ledger Details, complete the following fields:
 - Branch / Plant
 - NF Doc Type
 - Supplier Number

The system completes the Order Number field. Make a note of the order number.

4. From the Form menu, choose NF Selection.
5. On Nota Fiscal Selection, complete the following field with the nota fiscal number from the nota fiscal that the supplier sent to you, and then click Find:
 - NF Number
6. Click on the order you want to return, and then click Select.
7. On Create Sales Ledger Details, choose the line you want to work with, and then click OK.
8. On Work with Sales Ledger Inquiry, complete the following field with the order number of which you made note in Step 3, and then click Find:
 - Order Number

The system completes the grid with the line items from the original order.

9. Choose the lines that you want to return, and then choose Select Line from the Row menu.

The system displays the lines that you chose on the Sales Order Detail Revisions form, and completes the Order Number field. Make a note of the order number.

10. On Sales Order Detail Revisions, click OK.
11. On P.O. Header Brazilian Add Information, review the following default, and then click OK:
 - Transaction Nature
12. On P.O. Detail Brazilian Add Information, verify that all of the data is correct, and then click OK.

Processing Options for Sales/Purchase Returns – Brazil (P76B805)

Display Tab

Use this processing option to specify whether the system displays sales or purchasing notas fiscais.

1. Nota Fiscals

Blank = Sales Notas Fiscais

1 = Purchasing Notas Fiscais

Use this processing option to specify whether the system displays sales or purchasing notas fiscais. Valid values are:

Blank

Display sales notas fiscais

1

Display purchasing notas fiscais

Process Tab

Use this processing option to specify whether the system creates negative journal entries for returned merchandise.

1. Reverse sign

Use this processing option to specify whether the system creates negative journal entries for returned merchandise. Valid values are:

Blank

The system does not create negative entries for the returned merchandise

1

The system creates negative entries for the returned merchandise

Select Tab

Use this processing option to identify the range of notas fiscais to process.

Next Status Code - From

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Next Status Code - Thru

Use this processing option to specify the end of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status Codes UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Defaults Tab

Use these processing options to specify how the system writes inventory records for returned merchandise.

1. Inventory Location

Blank = Blank location

1 = Ship to address book

2 = Ship to nota fiscal series

3 = Original location

Use this processing option specify the default inventory location for returns. Valid values are:

Blank

Blank location

1

Ship to Address Book

2

Ship To, Nota Fiscal Series

3

Original Location

Note: Option 3 is used for nota fiscal returns. Branch/Plant and location do not change when you use option 3.

2. Return Branch

Use this processing option to specify the default branch/plant that the system uses for returns.

3. Document Type

Use this processing option to specify the default Document Type for a voucher. You must enter a value that exists in the Document Type (00/DT) user defined code table. The same code must also exist in the Document Type - Invoices Only (00/DI) user defined code list table.

Edits Tab

Use this processing option to specify whether the system validates the original ship-to document number.

1. Validate Ship To Document Number

Use this processing option to specify whether the system validates the original ship-to document number. Valid values are:

Blank

The system does not validate the original ship-to document number

1

The system validates the original ship-to document numbe

Generating Outbound Notas Fiscais

From the Sales Order Processing - Brazil menu (G76B4211), choose Generate Nota Fiscal (R76558B).

The R76558B program does the following:

- Creates one nota fiscal per sales order
- Assigns a temporary nota fiscal number that you can use to reference the nota fiscal until the system assigns a permanent nota fiscal number when you run the Print Nota Fiscal (R76560B) program
- Creates records in the Nota Fiscal Header - Brazil (F7601B), Nota Fiscal Detail – Brazil (F7611B), and the Nota Fiscal Print Message – Brazil (F7612B) tables
- Calculates the Brazilian taxes for the nota fiscal
- Produces a report that lists both the errors and the generated notas fiscais

Notas fiscais include the following detailed information:

- Merchandise price

- Applicable tax amounts
- How the merchandise will be used
- Origin and destination of the shipment
- Any other expense associated with the transaction

Processing Options for Generate Nota Fiscal (R76558B)

Select Tab

Use these processing options to specify how the system updates status codes.

1. Next Status Code - From (Required)

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

2. Next Status Code - To (Required)

Use this processing option to specify the end of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status Codes UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Defaults Tab

Use these processing options to specify the nota fiscal series and the document type for the nota fiscais that you want to process.

1. Nota Fiscal Series

Blank = "00"

Use this processing option to enter the nota fiscal series that the system uses when it creates nota fiscal records. The nota fiscal series that you enter must exist in the Nota Fiscal Next Number Control (F7600P) table. If you leave this processing option blank, the

system uses 00 for the nota fiscal series

2. Document Type

Blank = "NS"

Use this processing option to identify the type of nota fiscal document that the system uses when it creates nota fiscal records. The value you enter must exist in the Document Type – All Documents (00/DT) UDC. The same code must also exist in the Document Type – Invoices Only (00/DI) UDC. If you leave this processing option blank, the system uses NS for the document type

Process Tab

Use these processing options to specify how the system updates tables and handles hold orders.

1. Update Sales Order Detail File (F4211)

Use this processing option to specify whether the system updates the status code of the sales orders in the Sales Order Detail table (F4211). Valid values are:

Blank

The system updates the status codes in the Sales Order Detail table (F4211).

1

The system does not update status codes in the Sales Order Detail table (F4211)

2. Override Next Status Code for F4211 (Optional)

Use this processing option to choose an alternate status for the next step in the order process. You choose a status from the Activity/Status (40/AT) UDC table. The status that you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The override status is another allowed step in the process.

3. Override Last Status Code for F7611B (Optional)

Use this processing option to choose an alternate status for the next step in the order process. You choose a status from the Activity/Status (40/AT) UDC table. The status that you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The override status is another allowed step in the process

4. Override Next Status Code for F7611B (Optional)

Use this processing option to choose an alternate status for the next step in the order process. You choose a status from the Activity/Status (40/AT) UDC table. The status that you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The override status is another allowed step in the process.

5. Order Hold Code Validation

Blank = Allow processing if order is on hold

1 = Stop processing if order is on hold

Use this processing option to identify the hold code that the system uses to prevent an order from going through the sales order process. The hold code does not have special processing associated with it, such as Credit Check, Minimum/Maximum Margin Check and so on, but it can be used to create an additional approval step for sales orders. Valid values are:

Blank

Does not stop the process if the order is on hold.

1

Stops the process if the order is on hold.

Print Tab

Use these processing options to specify the order in which nota fiscal print messages appear on the nota fiscal.

Message Order

2. Message in Processing Options

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

- Message in Processing Options
- Message in Sales Order Header
- Message in Sales Order Detail
- Message in Sales Order Detail Tag File
- Message in Transaction Nature Master
- Message in Fiscal Classification Master
- Message in Preference Profile

3. Message in Sales Order Header

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

- Message in Processing Options
- Message in Sales Order Header
- Message in Sales Order Detail
- Message in Sales Order Detail Tag File
- Message in Transaction Nature Master
- Message in Fiscal Classification Master
- Message in Preference Profile

4. Message in Sales Order Detail

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

- Message in Processing Options
- Message in Sales Order Header
- Message in Sales Order Detail

Message in Sales Order Detail Tag File

Message in Transaction Nature Master

Message in Fiscal Classification Master

Message in Preference Profile

5. Message in Sales Order Detail Tag File

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

Message in Processing Options

Message in Sales Order Header

Message in Sales Order Detail

Message in Sales Order Detail Tag File

Message in Transaction Nature Master

Message in Fiscal Classification Master

Message in Preference Profile

6. Message in Transaction Nature Master

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

Message in Processing Options

Message in Sales Order Header

Message in Sales Order Detail

Message in Sales Order Detail Tag File

Message in Transaction Nature Master

Message in Fiscal Classification Master

Message in Preference Profile

7. Message in Fiscal Classification Master

Use this processing option to specify the sequence in which the messages should appear

on the nota fiscal. Valid values are 1-7.

Message in Processing Options
Message in Sales Order Header
Message in Sales Order Detail
Message in Sales Order Detail Tag File
Message in Transaction Nature Master
Message in Fiscal Classification Master

8. Message in Preference Profile

Use this processing option to specify the sequence in which messages appear on the nota fiscal. Valid values are 1-7.

Message in Processing Options
Message in Sales Order Header
Message in Sales Order Detail
Message in Sales Order Detail Tag File
Message in Transaction Nature Master
Message in Fiscal Classification Master
Message in Preference Profile

Printing the Nota Fiscal for Purchase Returns

From the Purchase Return menu (G76B4212), choose Print Nota Fiscal (R76560B).

After you generate the return nota fiscal, you should verify that the prices, taxes, and other fees match the values on the original nota fiscal. Then you print the return nota fiscal.

Processing Options for Print Nota Fiscal (R76560B)

Select Tab

Use these processing options to specify the range of status codes from which the system selects the notas fiscais to print.

1. Next Status Code - From (Required)

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

2. Next Status Code - To (Required)

Use this processing option to specify the end of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status Codes UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Defaults Tab

Use these processing options to specify the defaults that the Print Nota Fiscal program (P76560B) uses for generating notas fiscais.

1. Invoice Document Type

Use this processing option to identify the invoice document type. The value that you enter must exist in the Document Type – Invoices Only (00/DI) UDC. The same code must also exist in the Document Type – All Documents (00/DT) UDC. If you leave this processing option blank, the system uses RI for the invoice document type

2. Issue Date

Use this processing option to specify the date that the system uses for the issue date of the nota fiscal. If you leave this field blank, the system date is used

3. Next Status Code - Sales Order

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the

order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

4. Next Status Code - Nota Fiscal

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Process Tab

Use these processing option to specify whether the system prints the notas fiscais in final mode, and whether it summarizes notas fiscais detail lines by Item and Lot.

1. Mode

Blank = Proof

1 = Final

Use this processing option to specify whether the system prints the notas fiscais in proof or final mode.

Valid values are:

Blank

Proof mode

1

Final mode

2. Summarize Nota Fiscal (Future)

1 = Summarize the Nota Fiscal detail lines by Item and Lot

Use this processing option to specify whether the system prints an ICMS and IPI tax summary on the nota fiscal. Valid values are:

Blank

The system does not print tax summary

1

The system prints a tax summary

Print Tab

Use these processing options to specify whether the system prints an ICMS and IPI tax summary on the notas fiscais, and whether the nota fiscal total amount is printed in words at the end of the nota fiscal.

1. ICMS and IPI Tax Summary

Blank = Do not print the ICMS and IPI tax summary

1= Print the ICMS and IPI tax summary

Use this processing option to determine whether the system summarizes nota fiscal detail lines by Item and Lot. Valid values are:

Blank

The system does not summarize by Item and Lot

1

The system summarizes by Item and Lo

2. Data Edits

Use this processing option to specify whether the system prints the total of the nota fiscal in words at the end of the nota fiscal. Valid values are:

Blank

The system prints the total in words.

1

The system does not print the total in words.

Processing Receipts

Processing Receipts

When you enter receipts for purchase orders, you create the related Brazilian nota fiscal document.

See Also

- Printing Receipt Information* in the *Procurement* guide

Working with Receipts

Printing Purchase Receivers

A purchase receiver is a document you use to manually record the receipt of goods upon delivery. A purchase receiver provides you with:

- Original purchase order information
- Quantities you have yet to receive
- A column for recording receipt quantities or amounts

You might need a purchase receiver to:

- Review purchase order information for incoming goods
- Confirm information about the items that you receive
- Record receipt information to enter on the system

You determine the information that prints on purchase receivers. Processing options let you specify whether to print:

- Price information
- Order quantities
- Cross-reference numbers
- Foreign currency amounts

You can set up order activity rules to print purchase receivers as a step in the purchase order process. After you print a purchase receiver, you can have the system advance the order to the next step in the purchasing process. You can also have the system leave the order at its current status. To advance an order, the system updates the status codes for detail lines, if you have set the processing options for Purchase Receiver Print to allow the system to update the status codes.

See Also

- [*Setting Up Order Activity Rules*](#) for more information on how to designate printing purchase receivers as a step in the purchase order process
- [*R43510, Purchase Receiver Print*](#) in the *Reports Guide* for a report sample

Printing Receivers in Batch Mode

From the Purchase Order Processing menu (G43A11), choose Print Purchase Receivers.

You can use purchase receivers to manually record receipt information for goods upon delivery. You can print purchase receivers in batch mode based on the criteria you specify using the Print Purchase Receivers procedure.

Processing Options for Purchase Receiver Print (R43510)

Edits

1. Enter a '1' to prevent updating the Next Status Code.
2. Enter an override Next Status Code.

Print

1. Enter a '1' to inhibit printing of Cost Information.
2. Enter a '1' to inhibit printing of Quantity Information.
3. Enter a '1' to print the Supplier Item Number.
4. Enter the type of Cross Reference Number.
5. Enter a '1' to print associated text.
6. Enter a '1' to print routing operation codes.FUTURE

Currency

1. Enter a '1' to print amounts in Foreign Currency.
-

Printing Receivers for Individual Orders

From the Purchasing Reports menu (G43A111), choose Print Purchase Receiver.

When you print purchase receivers in batch mode, you might have to print a second purchase receiver for some orders. For example, you might receive a partial order, in which case you must print a second receiver to record the remaining balance of the order. You can enter specific purchase orders for which to print purchase receivers using the Print Purchase Receiver program.

Entering Receipts for Procurement for Brazil

You must enter receipt information to verify the receipt of goods or services on a purchase order. You must verify the quantity, cost, and so on for each order you receive. If you make an error or need to cancel receipts, you can enter reversing receipts.

To enter a receipt, you must first locate the open purchase order detail lines that correspond to the receipt. An open detail line contains items that have not yet been received. The system retrieves all open detail lines for the item number, purchase order number, or account number you specify.

If the detail lines on a purchase order differ from the details of the actual receipt, you must adjust the purchase order detail lines to reflect the receipt. For example, if the order quantity on a detail line is 20 but you receive a quantity of 10, you must change the quantity on the detail line to 10. You specify whether to close the remaining balance on the line or to keep it open.

After you enter receipts for purchase orders and record the inbound nota fiscal that you receive from your suppliers, you can review the documents online to verify that the information correlates with the document. If some of the data is incorrect, you can make changes online. You can review notas fiscais by order number or by nota fiscal number.

The J.D. Edwards receipt processing for Brazil also lets you enter corrections to the nota fiscal and send to the supplier a request for a corrected nota fiscal. You can perform this procedure either when entering receipts for procurement or by accessing the Nota Fiscal Check and Close program (P76B900). When you enter corrections, you can review the differences between the values calculated by the system and the values provided by the supplier for the ICMS, IPI, ICMS Substitution, Freight, and Discounts. If a discrepancy exists, you can generate a letter requesting a corrected nota fiscal.

When you set up receipt routing for Brazil, you must allow payment processing at the first step of the route. See *Creating Receipt Routes* in the *Procurement* guide.

Before You Begin

- The processing options for the Nota Fiscal Receipts – Brazil (P4312BR) program configure the Nota Fiscal document. You must set up matching versions for the Nota Fiscal Receipts - Brazil (P4312BR) and the PO Receipts (P4312) programs. If you do not set up matching versions, the system uses ZJDE0001.

See Also

- About Receipt Processing* in the *Procurement Guide*
- Entering Receipts* in the *Procurement Guide*

► To enter receipts for procurement for Brazil

From the Purchase Order Processing - Brazil menu (G76B4311), choose Enter Receipts by PO (P4312).

1. On Work With Purchase Orders to Receive, complete the following fields, as necessary, to locate open purchase order detail lines that correspond to a receipt, and then click Find:

- Order Number
- Branch/Plant
- Item Number
- Account Number

Only those detail lines with a next status code equal to that which you specified in processing options appear.

2. Choose a detail line for which to enter a receipt, and then click Select.
3. On Purchase Order Receipts, complete the following fields:

- G/L Date
- Receipt Date

4. Compare the receipt details to the detail line information and adjust the following fields, as necessary:

- Quantity
- Trans UOM
- Unit Cost
- Amount

5. Adjust remaining information for each detail line, as necessary.

6. Type 1 in the following field for each detail line you want to receive, and then click OK:

- Rec Opt

The option you enter determines whether the system leaves the balance of the line open (option 1), records the order in multiple locations (option 4), closes the balance (option 7), or cancels the line entirely (option 9).

7. On Nota Fiscal Revisions, adjust the information for the following fields, as necessary, and then click OK:

- N.F. Number
- N.F. Series
- Document Type
- Issue Date

Note

If you enter the number for an existing nota fiscal in the N.F. Number field, the system displays a warning message. If you enter a number for a nota fiscal that has been closed, the system displays an error message and does not let you continue until you change the number you entered.

8. On Nota Fiscal Check, either click Cancel to close the window, or continue with *Comparing Nota Fiscal Amounts*.

Processing Options for Nota Fiscal Receipts (P4312BR)

Defaults Tab

Use these processing options to specify the type of transaction.

1. Transaction Nature Code

Blank = "111"

Use this processing option to specify a three-character code to indicate different types of transactions for tax purposes. Transaction Nature codes are set up using the Transaction Nature program (P7615B).

To enter valid values for the Transaction Nature code, use the following convention: X.YY

Use a value for X to define the origin of the transaction (inbound or outbound).

Valid values for X are:

- 1 Inbound, inside the state
- 2 Inbound, other states
- 3 Inbound, import
- 5 Outbound, inside state
- 6 Outbound, other states
- 7 Outbound, export

Use values for YY to define the transaction as a whole, such as a purchase transaction.

Examples of Transaction Nature codes include:

- 111 Purchase-in state
- 311 Purchase-import

If you leave this processing option blank, 111 will default.

2. Transaction Nature Suffix

Blank = "00"

Use this processing option to specify this two-character field in conjunction with the Transaction Nature code to identify the complementary implications of a type of transaction. For example, the suffix might indicate that a certain type of transaction represents a inventory change, or that a transaction is eligible for a certain type of tax. Transaction Nature suffixes are set up using the Transaction Nature program (P7615B).

Valid values include:

- 01 Bonus
- 02 Demo
- 03 Sample
- 04 Return merchandise
- 05 Back order
- 06 Donation

Examples of Transaction Nature codes with suffixes:

- 111 02 - Purchase-in state, bonus
- 311 02 - Purchase-import, bonus

If you leave this processing option blank, 00 will default.

Entering Reversing Receipts for Procurement

You can reverse a receipt if you have not yet created a voucher for the receipt. You might reverse a receipt if you recorded a receipt by mistake or you recorded the wrong receipt.

When you reverse a receipt, the system accounts for the order as if it were never received. The system reverses all accounting and inventory transactions.

► To enter reversing receipts for procurement

From the Receipts Matching and Posting menu (G76B4311), choose Open Receipts by Supplier (P43214).

1. On Work With Purchase Receipts, to locate the receipt to reverse, complete one or more of the following fields and click Find:

- Branch/Plant

- Order Number
 - Supplier
 - Item Number
 - Account
2. Choose the receipt in the detail area and choose Reverse Receipt from the Row menu.
 3. Choose Close to exit the Work With Purchase Receipts form.
 4. On Reversal Verification, click OK.

Entering Landed Costs

When you purchase items, extra costs for delivery fees, broker fees, import taxes, and so on, are not uncommon. These costs are called "landed costs." You can enter landed costs for items after the receipt process or as a standalone process.

In Brazil, companies enter standalone landed costs for expenses that are associated with notas fiscais. Typically, these expenses include freight, insurance, and expenses. The two types of landed costs are: landed costs that are entered immediately after the receipt process and are included in the nota fiscal, and standalone landed costs that are entered at some point after the receipt process (called freight notes) and are included in a separate nota fiscal.

You can enter landed costs for a purchase order immediately after the receipt process. If you enter landed costs immediately after the receipt process, you can enter only the costs for a specific nota fiscal document.

After you enter the landed costs for the nota fiscal document, the system prevents you from entering additional costs to the same document. J.D. Edwards recommends that you enter landed costs only after you receive all nota fiscal lines.

Note

Landed costs are reversed automatically when you reverse a receipt.

Before You Begin

- Set the processing options for Apply Landed Costs (P7610B) to specify the landed cost parameters that you want to use.

► To enter landed costs

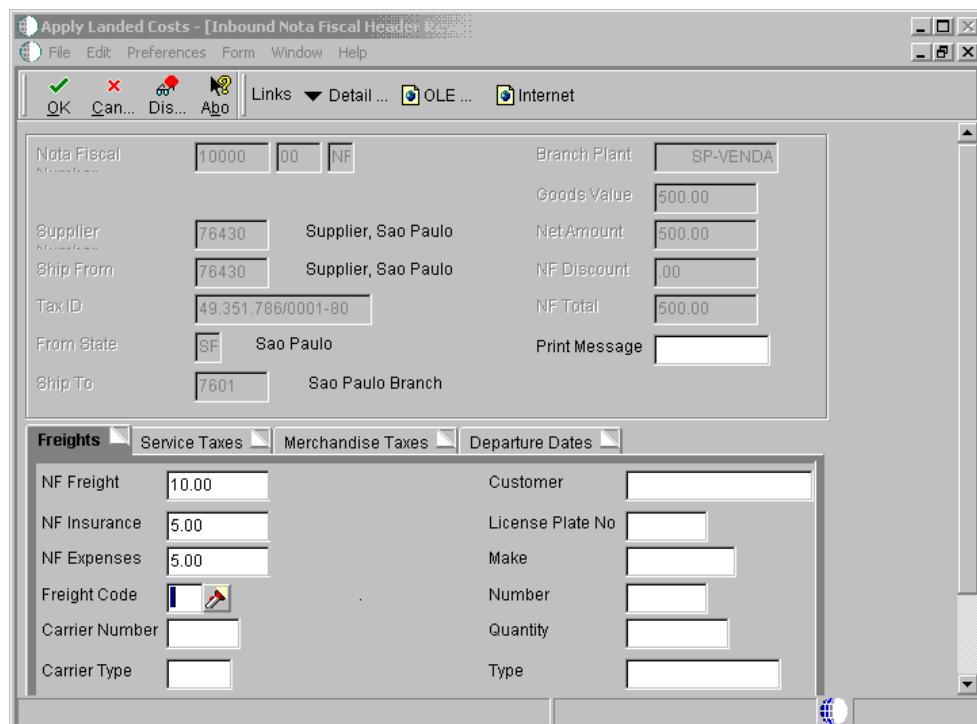
From the Purchasing Order Processing - Brazil (G76B4311), choose Apply Landed Costs (P7610B).

1. On Work With Nota Fiscal Headers, complete any of the following fields and click Find:

- NF Number

- NF Series
- NF Document
- Branch Plant
- NF Source

2. Choose the Nota Fiscal to which you want to add Landed Costs.
3. From the Row menu, choose Header Revision.



4. On Nota Fiscal Header Revision, complete the following fields on the Freights tab:
 - NF Freight
 - NF Insurance
 - NF Expenses
5. From the Form menu of Nota Fiscal Header Revision, choose Landed Cost.
6. On the Landed Costs Confirmation dialog box, click OK.

Entering Freight Notes

When you enter standalone landed costs, you can enter all of the landed costs for multiple notas fiscais at once. The system prorates the total amount of the landed costs to the notas

fiscais, and creates a batch of transactions to record the landed costs in the General Accounting and Inventory Management systems. You must review and post this batch.

After you enter landed costs for the nota fiscal document, the system prevents you from entering additional costs. J.D. Edwards recommends that you enter landed costs only after you receive all nota fiscal lines.

If you cannot enter landed costs immediately after the receipt process, you must enter freight notes. For example, you enter freight notes if your landed costs amounts are not included on the merchandise nota fiscal from your vendor.

► To enter freight notes

From the Purchasing Order Processing - Brazil menu (G76B4311), choose Nota Fiscal Inquiry.

1. On Work With Nota Fiscal Headers, locate and click the Nota Fiscal that is your Freight Note.
2. From the Row menu, choose Freight Note.
3. On Work With Landed Cost, complete the following fields:
 - Freight
 - Insurance
 - Expenses
4. From the Form menu, choose NF Selection.
5. On Search Notas Fiscais, click Find and choose the Notas Fiscais to which you want to apply Freight Note.
6. Click Select.
7. From the Form menu, choose Apply Landed Cost.
8. On Headerless Detail, review the information and click OK.
9. On Additional Charges by Nota Fiscal, review the information and click OK.

Reviewing Inbound Notas Fiscais

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document named the nota fiscal. The nota fiscal organizes this information, and places it in the header area and in the detail area.

After you enter receipts for purchase orders and record the inbound nota fiscal that you receive from your suppliers, you can review the documents online to verify that the information correlates with the document. If some of the data is incorrect, you can make changes online. You can review notas fiscais by order number or by nota fiscal source.

See Also

- Generating Stand-Alone Notas Fiscais

► **To review inbound nota fiscal header information**

From the Purchase Order Processing - Brazil menu (G76B4311), choose Nota Fiscal Inquiry.

1. On Work With Nota Fiscal Headers, complete any of the following fields and click Find:
 - NF Number
 - Branch Plant
 - NF Source
2. Choose a record in the detail area; and then from the Row menu, choose Header Revision.
3. On Nota Fiscal Header Revision, review all fields and correct as necessary.

After you complete these steps, follow the steps to review inbound nota fiscal detail information.

Processing Options for Nota Fiscal Maintenance - Brazil (P7610B)

Display Tab

Use this processing option to control your display preferences.

1. Header or Detail

Blank = Header form

1 = Detail form

Use this processing option to determine whether the system displays the Nota Fiscal Header Revisions form or the Nota Fiscal Detail Revisions first when you inquire on a Nota Fiscal. You can review header information before detail information and edit default information that affects the Nota Fiscal.

Valid values are:

Blank The system displays the Nota Fiscal Header Revisions form first.

1 The system displays the Nota Fiscal Detail Revisions form first.

Freights Tab

Use these processing options to specify how the system processes freight information. The term "additional charges" refers to freight insurance and additional expenses that are added to notas fiscais during the sales order process. The term "landed costs" refers to freight insurance and additional expenses that are added to notas fiscais during the procurement process.

1. Prorate Basis (Required)

Blank = Quantity

1 = Weight

2 = Amount

Use this process option to select the basis for prorating the freight. The quantities and amounts come from the Nota Fiscal Detail file (F7611B). The weight comes from the Sales Order Detail file (F4211) for sales and the Purchase Order Detail file (F4311) for procurement.

Valid values are:

Blank Quantity

1 Weight

2 Amount

3. Insurance Line Type (Required)

Use this processing option to specify the insurance line type. This processing option specifies how the system processes lines on a transaction. The line type affects the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). The line type also specifies the conditions for including a line on reports and in calculations.

4. Expenses Line Type (Required)

Use this processing option to specify the tax line type. This processing option specifies how the system processes lines on a transaction. The line type affects the systems with which the transaction interfaces (General

Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). The line type also specifies the conditions for including a line on reports and in calculations.

5. Taxes

Blank = Not included

1 = Included

Use this processing option to specify whether taxes are included. This processing option applies only to landed costs processing.

Valid values are:

Blank Include only the extended amount as the basis of the tax.

1 Include taxes and tax-related discounts based upon which landed costs amounts are prorated.

Note: This processing option is used only if the landed costs prorate basis is "amount."

6. F43121 Freight Recording

Blank = One record for each Nota Fiscal line

1 = One record per Nota Fiscal

Use this processing option to specify whether the system creates one record or multiple records in the Purchase Order Receiver table (F43121) for freight charges associated with nota fiscal lines. The system uses this processing option only when you process purchase orders. Valid values are:

Blank

Create a record for each line on a nota fiscal

1

Create one record for each nota fiscal

7. Next Status Code - From (Required)

Use this processing option to indicate the From Status code range that the system uses for Nota Fiscal selection. You must enter a status that has been set up in the user defined codes list of the order activity rules based on the order type and the line type that you are using. The combination of Status From and Status Thru must be a valid last status/next status combination in the Order Activity Rule list (40/AT).

8. Next Status Code - To (Required)

Use this processing option to indicate the To Status code range that the system uses for Nota Fiscal selection. You must enter a status that has been set up in the user defined codes list of the order activity rules based on the order type and the line type that you are using. The combination of Status From and Status Thru must be a valid last status/next status combination in the Order Activity Rule list (40/AT).

9. Next Status Code (Optional)

Use this processing option to indicate the next step in the order process. You must use a user defined code (40/AT) that has been set up in the Order Activity Rules form for the order type and the line type that you are using. The override status is another allowed step in the process.

10. Doc. Type - Regular (Optional)

Use this processing option to specify the code for the document type for the transaction. You choose a code from Document Type - All Documents UDC (00/DT). If you leave this option blank, the system uses the document type already scheduled.

11. Doc. Type - Exceptional (Optional)

Use this processing option to specify an alternative document type that overrides the document type associated with the freight, insurance, and other expenses lines on a nota fiscal. When you complete this processing option, the system searches for the Automatic

Accounting Instruction (AAI) that is associated with the alternative document type and writes journal entries to the accounts associated with the AAI

Defaults Tab

Use these processing options to determine default values, such as stand-alone nota fiscal version, nota fiscal document for two-way match, last status code, and next status code that the Nota Fiscal Maintenance - Brazil program (P7610B) uses when other values are not entered for the transaction.

1. Stand Alone Nota Fiscal Version

Blank = ZJDE0001

Use this processing option to accept the default stand-alone Nota Fiscal version, or enter a specific version number for the Nota Fiscal Maintenance program (P7610B).

Valid values are:

Blank Use version number ZJDE0001

Or, enter a specific version number.

2. NF Document for Two Way Match

Blank = "NF"

Use this processing option to specify the Nota Fiscal document type for two-way match. You must enter values that have been set up in user defined code list (00/DT).

Blank NF (Purchasing Nota Fiscal)

3. Last Status Code Default

Use this processing option to specify the beginning of the range of the next status of the nota fiscalis that you to select. You choose a status from the Activity/Status LIDC (10/AT).

The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

4. Next Status Code Default

Use this processing option to specify the end of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status Codes UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Edits Tab

Use these processing options to specify whether the system protects the status of the nota fiscal and to set the status code limit for changes.

1. Status

Use this processing option to protect the status of the nota fiscal. When you protect the status, the system does not make any changes to the status during sales order or purchase order processing. Valid values are:

Blank

Do not protect the status of the nota fiscal.

1

Protect the status of the nota fiscal

2. Status Code Limit for Changes

Use this processing option to enter the status code at which detail lines cannot be changed. The system does not change the status of detail lines if the next status in the Order Activity Rules table (F40203) is greater than or equal to the status that you enter for this processing option

3. Account Validation

Blank = Enable validation**1 = Disable validation**

Use this processing option to validate the accounts and AAIs used in the additional charges and landed costs process prior to processing the records.

Although account validation decreases performance, it ensures database integrity. J.D. Edwards strongly recommends that account validation be enabled at all times. You may choose to disable this feature to improve performance after a new implementation or program changes have been tested.

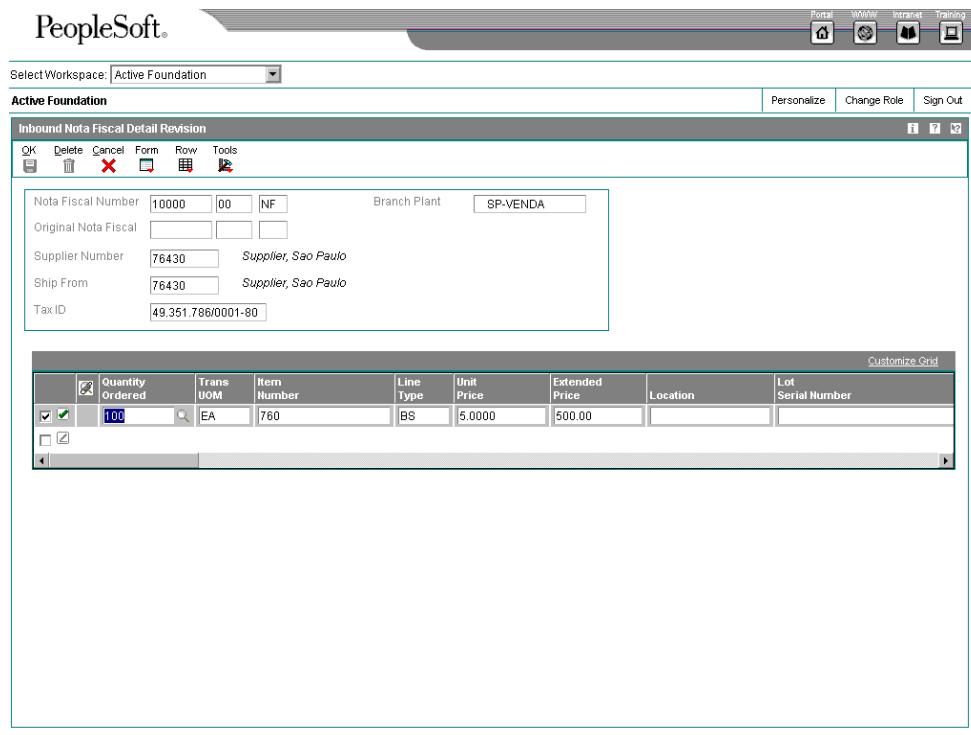
Valid values are:

Blank Enable validation.

1 Disable validation.

► To review inbound nota fiscal detail information

From the Form menu of Nota Fiscal Header Revision, choose Detail Revision.



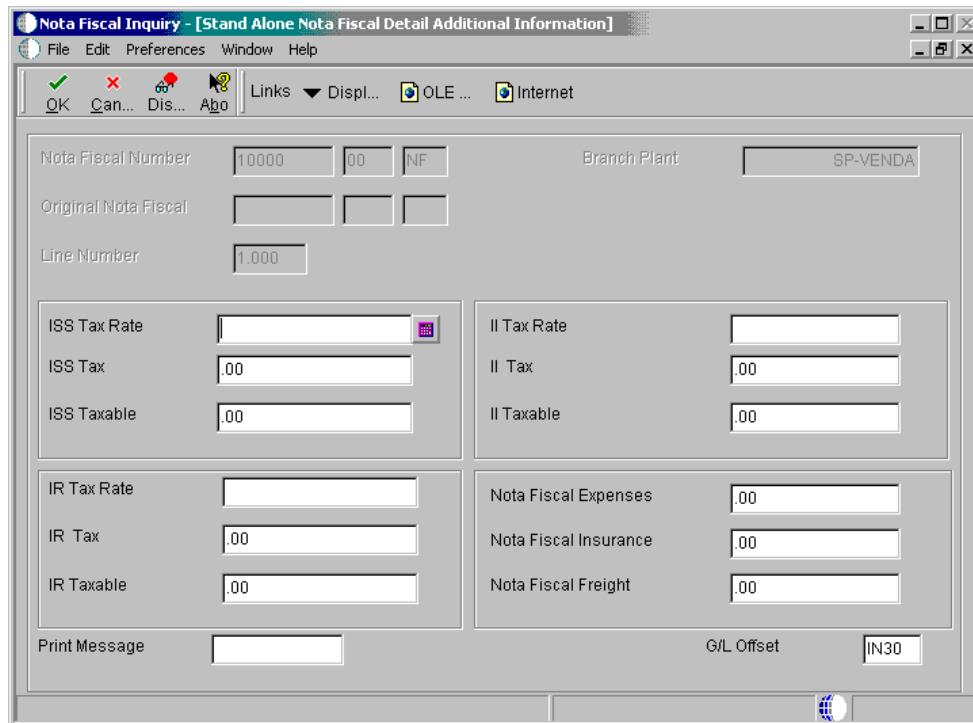
The screenshot shows a PeopleSoft application window titled "Inbound Nota Fiscal Detail Revision". The top navigation bar includes links for Home, WWW, Internet, Training, and Sign Out. The main form has fields for Nota Fiscal Number (10000), Original Nota Fiscal (76430), Supplier Number (76430), Ship From (Supplier, Sao Paulo), and Tax ID (49.351.786/0001-80). Below these fields is a grid table with columns: Quantity Ordered, Trans UOM, Item Number, Line Type, Unit Price, Extended Price, Location, and Lot Serial Number. A single row is visible in the grid, showing values: 100, EA, 760, BS, 5.0000, 500.00, and two empty fields for Location and Lot Serial Number. A "Customize Grid" link is located at the top right of the grid area.

Review and correct any order detail lines.

After you complete this step, follow the steps to review inbound nota fiscal detail additional information.

► To review inbound nota fiscal detail additional information

From the Row menu of Nota Fiscal Detail Revision, choose Detail Addl Info.



1. On Nota Fiscal Detail Additional Information, review all fields.
2. Click OK.

After you complete these steps, follow the steps to review inbound nota fiscal taxes additional information.

Working with Journal Entries for Receipt Transactions

The system creates journal entries each time you enter or reverse a receipt. You can review the journal entries for accuracy and then post them to the general ledger (G/L).

Reviewing Journal Entries for Receipts

From the Receipts Matching and Posting menu (G43A15), choose Review G/L Receipts Journal.

When you enter a formal receipt, the system creates journal entries that:

- Debit an inventory account

- Credit a received not vouchered account

The system retrieves account numbers for which to create journal entries from automatic accounting instructions (AAIs). A separate AAI table exists for inventory accounts and received not vouchered accounts. The system retrieves an account number from each table based on the company, business unit, and G/L category code that applies to a receipt.

For example, you enter a receipt for 100.00 worth of inventory items. The items have a G/L category code of IN20 and were purchased for business unit A in company 100. When you enter a receipt, the system retrieves the inventory account number and the received not vouchered account number for company 100, business unit A, and the IN20 G/L category code to create the following journal entries:

Inventory	Received Not Vouchered
100	100

If you enter purchase order detail lines by account number, the system charges each receipt against the account number on the detail line. The system retrieves a received not vouchered account number from AAIs.

If tax is applicable to a receipt, the system also creates tax accrual entries. If you apply landed costs at the time of receipt, the system creates entries for accrued landed costs.

You might use a standard cost method to determine the inventory cost for an item. The standard cost for an item remains consistent unless you manually change it. If a variance exists between the standard cost and the price at which you purchase an item, the system creates journal entries to account for the variance. You specify variance accounts in automatic accounting instructions.

For example, if you enter a formal receipt for 80.00 worth of inventory items and the standard cost for the items is 100.00, the system creates the following journal entries:

Standard Cost Variance

Inventory	Received Not Vouchered	Purchase Price Variance
100	80	20

You use processing options to specify whether the system creates separate journal entries for each detail line or summarizes the entries for all lines.

When you reverse a receipt, the system automatically reverses the corresponding journal entries.

See Also

- Setting Up Automatic Accounting Instructions*
- Reviewing and Posting Journal Entries for Voucher Transactions*
- Working with Basic Journal Entries in the General Accounting Guide*

Posting Receipts

From the Receipts Matching and Posting menu (G43A15), choose G/L Receipt Post.

After you review journal entries, you can post them to the general ledger using the G/L Receipt Post procedure.

The posting process does the following:

35. Selects qualified batches of unposted transactions from the Account Ledger table (F0911).
36. Edits and verifies each transaction.
37. Posts accepted transactions to the Account Balances table (F0902).
38. Marks each transaction and batch header as posted in the Account Ledger table (F0911) and the Batch Control Records table (F0011).

See Also

- Posting Journal Entries in the General Accounting Guide*

Printing Receipt Information

You can print receipt information that is specific to purchase orders, suppliers, business units, and so forth.

Printing Open Orders

From the Purchasing Reports menu (G43A111), choose Print Open Purchase Orders.

You can print a list of all suppliers from whom you have a specific item on order. You can review the order quantity and the quantity and amount left to receive from each supplier. You can also use the Open POs by Item report to review open order information for specific items or account numbers, or to review the dates you expect to receive items.

Printing the Status of Open Orders

From the Purchasing Reports menu (G43A111), choose Open Purchase Order Status.

You can print the Open Purchase Order Status report to review purchase orders containing items that are overdue. For each purchase order you specify, you can review the following detail line information:

- Original order quantity
- Received quantity
- Quantity open to receive
- Days overdue

Information for this report prints in the following order:

- User ID
- Supplier
- Order number
- Line number

A total open dollar amount is provided for:

- Each purchase order
- Each supplier
- Each user
- The entire report

See Also

- R43525, Open Purchase Order Status* in the *Reports Guide* for a report sample

Processing Options for Open Purchase Order Status (P43525)

Print

1. Enter the "As Of" Date for the report. This date will determine the days overdue and will be used for thru-date processing.
-

Printing Receipt Information by Supplier

From the Purchasing Reports menu (G43A111), choose Inventory Receipts Register.

You can print the Inventory Receipts Register report to review all items you have received from a supplier. This report contains the following information for each detail line that pertains to a supplier:

- Item number or account number
- Date the order was received
- Received quantity and amount

In an inventory environment, you can use this report as a receipt traveler document, which you can attach to items so that personnel in the warehouse can reference receipt information. In this case, only the detail line that pertains to a specific receipt appears on the report.

Working with Errors on Notas Fiscais

As you work with notas fiscais from your suppliers, you can calculate taxes and other charges due, and then compare the calculations to the amounts listed on each nota fiscal. You can then automatically generate a letter requesting a correction to the nota fiscal.

Comparing Nota Fiscal Amounts

You can compare nota fiscal values when you enter receipts or at a later time. Comparing corrected values is an optional activity that you use when you want to send a request for a corrected nota fiscal. The application compares the values that you enter to the values currently in the system for the nota fiscal. The system notifies you if discrepancies exist between the values.

If discrepancies exist, you can generate a letter to request corrections to the nota fiscal. The system uses the values that you entered when it generates the letter, so you should complete at least the fields for which discrepancies exist. You create the text for the letter by using the Next Number – Fiscal Books program (P7602B).

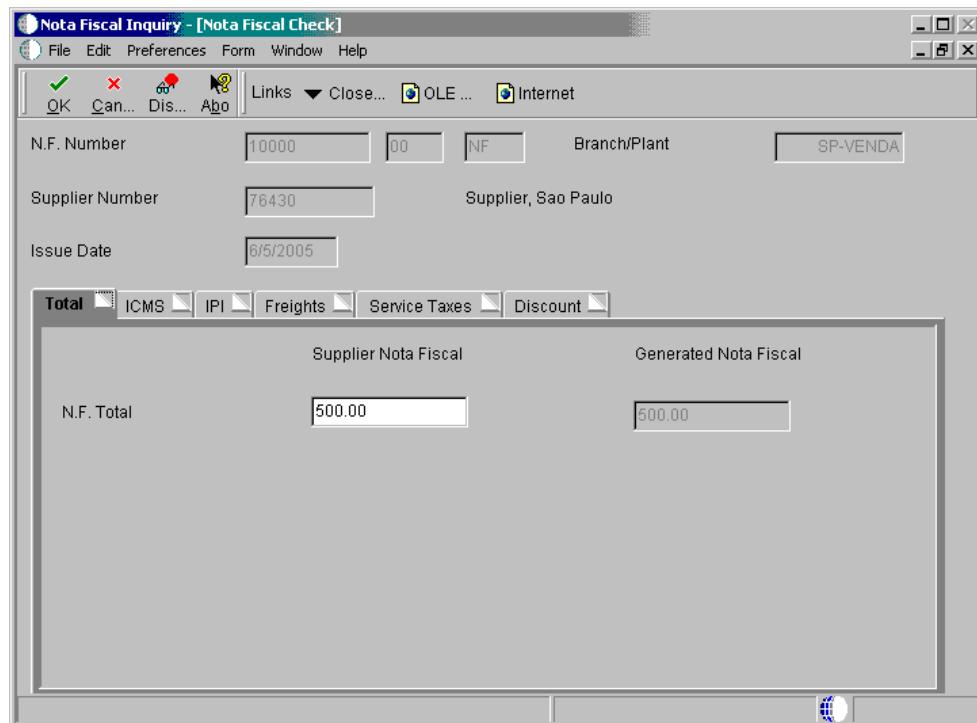
See Also

- *Generating a Correction Letter for a Nota Fiscal* for information about creating the text that the system prints on the correction letter

► To compare nota fiscal amounts

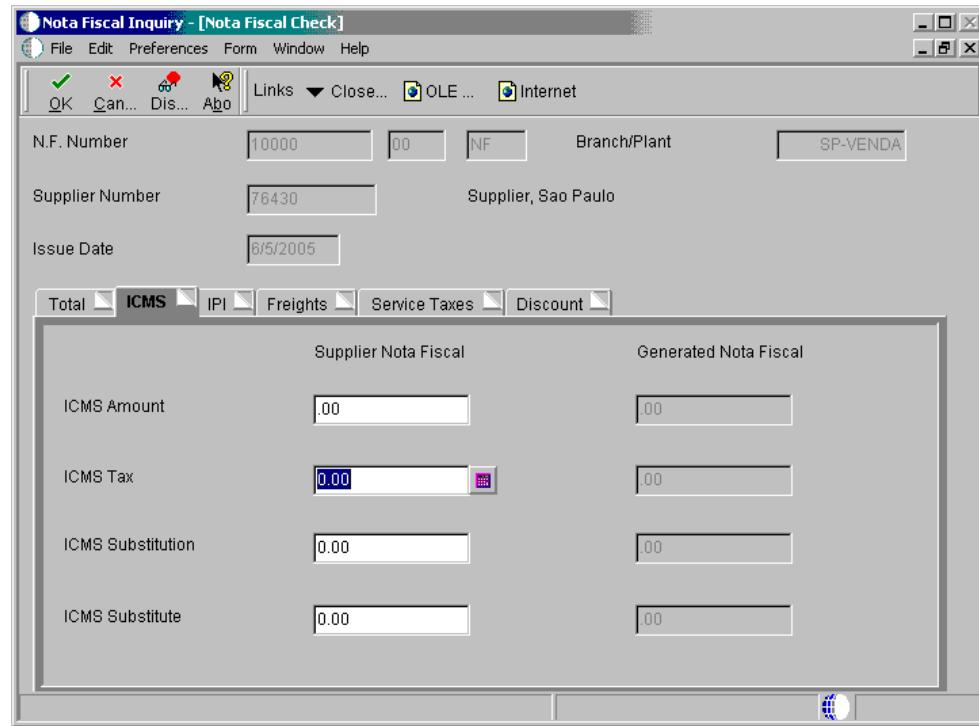
From the Purchase Order Processing - Brazil menu (G76B4311), choose Nota Fiscal Inquiry (P7610B).

1. On Work With Nota Fiscal Headers, complete the following field, and then click Find:
 - N.F. Number
2. Choose the row you want to work with, and then choose Close Nota Fiscal from the Row menu.
3. On Nota Fiscal Check, click the following tabs and complete the fields with the values from the nota fiscal for the order you are receiving:



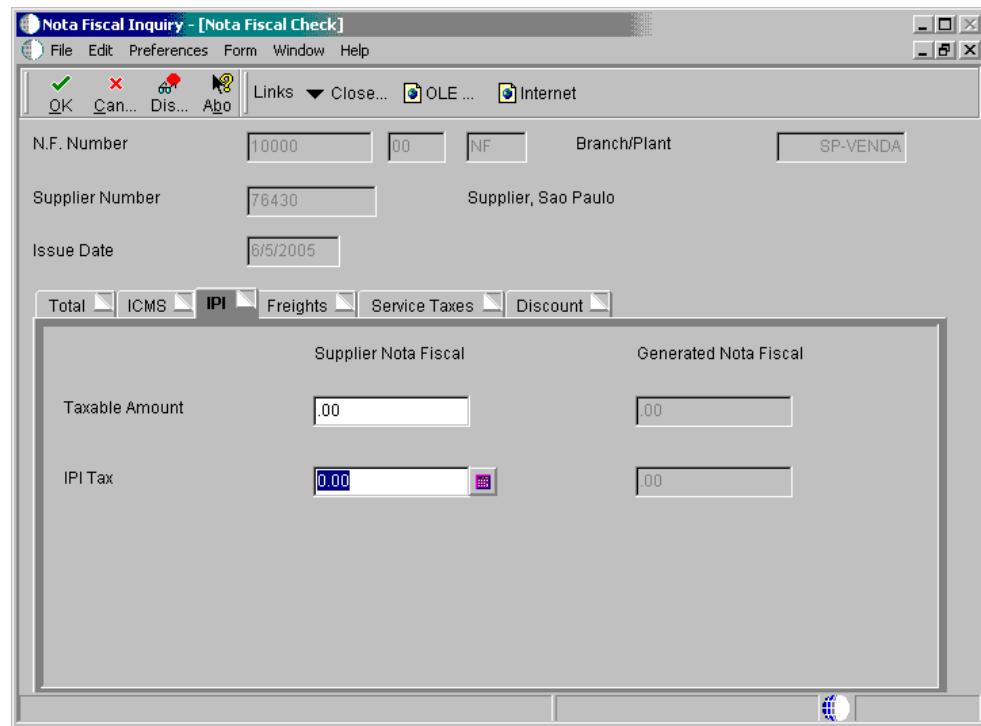
Total tab

- N.F. Total



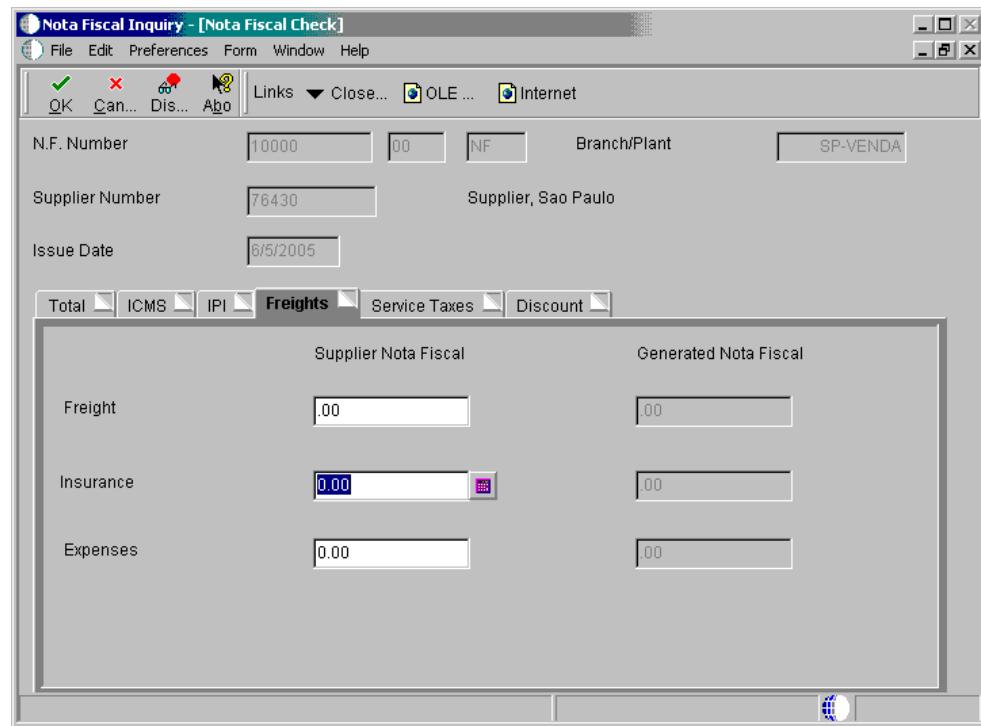
ICMS tab

- ICMS Amount
- ICMS Tax
- ICMS Substitution
- ICMS Substitute



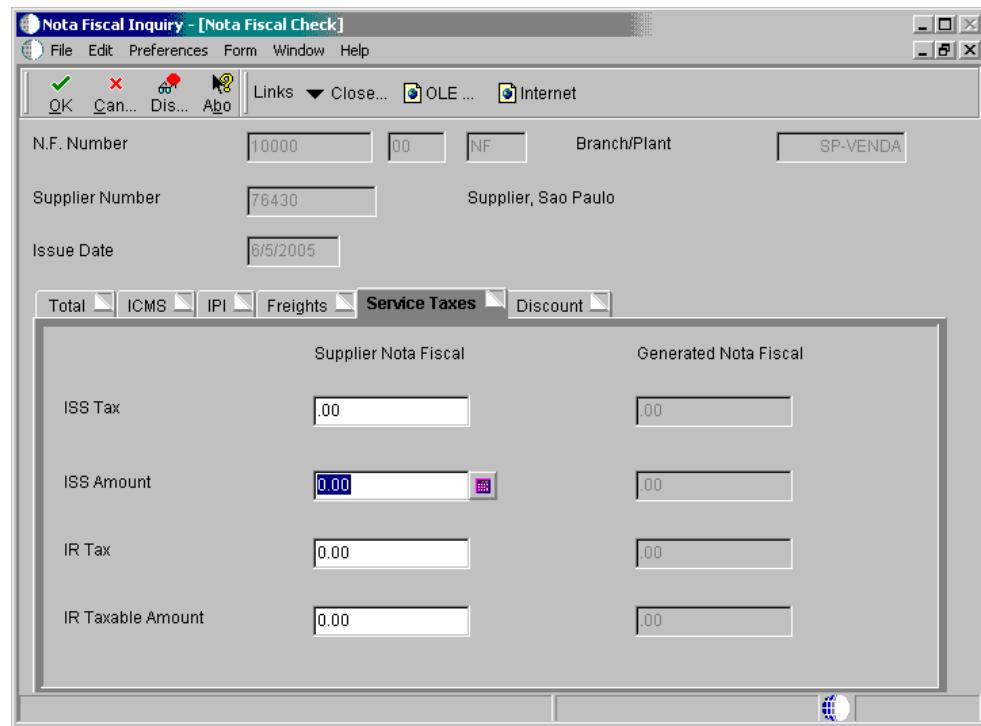
IPI tab

- Taxable Amount
- IPI Tax



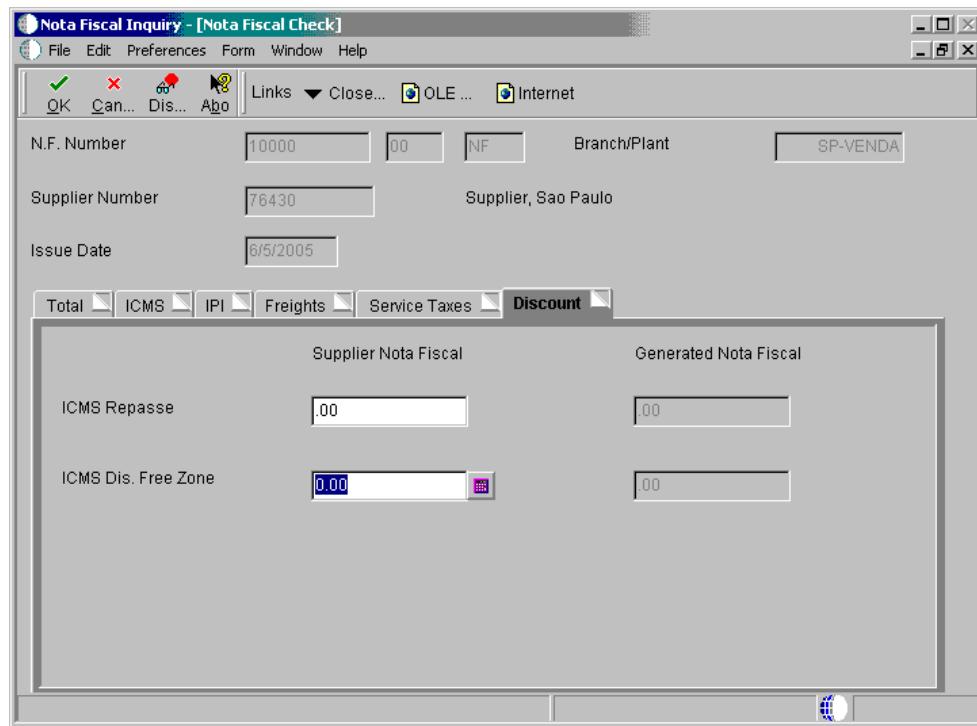
Freights tab

- Freight
- Insurance
- Expenses



Service Taxes tab

- ISS Tax
- ISS Amount
- IR Tax
- IR Taxable Amount



Discount tab

- ICMS Repasse
- ICMS Dis. Free Zone

4. From the Form menu, choose Compare.

The application displays a warning message for each value that does not match, and places a red octagon on the tabs on which there are discrepancies. The fields that have discrepancies are highlighted in red.

5. Do one of the following:

- To close the nota fiscal, choose Close Nota from the Form menu.
- To generate a correction letter, choose Correction Letter from the Form menu.

The system automatically generates a letter using the amounts from the comparison and the text of the correction letter you have set up for this supplier. See *Generating a Correction Letter* and *Creating the Correction Letter Text* for more information about the letter.

6. To exit the program, click Cancel.

Closing an Inbound Nota Fiscal

You must close a nota fiscal after receiving or adding landed costs to it, or both. When you close a nota fiscal, you update the Account Ledger (F0911), the Item Ledger File (F4111),

and the Purchase Order Receiver File (F43121) tables with the taxes that are calculated in the receipt process.

The taxes that are calculated in the nota fiscal during the receipt process must be posted to the general ledger. The taxes that are calculated must also be computed into the item ledger in the inventory system, and the costs must be calculated. The system uses the same document type, document number, and batch number as the original receipt when creating journal entries.

You can close an inbound nota fiscal when you receive goods or close it interactively from the Nota Fiscal Inquiry program.

Note

The Process Taxes in Receipt File – Brazil batch process (R76B804) is now obsolete.

Before You Begin

- Set up the following AAIs:
 - 4385 (Cost/Expense Adjustments)
 - 4390 (Cost/Liability Adjustments)
- Set up the following UDCs:
 - G/L Posting Category Code (41/9)
 - G/L Class Code Cross Reference (76/GL)
- Set up the processing options for Nota Fiscal Check & Close (P76B900)

► To close a nota fiscal

From the Purchase Order Processing - Brazil menu (G76B4311), choose Nota Fiscal Inquiry.

1. On Work With Nota Fiscal Headers, complete the following field, and then click Find:
 - NF Number
2. Choose the row you want to work with, and then choose Close Nota Fiscal from the Row menu.
3. On Nota Fiscal Check, choose Close Nota from the Form menu.
The system displays a success or failure message.
4. Click OK to close the message.

Processing Options for Nota Fiscal Check and Close (P76B900)

Close Nota Tab

Use these processing options to specify the status of the notas fiscais you want to work with.

1. Status for processing(From):

Use this processing option to indicate the From Status code range that the system uses for nota fiscal selection. You must enter a status that has been set up in the user defined codes list of the order activity rules, based on the order type and the line type that you are using. The combination of Status From and Status Thru must be a valid last status/next status combination in the Order Activity Rule UDC table (40/AT)

2. Status for processing(To):

Use this processing option to indicate the To Status code range that the system uses for nota fiscal selection. You must enter a status that has been set up in the user defined codes list of the order activity rules, based on the order type and the line type that you are using. The combination of Status From and Status Thru must be a valid last status/next status combination in the Order Activity Rule UDC table (40/AT)

3. Status for update:

Use this processing option to indicate the next step in the order process. You must use a user defined code (40/AT) that has been set up in the Order Activity Rules form for the order type and the line type that you are using. The override status is another allowed step in the process

Generating a Correction Letter for a Nota Fiscal

If there are discrepancies between the amounts the system calculates and the calculations your supplier sent on the nota fiscal, you can generate a letter to the supplier requesting a correction.

Before You Begin

- Verify that the text for the correction letter exists. See *Creating the Correction Letter Text*.

► To generate a correction letter

From the Purchase Order Processing - Brazil menu (G76B4311), choose Nota Fiscal Inquiry.

1. On Work with Nota Fiscal Headers, complete the following field, and then click Find:
 - NF Number
2. Choose the row you want to work with, and then choose Close Nota Fiscal from the Row menu.
3. On Nota Fiscal Check, choose Correction Letter from the Form menu.
4. On Report Output Destination, choose an output option.

The system generates the letter using the amounts from the comparison and the text of the correction letter you have set up for this supplier.

Creating the Text for a Correction Letter for a Nota Fiscal

You use the Next Number – Fiscal Books program (P7602B) to create the text for the correction letter. The Next Number – Fiscal Books program lets you create an opening section and a closing section that the system will print on one letter. When you generate the letter, the system inserts between the two sections the details of the discrepancies between the Nota Fiscal you received and the amounts calculated by the system.

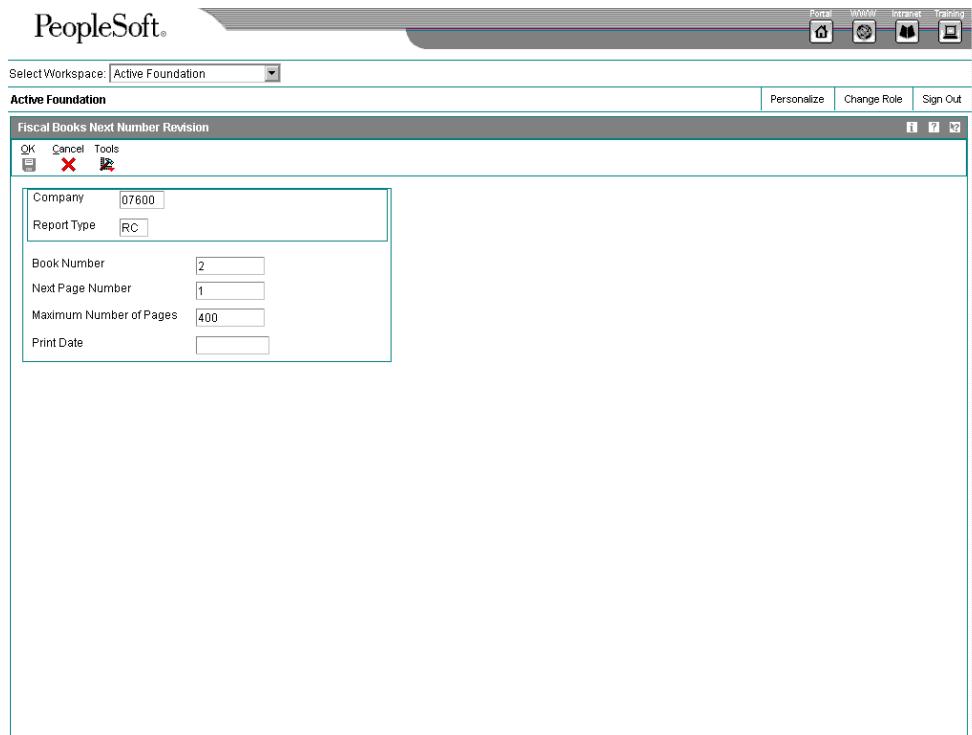
Before You Begin

- Set up a value of CC (Correction Letter) in the Fiscal Book code UDC table (76/FB).

► To associate the CC UDC value to the company

From the Brazilian Localization Setup menu (G76B41B), choose Next Number – Fiscal Books (P7602B).

1. On Work With Fiscal Books Next Number, click Add.



2. On Fiscal Books Next Number Revision, complete the following fields, and then click OK:

- Company
- Report Type

For Report Type, choose CC from the UDC table. The system associates the code you choose to the company.

3. Click Cancel to close Fiscal Books Next Number Revision.

Note

If an association is already set up, the system displays an error message. Click Cancel to exit.

► To create the revision letter text

From the Brazilian Localization Setup menu (G76B41B), choose Next Number – Fiscal Books (P7602B).

1. On Work with Fiscal Books Next Number, enter CC in the following field and then click Find:

- Report Type

Only companies that have an associated record type of CC appear.

2. In the header area, click Opening Statement.
3. In the detail area, choose the line for the company you want to work with, and then choose Opening Statement from the Row menu.

4. On Media Objects, choose New and then Text from the File menu.
5. Type in the text that you want to appear before the detail of the corrections.
6. Choose Save & Exit from the File menu.
7. Click Closing Statement in the header area, choose the company in the detail area, and then choose Closing Statement from the Row menu.
8. On Media Objects, choose New and then Text from the File menu.
9. Type in the text that you want to appear after the detail of the corrections.
10. Choose Save & Exit from the File menu.
11. Click Close on Work with Fiscal Books Next Number.

Processing Vouchers

Processing Vouchers

You must create a voucher before you can pay a supplier for purchases. You usually create a voucher for the billing amount on an invoice. Three-way voucher match and two-way voucher match are the two methods of creating a voucher.

When you complete the match process, the system creates two batches if any of the transactions are subject to IPI or ICMS recoverable or ICMS payable.

See Also

- Printing Voucher Information* in the *Procurement* guide

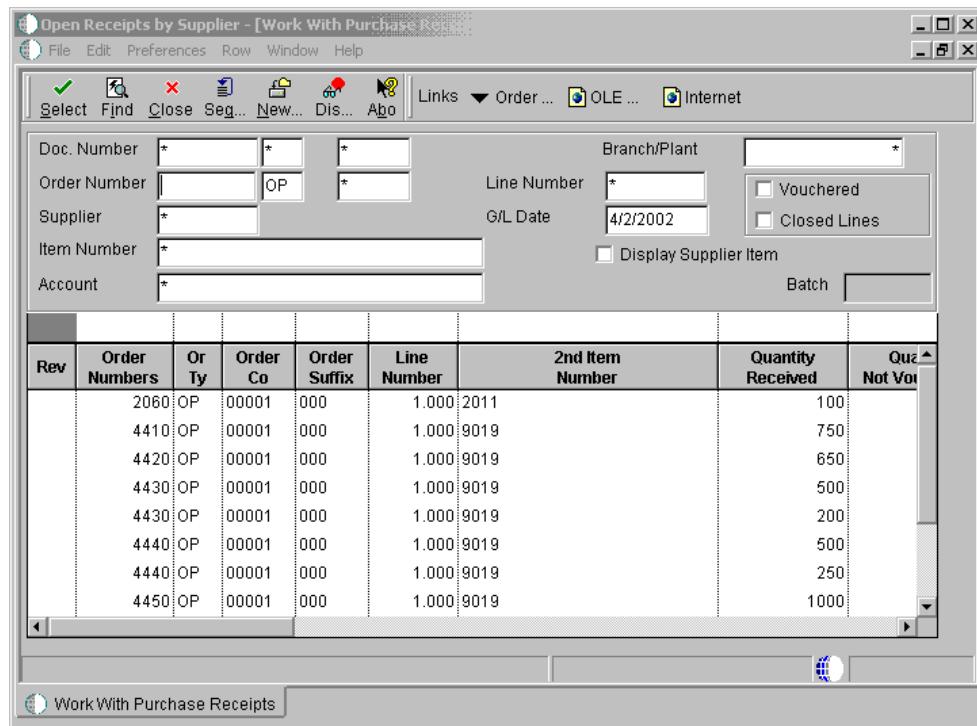
Reviewing Open Receipts

You can review open receipts, which are receipts for which you have not yet created vouchers. You might do this to determine the receipts for which you must create vouchers. You can review the amount and quantity open for each receipt.

If you need to check an order to see whether any vouchers have already been created, you can use the Vouchered option on the Work with Purchase Receipts form to search for order detail lines for which a voucher has been created. The system displays the order detail lines with the quantity and amount that are entered on the voucher.

► To review open receipts

From the Receipts Matching and Posting menu (G43A15), choose Open Receipts by Supplier.



1. On Work With Purchase Receipts, complete one or more of the following fields to locate open receipts and click Find:
 - Order Number
 - Supplier Remark
 - Item Number
 - Account
 - Branch/Plant
2. Review the following fields for each receipt:
 - Quantity Not Vouchered
 - Amount Not Vouchered
3. To review detailed information for a receipt, select the row and choose the option from the Row menu that corresponds to the information that you want to review.

Processing Options for Purchase Receipts Inquiry

Defaults

- 1.- Order Type
2.- Currency Code

Versions

- 1.- PO Inquiry (P4310)
-

-
- 2.- A/P Ledger Inquiry (P0411)
 - 3.- Receipt Reversal (P4312)
 - 4.- Receipt Routing Movement (P43250)
 - 5.- Landed Cost Selection (P43291)

Process

- 1.- Enter '1' to allow reversals, '2' to apply landed cost:

Landed Cost

- 1.- Enter a '1' to summarize journal entries. If left blank, journal entries are written in detail.

Self-Service

- 1.- Enter a '1' to activate Supplier Self-Service. If left blank, no activation.
-

Choosing Receipts Records to Match to Vouchers

If you do not record receipt information, you must match purchase order detail lines to invoices to create vouchers (two-way voucher match). For example, if a supplier sends you an invoice for 100.00, you must locate and match the purchase order detail lines that contain the corresponding 100.00 worth of items.

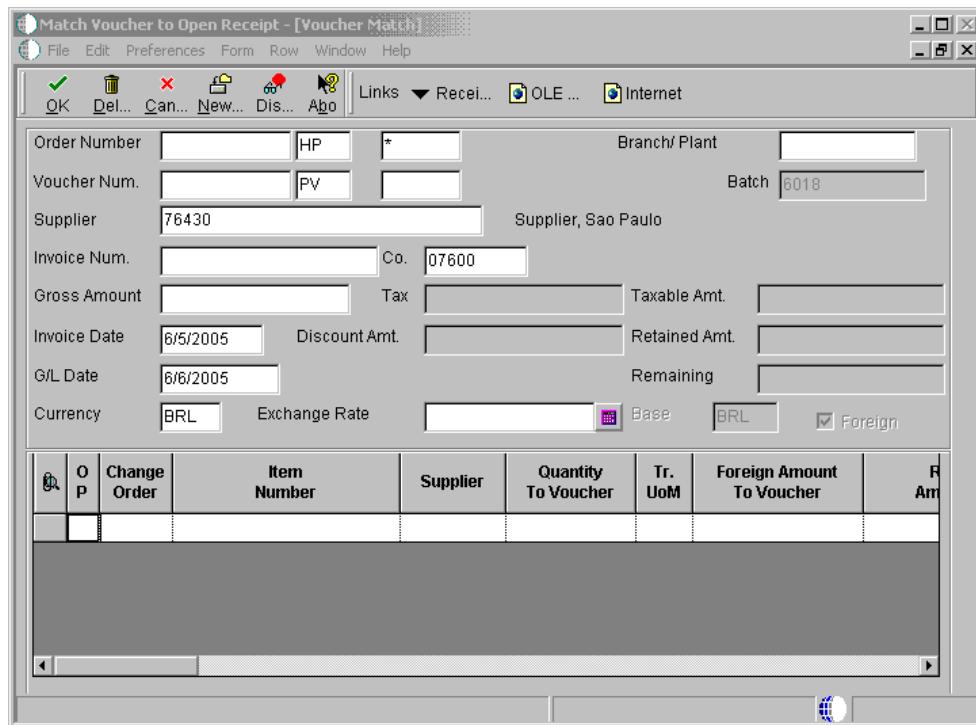
Before You Begin

- Verify that you have selected Brazil (BR) in your user display preferences.
- Review all processing options and set up the voucher match version.

► To choose receipts records to match to a voucher

On the Purchase Order Processing-Brazil (G76B4311), choose Match Voucher to Open Receipt (P0411).

1. On Supplier Ledger Inquiry, click Add.



2. On Voucher Match, complete the following fields:
 - Branch/Plant
 - Supplier
3. From the Form menu, choose Receipts to Match or Orders to Match.
4. On the Regional Information dialog box, click OK.
5. On Select Nota Fiscais to Match, complete the following fields in the detail area and click Find:
 - NF Number
 - NF Series
 - NF Document
6. Choose the receipt line or nota fiscal that corresponds to the invoice.

From the Row menu, choose Select Nota Fiscal, and then choose Select Line to return the line.

From the Row menu, choose Select Nota Fiscal, and then choose Select Nota Fiscal to return the Nota Fiscal.

The system returns the line or nota fiscal that is selected to the voucher match form. Additional landed cost lines and taxes are also selected and returned to the voucher match form for vouchering.

7. On Voucher Match, complete the following field:
 - O P

The option that you enter determines whether the system leaves the balance of the line open (option 1), closes the balance (option 7), or cancels the line entirely (option 9).
8. Complete the following optional fields for receipt records to reflect the invoice, as necessary:
 - Amount To Voucher
 - Quantity To Voucher
 - Retained Amt.
 - Percentage Retained
 - Tax Y/N
 - Tax Area
 - Tax Expl
 - Tax

- Discount Available

If you are working with receipt records, you cannot increase the receipt quantity to reflect an invoice. You must first receive the additional quantity using the Enter Receipts program. If you increase the amount for a receipt record, the system creates journal entries to account for the variance.

9. Click OK.
10. To review the resulting voucher, return to Supplier Ledger Inquiry, choose the voucher, and click Select.

Choosing Order Detail Lines to Match to Vouchers

For the two-way voucher match (informal receipt process), you do not record receipt information. You must match order detail lines to records to create vouchers. For example, if a supplier sends you an invoice for 100.00, you must locate and match the order detail lines that contain the corresponding 100.00 worth of items.

In Brazil, the government assigns each company a unique numbering sequence for notas fiscais. When you access the Review Unmatched Nota Fiscal form, you might see multiple notas fiscais with the same number. To identify the correct nota fiscal document, limit the search information using the Query By Example line.

Before You Begin

- Verify that you have selected Brazil (BR) in your user display preferences.
- Ensure that you have set up the appropriate AAIs to account for variances in the exchange rate. If you enter a new exchange rate during the voucher match process, the system creates journal entries to account for the variance between costs incurred at the old exchange rate and costs incurred at the new exchange rate. For more information, see *Setting Up AAIs for Brazilian Taxes* in this guide and *Defining a Currency Exchange Rate* in the *General Accounting Guide*.

► To choose order detail lines to match to vouchers

On the Receipts Matching and Posting menu (G43A15), choose Match Voucher to Open Receipt (P0411).

1. On Supplier Ledger Inquiry, click Add.
2. On Voucher Match, complete the following fields:
 - Branch/Plant
 - Supplier
3. From the Form menu, choose Orders to Match.
4. On the Regional Information dialog box, click Cancel.
5. On Select Nota Fiscals to Match, complete the following fields and click Find:
 - Order Number
 - Order Type

- Order Company
6. Choose the receipt line or nota fiscal that corresponds to the invoice.

From the Row menu, choose Select Nota Fiscal, and then choose Select Line to return the line.

From the Row menu, choose Select Nota Fiscal, and then choose Select Nota Fiscal to return the Nota Fiscal.

The system returns the line or nota fiscal selected to the voucher match form. Additional landed cost lines and taxes are also selected and returned to the voucher match screen for vouchering.

The system returns the lines that you selected to the Voucher Match form.
 7. On Voucher Match, complete the following field:
 - O P

The option that you enter determines whether the system leaves the balance of the line open (option 1), closes the balance (option 7), or cancels the line entirely (option 9).
 8. Complete the following optional fields for receipt records to reflect the invoice, as necessary:
 - Amount To Voucher
 - Quantity To Voucher
 - Retained Amt.
 - Percentage Retained
 - Tax Y/N
 - Tax Area
 - Tax Expl
 - Tax
 - Discount Available
 9. Click OK.
- After you complete the match process, the system creates two batches if any of the transactions are subject to IPI or ICMS recoverable or ICMS payable. The first batch includes the transactions from the voucher match. The second batch includes the tax transactions. The second batch has the same number as the voucher match batch, but with a document type G rather than V. You must post both batches. In addition, if you reverse the voucher batch, you must reverse the new batch manually and repost the batch if necessary.

Adding Bar Code Information to Vouchers

You can add bar code information to vouchers that you process for payment. You add bar code information after you enter voucher information and before you create payment groups. Adding bar code information to your vouchers is optional unless you use the outbound automatic payment process. If you use the outbound automatic payment process, you must add bar code information to your vouchers.

A standard bar code contains 44 digits. When you use an optical reader to scan a bar code, the reader populates the appropriate fields in the J.D. Edwards systems with the 44 digits. When you manually enter a bar code, you enter 47 digits. The 10th, 22nd, and 33rd digits are check digits. Though the J.D. Edwards system does not use the check digits to validate the bar code, you should enter all 47 digits. The J.D. Edwards system populates the appropriate fields with 44 digits after discarding the 3 check digits.

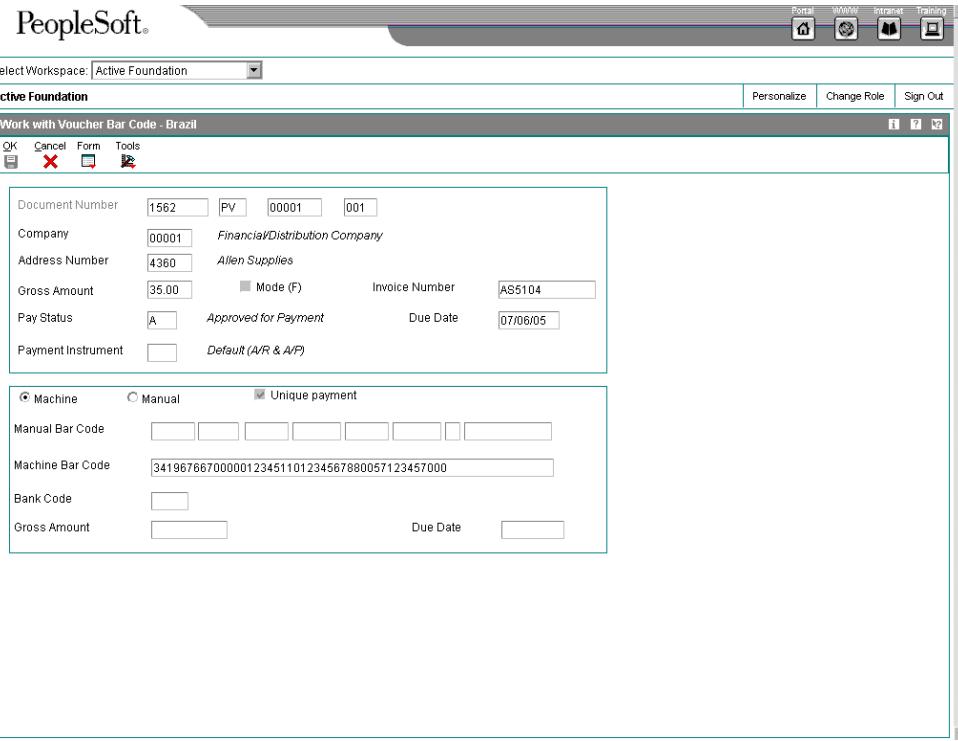
Before You Begin

- Review and set the processing options for Voucher Additional Information – Brazil (P76B04BC). See *Processing Options for Voucher Additional Information – Brazil (P76B04BC)*.

► To add bar code information to vouchers

From the Bank Tape Processing menu (G76B415), choose Voucher Additional Information – Brazil (P76B04BC).

1. On Work with Voucher Additional Information – Brazil, complete the following fields to locate the vouchers you want, and then click Find:
 - Address Number
 - Payment Instrument
 - Pay Status
 - Due Date
2. Choose a record, and then choose Bar Code from the Row menu.



3. On Work with Voucher Bar Code – Brazil, choose one of the following options for bar code entry mode. These options are enabled only if you set the Enable Bar Code Entry Mode processing option.
 - Machine
 - Manual
4. Enable or disable the Unique Payment option. You can only enable or disable this option if the Enable Unique Payment Flag processing option is blank.
5. Complete the following field, and then click OK:
 - Bar Code

Processing Options for Voucher Additional Information – Brazil (P76B04BC)

Display Tab

Pay Status Code

Use this processing option to specify the pay status code of the vouchers that the system processes. You choose a value from the Pay Status Code UDC (00/PS).

Bar Code Tab

These processing options specify how the system processes bar code information for vouchers.

Enable unique payment flag

Blank - allow define unique payment flag

1 - Disable unique payment flag

Use this processing option to specify whether the system enables the Unique Payment option on the Work with Voucher Bar Code - Brazil form. Valid values are:

Blank

Enable unique payment flag

1

Disable unique payment fla

Create unique payment on bar code entry

Blank - Create unique payment

1 - Do not create unique payment

Use this processing option to specify whether the system processes payments for vouchers for which the bar code number has already been processed and paid. The value you input here overrides the Unique Payment option on the Work with Voucher Bar Code - Brazil form. Valid values are:

Blank

Create unique payment

1

Do not create unique payment

Enable bar code entry mode

Blank - allow define bar code entry mode

1- Disable bar code entry mode

Use this processing option to specify whether the system enables the Manual and Machine options on the Work with Voucher Bar Code - Brazil form. Valid values are:

Blank

Enable

1

Disabl

Bar code entry mode

Blank - Machine (Default)

1 - Manual

Use this processing option to specify whether you enter bar code information manually. The value you input here overrides the Manual and Machine options on the Work with Voucher Bar Code - Brazil form. Valid values are:

Blank

Machine (Default)

1

Manua

Status Tab

Update Status

1. Enter '1' to Update Status

Use this processing option to specify that the system updates the pay status code for the vouchers processed. Valid values are:

Blank

Do not update status

1

Update status

New Pay Status

2. Update to Status

Use this processing option to specify the pay status code to which the system updates vouchers when the Update Status processing option is set to 1.

Printing Voucher Information

You can print reports containing voucher information that is specific to purchase orders, receipts, and suppliers.

Printing Voucher Information by Detail Line

From the Purchasing Reports menu (G43A111), choose Vouchered/Received Status.

You can review voucher information by purchase order detail line. For example, if you entered a purchase order containing a detail line for 100 widgets, you can produce a report that identifies:

- The quantity and amount received to date
- The received quantity and amount for which a voucher has been created
- The received quantity and amount for which a voucher has not been created

You can specify the branch/plant, supplier, and purchase order number for the detail lines that print. You might use this report to determine the total amount open to voucher for a supplier or branch/plant.

When you run the Received/Vouchered Status report, the system organizes detail lines by branch/plant or business unit, depending on whether you use an inventory or non-inventory environment.

Processing Options for Received/Vouchered Status Report (R43412)

Display

Enter a '1' to print General Ledger cost center information. If left blank, Branch/Plant information will print.

1. Select G/L Cost Center or Branch/Plant

Enter a '1' to print in Foreign Currency. If left blank, Domestic Currency will print

2. Select Foreign or Domestic Currency
-

Printing Open Voucher Information by Receipt

From the Purchasing Reports menu (G43A111), choose Voucher Reconciliation.

You can review open voucher information for individual receipt records. For example, if you received 100 widgets on June 30, you can identify:

- The remaining quantity for which you must create a voucher
- The remaining amount for which you must create a voucher
- The tax on the remaining amount

You can use the Received Not Vouchered Reconciliation report to reconcile receipts to the Account Balances table (F0902).

Each time you record a formal receipt, the system creates a journal entry that credits a Received Not Vouchered account. You can review this account number for each receipt. You usually sequence the report information by that account number.

This report contains information from the Purchase Order Receiver File table (F43121).

Printing Voucher Amounts for Suppliers

From the Purchasing Reports menu (G43A111), choose Supplier Analysis.

You can print the Supplier Analysis report to review all suppliers for whom you have created vouchers during the past year and the total voucher amount for each supplier. You can also print this report to compare the total voucher amount year-to-date to the total voucher amount for the previous year.

Suppliers appear in descending order of the total voucher amount. This report does not include those suppliers with a year-to-date voucher balance of zero.

Printing the AIA Application for Payment

From the Subcontract Reports menu (G43D111), choose AIA Application for Payment.

You can run the AIA Application for Payment Report either from the Subcontract Reports menu (G43D111) or during the A/P check run. This report is similar to the American Institute of Architects (AIA) Document G702, titled *Application and Certificate for Payment*. The report lists base contract and change order commitment amounts in addition to previous amounts that were billed and retained. Your subcontractors can use this report as a turnaround

document. You send an updated report to a subcontractor as an individual item or with a pay request. The contractor then completes it, has it notarized, and returns it to you.

You normally send an update of the AIA Application for Payment report with each of your payments. The subcontractor then uses it for the next application. The subcontractor sends back the completed form as the invoice for payment. Completing this document does not necessarily mean that all work on the contract is complete. In most cases, it indicates only that the work that was scheduled between the last payment and the next scheduled payment is complete.

The system uses information from the Purchase Order Detail File Detail table and the general ledger transactions.

Printing the Waiver of Lien

You can print the Waiver of Lien when you are running the A/P check run.

The Waiver of Lien is a form that you print and send to a subcontractor with the AIA Application for Payment. The Waiver of Lien states that the subcontractor has been paid and that there are no outstanding liens associated with the work on the contract. The subcontractor signs the waiver, enters the date, and returns it to you.

Sales Order Management Processing

Sales Order Management Processing

In Brazil, the government requires that businesses maintain detailed information about all merchandise and associated taxes during the delivery process. The information accompanies shipments in the nota fiscal document.

When you use the J.D. Edwards Sales Order Management system in Brazil, you associate applicable Brazilian taxes with your sales orders. You then generate and print notas fiscais for the orders. When you generate the notas fiscais, the system assigns a temporary number to the order. You can use this temporary number when you review or revise your orders. When you print notas fiscais, the system assigns the appropriate number from the numbering sequence that is assigned to your company by the Brazilian government. You set up the Nota Fiscal Next Number - Brazil program (P7600B) with the numbering sequence that is assigned to your company.

The system automatically creates journal entries to account for the notas fiscais that are created during the Sales Order Management process.

To process sales orders in the Sales Order Management system, complete the following tasks:

39. Enter the sales order by using the Sales Order Entry Header (P4210, version ZJDE7002) or the Sales Order Entry Detail (P4210, version ZJDE70021) programs. When you set your user display options to BR (Brazil), the forms that you use to enter Brazil-specific information automatically appear during the sales order entry process.
40. Confirm the shipment by using the Confirm Shipment Confirmation program (P4205).
41. Generate the nota fiscal by running the Generate Nota Fiscal – Brazil program (R76558B). This program assigns a temporary number to the nota fiscal and calculates Brazil tax amounts.
42. Add additional charges by using the Nota Fiscal Maintenance – Brazil program (P7610B). This program lets you add freight, insurance, and other expense information to the nota fiscal.
43. Verify the charges on the nota fiscal by using the Nota Fiscal Maintenance – Brazil program (P7610B).
44. Print the final nota fiscal by running the Print Nota Fiscal - Sales – Brazil program (R76560B). This program assigns the nota fiscal number according to the next numbering scheme that you set up and then prints the nota fiscal.
45. Update journal entries for Brazil taxes by running the Add Tax Lines to Sales Order Detail – Brazil program (R76B803).
46. Update other sales files by running the Sales Update program (R42800).

See Also

- Updating Customer Sales* in the *Sales Order Management* guide for information about updating tables, interbranch sales, and on-hand inventory

Sales Order Entry

You enter sales orders to input information about your customers and the items that they order. When you complete the required fields for the sales order, the system retrieves the appropriate customer, item, preference, and pricing records from the following tables:

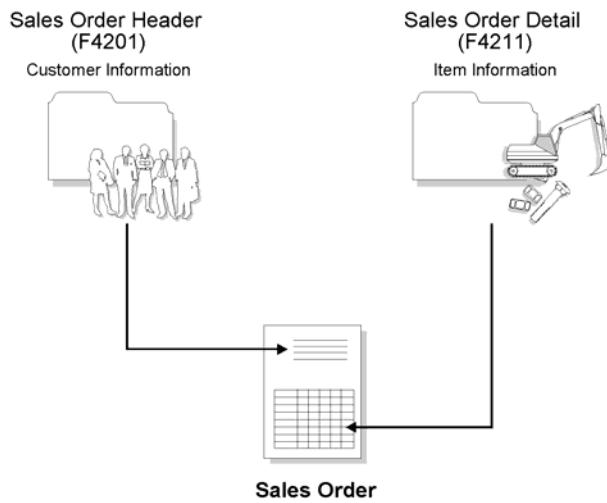
- Address Book
- Customer Billing Instructions
- Customer Master Information
- Item Master Information
- Price Management
- Preferences

You can review the information on an order and make any necessary changes. If you change the default information in an order, the new values do not affect information in the master records. To change the default information, you can access the appropriate form.

You can enter international sales orders using the same procedures as domestic sales orders if you activate the multi-currency conversion option.

A sales order has two types of information:

Detail information This information primarily relates to individual lines in a sales order and to items. The system maintains this information in the Sales Order Detail table (F4211). The system also retrieves information from the Sales Order Header (F4201), the Item Master (F4101), the Item Location (F41021), and the Customer Master (F0301) tables to complete the order.



Before You Begin

- ❑ For ECS processing, verify that the following tasks are complete:
 - Turn on ECS Control in the System Constants.

- Verify that the following information is set up prior to entering sales orders:
 - Address information for each customer in the Address Book table (F0101). See *Entering Address Book Records* in the *Address Book Guide*.
 - Master information for each customer in the Customer Master table (F0301). See *Creating Customer Records* in the *Accounts Receivable Guide*.
 - *Billing instructions for each customer in the Billing Instructions (F0301) and Customer Master tables.* See *Setting Up Customer Billing Instructions*.
 - Item Information in the Item Master (F4101) and Bulk Item Master (F4011) tables. See *Entering Item Master Information* in the *Inventory Management Guide*.
 - Branch/plant information for each of your branch/plants in the Branch/Plant Constants table (F41001). See *Setting Up Constants*.
 - Item and branch/plant information in the Item Branch table (F4102), the Item Location table (F41021), and the Item Master table (F4101) for each item that you stock.
 - Preferences for customer and item combinations. See *Working with Preferences*.
 - Default location and printers for your terminal or user profile in the Default Location and Printers table (F40095).
 - Multi-currency, if you are processing orders using different currencies. See *Setting Up Multicurrency* in the *General Accounting Guide*.

Working with Header Information

Each sales order has header information that is primarily customer-related and can pertain to the entire order, including:

- Billing address
- Currency code and exchange rate
- Payment terms and payment instrument
- Order hold codes
- Order dates

Header information also contains information about the conditions that affect how the system processes a sales order, such as billing instructions and delivery dates.

Most of the remaining header information consists of default values from the Address Book, Customer Billing Instructions, and Customer Master tables, such as tax code and area, shipping address, and freight information. During order header entry, you can review and change the values that apply to a specific order. To change the information that the system retrieves for future orders, you can access the appropriate form to change the master information.

In addition to the header information that you enter, you can create a message and attach it to a sales order so that it appears on the sales order header when you print it.

The processing options are the same for both header and detail information on sales orders.

Before You Begin

- Verify that the processing options in the Sales Order Entry program are set up to display header information before the detail information.
- Verify that you can process multi-currency sales orders, if necessary.

Understanding Header Information

Header information is primarily customer-related and pertains to the entire order. Most header information consists of default values from the Address Book, Customer Billing Instructions, and Customer Master tables, such as tax code and area, shipping address, and freight information.

When you enter an order header, you can review and change the values that apply to a specific order. To change the information that the system retrieves for future orders, you can access the appropriate master table, such as Address Book Master, to change the information. The only header information that you cannot change is the order number, company, and document type, because this information uniquely identifies the record.

Related Addresses

When you set up Customer Master Information and Customer Billing Instructions, you define the address to which you send the invoice as the Sold-To address and the address to which you send the shipment as the Ship To address. You can define related addresses for a customer if the order information, such as the shipping requirements, differs from the billing information, such as invoice copies and payment terms. The system fills in the sold-to address whenever you enter the ship-to address.

During order entry, the system retrieves accounts receivable information, such as tax explanation codes and rate areas, from the Customer Master Information table. For direct ship, transfer orders, or sales orders with differing sold to and ship to addresses, the system retrieves the tax explanation code from the sold to address and the tax rate and area from the ship-to address. Other accounts receivable information defaults from the Customer Billing Instructions, such as billing address type (sold to, ship to, or both), credit information, and invoice copies. If your customer requests multiple copies of an invoice, use the Customer Billing Instructions form for the sold to address to designate the number of copies.

Reviewing Credit Information

When you enter an order, you can verify the accounts receivable and aging balances for the sold-to address. You can use this information to assist your customer on the current order.

You access the Credit Check program from the Form menu in Sales Header Revisions to review information about a customer's account and credit status. You can compare the customer's total accounts receivable and open orders to the customer's current credit limit assigned in the Customer Master table to determine if the credit limit has been exceeded.

In Credit Check, you can access the following types of information:

- Accounts receivable (for example, any balances that are currently due)
- Account history (for example, customer ABC ranking, invoice, and payment information)
- Open sales orders (for example, order dates and amounts)

See Also

- Reviewing Customer Account Information for more information

Entering Commission Information

To apply salesperson or sales group and commission information to a single order, enter the information in the order header during order entry. If you enter salesperson and commission information, the system does not retrieve default information.

Note

After you enter order information, the system prompts you to review header information before accepting the order header. This is only a reminder. After you accept the order header information, the system displays the Sales Order Detail Revisions form.

Entering Header Information

When you enter a sales order, the system creates entries in two tables: the Sales Order Header table (F4201) and the Sales Order Detail table (F4211). Based on your processing option selection, you can enter header information before you enter detail information. If you do not enter header information before you enter detail information, the system creates an order header record based on the Sold To and Ship To address information that you enter in the detail information form.

► To enter header information

From the Sales Order Processing menu (G4211), choose Enter Orders Header.

1. On Work With Sales Order Headers, click Add.
2. On Sales Order Header, complete the following fields:
 - Branch/Plant
 - Sold To
 - Ship To
3. To override currency information, complete the following fields:
 - Currency
 - Base
 - Exchange Rate
 - Foreign
4. Complete the following optional fields:
 - Customer PO
 - Print Message
 - Hold Code
 - Tax Area/Code

- Tax Certificate No.
- Order
- Requested
- Cancel
- Ordered By

5. To review additional header information, click the Additional Header Information tab.

The screenshot shows the PeopleSoft Sales Order Header interface. At the top, there's a toolbar with icons for Home, Help, Intranet, and Training. Below that is a menu bar with 'Select Workspace' set to 'Active Foundation'. The main window has tabs for 'Sales Order Header' (selected) and 'Additional Header Information'. The 'Additional Header Information' tab is currently active, displaying sections for 'Pricing and Payment Information', 'Credit/Bank Information', 'Delivery Instructions', 'Freight Information', and 'Buying Segment Codes'. Various input fields and dropdown menus are present throughout these sections.

6. Review the default information and modify it, as necessary.

7. On Sales Order Header, click OK.

The system displays a warning on the status bar, reminding you to review order header information before accepting it.

8. Click OK a second time to accept the header information for your sales order.

The system displays the Sales Order Detail Revisions form.

After you enter header information, follow the steps to enter detail information.

Updating Header Information to the Detail Form

Most of the header information consists of default values from the Address Book, Customer Billing Instructions, and Customer Master tables, such as tax code and area, shipping address, and freight information. You can override this information when you enter an order.

or when you inquire on an order. If you change header information after you inquire on an order, you can ensure that changes to the header information are reflected in the detail information.

You can use two methods for updating header information to the detail form:

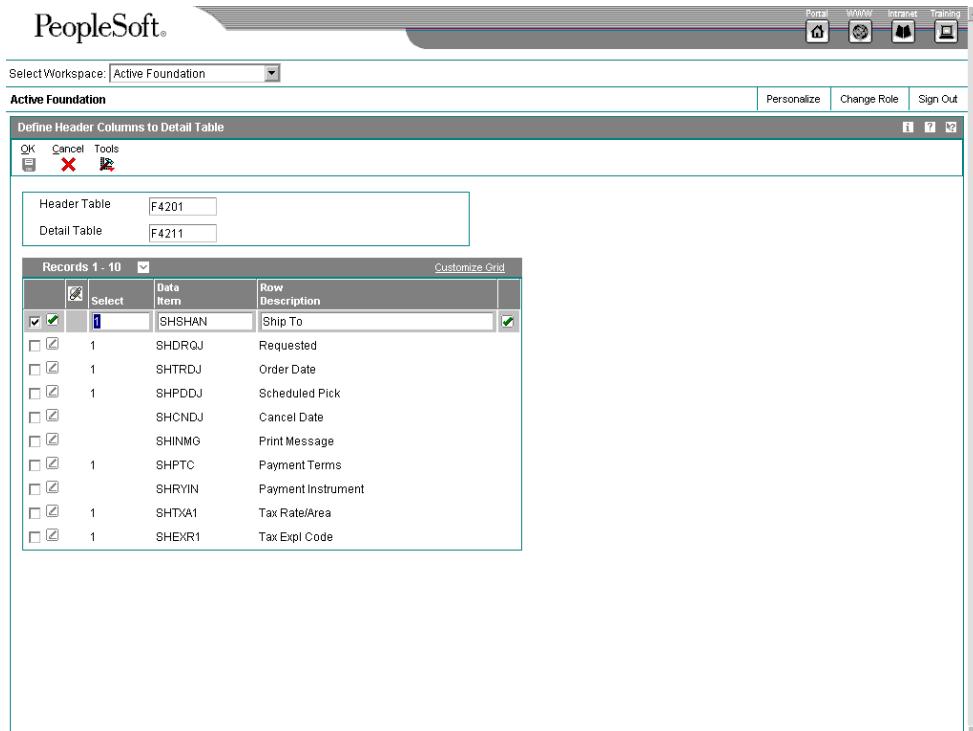
- Automatic update** First, you must set the processing option in Sales Order Entry (P4210) to automatically load header changes to detail lines. Then, use the Define Header Columns to Detail table to identify the fields that the system automatically updates on the detail form. If you change the header information in fields that you have selected in the table, the system updates the detail form.
- Manual update** After you inquire on the Sales Order Header form and make changes, use the Define Header Columns to Detail table to identify the fields that the system automatically updates to the detail form. Then, choose the menu option to populate the detail form with these fields. The system updates the detail form for this order only.

If you have set the processing option, Status Code Limit for Changes, in Sales Order Entry (P4210), you can only make changes to orders that are not at your defined status.

► To update header default information

From the Sales Order Processing menu (G4211), choose Enter Orders Header.

1. On Work With Sales Order Headers, locate the sales order for which you want to change header information.
2. Choose the order and then click Select.
3. On Sales Order Header, change the header information as necessary.



4. On Define Header Columns to Detail Table, enter a 1 in the Select field for each data item you want to update and click OK.
5. To update the order detail with the changed information, on Sales Order Header, from the Form menu, choose Header to Detail, and then choose Populate.
6. On Sales Order Detail Revisions, click OK.

Adding Messages to Sales Orders

You can attach a message, such as special packing instructions, to a sales order. For example, you can:

- Create your own text
- Copy text from existing messages
- Use a predefined text message

Regardless of the method that you use to add a message, you can view the message online and print it on the invoice and pick slip.

To print the associated text on the invoice, you must set the appropriate processing option in the Print Invoices program.

See Also

- Printing Standard Invoices for more information about adding messages to sales orders.

► To add messages to sales orders

From the Sales Order Processing menu (G4211), choose Enter Orders Header.

1. On Work With Sales Order Headers, locate the sales order to which you want to add a message.
2. From the Row menu, choose Attachments to access the Media Objects form.
3. On Media Objects, from the File menu, choose New and then choose the appropriate media object type.
4. Perform the necessary steps to create the attachment
5. From the File menu, choose Save and Exit.

Working with Detail Information

After you add header information to a sales order, you can add detail information about the items on the order, such as item identifiers, quantities, prices, and costs. You can specify information that prints on the customer's invoice, such as backordered and shipped quantities. You can also add messages to individual detail lines.

Because the system retrieves most of the detail information from other tables, you need to enter only a minimum of information. You can review and change the values as necessary.

You can enter the required customer and order information on either the header or detail information form. You might choose to access header information before accessing detail information to review the default values before you enter the order. To locate and review orders, you might want to directly access the detail information.

Understanding Default Information in Sales Order Detail Revisions

When you enter a sales order, the system creates entries in two tables, the Sales Order Header table (F4201) and the Sales Order Detail table (F4211). Based on your processing option selection, you can enter header information before you enter detail information. If you do not enter header information before you enter detail information, the system creates an order header record based on the sold to and ship to address information that you enter in the detail information form.

When you enter sales order detail information, the system retrieves the default information from tables, such as:

- Sales Order Header (F4201)
- Item Master (F4101)
- Customer Master (F0301)
- Item Branch Information (F4102)
- Item Location (F41021)
- Item Cost Ledger (F4105)
- Base Price (F4106) tables.

The information in the sales order detail is specific to the item and customer combination. Changes in the detail form affect only the order detail line to which you have made the change.

Because the system retrieves most of the information from other tables, you need to enter the sold to address, the ship to address, the requested item, and the quantity of the item.

Entering Item and Quantity Information

If you do not know the item number, you can click on the visual assist in the Item Number field to access the Item Search form to find it. The system can retrieve item information using any of the product identifiers, and the replacement, substitute, or cross-reference numbers, such as supplier's or customer's part number. The cross-reference information must be set up in the Item Cross-Reference Revisions program.

See Also

- Locating Item Information* in Inventory Management for more information.

Retrieving a Base Price

When you enter an item in the Item Master Information table (F4101), you specify the level at which the system maintains a standard price for an item, or whether that price differs between branch/plants or locations and lots within the branch/plant. If you use multicurrency, you must set the pricing level so that the system maintains prices for the item based on the branch/plant or the location and lots within each branch/plant.

The unit price that you enter during sales order entry overrides pricing that you have set up in the Base Price Revisions form. If you do not enter a unit price during sales order entry, the system retrieves a price based on pricing hierarchy.

The hierarchy that you set up for the Base Price Preference (51) determines the sequence that it searches Base Price Revisions table (F4106). The base price hierarchy is a matrix comprised of combinations of customers and items and customer and item price groups. You use the intersection of the rows and columns to determine your hierarchy sequence.

The system retrieves price information based on entries in the Customer Billing Instructions and then Base Price Revisions table in the following manner:

- If you have entered a trade discount in the Customer Billing Instructions, which is a flat percentage that is calculated against the order total, the system calculates the percentage against the price for the item based on the branch/plant from which it is sold, and no other discount or pricing agreement applies. If you have not entered a trade discount, the system then searches for a contract price based on the base price preference hierarchy.
- If you have entered a contract price, which is an agreed-upon price between you and the customer for a specific item, the system applies the price that you have defined for the item and customer combination. The order date must be within the effective dates of the contract price. The system retrieves the contract price based on the base price preference hierarchy and uses the price with the earliest expiration date. If you have not set up a contract price, the system searches for an inventory pricing rule.
- If you have set up an inventory pricing rule, which is an agreed-upon price between you and the customer for discounts based on quantities of items purchased, the system applies the price that you have defined for the item or item group and customer or customer group combination. The order date and quantities must be within the effective dates and levels of the inventory pricing rule.
- The system then searches item or item group and customer or customer group combinations based on the base price preference hierarchy, and uses the price with the earliest expiration date and corresponding currency code. The system searches for the item price based on the pricing level that you define in the Item Master Information table (F4101).
- If the price adjustments do not apply to the order, the system retrieves the price that you define for an item within a branch/plant or a location within a branch/plant.
- If the system does not find a price for the item within a branch/plant or location (depending on the pricing level), you receive an error message indicating that no base price is in effect.

During order entry you can use the Check Price form to review price information before selecting a price for an item.

See Also

- Setting Up Base Prices*

Changing Tax Information

During order entry, the system retrieves the tax explanation code and rate areas from the Customer Master Information. For direct ship, transfer orders, or sales orders with alternate sold to and ship to addresses, the system retrieves the tax explanation code from the Sold To address and the tax rate and area from the ship to address, but you can override this rate.

If the system retrieves the tax explanation code and tax rate and area from the header information, but the Sales Taxable option in Item Branch/Plant Information for the item in the detail line is set to N, the system does not calculate tax for this detail line.

See Also

- Assigning Tax Information to Customers*

Processing Serial Number Requirements

Based on the serial number requirements that you have defined for an item in Item Branch Information, the following rules apply if a serial number is required during sales order entry:

- The transaction unit of measure must be the same as the primary unit of measure for the serialized item.
- The quantity must be equal to 1 when you enter a location and serial number combination.
- You must enter a valid and available location and serial number combination.

You might receive an error because a location or serial number, and item combination that you enter is not available or because the quantity on hand is zero. Serial numbers are unavailable if the quantity for the item/location/serial number combination is:

- In Inspection
- In Operation 1
- In Operation 2
- In Transit

See Also

- Processing Serial Number Information*

Entering Multicurrency Information

When you set up Customer Master Information, you specify the currency code with which the system processes the customer's transactions and the currency code by which the system records and stores transaction history. When you enter an order, you can override the currency code and the exchange rate for the sales order. After you have entered header information, you cannot change the currency information.

Entering Commission Information

The system applies commission information from the header to the detail. To apply salesperson or sales group and commission information to a single line within an order, enter the commission information in the order detail information.

If you have activated the JDESOENTRY Workflow process, an action message is sent to the salesperson responsible for the hold code if the current order is placed on hold. The message is sent following the system's completion of hold code processing. If the system does not put the order on hold, an action message is sent to the salesperson, as defined in Commission Maintenance (P42120), with the sold-to number indicating that the order is being processed. You can view messages sent during the workflow process in the Work Center.

See Also

- Setting Up Commission Information*

Understanding Workflow Processing During Sales Order Entry

The system processes the order through order hold checking. After you click OK to accept the order, the system checks the processing options for hold codes and compares the order against the order hold information.

If you have activated the JDESOENTRY Workflow process, after the system puts the order on hold, an action message is sent to the person responsible for the hold code notifying them

that the current order is on hold. If the system does not put the order on hold, an action message is sent to the salesperson, as defined in Commission Maintenance (P42120), with the sold-to number indicating that the order is being processed. You can view messages sent during the workflow process in the Work Center.

Note

The JDESOENTRY process can affect performance. You cannot enter another order until the system has processed the previous order and terminated the workflow process.

Integrating Other Systems with Sales Order Entry

J.D. Edwards Sales Order Management system works with other distribution/logistics and manufacturing systems to ensure that customer demand is met. In addition to J.D. Edwards distribution software, such as Inventory Management and Procurement, you might work with additional J.D. Edwards modules, such as Configuration Management, Transportation Management, and Quality Management.

During order entry, you can access the modules in order to enter or verify additional information that is required for order processing, item configuration, manufacturing specifications, shipping, and so on.

Reviewing Quality and Test Results

If you use J.D. Edwards Quality Management system and have activated Quality Control in the branch/plant constants for the shipping branch/plant, the system verifies that the inventory that leaves your warehouse meets customer or manufacturing specifications.

As you enter an order, you access Multi-Item Search from the Form menu to review additional item information. From the Multi-Item Search form, you can access Test Results Inquiry to do the following:

- View test results for an item, lot, and customer to determine whether customer specifications are being met
- Search for items that meet your customer requirements, using a test ID or test ranges
- Locate items based on Preferred or Allowed Minimum and Maximum fields in the processing options of the version of Test Results Revisions
- Determine if the lots that you review on Item Search meet the customer or manufacturing specifications
- Add lots that meet your customer requirements to the sales order

After you enter test results, the system processes them to determine if the results you collected pass the tests that you defined.

The system evaluates the results against minimum and maximum values and adjusts the status of the lot for each order detail line to pass or fail. During order entry, you can search for the item and select a lot that meets the quality criteria for the customer and item on the sales order.

See Also

- *Working with Test Results in Quality Management*

- Locating Item Information* in Inventory Management for more information about the Multi-Item Search form

Entering Orders for Agreements

If you use the Agreement Management system, you can enter process orders against agreements. Agreements are either formal or informal contracts between partners to move inventory between the partners' locations or to the partners' customers. When you enter a sales order, the system selects agreements that meet the following criteria:

- The item on the sales order and the agreement must be the same.
- The Due To on the agreement must be P (partner), which indicates that product is due to the partner for this product and agreement.
- The Sold To or Ship To on the sales order must be the same as the Destination on the agreement.
- The detail branch/plant or its owner on the sales order must be the source on the agreement.
- The date on the sales order is within the active date range for the agreement.
- For agreements that have quantity control activated, the quantity on the sales order does not exceed the quantity remaining to be fulfilled before the system selects the agreement.

You can set the Agreement processing options to assign agreements that best fit your business needs. You can:

- Manually assign the agreement numbers to transactions
- Choose from a list of agreements that is selected by the system
- Allow the system to assign the agreement automatically

See Also

- Assigning Agreements* in Agreement Management

Entering ECS Information

If you have activated ECS Control in the system constants, you can enter additional detail information, such as mode of transport, duty status, load and delivery dates, agreement numbers, and other information.

You can set up different document type to identify orders for bulk products. The system automatically creates shipment for an order based on the order type and line type combination that you define in the user defined code table (49/SD). From there you can revise or add to your shipment or even create loads with your shipments on them.

Because the system retrieves most of the information from other tables, including Load and Transportation Constants and ECS Preferences, you need to enter only a minimum of information.

See Also

- About Delivery Operations* in Transportation Management
- About Bulk Stock Management* in Bulk Stock Management for more information about bulk products

Creating Shipments for Sales Orders

If you use the Transportation Management system, you can set up processing so that, when you enter a sales order, the system automatically creates a shipment for the order, based on the order type and line type combination that you define in the user defined code table (49/SD). The shipment is a request to transport goods from the branch/plant to the customer. If you do not enter a carrier and mode of transport during order entry, the system retrieves default carrier and transport information from any of the following:

- Item branch/plant information
- Customer master information
- Inventory commitment preference

When you review routing options in Transportation Management, you can review and revise the carrier and mode of transport. If you do not specify a carrier in either of the master tables or during order entry, the system populates the Carrier and Mode of Transport fields based on the carrier transportation preference.

See Also

- *Working with Loads* in the *Transportation Management Guide* for more information about entering shipment and load information
- *Setting Up Preferences* in the *Transportation Management Guide*

Entering Detail Information

Because the system retrieves most of the information from other tables, you need to enter only a minimum of information.

Before You Begin

- Verify that you have set the processing options in the Sales Order Entry program.
- Verify that you have activated or deactivated the workflow process, JDESOENTRY.

See Also

- Creating Workflow Processes in the Enterprise Workflow Management Guide for more information about activating workflow processes.

► To enter item information

From the Sales Order Processing menu (G4211), choose Enter Orders Header.

After you enter header information on the Sales Order Header form, you can enter information for each line in the sales order.

1. On Work With Sales Order Headers, complete the steps to enter header information.
After you click OK to accept the header information, the system displays the Sales Order Detail Revisions form.

The screenshot shows the 'Sales Order Detail - Sales Order Detail Revisions' window. At the top, there are buttons for OK, Cancel, Form, Row, and Tools. Below that is a toolbar with icons for Print, Copy, Paste, and Cut. The main area has tabs for 'Detail Revisions' (selected) and 'Line Details'. The grid displays the following data:

	Quantity Ordered	UoM	Secondary Quantity	Secondary UoM	Item Number	Ln Ty	Unit Price	Extended Price	Branch/Plant	Location
<input checked="" type="checkbox"/>	134	EA	134	EA	220	S	650.0000	87,100.00	M30	...
<input type="checkbox"/>	50	EA	50	EA	210	S	798.0000	39,900.00	M30	...
<input type="checkbox"/>	80	EA	80	EA	220	S	650.0000	52,000.00	M30	...
<input type="checkbox"/>	230	EA	230	EA	210	S	798.0000	183,540.00	M30	...
<input type="checkbox"/>	74	EA	74	EA	220	S	650.0000	48,100.00	M30	...
<input type="checkbox"/>	250	EA	250	EA	210	S	798.0000	199,500.00	M30	...
<input type="checkbox"/>	60	EA	60	EA	220	S	650.0000	39,000.00	M30	...
<input type="checkbox"/>	45	EA	45	EA	220	S	650.0000	29,250.00	M30	...

2. On Sales Order Detail Revisions, complete the following fields and click OK:

- Ship To
- Quantity Ordered
- UoM
- Item Number
- Ln Ty
- Unit Price

Because the system retrieves most of the detail information from other tables, you need to enter only a minimum of information. You can review and change the values as necessary. See *Reviewing Order Information* for additional field descriptions.

3. If you are using Order Promising to calculate Available-To-Promise (ATP) or Capable-To-Promise (CTP) delivery dates, from the Form menu, choose either Auto Promise or Scenario Manager mode.

The system generates delivery proposals to meet your customer's requested delivery date. For more information, see *Promising Orders in Sales Order Entry*.

4. On Order Acceptance, review the order information.

Item Number	Description	Order Date	UM	Quantity	Extended Price	Tax	Line Number	Ln Ty
220	Touring Bike, Red	06/05/05 EA		1	650.00 Y	1.000 S		
	Order Total...				650.00			
	Taxable Amount							
	@ Tax Rate0 %							
	Freight Charges							
	INVOICE TOTAL				650.00			

- To accept the order, click Place Order.

The system creates records in the Sales Order Header table (F4201) and the Sales Order Detail table (F4211).

Depending on how you have set your processing options, you might have to accept the order before the system records the order information.

► To enter default line information

From the Sales Order Processing menu (G4211), choose Sales Order Detail.

Default line information is useful when you need to specify pick, ship, and requested dates, as well as a customer purchase order or a branch/plant other than the branch/plant in the header information. This is very useful if you do not enter header information before you enter detail information or if you have an alternate branch/plant for many detail lines. You can use this feature only when you add sales orders. Although you can override the information as you enter each detail line, the system will not update the information for each order detail line if you inquire and change the sales detail line defaults.

- On Customer Service Inquiry, click Add.
- On Sales Order Detail Revisions, click the Line Defaults tab.

The screenshot shows a software application window titled "Sales Order Detail - [Sales Order Detail Revisions]". The window has a menu bar with File, Edit, Preferences, Form, Row, Window, and Help. Below the menu is a toolbar with icons for OK, Cancel, New, Delete, Abort, Links, AVB Inf..., OLE..., and Internet. The main area is divided into two tabs: "Detail Revisions" and "Line Defaults". The "Line Defaults" tab is selected, showing fields for "Detail Branch/Plant" (M30), "Requested" (date field), "Promised Delivery" (date field), "Scheduled Pick" (date field), and "Cancel Date" (date field). Below these fields is a large grid table with columns: Q, Quantity Ordered, UoM, Item Number, Ln Ty, Unit Price, Extended Price, Branch/ Plant, and a blank column. The grid contains 8 rows of data.

Q	Quantity Ordered	UoM	Item Number	Ln Ty	Unit Price	Extended Price	Branch/ Plant	
	134	EA	220	S	650.0000	87,100.00	M30	.
	50	EA	210	S	798.0000	39,900.00	M30	.
	80	EA	220	S	650.0000	52,000.00	M30	.
	230	EA	210	S	798.0000	183,540.00	M30	.
	74	EA	220	S	650.0000	48,100.00	M30	.
	250	EA	210	S	798.0000	199,500.00	M30	.
	60	EA	220	S	650.0000	39,000.00	M30	.
	45	EA	220	S	650.0000	29,250.00	M30	.
				S	0.0000			

3. Complete the following fields:

- Branch/Plant
- Cust PO
- Promised Delivery
- Scheduled Pick
- Cancel Date

After you enter default line information, complete the steps to enter item information.

4. Click OK.

► To review order information

From the Sales Order Processing menu (G4211), choose Sales Order Detail.

1. On Customer Service Inquiry, locate the order to review and choose the order detail line.
2. From the Row menu, choose Order and then choose SO Detail Revisions.

Sales Order Detail - [Sales Order Detail Revisions]

File Edit Preferences Form Row Window Help

OK Cancel New... Discard Abort Links AVB Inf... OLE... Internet

Detail Revisions Line Defaults

Order Number	2401	SO	00200	Branch/Plant	M30
Sold To	4242	Capital System	Order Date	6/10/2005	
Ship To	4242	Capital System	Cust PO		
Currency	USD	Exchange Rate	Base	USD	<input type="checkbox"/> Foreign

#	Quantity Ordered	UoM	Item Number	Ln Ty	Unit Price	Extended Price	Branch/ Plant	
	134	EA	220	S	650.0000	87,100.00	M30	.
	50	EA	210	S	798.0000	39,900.00	M30	.
	80	EA	220	S	650.0000	52,000.00	M30	.
	230	EA	210	S	798.0000	183,540.00	M30	.
	74	EA	220	S	650.0000	48,100.00	M30	.
	250	EA	210	S	798.0000	199,500.00	M30	.
	60	EA	220	S	650.0000	39,000.00	M30	.
	45	EA	220	S	650.0000	29,250.00	M30	.
				S	0.0000			

3. On Sales Order Detail Revisions, review the following fields and make any necessary changes:

- Extended Price
- PR UoM
- Last Status
- Branch/Plant
- Location
- Lot Number
- Description 1
- Supplier Number

4. Review the following pricing information for each line in the sales order:

- Unit Price
- Extended Price
- Foreign Unit Price
- Foreign Extended Price

- Extended Weight
- Unit Cost
- PR UoM
- PC 1
- PC 2
- PC 3
- % Profit Margin

If you change pricing information for a detail line, such as branch/plant, unit of measure, or lot and location, the system updates the information accordingly.

5. Review the following fields for commitment information in the sales order:
 - Quantity Shipped
 - Quantity Backordered
 - Quantity Canceled
 - Quantity Available
6. Review the following cost and tax information fields in each line in the sales order and make any necessary changes:
 - Tax Expl Code
 - Taxable
 - Tax Rate/Area
 - Extended Cost
 - Unit Cost
7. Review the following freight information fields for each line in the sales order and make any necessary changes:
 - Wt U/M
 - Vol UoM
 - Extended Volume
8. If you have activated ECS control in the system constants, review the following fields:
 - Agreement Exists
 - Carrier Number

- Agreement Supplement
- Agreement Number
- Duty Sts
- End Use
- Line of Business
- Mod Trn
- Wt U/M

9. From the Row Menu, choose Sales Order Entry – Additional Information.

10. On Sales Order entry – Additional Information, review the following fields:

- Item Price Group
- Cash Discount %
- Payment Terms
- Payment Instrument
- Print Message
- Priority Code
- Reason Code
- G/L Offset
- Subledger

11. If you change any order information, click OK to update the order with the new information.

Entering Substitute and Associated Items

If only part of the quantity for an item is available, you can use a substitute item to provide the quantity that you need to complete an order. For example, a customer orders a standard bike chain, but you find that they are backordered. You can specify a substitute item, such as an equivalent bike chain from another manufacturer, to fill the order.

Substituting an item on a sales order cancels any quantities for the original item that are backordered. After you add a substitute item, the original order line displays a "Canceled by Substitution" status, and the new order line displays a "Sold as a Substitute" status. Order lines show the split between the original and the substituted items. Use substitutions to replace obsolete items on a sales order if the item and a replacement for it are set up with Item Cross-Reference Revisions.

If your company sells items in association with each other, you can set up the system to prompt you before adding the associated items to the order. For example, you can associate a tire pump with a tire repair kit. When you enter the item number for tire pump on a sales

order, the system displays a check mark in the row header and column to indicate that associated items exist. If you choose to add the associated item, such as the tire repair kit, the system adds the order detail line to the sales order.

You activate the system to check for substitutions, associated, and replacement items in the cross-reference processing options for the Sales Order Entry program.

You can set up substitute or complementary items during sales order entry by choosing Item X-Ref from the form menu on the Substitute/Complementary Items form. For more information about setting up substitute and complementary items, see *Setting Up Item Cross-References* in the Inventory Management Guide.

Before You Begin

- Verify that cross-reference processing options are set in the Sales Order Entry program to display item cross-reference information for substitute, associated, and replacement items
- Verify that you have activated availability checking in the Sales Order Entry processing options.
- Verify that the customer accepts substitute items in Customer Billing Instructions.

► To enter substitute and associated items

From the Sales Order Processing menu (G4211), choose Sales Order Detail.

1. On Customer Service Inquiry, complete the steps to enter the detail information.
After you enter a detail line, the system indicates additional information processing. For substitute and complementary items, the system displays a check mark in the row header and column.
2. On Sales Order Detail Revisions, from the Row menu, choose Subst/Compl Items.

The screenshot shows the PeopleSoft Sales Order Detail - Order Acceptance screen. At the top, there are tabs for Active Foundation, Personalize, Change Role, and Sign Out. Below the tabs, there's a header for Sales Order Detail - Order Acceptance. The main area contains a grid of sales order items. The grid has columns for Item Number, Description, Order Date, UM, Quantity, Extended Price, Tax, Line Number, and Ln Ty. One item in the grid is a touring bike, and the total price is listed as 650.00.

Item Number	Description	Order Date	UM	Quantity	Extended Price	Tax	Line Number	Ln Ty
220	Touring Bike, Red	06/05/05 EA		1	650.00	Y	1.000	S
	Order Total...				650.00			
	Taxable Amount							
	@ Tax Rate0 %							
	Freight Charges							
	INVOICE TOTAL				650.00			

3. On Substitute/Complementary Items, choose either of the following options and click Find. Then:
 - Show ALL ITEMS
 - Show ALL AVAILABLE ITEMS
4. Review the following fields:
 - Cross Reference Type
 - Item Number
 - Unit Price
 - Quantity Available
5. Choose the item that you want to substitute on the order line, complete the following field, and then click OK:
 - Quantity Ordered

Working with Subsystem Processing in Sales Order Entry

If you need a pick slip or invoice when you finish the order entry process, you can set up and activate the subsystem. You might want this instant print capability if you:

- Operate in an environment that has a high volume of same-day-delivery orders, and you want to create the pick slip as soon as you enter the order
- Have many counter sales, where the customer expects to leave your premises with both the merchandise and the invoice for that merchandise

Subsystem processing is activated by processing options in Sales Order Entry (P4210). For example, in the version of Sales Order Entry (P4210) that you use for printing pick slips immediately after order entry, you would set the value in the processing options to print pick slips and then identify the version of the Print Pick Slips program. You must set a value to activate the subsystem processing and then identify the corresponding subsystem version of the programs to run the following programs:

- Pick Slip Print (R42520)
- Print Subsystem Invoices (R42565)
- Online/Subsystem Commitments (R42997)
- Batch Transaction Editor (R4210Z)

Caution

You must stop the subsystem processing before performing end of day processing. You can also stop one or more jobs in the subsystem at any time.

Before You Begin

- Define default output queues for print programs. For more information, see *Server and Workstation Administration*.
- Create a new version of Sales Order Entry (P4210) specifically for subsystem processing.

► To set up subsystem processing

On System Administration Tools (GH9011), choose Batch Versions (P98305).

1. On Work With Batch Versions, enter the appropriate batch application and click Find.
2. Choose the batch version and click Select.
3. Click the following options and then click Submit
 - Data Selection
 - Data Sequencing
4. In the version of Sales Order Entry (P4210) for subsystem processing, enter the appropriate values to activate subsystem processing and identify the corresponding version in the processing options.

► To end subsystem processing

On System Administration Tools (GH9011), choose Work with Servers (P986116).

1. On Work With Servers, locate and choose the appropriate server on which the subsystem is running.
2. From the Row menu, choose Subsystem Jobs.

You can track the status of each record that the system submits to the subsystem queue.

3. On Work With Subsystems, to end subsystem processing, choose the appropriate job and choose End Subsystem Job from the Row menu.

Processing Options for Sales Order Entry (P4210)

Defaults Tab

These processing options specify default values, such as the document type, that the Sales Order Entry program (P4210) uses when other values are not entered for the transaction.

Except for the required order type, the following defaults apply during order entry only. If you are inquiring on written records, the system retrieves orders based on the order information in the form header first, then it uses the parameters that you define in Inquiry processing options.

You can override information that appears on the header and detail forms. If information is hidden, the system processes orders based on the default information that is set up in the processing options or the master tables.

1. Order Type (Required)

Use this processing option to identify the type of document. J.D. Edwards has reserved document type codes for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program.

You must enter a value that has been set up in user defined code table (00/DT).

If you use this version of Sales Order Entry (P4210) in other programs, the defaults for the program in which the original order is created override the sales order defaults. For example, if you use this version of Sales Order Entry (P4210) in Blanket Order Release, the order line type in the blanket order override the default line type in the sales order.

2. Line Type

Use this processing option to specify a code that controls how the system processes lines on a transaction. Line types controls the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). Valid values are defined in

the Line Type Constants Revisions form (P40205) and include:

- S Stock item
- J Job cost
- N Non-stock item
- D Direct ship item
- F Freight
- T Text information
- M Miscellaneous charges and credits
- W Work order

In the Line Type Constants Revisions form (P420205), you can set up a line type for non-stock items that retrieves information from the Item Master but does not commit quantities. The flag, Edit the Item Master for Non-Stock Items, is used when the Inventory Interface is set for non-stock item, such as D or N.

When you enter a direct ship item line type, the system uses a version of Purchase Order Entry (P4310) to create the purchase order that is related to this sales order. Specify the version in the Sales Order Entry (P4210), Versions tab, processing option for Purchase Order Entry.

When you enter a work order line type, the system uses the version of Work Order Entry (P48013) that you specify in the P4210, Versions tab, processing option for Work Order Entry to create the work order.

If you use this version of Sales Order Entry (P4210) in other programs, the defaults for the program in which the original order is created override the sales order defaults. For example, if you use this version of Sales Order Entry (P4210) in Blanket Order Release, the order line type in the blanket order override the default line type in the sales order.

3. Beginning Status

Use this processing option to indicate the current point in the order process.

You must specify a user defined code (40/AT) that has been set up in the Order

Activity Rules based on the order type and the line type that you are using.

The combination of the beginning status and the next status must be a valid last status/next status combination in the Order Activity Rules table.

4. Override Next Status

Use this processing option to indicate the next step in the order process. You must specify a user defined code (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The override status is another allowed step in the process. The combination of the beginning status and the override next status must be a valid last status/next status combination in the Order Activity Rules table.

5. Line Number Increment

Use this processing option to specify the increment the system uses to automatically number your order lines. You should choose a whole number since other processes, such as kit entry, create decimal increments.

6. Reason Code

This memo only field is used for reporting purposes. You can enter a value that has been set up in user defined code table (42/RC).

7. Override Transaction Unit of Measure

Use this processing option to specify the unit of measure for an item in an order. Valid values are defined in a user defined code table (00/UM).

If you do not enter a value in this processing option, the system retrieves the primary unit of measure that is defined in the Item Master (F4101).

8. Default Transaction Unit of Measure

Blank = Primary unit of measure

1 = Pricing unit of measure

Use this processing option to identify the value with which the system retrieves the transaction unit of measure when the override transaction unit measure is blank. Valid values are:

- Blank The system uses the primary unit of measure.
- 1 The system uses the pricing unit of measure.

9. Address Book Revisions

Blank = Manually access A/B Revisions

1 = Auto display A/B revisions

Use this processing option to specify whether the system prompts users to add new customers to the Address Book system during sales order entry. If you enter a customer address book number in the Sold To or the Ship To field that the system does not recognize, the system does not allow you to enter an order. Valid values are:

- Blank You must manually access Address Book Revisions and add customer information before entering an order
- 1 The system automatically displays Address Book Revisions

Whether you access Address Book Revisions from a Form menu option or choose the option to automatically add customers, the system uses the Address Book Revisions, version ZJDEC003.

10. Update Header to Detail

Blank = Manually load header changes to detail

1 = Auto load header changes to detail

Use this processing option to specify whether the system updates corresponding information in the detail information form if you change the header information. Use Define Header Columns to Detail (P40HDR) table to identify the fields that system uses to update to the detail form. Valid values are:

- Blank The system does not update information in Sales Order Detail Revisions unless you choose the Populate option from the Header to Detail form menu.
- 1 The system automatically updates the detail lines to reflect changes that you make to header information.

11. Header Branch/Plant

Blank = branch/plant defaults from user location

1 = Branch/Plant defaults from Ship To address

2 = Branch/Plant defaults from Sold To address

Use this processing option to specify the value with which the system selects the default branch/plant for tracking costs. You can set up header branch/plant defaults based on the user ID or terminal, or based on the business unit for the Ship To address in Address Book Revisions (P0101). Valid values are:

Blank The system uses the default location based on the user ID or terminal ID and displays the branch/plant in the order header form.

You set up the default branch/plant based on your user or terminal ID in Default Location and Printers (P400951).

- 1 The system uses the business unit that you specify on the Address Book Revisions form for the customer to which you are shipping the goods.

12. Default Branch/Plant

Use this processing option to specify the default branch/plant that appears in the order header.

13. Order Template

Use this processing option to identify a standard template that applies to all customers. You can create a standard template that lists frequently ordered items. Although the system displays this template for every order, you do not have to apply any or all of the items during order entry.

14. Customer Self Service Ship To Structure Type

Blank = show all related address numbers

Structure Type = show address numbers for that structure type

Duplication Tab

These processing options specify values, such as the document type, that the Sales Order Entry program (P4210) uses when you duplicate a sales order. If you click Copy on the tool bar in the Customer Service Inquiry form, the system duplicates information based on your processing option selection.

1. Order Type

Use this processing option to identify the order type of duplicated document.

When you click Copy on the tool bar in the Browse/Inquiry form, the system creates a duplicate order with this order type. J.D. Edwards has reserved document type codes for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program.

You must enter a value that has been set up in user defined code table (00/DT).

If you leave this option blank, the system uses values from the P4210, Defaults tab, Order Type processing option in this version.

2. Beginning Status

Use this processing option to indicate the current status for the duplicated line. When you click Copy on the tool bar in the Browse/Inquiry form, the system creates a duplicate order at this status. You must use a user defined code (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using. The combination of the beginning status and the next status must be a valid last status/next status combination in the Order Activity Rules table.

3. Next Status

Use this processing option to indicate the next step in the order process for the duplicate order. You specify a user defined code (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using. The override status is another allowed step in the process. The combination of the beginning status and the override next status must be a valid last status/next status combination in the Order Activity Rules table.

4. Copy Associated Text

1 = Copy Line Text

2 = Copy Line and Order Text

3 = Copy Order Text

Use this processing option to specify which messages and associated text are copied when you duplicate orders. Valid values are:

Blank The system does not copy associated text or messages.

1 The system copies messages and text that are attached to an order detail line.

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- 2 The system copies messages or text attached to the header, as well as messages attached to the order detail line.
 - 3 The system copies messages or text attached to the header, but not a particular order detail line.
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Order Holds Tab

These processing options activate order hold processing. You must specify the hold code in any of the following processing options to activate order hold processing. You set up hold parameters in Order Hold Information (P42090). Multiple hold codes might result in multiple holds for a single order. You must release the sales order from all holds before the system processes the order.

1. Customer Credit Check

Use this processing option to identify a credit hold code the system uses to automatically compare the credit limit that you set up for your customer in Customer Master Information against the order and any outstanding balances in accounts receivable.

You define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that has been set up in UDC 42/HC.

2. Order Margin Check

Use this processing option to identify an order margin check the system uses to verify that all sales orders meet a specific margin.

The system uses the following equation to calculate margin:

$$(Price - Cost) / Price *100 = Margin$$

You can define the conditions that the system uses to place orders on hold in

Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate the order hold processing.

You must enter a value that has been set up in UDC 42/HC.

3. Order Line Margin Check

Use this processing option to identify an order line margin check the system uses to verify that all order detail lines meet a specific margin.

The system uses the following equation to calculate margin:

$$(\text{Price} - \text{Cost}) / \text{Price} * 100 = \text{Margin}$$

You can define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate the order hold processing.

You must enter a value that has been set up in UDC 42/HC.

4. Order Minimum Value Check

Use this processing option to identify a code the system uses to automatically compare the order minimum that you set up for your customer in Customer Billing Instructions against the order total.

You can define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that has been set up in UDC 42/HC.

5. Order Maximum Value Check

Use this processing option to identify a code the system uses to automatically

compare the order maximum that you set up for your customer in Customer Billing Instructions against the order total.

You can define the conditions that the system uses to place orders on hold and attach those conditions to a hold code. You must specify the hold code in this processing option to activate the hold code.

You must enter a value that has been set up in UDC 42/HC.

6. Partial Order Hold

Use this processing option to identify a code the system uses to hold an entire order if quantity is not available to fill an order detail line. You can release a partial order hold at any time. The system can then backorder, cancel, or ship available quantities based on backorder information in the Customer Billing Instructions, Item Master Information, Item Branch/Plant Information and Branch/Plant Constants.

You must enter a value that has been set up in UDC 42/HC.

7. Product Allocation Hold

Use this processing option to specify a hold code the system uses to restrict the amount of an item or item group that a customer or customer group can purchase.

You must set up the Product Allocation preference in the Preference Master (P40070), activate the preference through the Preference Selection (R40400), set up the hold code information in Order Hold Information (P42090) and then activate preference profile processing in the P4210, Versions, Preference Profile processing option. You must enter a value that has been set up in UDC 42/HC.

8. Authorization Hold for Prepayment processing

Use this processing option to identify the default value hold code for the Authorization Code in Prepayment Processing.

9. Settlement Hold for Prepayment processing

Use this processing option to identify the default hold code for Settlement Prepayment Processing.

10. Order Process Hold

Display Tab

These processing options control whether the system displays certain types of sales order information, such as cost and price fields, closed lines and kits, and whether you can change the information.

1. Display or Hide Cost Fields

Blank = Display cost fields

1 = Disable cost fields

2 = Hide cost fields

Use this processing option to indicate whether the system protects or hides cost fields. Valid values are:

Blank The cost fields appear on the form and the information can be overridden.

1 The system protect costs from change. If you protect the cost fields from changes, the costs are visible on the form, but cannot be changed.

2 The system hides the cost fields. If you hide the cost fields, the cost fields do not appear on the form. However, the system still writes cost information from the Item Cost Ledger (F4105) to the Sales Order Detail table (F4211).

The system retrieves default cost information from the Item Cost Ledger table (F4105).

2. Display or Hide Price Fields

Blank = Display price fields

1 = Disable price fields

2 = Hide price fields

Use this processing option to indicate whether the system protects or hides price fields. Valid values are:

Blank Price fields remain visible and entry-enabled. You can override the information for this order only.

- 1 The system protect prices from change. The unit and extended price will be visible on the form, but you will not be able to override the information.
- 2 The system does not display price information. If you hide the price fields, the system still writes the price information to the Sales Order Detail table (F4211).

3. Disable Pricing Related Fields

Blank = Display pricing related fields

1 = Disable pricing related fields

Use this processing option to indicate whether the system disable pricing related fields that affect the calculated price. Valid values are:

Blank Pricing related fields remain visible and entry-enabled.

- 1 The system displays pricing related fields but you can not override the information.

4. Disable or Hide Status Codes

Blank = Display status codes fields

1 = Disable status code fields

2 = Hide status code fields

Use this processing option to indicate whether the system protects or hides status codes. Valid values are:

Blank You can override the information for this order only. If you enter status codes, they must be set up as an other allowed status code in the Order Activity Rules for the document type and line type combination. Additionally, combination of the beginning status and the next status must be a valid last status/next status combination in the Order Activity Rules table.

- 1 The system protects status codes from change. If you protect the status codes from being changed, the current and next status will be visible on the form, but you will not be able to override the information.
- 2 The system hides the status codes. If you hide the status codes, the last and next status codes do not display. The system processes orders based on the current and next status that is set up in the Order Activity Rules.

5. Hide Closed Detail Lines

Blank = Display closed detail lines

1 = Hide closed detail lines

During inquiry, you might choose to review active order detail lines only. Use this processing option to indicate whether the system displays active, closed, or canceled detail lines. Valid values are:

Blank The system displays all order detail lines that will appear on the detail form.

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- 1 Any line with a status of 999 will not appear on the detail form.

However, the record for the line still remains in the Sales Order Detail table (F4211) or Sales Order Detail - History (F42119).

6. Hide Credit Card Information

Blank = Display credit card information

1 = Hide credit card information

Use this processing option to indicate whether a user can access customer credit card information. Valid values are:

Blank You can access credit card information during order entry.

- 1 You can not access credit card information during order entry.

7. Hide Freight and Carrier Information

Blank = Display freight and carrier information

1 = Hide freight and carrier information

Use this processing option to specify whether the system displays freight and carrier information fields. You can standardize your freight and carrier information fields so that freight rate calculations are accurately calculated for the appropriate route, stop, and zone or that a preferred carrier is always responsible for delivering the item to a customer. Valid values are:

Blank Freight and carrier information fields does appear on the order detail form and can be overridden.

- 1 Freight and carrier information fields do not appear on the order detail form. The system processes orders based on the default information that is set up in the Customer Billing Instructions or the Item Master Information.

8. Hide Commission Information

Blank = Display commission information

1 = Hide commission information

Use this processing option to indicate whether the system displays commission information. Valid values are:

Blank You can review commission information and override default information that affects the current order only.

- 1 The system does not display commission information. Orders are processed based on the default information that is set up in Commissions Table (F42005).

9. Hide Kit Components

Blank = Display kit components

1 = Hide kit components

Use this processing option to indicate whether kit components appear on the Sales Order Detail Revisions form either after you select features and options in the kit or when you re-inquire on the order. Valid values are:

Blank The system displays the parent item, as well as selected features and options, when you re-inquire on the order.

- 1 After you select the features and options during order entry or when you re-inquire on the order, the system displays only the parent line. However, the parent line and all component lines are written to the Sales Order Detail table (F4211).

Commitment Tab

Use these processing options to activate availability checking and commitments to generic buckets. Based on your item availability calculations for each branch/plant, commitment calculation affects how the system calculates backorders, cancellations, and customer delivery time.

To determine how the system calculates item availability, you define the factors that subtract from or add to the available quantity of an item. Factors that subtract from an item's availability include sales orders and work orders. Factors that add to an item's availability include purchase orders that are in transit. You define the various factors on the Availability Calculations form, which you can access from Branch/Plant Revisions.

1. Activate Availability Checking

Blank = Bypass availability checking

1 = Activate, notify, and backorder or cancel

2 = Activate, notify, but do not backorder or cancel

Use this processing option to indicate whether the system verifies the available quantity for requested items. Valid values are:

Blank The system does not perform availability checking. You might choose this option for blanket or quote order entry.

1 The system performs availability checking. If quantity is unavailable, the system issues a warning that the quantity for this item exceeds the available quantity. The system automatically backorders or cancels any quantity that is unavailable, based on backorder information that is set up in Item Master, Item Branch/Plant, Branch/Plant Constants and Customer Billing Instructions.

2 The system performs availability checking. If quantity is unavailable, the system issues a warning that the quantity for this item exceeds the available quantity. However, the system does not backorder or cancel any quantity. The quantity remains shippable.

You can allow backorders by item, or by customer, and specify whether the backorders are allowed at a specific branch/plant. To backorder an item, you must set the option, Backorders Allowed, in Item Master, Item Branch/Plant, Branch/Plant Constants and Customer Billing Instructions. If you allow backorders, the system holds the order detail line until quantity is available. If you do not allow backorders, the system cancels the order detail line.

After the system processes an order detail line, you can review backordered, canceled, and shipped information in the appropriate fields in the order detail lines.

2. Commit to Quantity 1 or Quantity 2

Blank = do not commit quantities to buckets, Other Quantity 1 or 2

1 = Commit quantities to Quantity 1

2 = Commit quantities to Quantity 2

Use this processing option to indicate the generic buckets to which the system commits quantities. Commonly used for orders that do not affect your item availability, you can use these buckets to anticipate demand or forecast future sales. For example, you can set up a version of Sales Order Entry (P4210) for quote orders and commit quantities to bucket, Quantity 1. For blanket orders, you can set up another version of Sales Order Entry (P4210) and commit quantities to bucket, Quantity 2. You can review availability information on the Summary Availability form. Valid values are:

Blank The system commits the quantity based on the factors that you define for sales orders in the Availability Calculations form in the Branch/Plant Constants.

- 1 The system commits quantities to bucket Quantity 1
- 2 The system commits quantities to bucket Quantity 2

You determine how the system calculates item availability by defining the factors that subtract from the available quantities (such as sales or work orders), add to the available quantities (such as purchase orders that are in transit), or do not affect available quantities (such as blanket and quote orders) in Branch/Plant Constants.

If the system neither adds nor subtracts quantities from these orders from available inventory, clear the Sales Order Entry (P4210), Commitment tab, Activate Availability Checking processing option so that the system does not

perform availability checking.

3. Display Supply and Demand Inquiry Form

Blank = Manually access Supply and Demand Inquiry form

1 = Auto-display Supply and Demand Inquiry form

Use this processing option to indicate whether the system automatically displays the Supply/Demand Inquiry form when quantity for an item is not available. Valid values are:

- Blank The system does not display the Supply and Demand Inquiry form and backorders or cancels the order detail line when quantity is not available. However, you can manually access this information from the Sales Order Detail Revisions form to monitor information about how many items are on demand, available in supply, and available to be promised.
- 1 The system automatically displays the Supply and Demand Inquiry form when quantity is not available. The system uses the version of the Supply and Demand Inquiry form that you enter in the corresponding processing option on the Versions tab.

Currency Tab

These processing options allow you to specify information about the tolerance percentage, currency code for As If amounts, and the As Of date for processing the exchange rate for As If amounts.

1. Tolerance Limit

Use this processing option to enter a tolerance limit for multi-currency orders. If you enter an option in Set Daily Transaction Rates (F00151) to allow spot rates, you can manually enter or override an exchange rate during

order entry. If the currency rate that you enter is outside this tolerance limit, the system issues a warning.

2. Currency Code

Use this processing option to indicate the currency code in which the system displays transactions.

3. "As Of" Date

Use this processing option to indicate the date with which the system retrieves the exchange rate for the As-If currency. If you leave this option blank, the system uses the system date.

Process Tab

These processing options control whether the Sales Order Entry program performs as follows:

- Allows changes to orders that are past a certain point in the process
 - Activates subsystem processing
 - Displays the Sales Order Header Revisions form before the Sales Order Detail Revisions form
 - Prompts you to review order information before the system creates an order
 - Allows automatic order-repricing to recalculate order totals
 - Activates order template processing based on the sold to or ship to address
 - Allows orders to be processed against existing agreements, blanket and quote orders
 - Indicates whether the system applies the specified markup to the unit cost or price
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1. Status Code Limit for Changes

Use this processing option to indicate a point at which you can not make changes to an order detail line. If you enter an order in a version of Sales Order Entry in which there is a defined status code limit, you can not

re-inquire and make changes to the order if the order is past this status.

If you enter an order in a version of Sales Order Entry where there is a defined status code limit, but re-inquire on another version in which this processing option is not activated, you can make changes to the order regardless of the status.

You must specify a user defined code (00/AT) that has been set up in the Order Activity Rules based on the order type and the line type combination.

2. Subsystem Processing

1 = Subsystem Pickslips (R42520)

2 = Subsystem Invoice (R42565)

3 = Subsystem Commitment (R42997)

4 = Online Commitment (R42997)

5 = Subsystem Sales Order Batch Transaction Editor (R4210Z)

To print the pick slip or invoice immediately after the order entry process, you can set up and activate the subsystem. Valid values are:

- 1 The system uses this version of Sales Order Entry (P4210) for subsystem processing to print pick slips and activate the subsystem processing.
Identify the corresponding version of the program in the Sales Order Entry (P4210), Versions, Pick Slip Print processing options.
- 2 The system uses this version of Sales Order Entry (P4210) for subsystem processing to print invoices and activate the subsystem processing.
Identify the corresponding version of the program in the Sales Order Entry (P4210), Versions, Invoice Print processing options.
- 3 The system uses this version of Sales Order Entry for subsystem commitment processing and does not commit inventory until you complete the order. After you accept the order, the system processes the order through the subsystem batch program while you enter another order.
- 4 The system uses this version of Sales Order Entry for online commitment

processing and the system does not process order detail lines asynchronously. After you enter the order, the system processes commitments for the complete order before you can enter another order. This allows you to review commitments online as the system processes availability for each order detail line in the order.

- 5 The system uses this version of Sales Order Entry for entering and processing orders in a store and forward mode. Identify the appropriate version of the program, Sales Order Batch Transaction Editor (R4210Z), in the Sales Order Entry (P421), Versions tab, Sales Order Batch Transaction Editor (R4210Z) processing option.

3. Display Header or Detail

Blank = Add detail first

1= Add header first

Use this processing option to determine whether the system first displays the Sales Order Header Revisions form or the Sales Order Detail Revisions when you add an order. You can enter header information before detail information and edit default information that affects the order. Valid values are:

Blank The system displays Sales Order Detail Revisions form first. It creates an order header record based on the branch/plant and customer information that you set up for the Sold To and Ship To address entered in the detail information form. You can access Sales Order Header Revisions to override default information, as necessary.

- 1 The system displays Sales Order Header Revisions form first. You review or override the default order information the system enters for the Sold To and Ship To addresses, such as billing instructions, delivery dates, and payment terms.

4. Auto Order Repricing

Blank = Bypass auto order repricing**1 = Use auto order repricing**

Use this processing option to indicate whether the system uses auto order repricing to re-calculate order totals. The system evaluates the items and quantities and makes adjustment based on the entire order. Valid values are:

Blank The system does not use auto-order repricing.

1 The system uses auto order repricing to re-calculate order totals.

The system uses the version of Standard Order/Basket Reprice (FUTURE) or Advanced Order/Reprice (R42750) that you specify in the Sales Order Entry (P4210), Versions tab, Basket/Order Reprice processing option. If you are not using the Advanced Pricing system, you must enter a version of Standard Order/Basket Reprice. If you use Advanced Pricing, you must enter a version of Advanced Order/Reprice (R42750).

5. Display Before Accept Prompt**Blank = Do not prompt to display changes before accepting order****1 = Prompt to display changes before accepting order**

You use this processing option to indicate whether the system prompts you to review the order before creating a record in the Sales Order Detail table (F4211). Review is a good way to ensure accuracy when you enter or change orders. Valid values are:

Blank The system does not prompt you to review the order, but creates a record in the Sales Order Detail table (F4211) when you click OK.

1 The system displays the order, order total, taxes and applicable discounts for you to review the order before creating a record in the Sales Order Detail table (F4211). You can return to Sales Order Detail Revisions to make changes. The system does not create a

record in the Sales Order Detail table (F4211) until you choose the option from the Form menu to accept the order.

6. Order Template Processing

Blank = Bypass order template processing

1 = Sold To order template

2 = Ship To order template

Use this processing option to indicate which template the system uses during order entry. A template contains information about frequently ordered items. You create and assign order templates to speed up the order entry process.

Valid values are:

Blank The system does not use order template processing.

- 1 The system displays the order template that you have assigned to the Sold To address in the Customer Billing Instructions.
- 2 The system displays the order template that you have assigned to the Ship To address in the Customer Billing Instructions.

You can set up a customer template based on order history in Customer Template Rebuild (R42815) or you can create a template for your customer in Customer Template Revisions (P4015). Assign an order template to the Sold To address and the Ship To address in the Customer Billing Instructions.

7. Blanket/Quote Order Processing

Blank = Bypass blanket/quote order processing

1 = Process by Sold To address

2 = Process by Ship To address

Use this processing option to indicate whether the system processes sales orders against blanket or quote orders. Use a quote order when a customer requests pricing information but is not ready to commit to a sales order. Use

a blanket order when a customer agrees to purchase a quantity of an item over a specified period of time. When you use blanket or quote order processing, the system locates applicable blanket or quote orders from which you can create either multiple sales orders for partial quantities or a single sales order when you release the complete quantity. Valid values are:

Blank The system does not use blankets or quote order processing.

- 1 The system processes blanket/quote orders based on the Ship To address.
- 2 The system processes blanket/quote orders based on the Sold To address.

You can have multiple blanket or quote orders for the Sold To address or the Ship To address. After you enter a detail line, the system displays a check mark in the row header and column to indicate a blanket or quote order exists.

You can view the blanket or quote order on the Blanket Release form and choose the appropriate order from which the system can create a related sales order.

8. Agreement Processing

Blank = Bypass agreement processing

1 = If only one agreement found, assign agreement

2 = User must select agreement

3 = Assign agreement with earliest expiration date

Use this processing to indicate whether the system processes sales orders against agreements in the Agreement Management System. Valid values are:

Blank The system does not use agreement processing.

- 1 The system searches all available agreements and automatically assigns the sales order to an agreement.
- 2 The system searches all available agreements, and displays a check mark in the row header and column to indicate multiple agreements exists. On the Agreement Selection Window, the system displays

-
- agreements that meet the criteria.
- 3 The system searches on all available agreements and automatically assigns the sales order to the agreement with the earliest expiration date.

When you enter a sales order, the system selects agreements that meet the following criteria:

- o The item on the sales order and agreement must be the same.
- o The Due To on the agreement must be P (partner), which indicates that product is due to the partner for this product and agreement.
- o The Sold To or Ship To on the sales order must be the same as the Destination on the agreement.
- o The detail branch/plant or its owner on the sales order must be the source on the agreement.
- o The date on the sales order is within the active date range for the agreement.
- o For agreements that have quantity control activated, the quantity on the sales order does not exceed the quantity remaining to be fulfilled before the system selects the agreement.

9. Customer Self-Service Functionality

Blank = bypass Customer

Self-Service functionality

1 = Activate Customer Self-

Service functionality for use in

Java/HTML

2 = Activate Customer Self-

Service functionality for use in

Windows.

This code indicates whether you are creating an order in standard order entry

mode or "Shopping Cart" mode. If you choose "Shopping Cart" mode, you can select items from multiple applications before using Sales Order Entry (P4210) to create an order. You might use this feature if you are entering orders in a web environment. Valid values are:

- Blank The system does not use shopping cart functionality
- 1 The system uses shopping cart functionality

10. Generate Proposal Name

Use this processing option to indicate the name of the document that is automatically generated upon entry into a word processor based on a template document, boilerplates and text substitution.

11. Cost or Base Price Markup

Blank = Use cost

1 = Use cost plus markup for price

2 = Use base price

Use this processing option to indicate whether the system applies a markup based on cost or price. You use branch sales markups to set up the additional costs that are associated with an interbranch or transfer sales order. The transfer price is the amount the supplying branch/plant is selling the item to the receiving branch/plant. Valid values are:

- Blank The system does not apply an additional cost, but retrieves the cost defined in the Item Cost Ledger (F4105).
- 1 The system retrieves the markup from the Branch Sales Markup table (P3403) and re-calculates the transfer price with the included markup. This markup is applied to the inventory cost.
- 2 The system applies the base price that is set by the supplying branch/plant, defined in Base Price Revisions table (F4106).

12. Ship and Debit Processing

Blank = Do not call R45100

1 = Subsystem Mode

2 = Batch Mode

Use this processing option to specify whether the system will use subsystem or batch processing (R45100) to identify and adjust ship and debit agreements.

Valid values are:

Blank Do not use subsystem or batch processing

1 Use subsystem processing

2 Use batch processing

Cross Ref Tab

These processing options specify the cross-reference types for substitute, replacement, complementary, and associated items. You create the cross-reference information in Item Cross Reference Revisions program (P4104). Cross-references associate your internal item numbers with other internal item numbers or those from other entities.

1. Substitute Items

Use this processing option to identify the code with which the system searches cross-reference information for substitute items. Substitute items are goods which are sold in place of the original item when you do not have the quantity on hand for the original item. This code is typically S in the Item Cross Reference Revisions program (P4104). You can only use substitutions for customers who, in the Customer Billing Instructions, allow substitutes.

If you have a substitute item, the system displays a checkmark in the row header and column. Optionally, you can access Substitute/Complementary Items form to sell the substitute item in place of the original item. If you enter a quantity for the substitute item, the system creates a second order detail

line with the substitute item information.

You must enter a value that has been set up in user defined code table (41/DT).

2. Complementary Items

Use this processing option to identify the code with which the system searches cross-reference information for complementary items. Complementary items are recommended items as part of the sale. Complementary items are not free goods, but are sold in addition to the original item. This code is typically C in the Item Cross Reference Revisions program (P4104).

If you have a complementary item, the system displays a checkmark in the row header and column. Optionally, you can access Substitute/Complementary Items form to sell the complementary item with the original item. If you enter a quantity for the complementary item, the system creates a second order detail line with the complementary item information.

You must enter a value that has been set up in user defined code table (41/DT).

3. Replacement Items

Use this processing option to identify the code with which the system searches cross-reference information for replacement items. Replacement items are goods which are sold in place of the original item when you or your suppliers discontinue an item. The replacement code is typically R in Item Cross Reference Revisions program (P4104). You can only create replacement cross-references for those items whose stocking type in the Item Master or Item Branch Plant is O (obsolete) or U (use up).

You must enter a value that has been set up in user defined code table (41/DT).

4. Pricing for Substitute Items

Blank = Use original item price

1 = Use substitute item price

Use this processing option to indicate which price the system retrieves when you sell substitute items. Substitute items are goods which are sold in place of the original item when you do not have the quantity available for the original item. If you substitute an item, you can charge the customer the price for the item that was originally ordered or you can use the price that you set up for the substitute item. Valid values are:

Blank The system uses the price of the original item, defined in the Base Price Revisions table (F4106).

- 1 The system retrieves the price of the substitute item, defined in Base Price Revisions table (F4106).

Versions Tab

These processing options specify the version that the system uses when you choose the associated row or form exit on Sales Order Header or Detail forms.

Versions control how programs display information. Therefore, for a version to meet your needs, you might need to indicate specific versions in the processing options.

1. Pick Slip Print Subsystem (R42520)

Use this processing option to identify the version of Print Pick Slip program (P42520) that the system uses to process pick slips through the subsystem after order entry. Ensure that you specify the version that is set up for subsystem processing.

2. Supply and Demand Inquiry (P4021)

Use this processing option to identify the the version of Supply and Demand Inquiry (P4021) that the system uses to verify commitments and availability. The system calls this version whether you automatically display this form when quantity is not available or manually access Supply and Demand Inquiry from from the Sales Order Detail Revisions form. If left blank, the system uses version ZJDE0001.

To automatically display the Supply and Demand Inquiry form when quantity is not available, choose the appropriate option in the Sales Order Entry (P4210), Commitment tab, Display Supply and Demand Inquiry processing option.

3. Pick Slip Print On Demand (R42520)

from Customer Service Inquiry

Use this processing option to specify which version of the Print Pick Slip On Demand program (R42520) is available to you from the Customer Service Inquiry form. If you leave this processing option blank, the system uses version ZJDE0003.

4. Adv Order/Basket Reprice (R42750)

Use this processing to identify the version of Standard Order/Basket Reprice (FUTURE) or Advanced Order/Reprice (R42750) that the system uses to calculate order totals. If you do not use Advanced Pricing, you must enter a version of Standard Order/Basket Reprice.

If you use Advanced Pricing, you must enter a version of Advanced Order/Reprice (R42750). If left blank and you have set the Sales Order Entry (P4210), Process tab, Auto order repricing processing option to auto order reprice, the system uses version ZJDE0001.

5. Online Invoice Inquiry (P42230)

Use this processing option to identify the version of Online Invoice Inquiry program (P42230) that the system uses to display billing information. If left blank, the system uses version ZJDE0001.

If you inquire by sales order number, the system displays open lines that have not gone through sales update. If you inquire by invoice number, the system displays only those lines that have been assigned the invoice number, either through the Print Invoices (R42565) or Sales Update (R42800).

6. Preference Profile (R40400)

Use this processing option to identify the version of Preference Profiles program (P42520) that the system uses to process orders based on preferences that you activated in the Preference Selection form. If left blank, the system uses version ZJDE0001.

The Preference Profiles program does not include the inventory commitment preference.

7. Check Price and Availability (P41261)

Use this processing option to identify the version of Check Price and Availability that the system uses to retrieve price adjustment information. If you do not use the Advanced Pricing system to set up price adjustments, you must enter a version of Standard Check Price and Availability (P41261). If you set up advanced price adjustments in the Advanced Pricing system, you must enter a version of Advanced Check Price and Availability (P4074).

If left blank, the system uses version ZJDE0001 of the program that is appropriate to your system.

8. Purchase Order Entry (P4310)

Use this processing option to identify the version of Purchase Order Entry

(P4310) that the system uses to create related direct ship and transfer orders. The system does not use all default information that is set up in the processing options for Purchase Order Entry. For example, when the system creates the related purchase order, the sales order line type overrides the default purchase order line type.

If left blank, the system uses version ZJDE0001.

9. Sales Ledger Inquiry (P42025)

Use this processing option to identify the version of Sales Ledger Inquiry (P42025) that the system uses to create a credit order from a previous order. The system retrieves order information from the Sales Order Detail Ledger (F42199).

If left blank, the system uses version ZJDE0001.

10. Bill of Material Inquiry (P30200)

Use this processing option to identify the version of Bill of Material Inquiry (P30200) that the system uses to retrieve information all features and options that are related to the kit. In the distribution systems, a bill of material is used to locate and assemble a group of items.

If left blank, the system uses version ZJDE0001.

11. Work Order Entry (P48013)

Use this processing option to identify the version of Work Order Entry (P4801) that the system uses to create work orders. When you enter a sales order with a line type W, the system automatically generates a work order in the Manufacturing system.

If left blank, the system uses version ZJDE0001.

12. Print Invoice (R42565)

Use this processing option to identify the subsystem version of the Print Invoice program (R42565) for printing invoices through the subsystem. You must activate the processing option in the Process tab, Subsystem Processing to print invoices and specify the version of the Print Invoice program (R42565).

13. Online/Subsystem Commitment (R42997)

Use this processing option to identify the version of the Commitments program the system uses for either online or subsystem commitments. You must activate the appropriate processing option in the Process tab, Subsystem processing for either online or subsystem commitments and specify the version of the corresponding Commitments program.

If left blank, the system uses version ZJDE0001.

14. Configured Items (P32942)

Use this processing option to identify the version of Configured Items (P32942) that the system uses when you enter an order for a configured item. If left blank, the system uses version ZJDE0001.

15. Sales Order Batch Transaction Editor (R4210Z)

Use this processing option to identify the version of Sales Order Batch Transaction Editor (R4210Z) that the system uses when you enter sales orders in a store and forward environment.

If left blank, the system uses version ZJDE0001.

16. Credit Check (P42050)

A user-defined set of specifications that control how applications and reports run. You use versions to group and save a set of user-defined processing option values and data selection and sequencing options. Interactive versions are associated with applications (usually as a menu selection). Batch versions are associated with batch jobs or reports. To run a batch process, you must choose a version

17. Work with Shipments (P4915)

Use this processing option to specify the version of the Work with Shipments program (P4915). If you leave this option blank, the system uses ZJDE0001.

18. Customer Master (P03013)

Use this processing option to specify the version that the system uses for Customer Master Information (P03013) when you chooses Receivables from the Form menu.

If you leave this option blank, the system uses ZJDE0001.

19. Ship and Debit (R45100)

Use this processing option to specify the version of subsystem or batch processing (R45100) that the system uses to identify and adjust ship and debit agreements.

Preference Tab

These processing options determine whether preference profile processing is activated for this version of Sales Order Entry. A preference is a piece of information that you define for a customer, an item, or any combination of customer (sold to, ship to, or parent addresses), customer group, item, and item group. The system uses preferences to override normal customer and item setup information when you enter orders.

To work with preferences, you must set two separate processing options in Sales Order Entry (P4210). Under the Preferences tab, activate the Preference Profile Processing option. Under the Versions tab, specify the version of the Preference Profiles program (P42520) that you have set up to select the preferences that you want to run.

1. Preference Profile Processing

Blank = Bypass preference processing

1 = Activate preference processing

Use this processing option to specify that you want to use preference profile processing. If you use preference profile processing, you must use preference profile processing in all of the versions of order entry programs. Valid values are:

Blank The system does not use preference profile processing

1 The system uses preference profile processing

After you activate the Preference Profile Processing processing option, specify the version of Preferences Selection (R40400) in Sales Order Entry (P4210), Versions tab, Preferences processing option. In that version of Preferences Selection (R40400), select the preferences in the processing options that you want to run.

Preference Selection (R40400) does not include Inventory Commitment or Print Message preferences.

2. Inventory Commitment Preference

Blank = Bypass inventory commitment preference

1 = Activate inventory commitment preference

To use the inventory commitment preference, you must specify that you want the inventory commitment preference independent of other preference processing.

Valid values are:

Blank The system does not use the inventory commitment preference

1 Use inventory commitment preference processing

Use the Inventory Commitment preference to:

- o Specify that each order line be filled from one or more branch/plants based on customer/customer group or item/item group

-
- o Specify the branch/plants from where you want products shipped
 - o Determine the percentage of the order that must exist at a branch/plant before the quantity is filled at that branch/plant
 - o Specify the mode of transport and carrier information in the sales detail line
-

Transfers Tab

These processing options determine whether transfer order processing is activated for this version of Sales Order Entry. You enter a transfer order to ship inventory between branch/plants within your company and to maintain an accurate on-hand inventory amount. When you create a transfer order, the system does the following:

- Creates a purchase order for the shipping location that represents the supplier
 - Creates a sales order for the receiving location that represents the customer
-

1. Activate Transfer Order Entry

Blank = Bypass transfer order entry

1 = Activate transfer order entry

Use this processing option to indicate transfer order entry. When you enter transfer orders, you must enter a From Branch/Plant and a To Branch/Plant, as well as information for the related purchase order. Valid values are:

Blank The system does not process transfer order information.

1 The system displays a transfer order entry form on which you enter the origination and destination branch/plants, as well as purchase order information, such as a purchase order number, landed cost rule, and exchange rates for the sales and purchase orders. The system automatically creates a purchase order based on the version that you specify in Sales Order Entry (P4210), Versions, Purchase Order Entry processing option.

2. Sales and Purchase Order Taxable

Blank = Apply appropriate tax rates

1 = Bypass taxable flags for sales and purchase orders

Use this processing option to indicate whether the system applies taxes to sales and purchase orders. Valid values are:

Blank The system retrieves tax explanation codes and rate areas from the Customer Master Information. For direct ship, transfer orders, or sales orders with alternate Sold To and Ship To addresses, the system retrieves the tax explanation code from the Sold To address and the tax rate/area from the Ship To address, but this rate can be overridden.

- 1 The system does not reference the sales taxable or purchase taxable flags that you set up in the Item Branch Plant Information.

3. Mandatory Landed Cost

Blank = Optional landed cost

1 = Mandatory landed cost

Use this processing option to indicate whether a landed cost for a related purchase order is required. Valid values are:

Blank The system does not require you to enter a landed cost.

- 1 You must enter a landed cost before entering the order. If you do not enter a landed cost, the system issues an error.

Order Inquiry Tab

These processing options specify how you want the system to search for orders on the Customer Service Inquiry form.

1. Beginning Status

Use this processing option to indicate the current point in the order process.

You must specify a user defined code (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the beginning status and next status must be a valid last status/next status combination in the Order Activity Rules table.

During order inquiry, the system does not display orders that are not within the beginning and next status range.

2. Next Status

Use this processing option to indicate the next step in the order process. You must specify a user defined code (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the beginning status and next status must be a valid last status/next status combination in the Order Activity Rules table.

During order inquiry, the system does not display orders that are not within the beginning and next status range.

3. Search on Last or Next Status

Use this processing option to further specify whether the system searches for orders based on either the beginning or the next status. During order inquiry, the system only displays the orders that are between the From and To status ranges you specify in the previous processing options.

4. Date Range

Blank = Requested date

1=Order date

2=Promised Ship date

3=Original Promised

4=Actual Ship

5=Invoice

6=Cancel

7=G/L date

8=Promised Delivered date

Use this processing option to indicate the date value with which the system searches on orders. Valid values are:

- 1 The system retrieves orders based on the order entry date.
- 2 The system retrieves orders based on the promised ship date that is populated during order entry.
- 3 The system retrieves orders based on the original promised date that is populated during order entry.
- 4 The system retrieves orders based on the date that the order was confirmed for shipment. The system retrieves only those orders that have been processed through the Shipment Confirmation (P4205) program.
- 5 The system retrieves orders based on the date that the invoice was printed for the customer. The system retrieves only those orders that have been processed through the Print Invoice (R42565) program.
- 6 The system retrieves orders based on the date that you enter in the memo-only, cancel field during order entry.
- 7 The system retrieves orders based on the G/L date. The system retrieves only those orders that have been processed through the Sales Update (R42800) program.
- 8 The system retrieves orders based on the date that is entered as the promised deliver date during order entry.

5. Display Text Lines

Blank = Do not display text lines

1 = Display text lines

Use this processing option to indicate whether the system displays text lines.

Text lines are order detail lines with a line type T, characterized by the code in the Order Line Type Revisions that contains memo-only information.

When you inquire on an order, it might or might not be necessary to view text line information. Valid values are:

Blank The system does not display text lines. If you created text lines during order entry, the text lines remain in the Sales Order Detail (F4211) table.

- 1 The system displays text lines.

6. Display Backordered/Canceled lines

- 1 = Display backordered lines**
- 2 = Display canceled lines**
- 3 = Display backordered and canceled lines**
- 4 = Display neither**

Use this processing option to indicate whether the system displays backordered or canceled lines when you inquire on an order. Valid values are:

- 1 The system displays backordered lines.
- 2 The system displays canceled lines.
- 3 The system displays both backordered and canceled lines.
- 4 The system does not display either backordered or canceled lines.

7. Customer Cross Reference Type.

Use this processing option to indicate the code with which the system searches cross-reference information using a customer item number. Cross-references associate your internal item numbers with the customer's item numbers. You set up items in Item Master Information (F4101) and create the cross-reference information in Item Cross Reference Revisions program (P4104).

You must enter a value that has been set up in UDC 41/DT.

Warehouse Tab

The following processing options are used in conjunction with the Warehouse Management system. If you use Warehouse Management, you can specify the mode for pick request processing, and the version of the Print Pick Request program (P46171).

-
1. Request Processing Mode
-

Blank = No pick request

1 = Generate requests only

2 = Generate requests, process through system

Use this processing option to create a pick request in the Warehouse

Management system. If you use Warehouse Management, the system can generate a pick request, then process the request through the subsystem. A pick request is used to process a suggestion to pick the inventory for an order from a particular location. Valid values are:

Blank The system does not generate pick requests.

1 The system generates requests only.

2 The system generates requests and creates the pick request through the subsystem

2. Subsystem Print Pick Request

Use this processing option if you generate warehouse management pick requests through the subsystem. You must specify the version, Print Pick Request (P46171), that is set up for subsystem processing.

3. Override Next Status

Use this processing option to indicate an alternative step in the order process. You must specify a user defined code (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using. The combination of the beginning status and the override status must be a valid last status/next status combination in the Order Activity Rules table.

Store & Fwd Tab

Use the following processing option to identify the mode in which you enter orders. You can choose one of the following four modes to process orders:

Partial edit store and forward mode 1. Mode

Blank = Sales Order Entry mode

1 = Partial edit Store And Forward mode

2 = Full edit Store And Forward mode

3 = Price Only Store And Forward mode

The system does not perform preference processing or inventory commitments, and only performs necessary processing

Use this processing option to indicate whether you are entering orders in a

store and forward environment. Valid values are:

Blank Sales order entry mode

1 Partial edit store and forward mode

2 Full edit store and forward mode

Full edit store and forward mode

The system does not perform preference processing or inventory commitments, but performs order processing.

Price only store and forward mode

The system only processes information that is necessary for pricing.

Interbranch Tab

These processing options identify the order types for interbranch orders. You can use an interbranch order to fill an order for a customer from a branch/plant other than the selling branch/plant. This is helpful if your company sells from one location but fills and ships orders from another location, such as a central supply warehouse. An intercompany order is an order that tracks the transactions between the supplying and selling branch/plant.

1. Intercompany Invoice

Blank = no intercompany invoice will be supported

1 = create intercompany invoices

An intercompany order is an order that keeps track of the transactions between the supplying and selling branch/plant. While the interbranch order is the sales order to your customer, the intercompany order is the purchase order to the supplying branch/plant to fill the customer's sales order. Valid values are:

Blank The system does not create intercompany invoice

1 The system creates intercompany invoice

2. Interbranch Order Types

Use this processing option to identify the order types for interbranch orders. Use an interbranch order to fill a sales order from a branch/plant other than the selling branch/plant. This is helpful if your company sells from one location but fills and ships orders from another location, such as a central supply warehouse.

You must enter a user defined code (00/DT) that identifies the type of document. Enter multiple codes without punctuation or spaces. To accurately update all interbranch orders, you should also enter all order types for interbranch orders in Sales Update (R42800), Interbranch tab, Order Type for Interbranch Orders processing options.

Interop Tab

These processing options control whether the system captures transaction information prior to changes to a transaction and whether the system performs export processing.

1. Transaction Type

Future use.

2. Before/After Image Processing

Blank = Write after image

1 = Write Before and After images

Future use.

Prepayment Tab

These processing options control whether you can record payment information for orders.

Prepayment of an order takes place when a seller receives a form of payment from the customer at the time of order entry. There are many types of prepayments that a customer can use, such as cash, check, and credit card. When you make any type of prepayment, the system records transaction information for each order detail line, and indicates the payment on the invoice.

During order entry, you can validate credit information when you accept a credit card as a means of payment. By way of your middleware solution, the system retrieves authorization and updates the prepayment transaction in OneWorld. If the authorization is unsuccessful, then the order is put on authorization hold and the system does not allow further order processing.

When a settlement is performed, your middleware solution release funds from a customer's account to the merchant account. If the settlement transactions contain errors, the order is put on settlement hold and the system does not allow further order processing.

In order for either hold to be removed, the authorization or settlement process must be successfully run in batch mode of the appropriate prepayment transaction version.

1. Prepayment Processing

Blank = Prepayment Processing files will not be updated and the form exit to the Prepayment Window will be protected.

'1' = Prepayment Files will be updated and Prepayment Window will be activated.

Use this processing option to determine whether to activate Prepayment Processing.

Valid values are:

- Blank The system does not update Prepayment Processing files and you can not access the Prepayment window from the row exit.
- 1 The system does update the Prepayment Processing files and you can access the Prepayment window.

2. Process Authorization

Blank = Authorization will not be processed.

'1' = Authorization will be processed interactively.

'2' = Authorization will be processed in batch or subsystem mode, based on the version.

Use this processing option to identify the method of processing. Valid values are:

-
- 1 The system processes the authorization interactively.
 - 2 The system processes the authorization in batch or subsystem mode, based on the version.
- Blank The system does not process the authorization.

3. Process Settlement

Blank = Settlement will not be processed.

'1' = Settlement will be processed

interactively.

'2' = Settlement will be processed in batch

or subsystem mode, based on the

version.

Use this processing option to identify the settlement processing method. Valid values are:

- 1 The system processes the settlement interactively.
- 2 The system processes the settlement in batch or subsystem mode, based on the version.

Blank The system does not process the settlement.

4. Authorize Prepayment Transaction version

Use this processing option to identify the version of Authorize Prepayment Transaction.

5. Settle Prepayment Transaction version

Use this processing option to identify the version of Settle Prepayment

Transaction.

Authorized lines

Use this processing option to identify the override Next Status Code for order lines that have been successfully authorized during the credit card process.

Settled lines

Use this processing option to identify the override Next Status Code for order lines that have been successfully settled in the credit card process.

Understanding the Nota Fiscal for Sales Orders

In Brazil, the government requires companies to maintain additional sales order information for tax calculation purposes. This information includes:

- Transaction nature
- Tax code
- Fiscal classification
- Whether the item is subject to ICMS Substitution
- Origin of the item
- Type of purchase (from a client's perspective)
- Fiscal message

When you use the J.D. Edwards Sales Order Management system, you include this additional information in the header and detail portions of your sales order.

After you enter sales orders, you generate notas fiscais by fiscal company and series. When you generate notas fiscais, the system creates the notas fiscais that you ultimately send to your customers with each shipment. Notas fiscais include the following detailed information:

- Merchandise price
- Applicable tax amounts
- How the merchandise will be used
- Origin and destination of the shipment
- Any other expense that is associated with the transaction

At times, you might need to generate the nota fiscal when it is not directly attached to a purchase or sales order. In such cases, J.D. Edwards provides you with the ability to generate the stand-alone nota fiscal. See *Generating Stand-Alone Notas Fiscais*.

Entering Additional Information for Sales Orders

You enter sales orders to input information about your customers and the items that they order. A sales order consists of two parts:

- Header information, which is general information that relates to the entire order, such as the customer name and the order dates
- Detail information, which is line-by-line details about the items or services that you are selling, such as item numbers, quantities, and costs

You can enter header information and detail information separately. Depending on the volume of orders that you have and the amount of header information that you need to enter, use menu options to choose one of the following methods to enter purchase orders:

- Enter header information first, followed by detail information.
- Enter detail information only; the system then applies limited header information that is based on default values.

When you use the J.D. Edwards Sales Order Management system, include additional information in the header and detail portions of your sales order.

When you enter new sales orders and the country specified in your user display preferences is Brazil, the system automatically displays the additional information forms.

Before You Begin

- ❑ Verify that you have selected Brazil (BR) in your user display preferences.
- ❑ Verify that the processing options in the Sales Order Entry program (P4210) are set up to display header information before the detail information.
- ❑ To determine the transaction nature default, you need to indicate whether the item was manufactured or purchased. For Brazil, this information can be stored in an item master category code. Use UDC 76/CN to determine which category code you can use by entering SRP6, SRP7, SRP8, SRP9, or SRP0 for the code NATUR. For example, one data dictionary option for NATUR is SRP6. Data dictionary item SRP6 has valid values in UDC 41/06, so it is ready for you to use when you enter sales orders.
- ❑ Verify that you have set up the processing options for Sales Order Brazilian Additional Information (P4210BR).

See Also

- ❑ *Working With Header Information* and *Working With Detail Information* in the *Sales Order Management Guide*

► To enter additional information for sales orders

From the Sales Order Processing - Brazil menu (G76B4211), choose Enter Sales Orders Header (P4210).

1. On Work With Sales Order Headers, click Add to access Sales Order Header.

PeopleSoft.

2. On Sales Order Header, complete the following fields:
 - Branch/Plant
 - Sold To
 - Ship To
3. Add or change any other information as necessary and click OK.
4. To add additional header information, choose the Additional Header Information tab.

Enter Sales Orders Header - [Sales Order Header]

File Edit Preferences Form Window Help

OK Cancel Dis... Abo Links Sgld T... OLE ... Internet

Order Number VO

Sales Order Header Additional Header Information

Pricing and Payment Information

- Payment Terms
- Payment Instrument
- Trade Discount
- Cust Price Grp

Credit/Bank Information

- Account Number
- Expiration Date
- Authorization No.

Delivery Instructions

-
-

Freight Information

- Apply Freight
- Carrier Number
- Freight Code
- Route Code
- Stop Code
- Zone Number
- Display VM
- Display WT

Commission Information

- Comm Code 1
- Comm Rate 1
- Comm Code 2
- Comm Rate 2

5. On the Additional Header Information tab, review the default information and add or change it, as necessary.
6. Click OK.

Enter Sales Orders Header - [Sales Order Detail Revisions]

File Edit Preferences Form Row Window Help

OK Cancel New... Dis... Abo Links AVB Inf... OLE ... Internet

Detail Revisions Line Defaults

Order Number VO 07600 Branch/Plant SP-VENDA

Sold To 76430 Supplier, Sao Paulo Order Date 6/5/2005

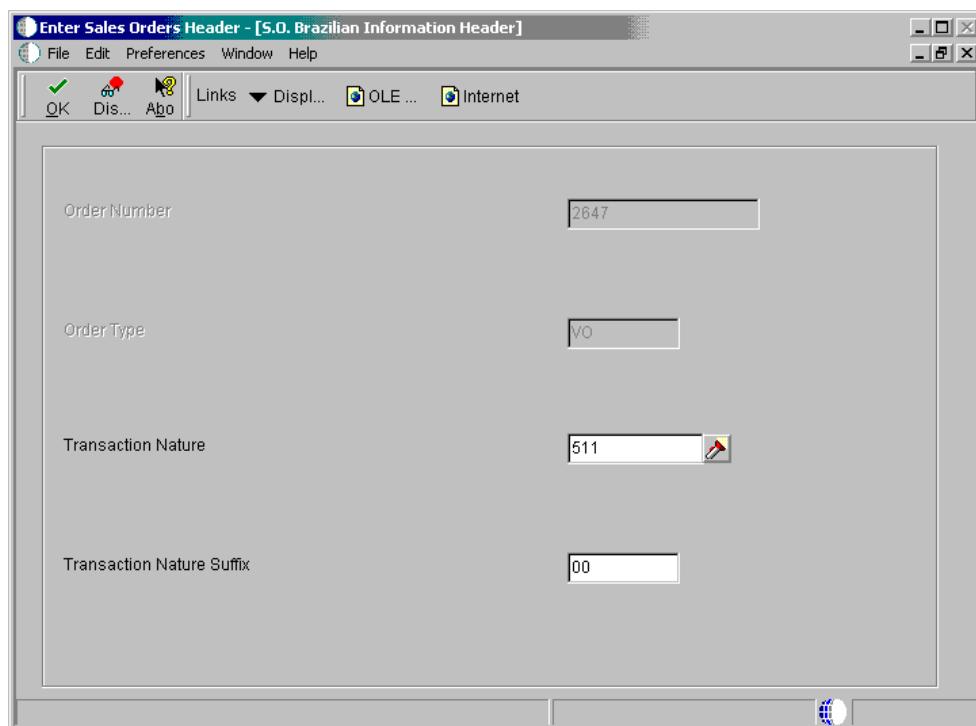
Ship To 76430 Supplier, Sao Paulo Cust PO

Currency BRL Exchange Rate Base BRL Foreign

#	Quantity Ordered	UoM	Item Number	Ln Ty	Unit Price	Extended Price	Branch/ Plant	
	100	EA	762	BS	2.3000			
				BS	0.0000			

7. On Sales Order Detail Revisions, complete the following fields in the detail area and click OK:

- Quantity Ordered
- UoM
- Item Number
- Ln Ty
- Unit Price



8. On S.O. Brazilian Additional Information (Header), complete the following fields and click OK:

- Transaction Nature
- Transaction Nature Suffix

The system supplies the default values for the Transaction Nature and Transaction Nature Suffix. You can change the system defaults.

9. Click OK.
10. On S.O. Brazilian Information Detail, verify that all data is correct and click OK.

Processing Options for Sales Order Brazilian Additional Information - Brazil (P4210BR)

Defaults

1. Transaction Nature Code

Blank = "511"

2. Transaction Nature Suffix

Blank = "00"

Edits

1. Branch A/B Number Validation

Blank = Validation with Inventory constants file

1 = Validation with Address book number

Generating Outbound Notas Fiscais

From the Sales Order Processing - Brazil menu (G76B4211), choose Generate Nota Fiscal (R76558B).

The R76558B program does the following:

- Creates one nota fiscal per sales order
- Assigns a temporary nota fiscal number that you can use to reference the nota fiscal until the system assigns a permanent nota fiscal number when you run the Print Nota Fiscal (R76560B) program
- Creates records in the Nota Fiscal Header - Brazil (F7601B), Nota Fiscal Detail – Brazil (F7611B), and the Nota Fiscal Print Message – Brazil (F7612B) tables
- Calculates the Brazilian taxes for the nota fiscal
- Produces a report that lists both the errors and the generated notas fiscais

Notas fiscais include the following detailed information:

- Merchandise price
- Applicable tax amounts
- How the merchandise will be used
- Origin and destination of the shipment
- Any other expense associated with the transaction

Processing Options for Generate Nota Fiscal (R76558B)

Select Tab

Use these processing options to specify how the system updates status codes.

1. Next Status Code - From (Required)

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

2. Next Status Code - To (Required)

Use this processing option to specify the end of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status Codes UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Defaults Tab

Use these processing options to specify the nota fiscal series and the document type for the nota fiscais that you want to process.

1. Nota Fiscal Series

Blank = "00"

Use this processing option to enter the nota fiscal series that the system uses when it creates nota fiscal records. The nota fiscal series that you enter must exist in the Nota Fiscal Next Number Control (F7600B) table. If you leave this processing option blank, the system uses 00 for the nota fiscal series

2. Document Type

Blank = "NS"

Use this processing option to identify the type of nota fiscal document that the system uses when it creates nota fiscal records. The value you enter must exist in the Document Type – All Documents (00/DT) UDC. The same code must also exist in the Document

Type – Invoices Only (00/DI) UDC. If you leave this processing option blank, the system uses NS for the document type

Process Tab

Use these processing options to specify how the system updates tables and handles hold orders.

1. Update Sales Order Detail File (F4211)

Use this processing option to specify whether the system updates the status code of the sales orders in the Sales Order Detail table (F4211). Valid values are:

Blank

The system updates the status codes in the Sales Order Detail table (F4211).

1

The system does not update status codes in the Sales Order Detail table (F4211)

2. Override Next Status Code for F4211 (Optional)

Use this processing option to choose an alternate status for the next step in the order process. You choose a status from the Activity/Status (40/AT) UDC table. The status that you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The override status is another allowed step in the process.

3. Override Last Status Code for F7611B (Optional)

Use this processing option to choose an alternate status for the next step in the order process. You choose a status from the Activity/Status (40/AT) UDC table. The status that you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The override status is another allowed step in the process

4. Override Next Status Code for F7611B (Optional)

Use this processing option to choose an alternate status for the next step in the order process. You choose a status from the Activity/Status (40/AT) UDC table. The status that you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The override status is another allowed step in the process

type of the notas fiscais that you want to select. The override status is another allowed step in the process.

5. Order Hold Code Validation

Blank = Allow processing if order is on hold

1 = Stop processing if order is on hold

Use this processing option to identify the hold code that the system uses to prevent an order from going through the sales order process. The hold code does not have special processing associated with it, such as Credit Check, Minimum/Maximum Margin Check and so on, but it can be used to create an additional approval step for sales orders. Valid values are:

Blank

Does not stop the process if the order is on hold.

1

Stops the process if the order is on hold.

Print Tab

Use these processing options to specify the order in which nota fiscal print messages appear on the nota fiscal.

Message Order

2. Message in Processing Options

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

- Message in Processing Options
- Message in Sales Order Header
- Message in Sales Order Detail
- Message in Sales Order Detail Tag File
- Message in Transaction Nature Master
- Message in Fiscal Classification Master
- Message in Preference Profile

3. Message in Sales Order Header

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

- Message in Processing Options
- Message in Sales Order Header
- Message in Sales Order Detail
- Message in Sales Order Detail Tag File
- Message in Transaction Nature Master
- Message in Fiscal Classification Master
- Message in Preference Profile

4. Message in Sales Order Detail

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

- Message in Processing Options
- Message in Sales Order Header
- Message in Sales Order Detail

Message in Sales Order Detail Tag File

Message in Transaction Nature Master

Message in Fiscal Classification Master

Message in Preference Profile

5. Message in Sales Order Detail Tag File

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

Message in Processing Options

Message in Sales Order Header

Message in Sales Order Detail

Message in Sales Order Detail Tag File

Message in Transaction Nature Master

Message in Fiscal Classification Master

Message in Preference Profile

6. Message in Transaction Nature Master

Use this processing option to specify the sequence in which the messages should appear on the nota fiscal. Valid values are 1-7.

Message in Processing Options

Message in Sales Order Header

Message in Sales Order Detail

Message in Sales Order Detail Tag File

Message in Transaction Nature Master

Message in Fiscal Classification Master

Message in Preference Profile

7. Message in Fiscal Classification Master

Use this processing option to specify the sequence in which the messages should appear

on the nota fiscal. Valid values are 1-7.

Message in Processing Options

Message in Sales Order Header

Message in Sales Order Detail

Message in Sales Order Detail Tag File

Message in Transaction Nature Master

Message in Fiscal Classification Master

8. Message in Preference Profile

Use this processing option to specify the sequence in which messages appear on the nota fiscal. Valid values are 1-7.

Message in Processing Options

Message in Sales Order Header

Message in Sales Order Detail

Message in Sales Order Detail Tag File

Message in Transaction Nature Master

Message in Fiscal Classification Master

Message in Preference Profile

Entering Additional Charges

The sales order entry system for Brazil lets you enter standard sales order information, such as item and quantity of goods, and lets you enter Brazil-specific information, such as the transaction nature. You also need to enter information about freight, insurance, and other charges into the system. You enter these additional charges for items after running the Generate Nota Fiscal - Brazil (R76558B) program but before running the Print Nota Fiscal - Sales - Brazil (R76560B) program in final mode. The system adds to the nota fiscal the additional charges that you enter.

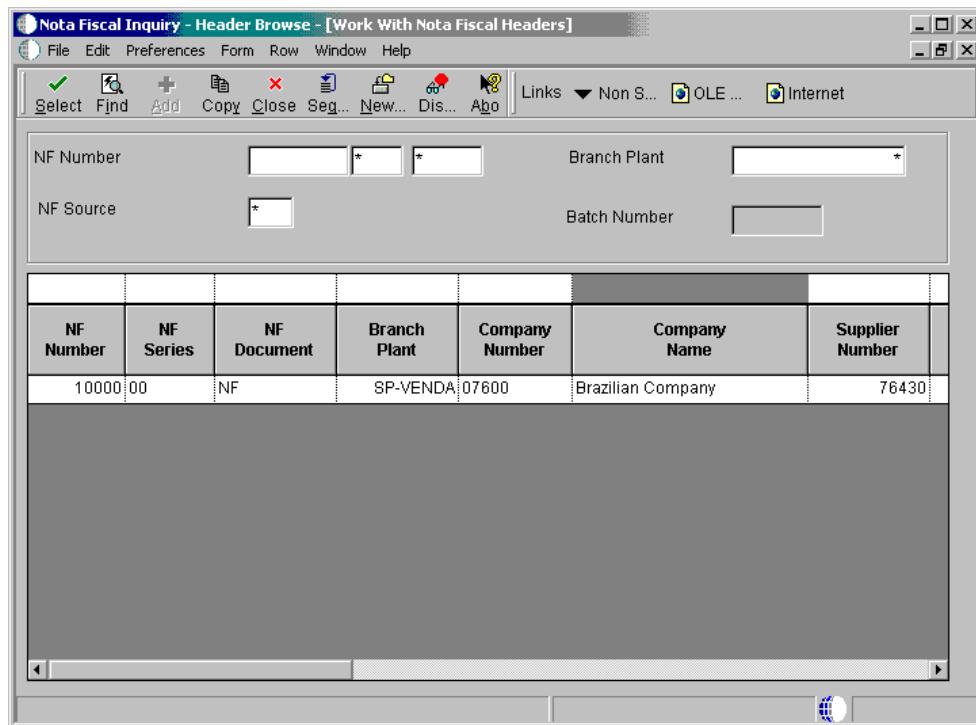
You can enter additional charges in the nota fiscal inquiry programs, or in the Apply Additional Charges program. All of these entry methods use the Nota Fiscal Maintenance – Brazil program (P7610B), but the versions that you use are different. If you enter the additional charges in the Apply Additional Charges program, the system updates the nota fiscal to the next status code when you click OK. If you enter the additional charges in the nota fiscal inquiry programs, the system does not update the status of the nota fiscal; you must update it at a later step in the entry process.

Before You Begin

- ❑ Set the processing options for Apply Landed Costs (P7610B, version ZJDE7004) to specify the additional charges parameters that you want to use.

► To enter additional charges

From the Sales Order Processing - Brazil (G76B4211), choose Nota Fiscal Inquiry - Header Browse.



1. On Work With Nota Fiscal Headers, click Find and choose a Nota Fiscal in the detail area.

2. From the Row menu of Work With Nota Fiscal Header Revision, choose Header Revision and complete the following fields:
 - NF Freight
 - NF Insurance
 - NF Expenses
3. From the Form menu of Nota Fiscal Header Revision, choose Additional Charges.
4. On the Additional Charges dialog box, click OK.

Working with Print Messages for Notas Fiscais

As you work with master tables, you might enter in the tables messages that you want to print on the nota fiscal for specific customers, items, or customer/item combinations. For example, you might enter in the Customer Master table (F0301) a message that is pulled into the Sales Order Header table (F4201), and which the system accesses when you run the Generate Nota Fiscal – Brazil program (R76558B).

The following list shows the tables in which the system stores messages used by the Generate Nota Fiscal – Brazil program:

- Sales Order Header File (F4201)
- Sales Order Detail File (F4211)
- Sales Order Detail Tag File – Brazil (F76422)

- Item Fiscal Classification table (F76B18)
- Transaction Master table (F7615B)
- Preference Master table (F40305)

When you run the Generate Nota Fiscal – Brazil program (R76558B), the system culs messages from these tables and writes them to the Nota Fiscal Text Messages table (F7612B). You can revise messages in this table by using the Nota Fiscal Text Revision program (P7612B). Additionally, you can enter a message that you want to appear on the nota fiscal in the processing options for R76558B. Before you run the Generate Nota Fiscal – Brazil program (R76558B), set the print message processing options to specify which messages to print on the nota fiscal and the order in which the messages print. Then, when you run the Nota Fiscal Print program (R76560B), the system prints the messages that you specified on the nota fiscal.

You can set up print messages by customer/item combination, item group/customer group combination, and by item. You must set up preference profiles before you can use these messages.

See Also

- ❑ *Creating Customer Records* in the *Accounts Receivable* guide for information about messages in the Customer Master table
- ❑ *Entering Item Master Information* in the *Inventory Management* guide for information about messages in the Item Master table
- ❑ *Entering Additional Item Master Information* for information about messages in the Brazil Item Master table (F76411) and in the Item Fiscal Classification table (F76B18)
- ❑ *Setting Up Transaction Nature Codes* for information about messages in the Transaction Master table
- ❑ *Setting Up Preference Profiles for Print Messages* for information about messages in the Preference Master table
- ❑ *Processing Options for Generate Nota Fiscal (R76558B)* for information about messages that you enter in the processing options

Setting Up Preference Profiles for Print Messages

You can set up different messages for various customer/item and item group/customer group combinations, and by item. Before you can use these messages, you must set up preference profiles for print messages.

To set up preference profiles for print messages:

47. Set up the Documents Using Text Messages UDC (40/OR). You must set up a code for the Generate Nota Fiscal program (R76558B) before you can use preference profiles for print messages. See *Documents Using Text Messages (40/OR)*.
48. Set up your messages. See *Setting Up Messages* in the *Inventory Management* guide.
49. Set up the Preference Master. See *Setting Up Preferences* in the *Sales Order Management* guide.
50. Turn on preference processing for Sales Order Entry. See *Processing Options for Sales Order Entry (P4210)*.

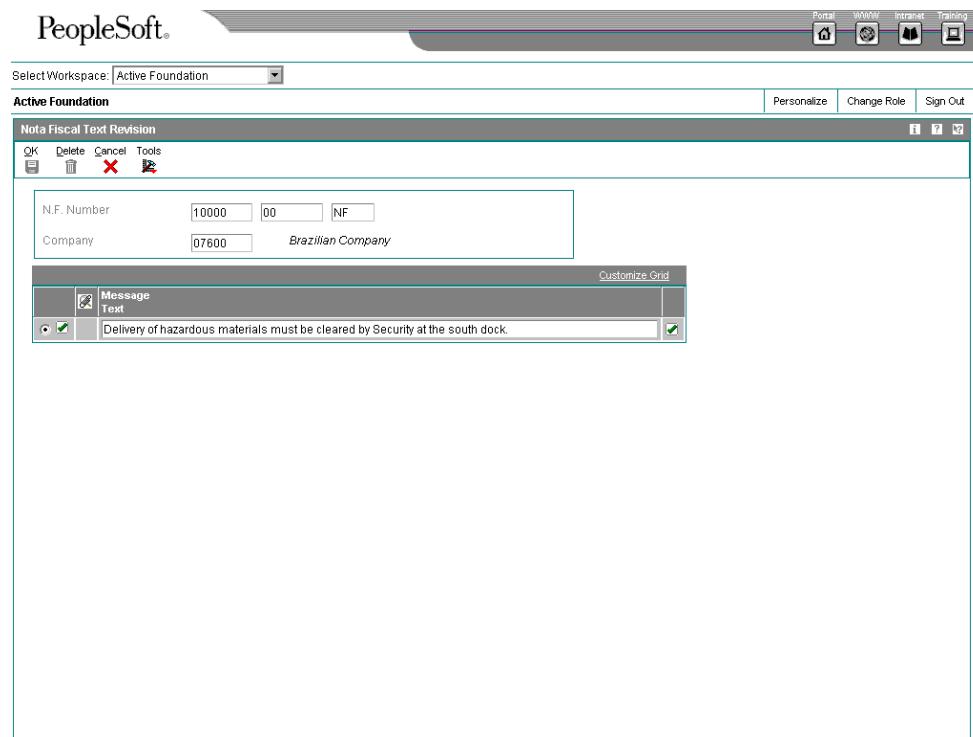
Revising Print Messages for Nota Fiscal Text

When you run the Generate Nota Fiscal – Brazil program (R76558B), the system writes text messages from other tables to the Nota Fiscal Print Message – Brazil table (F7612B). The Nota Fiscal Text Revision program (P7612B) lets you maintain the text messages that the system stores in this table. You can access P7612B from a menu, or from a Form exit in the P7610B program.

► To revise print messages for notas fiscais

From the Sales Order Processing – Brazil menu (G76B4211), choose Nota Fiscal Text Revision (P7612B).

1. On Work with Nota Fiscal Text, in the header or on the QBE line, complete the fields necessary to narrow your search for a Nota Fiscal, and then click Find:
 - Nota Fiscal Number
 - NF Document
 - NF Series
 - Source
 - Company
2. Choose the nota fiscal that you want to work with, and then click Select.
3. On Nota Fiscal Text Revision, double-click the line you want to revise, change the text as necessary, and then click OK.



4. On Work with Nota Fiscal, click Cancel.

Reviewing Outbound Notas Fiscais

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document named the nota fiscal. The nota fiscal organizes this information and places it in the header area and in the detail area.

After you generate and print (in proof mode) outbound notas fiscais, you can review the documents online to verify that the information is correct. If some of the data is incorrect, you can make changes online. Review notas fiscais by order number or by nota fiscal number.

Note

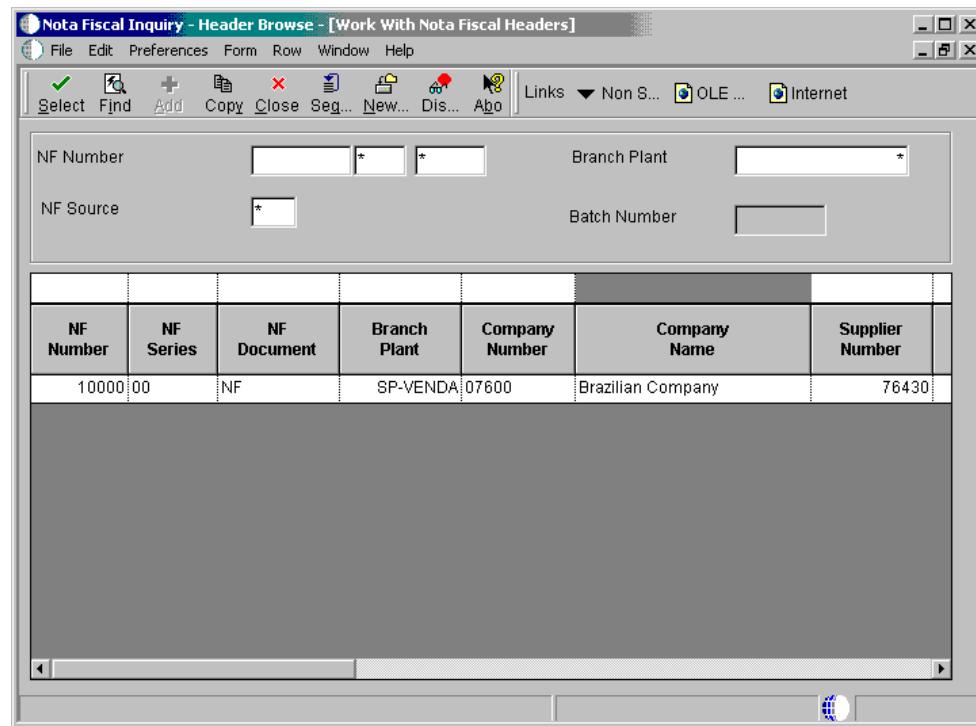
If you review notas fiscais documents after printing in proof mode, the nota fiscal number for each document is represented by a unique, system-generated next number. If you review notas fiscais after printing in final mode, the nota fiscal number is the official, government-assigned number.

See Also

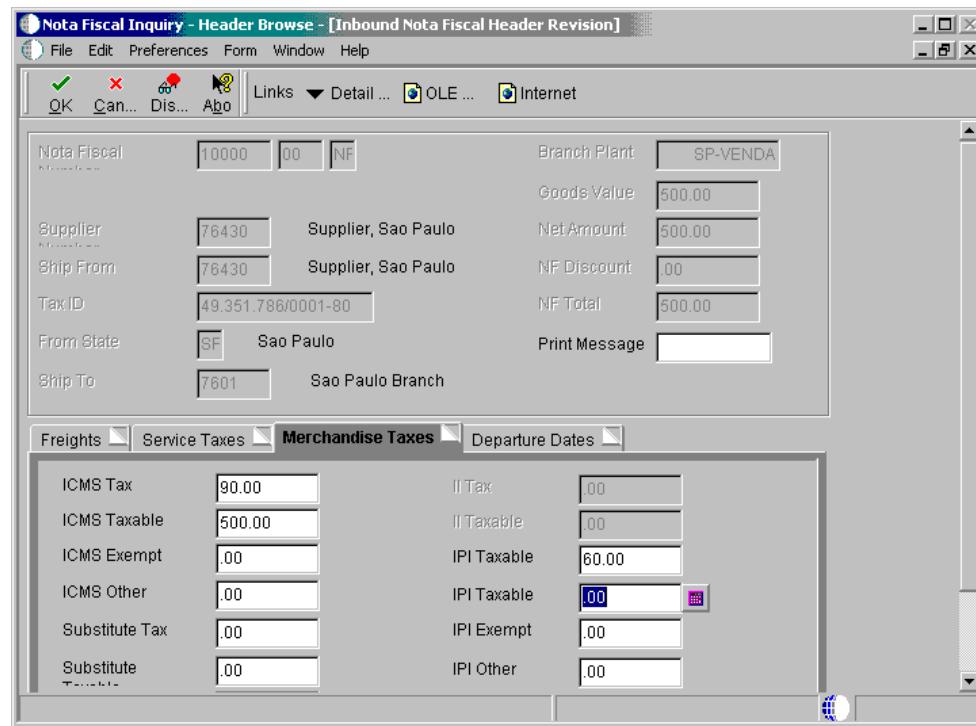
- *Generating Stand-Alone Notas Fiscais*
- *Generating Outbound Notas Fiscais*
- *Processing Options for Nota Fiscal Maintenance - Brazil (P7610B)*

► To review outbound nota fiscal header information

From the Sales Order Processing - Brazil menu (G76B4211), choose Nota Fiscal Inquiry - Header Browse (P7610B).



1. On Work With Nota Fiscal Headers, complete any of the following fields and click Find:
 - NF Number
 - Branch Plant
 - NF Source
2. Choose a record in the detail area; and then from the Row menu, choose Header Revision.



- On Nota Fiscal Header Revision, click the Merchandise Taxes tab and review the following information:

- ICMS Tax
- ICMS Taxable
- ICMS Exempt
- ICMS Other
- Substitute Tax
- Substitute Taxable
- Repasse Discount
- Free Port Discount
- IPI Tax
- IPI Taxable
- IPI Exempt
- IPI Other

- On Nota Fiscal Header Revision, click the Departure Dates tab and review the following information, as necessary:

- Issue Date
- Shipped Date
- Delivery Date
- Departure Time

After you complete these steps, follow the steps to review outbound nota fiscal header additional information, as necessary.

► To review outbound nota fiscal header additional information

After you complete the steps to review outbound nota fiscal header information, you can review outbound nota fiscal header additional information.

1. On Nota Fiscal Header Revision, click the Freights tab and review the following information, as necessary:

- NF Freight
- NF Insurance
- NF Expenses
- Freight Code
- Carrier Number
- Carrier Type
- Reference
- License Plate No
- Make
- Quantity
- Type
- Net Weight
- Gross Weight

2. On Nota Fiscal Header Revision, click the Service Taxes tab and review the following information, as necessary:

- ISS Tax
- ISS Taxable
- IR Tax
- IR Taxable

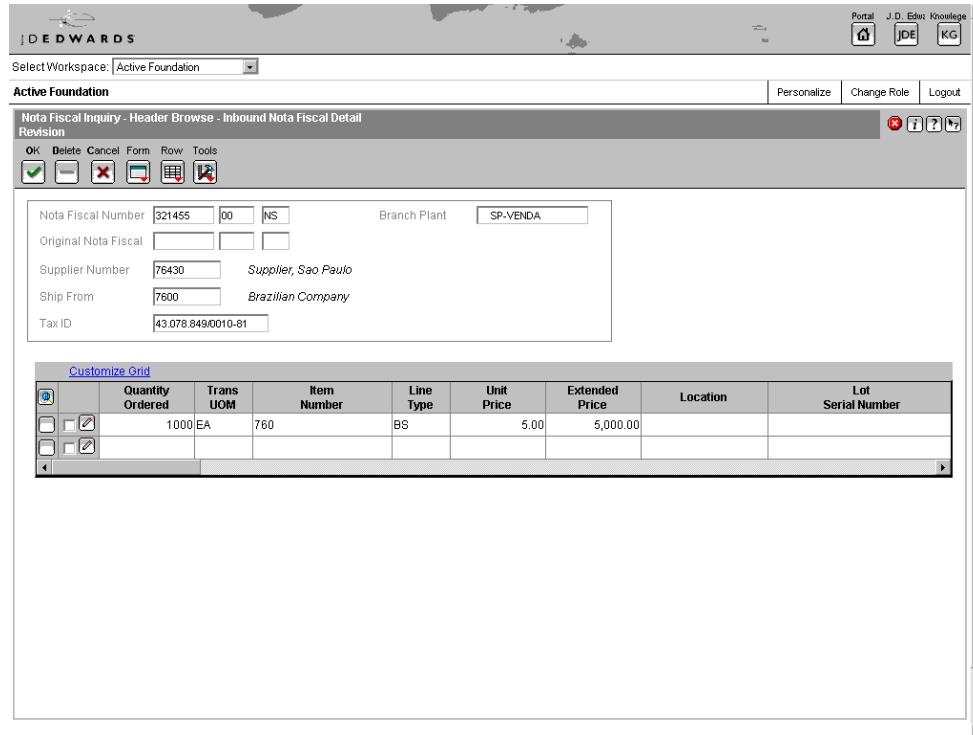
3. Click OK.

After you complete these steps, follow the steps to review outbound nota fiscal detail information.

► To review outbound nota fiscal detail information

After you complete the steps to review outbound nota fiscal header additional information, you can review outbound nota fiscal detail information.

1. On Work With Nota Fiscal Headers, from the Row menu, choose Detail Revision.



2. On Nota Fiscal Detail Revision, review and correct any order detail lines.

After you complete these steps, follow the steps to review outbound nota fiscal detail additional information.

► To review outbound nota fiscal detail additional information

After you complete the steps to review outbound nota fiscal detail information, you can review outbound nota fiscal detail additional information.

1. On Nota Fiscal Detail Revision, click a record in the detail area and then, from the Row menu, choose Detail Addl Info.

The screenshot shows a JDE Edwards application window titled "Nota Fiscal Inquiry - Header Browse - Stand Alone Nota Fiscal Detail". The main title bar includes "Select Workspace: Active Foundation" and navigation links "Portal", "J.D. Edwards Knowledge", "JDE", and "KG". Below the title bar, there's a toolbar with "Active Foundation" and buttons for "Personalize", "Change Role", and "Logout". The main content area displays a dialog box for "Additional Information". The dialog has buttons "OK", "Cancel", and "Tools" at the top left. It contains several input fields and dropdown menus. Key visible fields include:

- Nota Fiscal Number: 321455
- Branch Plant: SP-VENDA
- Original Nota Fiscal: (dropdown menu)
- Line Number: 1.000
- ISS Tax Rate: (dropdown menu)
- ISS Tax: 0.00
- ISS Taxable: 0.00
- II Tax Rate: (dropdown menu)
- II Tax: 0.00
- II Taxable: 0.00
- IR Tax Rate: (dropdown menu)
- IR Tax: 0.00
- IR Taxable: 0.00
- Nota Fiscal Expenses: 0.00
- Nota Fiscal Insurance: 0.00
- Nota Fiscal Freight: 0.00
- Print Message: (dropdown menu)
- G/L Offset: (checkbox)

2. On Nota Fiscal Detail Additional information, review the following information as necessary, and then click OK:
 - ICMS Tax Situation
 - ICMS Rate
 - ICMS Tax
 - Substitution Code
 - Substitution Tax
 - Repasse Discount
 - ICMS Code
 - ICMS Basis
 - Reduction Amount
 - Substitution Basis
 - Free Port Discount
 - IPI Rate
 - IPI Tax

- IPI Recoverable
- IPI Code
- IPI Basis
- Print Message
- NF Discount

After you complete these steps, follow the steps to review outbound nota fiscal taxes additional information.

Printing Outbound Notas Fiscais

From the Sales Order Processing - Brazil (G76B4211) menu, choose Print Nota Fiscal (R76560B).

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document that is referred to as nota fiscal.

You can also print the outbound (sales) notas fiscais that you send to your customers. After you generate and review your outbound nota fiscal, you can print notas fiscais to include in your shipments.

You can print notas fiscais in proof or final mode. When you print the documents in final mode, the system updates each system-assigned document number with the appropriate official nota fiscal number, based on the information that you set up in the Nota Fiscal Next Number Control - Brazil table (F7600B).

See Also

- To set up next numbers for notas fiscais*

Processing Options for Print Nota Fiscal (R76560B)

Select Tab

Use these processing options to specify the range of status codes from which the system selects the notas fiscais to print.

1. Next Status Code - From (Required)

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

2. Next Status Code - To (Required)

Use this processing option to specify the end of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status Codes UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

Defaults Tab

Use these processing options to specify the defaults that the Print Nota Fiscal program (P76560B) uses for generating notas fiscais.

1. Invoice Document Type

Use this processing option to identify the invoice document type. The value that you enter must exist in the Document Type – Invoices Only (00/DI) UDC. The same code must also exist in the Document Type – All Documents (00/DT) UDC. If you leave this processing option blank, the system uses RI for the invoice document type

2. Issue Date

Use this processing option to specify the date that the system uses for the issue date of the nota fiscal. If you leave this field blank, the system date is used

3. Next Status Code - Sales Order

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

4. Next Status Code - Nota Fiscal

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of

codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Process Tab

Use these processing option to specify whether the system prints the notas fiscais in final mode, and whether it summarizes notas fiscais detail lines by Item and Lot.

1. Mode

Blank = Proof

1 = Final

Use this processing option to specify whether the system prints the notas fiscais in proof or final mode.

Valid values are:

Blank

Proof mode

1

Final mode

2. Summarize Nota Fiscal (Future)

1 = Summarize the Nota Fiscal detail lines by Item and Lot

Use this processing option to specify whether the system prints an ICMS and IPI tax summary on the nota fiscal. Valid values are:

Blank

The system does not print tax summary

1

The system prints a tax summary

Print Tab

Use these processing options to specify whether the system prints an ICMS and IPI tax summary on the notas fiscais, and whether the nota fiscal total amount is printed in words at the end of the nota fiscal.

1. ICMS and IPI Tax Summary

Blank = Do not print the ICMS and IPI tax summary

1= Print the ICMS and IPI tax summary

Use this processing option to determine whether the system summarizes nota fiscal detail lines by Item and Lot. Valid values are:

Blank

The system does not summarize by Item and Lot

1

The system summarizes by Item and Lo

2. Data Edits

Use this processing option to specify whether the system prints the total of the nota fiscal in words at the end of the nota fiscal. Valid values are:

Blank

The system prints the total in words.

1

The system does not print the total in words.

Entering Transfer Orders for Brazil

You enter a transfer order to ship inventory between branch/plants within your company, maintain an accurate on-hand inventory amount, and provide tax information for notas fiscais. The transfer order program does the following:

- Creates a sales order for the shipping location that represents the supplier
- Creates a purchase order for the receiving location that represents the customer
- Processes the inventory amounts on the transfer order as a formal purchase and sale of goods
- Creates documents, such as pick slips or invoices, that are necessary to complete the transfer

You enter transfer orders to input information about inventory that you move from one location to the other. Transfer orders are used in two situations:

- One location needs inventory from another location within the same branch plant.
- One branch plant needs inventory from another branch plant within the same company.

Note

When you generate a transfer order, the system automatically creates a purchase order with its corresponding Brazilian tag file information. The system creates this Brazilian tag file information with default values. You can change these values by pressing Alt-Tab to navigate back to the OneWorld menu form and entering a command on the OneWorld command line. Enter BPO for Brazilian purchase orders or BSO for Brazilian sales orders.

Before You Begin

- Verify that you have selected Brazil (BR) in your user display preferences.

See Also

- *Working With Header Information* in the *Sales Order Management Guide*
- *Working With Detail Information* in the *Sales Order Management Guide*
- *Entering Transfer Orders* in the *Sales Order Management Guide*

► To enter transfer orders for Brazil

From the Purchase Return menu (G76B4212), choose Transfer Orders.

1. On Customer Service Inquiry, click Add.
2. On Sales Order Detail Revisions, complete the steps to enter an order.
3. Click OK.

4. On S.O. Brazilian Information Header, complete the following fields and click OK:
 - Transaction Nature
 - Transaction Nature Suffix
5. On S.O. Brazilian Information Detail, verify that all data is correct and click OK.

Updating Sales in Brazil

From the Sales Order Processing - Brazil menu (G76B4211), choose Sales Update – Brazil (R76B803).

After you print your notas fiscais in final mode, you can update your customer sales information. When you update customer sales information, the system creates Accounts Receivable records.

Note

You must update customer sales information only *after* you print notas fiscais in final mode so that the A/R records include the official nota fiscal document numbers that are required by the Brazilian government.

When you run the Add Tax Lines to Sales Order Detail – Brazil (R76B803) program, the system generates reports that include summary or detail information about the following:

- Updated information about customer sales
- Accounts receivable and G/L entries
- Sales for different categories, such as stock sales and freight, cost of goods sold, and profit percentages
- Errors that result from running the program

Depending on how you set the processing options, the system updates the Sales Order Detail File table (F4211) and the Sales Order Detail History File table (F42119) from information stored in the Nota Fiscal Detail - Brazil table (F7611B).

Note

If you do not set your processing options to update the F4211 and F42119 tables, you must run the Sales Update (R42800) program after you run the R76B803 program.

You must choose the appropriate version of the Sales Update - Brazil program to update your tables. Choose one of the following versions based on your process:

Sales Update You can use the proof or final mode of this version when the sales order has been processed through Invoice Print, and contains a document number and type in the Sales Order Detail file.

Assign Invoice Numbers You must use the proof or final version when the sales order has not been processed to print invoices in the Print Invoice program. The program assigns an A/R number.

Note

Because of the number of transactions that occur when you run the Sales Update - Brazil program, J.D. Edwards recommends that you run the program in proof mode first to detect and correct any errors before you run it in final mode.

Before You Begin

- J.D. Edwards strongly recommends that you run the sales update when no one is on the system. When you run the program during nonbusiness hours, you can accurately update the history files. In OneWorld, the system does not lock records.
- Notify the system operator before you run the sales update, or consider running the program during nonbusiness hours.
- Verify that the appropriate line types are set up and that the processing options are set to correctly interface with the G/L and accounts receivable.
- Verify that the status code for sales update and any status codes that follow are set up in the order activity rules.
- Verify that the AAIs are set up for Brazilian taxes and Additional Charges.

Processing Options for Sales Update - Brazil (R76B803)

Defaults

1. Tax Line Type (Required)
2. Sales Reverse Defaults

Select

1. Beginning Status (Optional)
2. Next Status Code - From (Required)
3. Next Status Code - To (Required)
4. Override Next Status (Optional)

Process

1. Sales Update

Blank = Do not run sales update

1 = Run sales update

2. Sales Update Version

Blank = XJDE0001

3. Sales Update Purge

Blank = Do not run sales update purge

1 = Run sales update purge

4. Sales Update Purge Version

Blank = XJDE0001

Freights

Additional Charge Defaults:

1. Freight
2. Insurance
3. Additional Expenses

Enter additional charge line types:

4. Freight Line Type
5. Insurance Line Type
6. Additional Expenses Line Type

Additional Order Entry and Release

The Sales Order Management system provides different order types to accommodate specific ordering situations. Although you enter these additional orders in the same way that you enter a basic sales order, the system processes each order type differently.

You use order releases to return the order to the processing cycle or to initiate the sales order process. For example, you could place a customer's order on hold for credit reasons and then release the order when the customer's credit status changes. Or, you can create sales orders from blanket orders or quote orders by releasing the blanket order or the quote order.

When the system places an order on hold, the order is taken out of the processing cycle. When you release an order, you return it to the order processing cycle.

You use transfer orders to ship inventory between branch/plants within your company and to maintain an accurate on-hand inventory amount. When you create a transfer order in either the Procurement or the Sales Order Management system, you ship and receive goods. This allows you to account for markups, freight costs, and transport time.

You use credit orders when a customer returns goods that you want to return to inventory. You can also use credit orders when a customer returns damaged goods that you cannot return to inventory. In both cases, you must issue the necessary credits and make adjustments for the returned merchandise.

You use direct ship orders to record the sale of an item that you purchased from another supplier. The supplier sends the item directly to your customer. Because the supplier ships the item directly to your customer, the system does not process the order quantities through your inventory.

You use blanket orders when you have an agreement with a customer to release an item multiple times over a specified period. For example, you can place an order for 100 items that will be delivered over a period of four months in increments of 25 items per month. At the agreed-upon time, the quantity that you enter in an actual sales order is subtracted from the blanket order.

You use quote orders to record price quotes. You can:

- Access quote orders through the same review, maintenance, and inquiry form that you use to work with sales orders
- Convert an entire or partial quote order to a sales order
- Use quote orders to ensure effective controls over price guarantees
- Use quote orders to avoid committing inventory until the customer authorizes the order

You can use intercompany orders to fill a sales order from a branch/plant other than the selling branch/plant. This is helpful if your company places an order from one location but fills and ships the order from another location, such as a central supply warehouse.

Before You Begin

- Verify that you have set up status codes and order activity rules for additional types of orders. See *Setting Up Order Activity Rules*.
- Verify that you have set up the line types related to credit orders and direct ship orders. See *Setting Up Order Line Types*.

- Verify that you have set up the document types for additional types of orders.

Working with Order Releases

You might have orders on hold for several reasons. For example, you might place orders on hold that do not meet margin requirements as well as orders that exceed a customer's credit limit. When an order is on hold, it must be released back into the processing cycle for any additional processing to take place.

The system can withhold an order or order line from the processing cycle if you do not have the quantity to fill the order or order line. This type of hold is a backorder. When an order or order line is placed on backorder, you must release backorders into the processing cycle when inventory becomes available.

If you have activated the JDESOENTRY workflow process, the system processes the order through order hold checking. After you click OK to accept the order, the system checks the processing options for hold codes and compares the order against the order hold information.

If the system puts the order on hold, an e-mail message is sent to the address book number defined in the hold code as the person responsible. This message indicates that the order is on hold. The person responsible for releasing the orders can use the work center to review messages sent during the workflow process and to access the orders to release. When the order is released, an e-mail message is sent to the salesperson, defined in the commission fields, as well as the sold to number, indicating that the order is being processed.

See Also

- Setting Up Order Hold Information*

Releasing Orders on Hold

You release an order to return it to the processing cycle. For example, if you enter an order for a customer who has exceeded their credit limit, the system places the order on hold. When the customer makes a payment, their credit status changes and their orders can be filled. However, the system does not process this customer's orders until you release them. You must have appropriate security access to release an order.

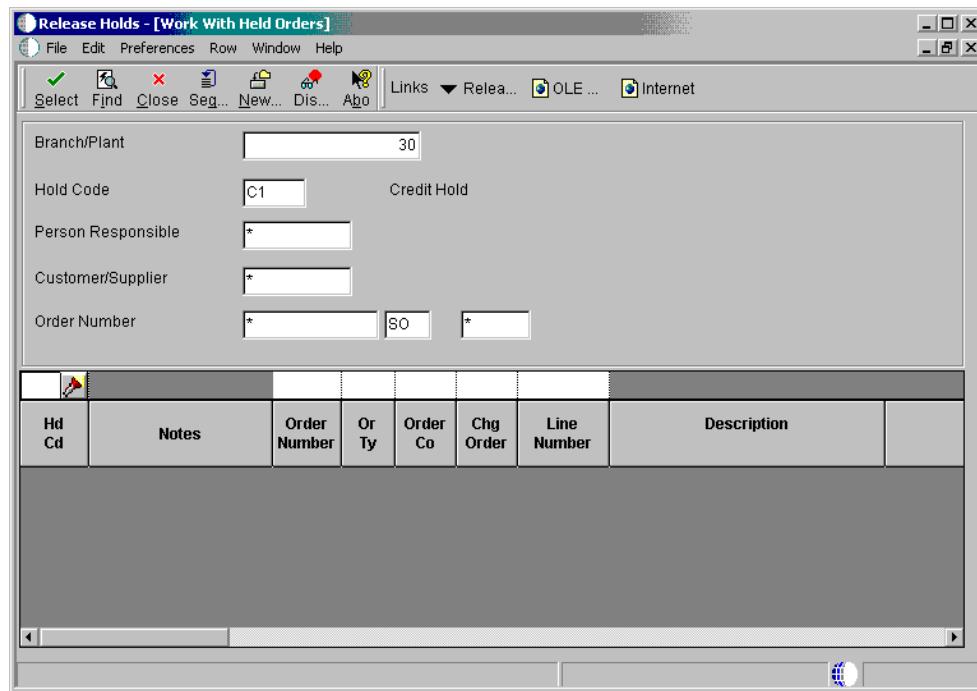
You can place a variety of holds on an order, including:

- Customer holds, such as credit holds
- Item holds, such as detail lines that do not meet the margin requirements
- Order holds, such as orders that do not meet minimum amounts or that exceed maximum limits

You can release items and orders for customers as many times as necessary. You can print the Held Sales Order report to review all sales orders that are on hold.

► To release orders on hold

From the Additional Order Processes menu (G4212), choose Release Holds.



1. On Work With Held Orders, complete the following optional field to display all held orders for your branch/plant:
 - Branch/Plant
2. Click Find.
3. Locate the order that you want to release by completing any combination of the following fields:
 - Hold Code
 - Person Responsible
 - Supplier/ Customer
 - Order Number
4. Choose the order that you want to release.
5. From the Row menu, choose Release.
6. On Password Confirmation, complete the following field and click OK:
 - Password
7. Choose the release option to release additional orders.

Processing Options for Held Order Release

Defaults

1. Order Type
2. Release Code

Display

1. Enter a '1' to display SO's, else display PO's
2. Enter 'Y' to display previously released orders

Versions

Enter the version for each program. If left blank, ZJDE0001 will be used.

1. Sales Order Entry (P4210)
2. Purchase Order Entry (P4310)
3. Print Pick Slip (R42520)
4. Ship and Debit (R45100)

Process

Enter '1' for

1. Automatic printing of Pick Slip.
2. Enter the release status code of the work order
3. Ship and Debit Processing

Blank = Do not call R45100

1 = Subsystem Mode

2 = Batch Mode

Warehouse

1. Enter the request processing mode

'' = No pick request. '1' = Generate requests only. '2' = Generate requests and process using the subsystem.

2. If processing pick requests using the subsystem, enter the version.

3. Override next status for sales order lines for which requests have been generated.

Prepayment

1. Release Authorization Hold and Advance Prepayment Status.
 2. Release Settlement Hold and Advance Prepayment Status.
-

Releasing Backorders Online

The system can withhold an order or order line from the processing cycle if you do not have the quantity to fill the order or order line. This type of hold is a backorder. You release backorders when inventory becomes available. When releasing backorders, you can enter a quantity that is greater than the backordered amount.

The system updates the following tables with the amount:

- Order Total (F4201)
- Order Quantity (F4211)
- Customer Open Order Amount (F0301)
- Item Balance File (F41021)

If the payment instrument type for the sales order is cash, the system does not update the Customer Open Order Amount.

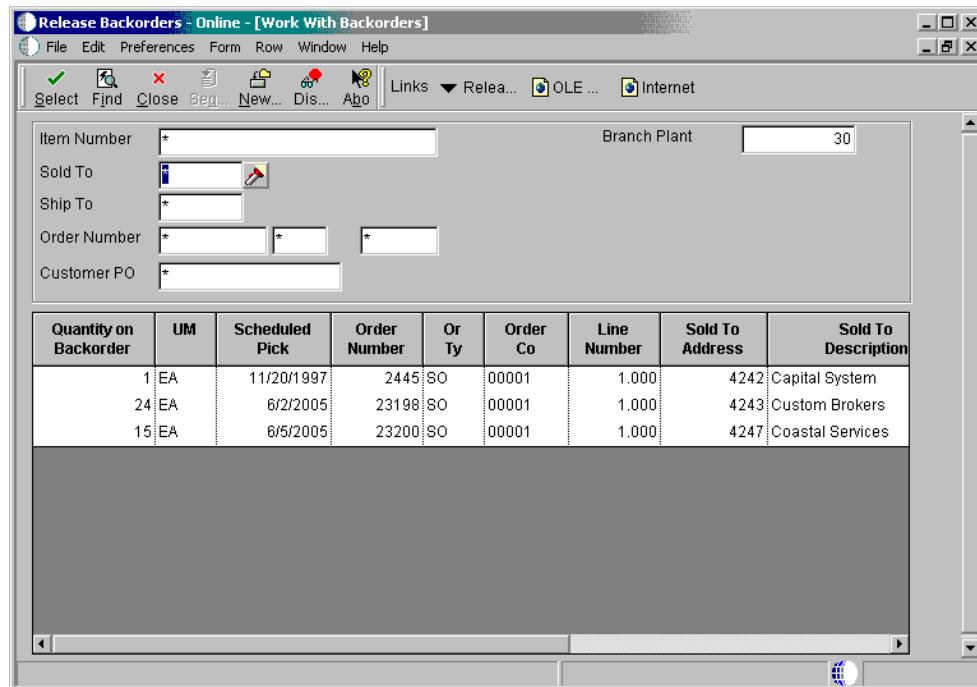
You can locate backorder information for a specific customer, item, or order before you release a backorder.

Note

If you customize the grid sequence in either of the backorder release forms and you set the display processing options to show only those backorders that can be completely filled, you should set up the other grid sequence to be consistent.

► **To release backorders online**

From the Additional Order Processes menu (G4212), choose Release Backorders - Online.



1. On Work With Backorders, complete the following fields and click Find:
 - Item Number
 - Branch Plant
 - Sold To
 - Ship To
 - Order Number
 - Customer PO
2. Do one of the following:
 - To release all orders that appear on the form, choose Release Shown Rows from the Form menu.
 - Choose a specific order that you want to release and click Select.

	Quantity To Ship	UM	Remaining Backorder Qty	Dual Qty To Ship	Dual UM	Order Number	Remaining Dual Backorder Qty	Scheduled Pick Date	Scheduled Pick Time
<input type="checkbox"/>	<input checked="" type="checkbox"/>	EA	24	<input type="text"/>	EA	23198		06/02/05	

3. On Release Backorders, complete the following field:
 - Quantity To Ship
4. Click OK.

Processing Options for Backorder Release (P42117)

Defaults Tab

These processing options determine default values, such as the document type, that the Backorder Release program (P42117) uses when other values are not entered for the transaction.

1. Next Status for released Orders.

Use this processing option to indicate the line status to be used as the next status on released orders. You must use a status that has been set up in user defined code table (40/AT) of the order activity rules based on the order type and the line type combination.

NOTE: If you do not enter a status or enter an invalid status, the system does not update the order status.

Display Tab

These processing options control the status at which the system displays backorders.

1. Next Status to select

Use this processing option to indicate the line status range the system used to select backorders for release. You must use a status code that has been set up in user defined codes table (40/AT) of the order activity rules based on the order type and the line type combination.

Display 2

These processing options control whether the system displays certain types of order information, such as held orders, closed lines, and kits.

1. Total Fill Only

Blank = Display all detail lines.

1 = Display only detail lines that can be completely filled.

Use this processing option to indicate whether to display all lines or only the lines that can be totally filled. Valid values are:

Blank Show all lines.

1 Show only lines that can be totally filled.

2. Kit Components

Blank = Do not display kit components.

1 = Display kit components.

Use this processing option to specify whether you want kit components to appear in backorder release.

NOTE: If kit components are displayed, kit balancing is turned off and you can release components separate from the total kit. Valid values are:

1 Display kit components.

Blank Do not display kit components.

3. Held Orders

Blank = Do not display held orders.

1 = Display held orders and allow order release.

Use this processing option to specify whether you want held orders to appear in the Backorder Release Revisions form and to allow the release of the held orders. Valid values are:

1 Display held orders and allow release.

Blank Do not display held orders.

Process Tab

These processing options control whether the Sales Order Entry program performs as follows:

- Allows you to include backordered quantity as available quantity
- Activates commitment processing
- Allows you to release an order when the quantity to ship exceeds the backordered quantity
- Allows you to release an order when the on-hand quantity is zero
- Allows you to update costs with the most current cost

1. Backorder Quantity as Available Quantity.

Blank = Do not include backorder quantity as available quantity.

1 = Include Backorder Quantity as Available Quantity.

Use this processing option to specify whether you want the backorder quantity added to the quantity available. This option will give you more quantity available to fill orders. Valid values are:

Blank Do not add backorder quantity to quantity available.

-
- 1 Add backorder quantity to quantity available.

2. Commitments

Blank = Do not perform commitments.

1 = Perform Commitment processing.

Use this processing option to specify whether you call the Commitment program to hard commit released orders to inventory locations. If you do not call the commit program, the system only soft commits orders that are released. Valid values are:

- 1 Call the Commitment program.

Blank Do not call the Commitment program and only soft commit released orders.

NOTE: If you release amounts over the quantity available, the order may be backordered again.

3. Release when Quantity to Ship exceeds Backordered Quantity.

Blank = Do not release when Quantity to Ship exceeds Backordered Quantity.

1. Allow release when Quantity to Ship exceeds Backordered Quantity.

Blank

4. Zero On-Hand Quantity

Blank = Do not allow release when On-Hand Quantity is zero.

1 = Allow release when On-Hand Quantity is zero.

Use this processing option to specify whether you want to allow the release of orders when the quantity on hand is zero. Valid values are:

- 1 Allow release when the on-hand quantity is zero.

Blank Do not allow the release when the on-hand quantity is zero.

NOTE: This option can drive inventory levels to negative quantities, which

affects average costing.

5. Cost Update

Blank = Do not update costs.

1 = Update orders with most current cost.

Use this processing option to specify whether you want to update released orders with the current costs. This option will allow you to update costs for items that might have changed costs during the interval between the placement of the order and release of the backordered amounts. Valid values are:

1 Update Costs

Blank Do not update costs

NOTE: The system does not change sale price.

6. Ship and Debit Processing

Blank = Do not call R45100

1 = Subsystem Mode

2 = Batch Mode

Use this processing option to specify whether the system will use subsystem or batch processing (R45100) to identify and adjust ship and debit agreements when you run the Backorder Release program. Valid values are:

Blank Do not use subsystem or batch processing

1 Use subsystem processing

2 Use batch processing

Order Holds Tab

These processing options activate order hold processing. You must specify the hold code in any of the following processing options to activate order hold processing. You set up hold parameters in Order Hold Information (P42090). Multiple hold codes might result in multiple

holds for a single order. You must release the sales order from all holds before the system processes the order.

1.Credit Check hold Code.

Use this processing option to identify the credit hold code that the system uses to automatically compare the credit limit that you set up for your customer in Customer Master Information against the order and any outstanding balances in accounts receivable.

You define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that has been set up in user defined code table (42/HC).

2. Partial Order Hold Code.

Use this processing option to identify the code that the system uses to hold an entire order if quantity is not available to fill an order detail line. You must enter the partial order hold code for backorder release to release the hold when the order is completely filled. The system can then release and remove the hold according to information in Customer Billing Instructions, Item Master Information, Item Branch/Plant Information and Branch/Plant Constants form. If you do not enter a correct partial hold code, the backorder release does not release the held order.

Enter a value that has been set up in user defined code (42/HC).

Print Tab

This processing option indicates whether the system prints invoices or pick slips automatically after a backorder is filled.

1. Automatic Print

Blank = Bypass this option.

1 = Print Pickslips.

2 = Print Invoices.

Use this processing option to specify whether to automatically print invoices or pick slips. Valid values are:

1 Automatically print pick slips

2 Automatically print invoices

Blank Do not print pick slips or invoices

NOTE: Use the processing option on tabs "Versions" to indicate a specific version of Print Pick Slips (R42520) or Print Invoices (R42565).

Versions Tab

These processing options determine the version that the system uses when you choose the associated row or form exit on Backorder Release forms or to print invoices and pickslips through the subsystem. If you leave a processing option blank, the system uses the ZJDE0001 version.

1. Sales Order Entry (P4210).

Use this processing option to specify the version of Sales Order Entry (P4210) to review orders when you choose Sales Detail from the row menu.

2. Customer Service Inquiry (P4210).

Use this processing option to specify the version of Customer Service Inquiry (P4210) to review orders when you choose Customer Service Inquiry from the form menu.

3. Item Availability (P41202).

Use this processing option to specify the version of Item Availability (P41202) to review item information when you choose Item Availability from the form menu.

4. Subsystem Print Invoice (R42565).

Use this processing option if you generate invoices through the subsystem. You must specify the version, Invoice Print (R42565), that is set up for subsystem processing.

NOTE: To use this option, you must enter the option to automatically print invoices on the Print tab of the Backorder Release program.

5. Subsystem Print Pickslip (R42520)

Use this processing option if you generate invoices through the subsystem. You must specify the version, Print Pick Slip (R42520), that is set up for subsystem processing.

NOTE: To use this option, you must enter the option to automatically print pick slips on the Print tab of the Backorder Release program.

6. Ship and Debit (R45100)

Use this processing option to specify the version of subsystem or batch processing (R45100) that the system uses to identify and adjust ship and debit agreements when you run the Backorder Release program.

Warehouse Tab

The following processing options are used in conjunction with the Warehouse Management system. If you use Warehouse Management, you can specify the mode for pick request processing, the version of Print Pick Request (P46171).

1. Request Processing Mode

Blank = No pick request.

1 = Generate requests only.

2 = Generate requests, process through subsystem.

Use this processing option to create a pick request in the Warehouse Management system. If you use Warehouse Management, the system can generate a pick request, then process the request through the subsystem. A pick request is used to process a suggestion to pick the inventory for an order from a particular location. Valid values are:

Blank The system does not generate pick requests.

1 The system generates requests only.

2 The system generates requests and creates the pick request through the subsystem

2. Subsystem Print pick Request.

Use this processing option if you generate warehouse management pick requests through the subsystem. You must specify the version, Print Pick Request (P46171), that is set up for subsystem processing.

3. Override Next Status.

Use this processing option to define an alternative status in the order process. You must specify a user defined code (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type combination. The combination of the beginning status and the override status

must be a valid last status/next status combination in the Order Activity Rules table.

Releasing Backorders in a Batch

From the Additional Order Processes menu (G4212), choose Release Backorders – Batch (Backorder Release and Report, R42118).

You can release multiple backorders at one time using the Backorder Release and Report program. When inventory becomes available, the system releases backorders until the available inventory is completely committed.

The system automatically establishes the order in which backorders are filled. By default, the system fills the quantity for the order with the earliest date first. To fill an order based on the priority code that you set up in customer billing instructions, you can create an alternative version of the Release Backorders - Batch program and edit the data sequence values. This version fills any orders with priority codes first, then any orders with a specified request date.

Processing Options for Backorder Release and Report (P42118)

Defaults Tab

These processing options determine default values, such as the document type, that the Batch Backorder Release program (P42118) uses when other values are not entered for the transaction.

1. Next Status for released orders.

Use this processing option to indicate the line status to be used as the next status on released orders. You must use a status that has been set up in user defined code table (40/AT) of the order activity rules based on the order type and the line type combination.

NOTE: If you do not enter a status or enter an invalid status, the system does not update the order status.

Process Tab

These processing options control whether the Sales Order Entry program performs as follows:

- Allows you to include backordered quantity as available quantity
- Activates commitment processing
- Allows you to release an order when the quantity to ship exceeds the backordered quantity

- Allows you to release an order when the on-hand quantity is zero
 - Allows you to update costs with the most current cost
-

1. Proof or Final Mode

Blank = Run backorder release in proof mode.

1 = Run backorder release in final mode.

Use this processing option to specify if you want to run the backorder release report in proof or final mode. In proof mode no changes will be made to any sales order lines and no backorders will be filled. The proof mode will only show you what sales order lines you have enough inventory to fill. In final mode the program will update and fill backordered lines.

Valid Values Are:

1 Final Mode

Blank Proof Mode.

2. Backorder Quantity as Available Quantity.

Blank = Do not include backorder quantity as Available Quantity.

Use this processing option to specify whether you want the backorder quantity added to the quantity available. This option will give you more quantity available to fill orders. Valid values are:

Blank Do not add backorder quantity to quantity available.

1 Add backorder quantity to quantity available.

3. Commitments

Blank = Do perform commitments.

1 = Perform Commitment Processing.

Use this processing option to specify whether you call the Commitment program to hard commit released orders to inventory locations. If you do not call the commit program, the system only soft commits orders that are released. Valid values are:

1 Call the Commitment program.

Blank Do not call the Commitment program and only soft commit released

orders.

NOTE: If you release amounts over the quantity available, the order may be backordered again.

4. Allow release when quantity on hand is zero

Blank = Do not release when quantity to ship exceeds Backordered Quantity.

1 = Allow release when Quantity to Ship exceeds Backordered Quantity.

Use this processing option to specify whether you want to allow the release of orders when the quantity on hand is zero. Valid values are:

1 Allow release when the on-hand quantity is zero.

Blank Do not allow the release when on-hand quantity is zero.

NOTE: This option can drive inventory levels to negative quantities, which affects average costing.

5. Cost update

Blank = Do not update costs.

1 = Update orders with most current cost.

Use this processing option to specify whether you want to update released orders with the current costs. This option will allow you to update costs for items that might have changed costs during the interval between the placement of the order and release of the backordered amounts. Valid values are:

1 Update Costs

Blank Do not update costs

NOTE: The system does not change sale price.

6. Ship and Debit Processing

Blank = Do not call R45100

1 = Subsystem Mode

2 = Batch Mode

Use this processing option to specify whether the system will use subsystem or batch processing (R45100) to identify and adjust ship and debit agreements

when you run the Backorder Release program. Valid values are:

- Blank Do not use subsystem or batch processing
 - 1 Use subsystem processing
 - 2 Use batch processing
-

Order Holds Tab

These processing options activate order hold processing. You must specify the hold code in any of the following processing options to activate order hold processing. You set up hold parameters in Order Hold Information (P42090). Multiple hold codes might result in multiple holds for a single order. You must release the sales order from all holds before the system processes the order.

1. Credit Check Hold Code.

Use this processing option to identify the credit hold code that the system uses to automatically compare the credit limit that you set up for your customer in Customer Master Information against the order and any outstanding balances in accounts receivable.

You define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that has been set up in user defined code table (42/HC).

2. Partial Order Hold Code.

Use this processing option to identify the code that the system uses to hold an entire order if quantity is not available to fill an order detail line. You must enter the partial order hold code for backorder release to release the hold when the order is completely filled. The system can then release and remove the hold according to information in Customer Billing Instructions, Item Master Information, Item Branch/Plant Information and Branch/Plant

Constants form. If you do not enter a correct partial hold code, the backorder release does not release the held order.

Enter a value that has been set up in user defined code (42/HC).

Print Tab

This processing option indicates whether the system prints order information for those orders that can be completely filled, orders that are on hold, or components of kits.

1. Total Fill Orders

Blank = Print all orders.

1 = Print only orders that can be completely filled.

Use this processing option to indicate whether to print all lines or only the lines that can be totally filled. Valid values are:

Blank Print all lines.

1 Print only lines that can be totally filled.

2. Print Held Orders

Blank = Do not print orders on hold.

1= Print orders on hold.

Use this processing option to specify whether you want held orders to print and to allow the release of the held orders. Valid values are:

1 Print held orders and allow release.

Blank Do not print held orders.

3. Print Kit Component lines

Blank = Do not print kit components.

1 = Print kit component lines.

Use this processing option to specify whether you want kit components to print in backorder release.

NOTE: If kit components are displayed, kit balancing is turned off and you can release components separate from the total kit. Valid values are:

- 1 Print kit components.
 - Blank Do not print kit components.
-

Versions Tab

These processing options determine the version that the system during backorder release processing. If you leave a processing option blank, the system uses the ZJDE0001 version.

1. Subsystem Print Invoice (R42565)

Use this processing option if you generate invoices through the subsystem. You must specify the version, Invoice Print (R42565), that is set up for subsystem processing.

2. Subsystem Print Pickslip (R42520).

Use this processing option if you generate pick slips through the subsystem. You must specify the version, Print Pick Slip (R42520), that is set up for subsystem processing.

3. Ship and Debit (R45100)

Use this processing option to specify the version of subsystem processing (R45100) that the system uses to identify and adjust ship and debit agreements when you run the Backorder Release program.

Warehouse Tab

The following processing options are used in conjunction with the Warehouse Management system. If you use Warehouse Management, you can specify the mode for pick request processing, the version of Print Pick Request (P46171).

1. Request Processing mode

Blank = No pick request.

1 = Generate requests only.

2 = Generate requests, process through subsystem.

Use this processing option to create a pick request in the Warehouse Management system. If you use Warehouse Management, the system can generate a pick request, then process the request through the subsystem. A pick request is used to process a suggestion to pick the inventory for an order from a particular location. Valid values are:

Blank The system does not generate pick requests.

1 The system generates requests only.

2 The system generates requests and creates the pick request through the subsystem

2. Subsystem Print Pick Request.

Use this processing option if you generate warehouse management pick requests through the subsystem. You must specify the version, Print Pick Request (P46171), that is set up for subsystem processing.

3. Override Next Status.

Use this processing option to indicate an alternative step in the order process. You must specify a user defined code (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type combination. The combination of the beginning status and the override status

must be a valid last status/next status combination in the Order Activity

Rules table.

Entering Credit Orders

You use credit orders when a customer returns goods that you might return to inventory, or when you receive back damaged goods that you cannot return to inventory. In both cases, you need to issue the necessary credits and make adjustments for the returned merchandise.

When you enter credit orders manually, the system applies the current unit price for the credited item. If necessary, you can also enter a different unit price to override the default information.

When the system generates a credit order, it retrieves the credit information from the Sales Order Detail Ledger table (F42199). The credit order amount is based on the unit price that the customer actually paid instead of the current price.

Before You Begin

- Verify that you have set up a line type for credit orders. See *Setting Up Order Line Types*.

Entering Credit Orders Manually

You enter a credit order manually to record a returned item and credit the current price to the customer. You can override the default pricing information. You enter credit orders in the same way that you enter sales orders.

For credit orders, you might want to define not only the price that you refund the customer for the return, but the process with which you receive goods into your inventory.

You can set up a specific document type for credit orders to track credits in specific general ledger accounts and to record a separate credit history. You can set up automatic accounting instructions to direct entries to special accounts that are based on the credit order document type. This allows the system to track returns and create general ledger entries for credits when you run the Update Customer Sales program.

To set up a credit order line type, you must activate the reverse sign option in line type definitions. When you enter a sales order, the system subtracts the quantity from available inventory. When you enter a credit order, the system does not subtract the quantity from available inventory.

You can set up a document type that identifies credit orders, and then set up status codes for the credit order document type and line type combination. Status codes define the steps in which the system must process an order.

If you use price adjustments, you must set up negative quantity breaks to account for items in credit orders.

► To enter credit orders manually

From the Sales Order Processing menu (G4211), choose Sales Order Detail.

1. On Customer Service Inquiry, click Add.

2. On Sales Order Detail Revisions, complete the steps to enter order information.
3. If restock charges or nonstock items are included on the return, complete the following fields:
 - Quantity Ordered
 - Item Number
 - Ln Ty
4. Click OK.

When you accept the order, the total amount of the credit appears above the first line item.

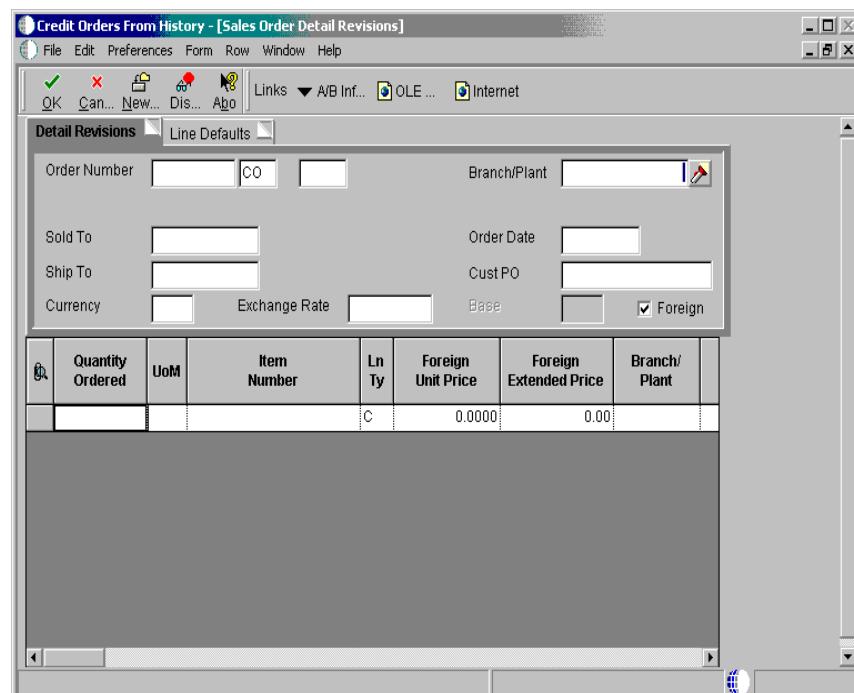
Entering System-Generated Credit Orders

When you create a credit order from history, you retrieve the original order information and issue the customer credit for the amount based on the unit price that the customer actually paid. This might be different from the current price. The system retrieves the order information from the Sales Order Detail Ledger table (F42199).

► To enter system-generated credit orders

From the Additional Order Processes menu (G4212), choose Credit Orders from History.

1. On Customer Service Inquiry, click Add.



Credit Orders From History - [Sales Order Detail Revisions]

File Edit Preferences Form Row Window Help

OK Cancel New... Discard Abort Links A/B Info... OLE Internet

Detail Revisions Line Defaults

Order Number	CO	Branch/Plant				
Sold To		Order Date				
Ship To		Cust PO				
Currency	Exchange Rate	Base	<input checked="" type="checkbox"/> Foreign			
Quantity Ordered	UoM	Item Number	Ln Ty	Foreign Unit Price	Foreign Extended Price	Branch/Plant
			C	0.0000	0.00	

2. On Sales Order Detail Revisions, choose Credit Memo from the Form menu.

Credit Orders From History - [Work With Sales Ledger Inquiry]

File Edit Preferences Form Row Window Help

Select Find Close Seg... New... Discard Abort Links Added... OLE Internet

Order Number	SO	Branch/Plant						
Customer PO		Additional Selections Exist						
Item Number								
Order Number	Order Type	Order Co	Line Number	Sold To	Alpha Name	Quantity Ordered	Quantity Shipped	Amount Order
2517	SO	00200	1.000	3001	Global Enterprises	1	1	5,0
2518	SO	00200	1.000	4271	Consolidated Fuel Brokers	1	1	12,5
2518	SO	00200	2.000	4271	Consolidated Fuel Brokers	1	1	4,5
2519	SO	00200	1.000	3003	CSC Corporation	2	2	1
2519	SO	00200	2.000	3003	CSC Corporation	2	2	1
2519	SO	00200	3.000	3003	CSC Corporation	1	1	1
2519	SO	00200	4.000	3003	CSC Corporation	1	1	
2519	SO	00200	5.000	3003	CSC Corporation	2	2	1
2520	SO	00200	1.000	3004	Pacific Company, The	1	1	2,0
2520	SO	00200	2.000	3004	Pacific Company, The	1	1	5,0

The screenshot shows the PeopleSoft Work With Sales Ledger Inquiry screen. At the top, there are navigation links for Portal, Home, Intranet, and Training. Below that is a toolbar with icons for Select, Find, Close, Form, Row, Tools, and a magnifying glass. The main area has search fields for Order Number (SO), Branch/Plant, Customer PO, and Item Number, along with an 'Additional Selections Exist' link. A grid displays 10 records of order details. The grid columns are: Order Number, Order Type, Order Co, Line Number, Sold To, Alpha Name, Quantity Ordered, Quantity Shipped, Amount Ordered, Amount Shipped, Cur Cod, and Ls. The data in the grid is as follows:

	Order Number	Order Type	Order Co	Line Number	Sold To	Alpha Name	Quantity Ordered	Quantity Shipped	Amount Ordered	Amount Shipped	Cur Cod	Ls
<input type="checkbox"/>	2401	SO	00200	1.000	4242	Capital System	134	134	87,100.00	87,100.00 USD	5	
<input type="checkbox"/>	2401	SO	00200	1.000	4242	Capital System	134	134	87,100.00	87,100.00 USD	5	
<input type="checkbox"/>	2401	SO	00200	2.000	4242	Capital System	50	50	39,900.00	39,900.00 USD	5	
<input type="checkbox"/>	2401	SO	00200	2.000	4242	Capital System	50	50	39,900.00	39,900.00 USD	5	
<input type="checkbox"/>	2401	SO	00200	3.000	4242	Capital System	80	80	52,000.00	52,000.00 USD	5	
<input type="checkbox"/>	2401	SO	00200	3.000	4242	Capital System	80	80	52,000.00	52,000.00 USD	5	
<input type="checkbox"/>	2401	SO	00200	4.000	4242	Capital System	230	230	183,540.00	183,540.00 USD	5	
<input type="checkbox"/>	2401	SO	00200	4.000	4242	Capital System	230	230	183,540.00	183,540.00 USD	5	
<input type="checkbox"/>	2401	SO	00200	5.000	4242	Capital System	74	74	48,100.00	48,100.00 USD	5	
<input type="checkbox"/>	2401	SO	00200	5.000	4242	Capital System	74	74	48,100.00	48,100.00 USD	5	

3. On Work With Sales Ledger Inquiry, click Find to review all order detail lines from the history information.
 4. To add order information to a credit order, choose an order detail line and perform one of the following:
 - To add an order detail line to the credit memo, from the Row menu, choose Credit Memo and then choose Select Line. The system retrieves the history information regardless of the status codes that you have defined in the processing options for Sales Ledger Inquiry.
 - To add all detail lines from an order, from the Row menu, choose Credit Memo and then choose Select Order. The system retrieves the history information for all detail lines in the order within the status code range that you have defined in the processing options for Sales Ledger Inquiry or the status code range that you define in the Additional Selections tab.
 5. Optionally, to review order history information, choose the order detail line and click Select. Review the order on Sales Ledger Detail. Click Cancel to return to Work with Sales Ledger Inquiry.
 6. On Work with Sales Ledger Inquiry, click Close.
 7. On Sales Order Detail Revisions, review the credit information.
If you have incorrectly selected a line or order to create a credit memo, but you haven't created a credit order, you can clear the credit information.
 8. On Sales Ledger Inquiry, choose Clear Credit Memo from the Form menu.
 9. Click OK.
- The system creates the credit order.

To delete the credit information after you have created a credit memo, you cancel the detail lines on Sales Order Detail Revisions.

10. To create another credit order or review the credit orders that exist, do one of the following:
 - To create another credit order from history, choose Credit Memo from the Form menu.
 - To review credit orders, click Cancel to return to Work with Sales Order Headers and then click Find.

Processing Options for Sales Ledger Inquiry

Defaults

Order Type

Status Code - From

Status Code - Thru

Credit Memo

Note: The following options are only in use if this application is called from Sales Order Entry (P4210) and the "Select Order" row exit is used to select all the order lines for processing..

1. Enter the status code to select when retrieving credit orders.
2. Enter '1' if the status code is based on the Last Status. If left blank, the status code is based on the Next Status.

Versions

Note: The following options are in use only when this application is NOT called from sales order entry (P4210).

Credit Order Entry Version

Sales Order Entry Version

Entering Transfer Orders

You enter a transfer order to ship inventory between branch/plants within your company and to maintain an accurate on-hand inventory amount. When you create a transfer order, the system does the following:

- Creates a purchase order for the supplier, which is the branch/plant that ships the items
- Creates a sales order for the supplying branch/plant to the customer, which is the receiving branch/plant
- Processes the inventory amounts on the transfer order as a formal purchase and sale of goods
- Creates documents, such as pick slips or invoices, that are necessary to complete the transfer

Understanding Inventory Transfers and Transfer Orders

You can record a transfer transaction using either the Transfers program in the Inventory Management system or the Transfer Order program in either the Procurement or the Sales Order Management system.

When you create an inventory transfer in the Inventory Management system, the system moves inventory from one location to another and the records the transaction immediately. The system does not create sales or purchase order documents; therefore, you do not have a paper trail for tracking inventory. At the most, you might require management approval

When you create a transfer order in either the Procurement or the Sales Order Management system, you can ship and receive goods. In this way, you can account for markups, freight costs, and transport time. The system creates the paper trail by generating a sales order and a related purchase order. The system processes each order based on the order activity rules that you set up for the document type/line type combination.

When you create a transfer order, the Transfer Order program creates records in the following tables:

- Sales Order Header (F4201)
- Sales Order Detail (F4211)
- Purchase Order Header (F4301)
- Purchase Order Detail (F4311)

You cannot enter configured items or kit information on a transfer order. To enter an order for kits, use the regular sales or purchase order entry programs.

Before You Begin

- Verify that you have set the processing options for the version of the Sales Order Entry program that you use for transfer orders.

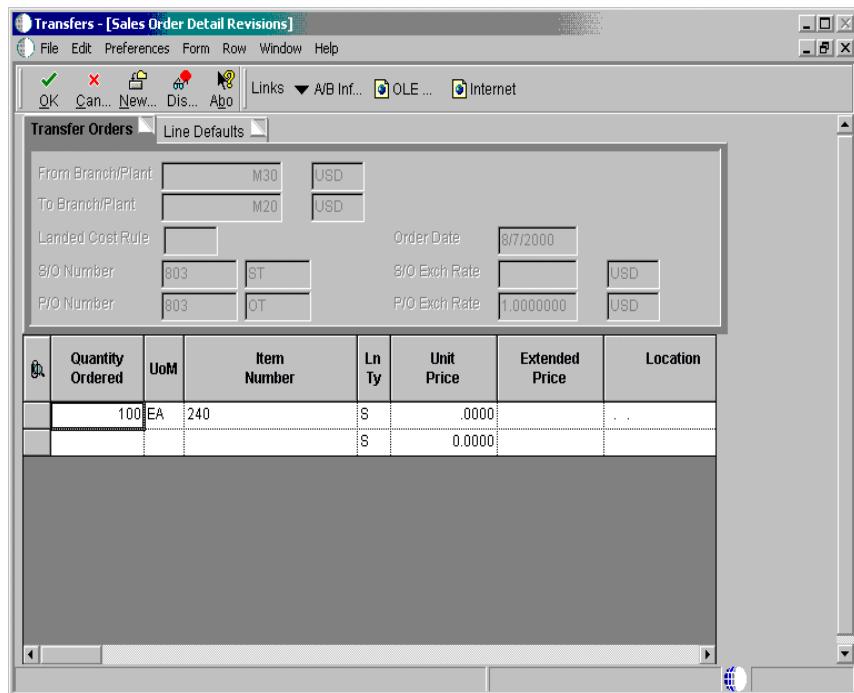
See Also

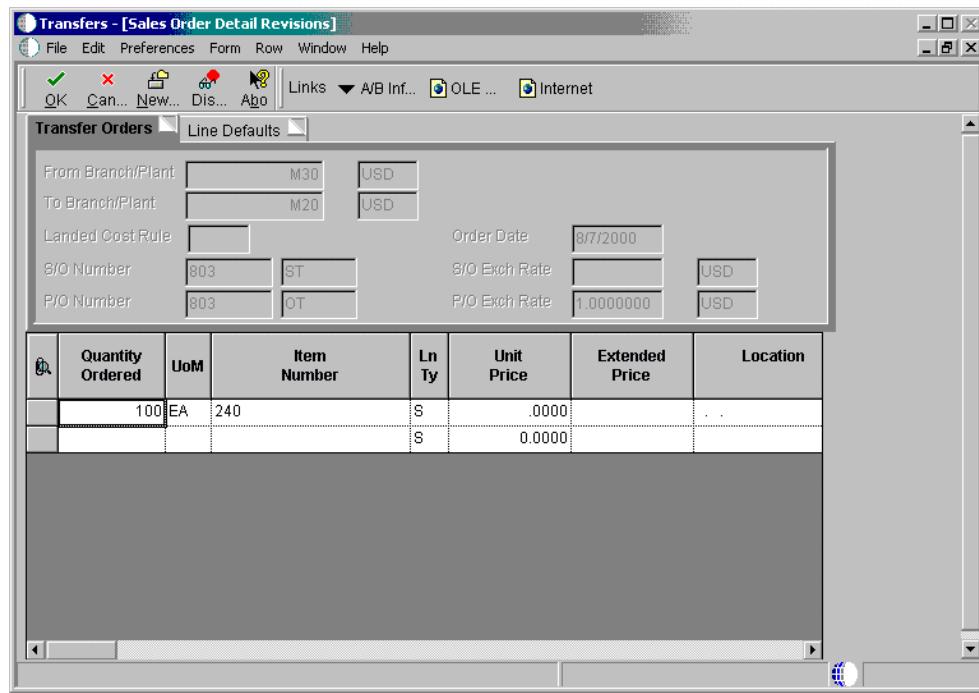
- *Entering Purchase Order Detail Information* in the Procurement Guide

► To enter transfer orders

From the Sales Order Processing menu (G4211), choose Transfers.

1. On Customer Service Inquiry, click Add.





2. On Sales Order Detail Revisions, complete the following fields:

- Branch/Plant
- To Branch/Plant
- Landed Cost Rule

3. For multicurrency orders, complete the following fields:

- P/O Exch Rate
- S/O Exch Rate

4. Complete the steps to enter item information.

5. Click OK to accept the order.

Working with Direct Ship Orders

A direct ship order is the sale of an item that you purchase from a supplier, who then sends the item directly to your customer. The quantity and item information of a direct ship order does not affect your inventory.

When you enter a direct ship order, the system simultaneously creates a sales order for the customer and a purchase order for the supplier. The purchase order specifies that you want the supplier to ship the item directly to your customer.

When you set up line types for direct ship orders, you must define the inventory interface for direct ship orders as D and activate the option, Edit Item Master for Non-Stock Item. During direct ship order entry, the system verifies the item number in the Item Branch table (F4102).

and the cost and price information in the Item Cost Ledger (F4105) and Base Price (F4106) tables. However, the system does not create inventory commitments or perform availability checks.

The program creates records in the following tables:

- Sales Order Header (F4201)
- Sales Order Detail (F4211)
- Purchase Order Header (F4301)
- Purchase Order Detail (F4311)

When you change information on either the sales or the purchase order, the system updates the corresponding order with the following information:

- Promise date
- Quantity ordered
- Primary unit of measure (changes purchasing unit of measure)
- Weight and volume (when a change is made to quantity)
- Unit price

Maintaining Integrity between Related Sales and Purchase Orders

When you enter a sales order, and use the direct ship line type (D), the system creates a corresponding purchase order. If the system puts the order on hold, both the sales and purchase order are withheld from the sales order and purchase order process. If you cancel the order or the order detail line on a sales order, the system cancels the corresponding purchase order detail line or purchase order.

Changing information on the sales order might affect purchase order processing. Likewise, changing the purchase order might affect sales order information. The system automatically updates the corresponding order if you make changes to information in the following fields:

Status	When you close or cancel either a purchase or a sales order, the system updates the status of the corresponding order. The system updates the sales order status when the supplier ships goods to the customer and the goods have been formally received. If a line is partially received, the system updates only the sales order status for the portion of the items that are received. The remaining quantity remains at the current status level.
Cost	The system maintains the original cost in the purchase order. The system does not update the cost on the purchase order when the cost on the receipt is different. However, any changes to the cost during receipts are updated to the sales order detail line, unless you use standard costing.
Lot/Serial Number	When the supplier enters a receipt and specifies a lot or serial number, the system updates the sales order detail line with the lot/serial number information. For multiple items, the system splits the sales and purchase order for each lot/serial number. If you reverse a lot/serial number, the system issues a warning message indicating the reversal in the sales order.
Dates	When the supplier ships the goods to the customer, the supplier enters the receipt date to indicate that the customer has received the item. The system updates the actual ship date in

the sales order detail line.

Receipts

When the supplier ships goods to the customer, the supplier can enter a receipt to indicate that the customer has received the item. During receipts processing, any changes in the cost are updated to the corresponding sales order detail line, unless the standard costing method is used.

For partial receipts, the system splits the sales order detail lines to reflect the quantity that remains to be received. For receipt of lots and serialized information, the system splits the sales order detail line to correspond with lot and serial information on the purchase order.

When you reverse the receipt of an order detail line, the system updates the status of the sales order detail line.

Voucher Match

When the supplier enters a voucher for the invoice, the system updates the cost on the sales order detail line with the new cost, if the order detail line in the sales order is not closed or purged.

Before You Begin

- Verify that you have set the processing options for the version the Sales Order Entry program (P4210) that you use for direct ship orders.
- Verify that you have set up a line type for direct ship orders. See *Setting Up Order Line Types*.

Entering Direct Ship Orders

You enter a direct ship order to record the sale of an item that your supplier sends directly to your customer. The quantity and item information does not impact your inventory when you enter a direct ship order.

You can create a direct ship quote or blanket order. If you activate the commitment processing option in the Sales Order Entry program (P4210) to commit to Other Quantity 1 or Other Quantity 2, the system does not create a purchase order, even if you use the non-stock line type that you have set up for direct ship orders. When you release a sales order against the direct ship quote or blanket order, the system creates a purchase order.

Note

You cannot enter a direct ship order for a kit or configured item. To enter an order for kits, use the regular sales or purchase order entry programs.

► To enter direct ship orders

From the Sales Order Processing menu (G4211), choose Direct Ships.

1. On Customer Service Inquiry, click Add.
2. On Sales Order Detail Revisions, complete the following fields:
 - Ship To

- Quantity Ordered
- Item Number
- UoM
- Unit Price
- Ln Ty

3. Click OK.

See Also

- Entering Purchase Order Detail Information* in the Procurement Guide

Working with Blanket Orders

Use a blanket order when a customer agrees to purchase a quantity of an item over a specified period of time. Then, at agreed-upon times, you create sales orders for partial quantities of the blanket order.

You can either enter a sales order directly to deduct the partial quantity from the blanket order, or you can release the blanket order. You can view the original quantity ordered on the blanket order, the associated released orders, and the remaining quantities.

You can set the commitment control processing option in sales order entry so that the system does not commit inventory when you create blanket orders. If you set this processing option, the system ignores the Inventory Commitment Preference.

Before You Begin

- Verify that you have set the processing option in the Sales Order Entry program to process blanket orders and releases.
- Set up a user defined code for blanket orders in user defined code table 40/BT.

See Also

- Locating On-Hand Quantity Information* in the Inventory Management Guide for information about committing inventory

Entering a Blanket Order

You can enter the blanket order as one line with a requested date that reflects the last day of the agreement. At agreed-upon times, you create sales orders for partial quantities of the blanket order.

You can create a blanket order in the same way that you enter a sales order, except that the quantity that you enter represents the *entire* quantity to release during the blanket order period. In the same way, the requested date that you enter represents the *last* date on which the blanket order is effective.

► To enter a blanket order

From the Sales Order Processing menu (G4211), choose Blankets.

1. On Customer Service Inquiry, click Add.

2. On Sales Order Detail Revisions, complete the following fields:

- Branch/Plant
- Ship To
- Quantity Ordered
- UoM
- Item Number
- Ln Ty

3. Click OK.

See Also

- Working with Detail Information*
- Releasing a Blanket Order*

Creating a Sales Order from a Blanket Order

When you create a sales order, the system deducts the quantity of the order from an existing blanket order. The system maintains any remaining balance on the blanket order for future orders.

If there are multiple blanket orders for a customer, the system indicates additional processing. If there is a single blanket order, the system automatically processes the sales order that you enter against the outstanding blanket order.

To create a sales order from a blanket order, you must use the unit of measure from the original blanket order. If the units of measure in the sales order do not match the units of measure in the blanket order, the system does not initiate blanket order release.

Before You Begin

- Verify that you have created a blanket order for the customer and the item.
- Verify that you have created a user defined code for blanket orders in table 40/BT.
- Verify that you have set up the Blanket/Quote Order processing option to accommodate blanket orders. You set this option on the Process tab in the Sales Order Entry processing options (P4210).

► To create a sales order from a blanket order

From the Sales Order Processing menu (G4211), choose Blankets.

1. On Customer Service Inquiry, complete the steps to enter a sales order.

After you enter a detail line, the system indicates additional information processing. For blanket orders, the system displays a check mark in the row header and column.

2. Choose the row then choose Blanket Orders From the Row menu.

3. On Blanket Release, complete the quantity information and click OK.

If the order matches multiple blanket orders, you can choose the appropriate order from which to release.

4. Select the appropriate blanket order, complete the quantity information, and click OK.
5. On Sales Order Detail Revisions, add additional items or click OK to create the sales order.

Releasing a Blanket Order

You can create sales orders for your customers with blanket orders. You use the Release Blanket Orders program to manually deduct item quantity from a blanket order. The system creates a sales order for the quantity that you specify.

The system consolidates order lines based on Sold To, Branch/Plant, and currency code information. The order numbers that a user enters can be consolidated in the same way as the system-generated sales orders. For example, if you select multiple records to release and enter a new order number for the first record only, the system consolidates the orders.

► To release a blanket order

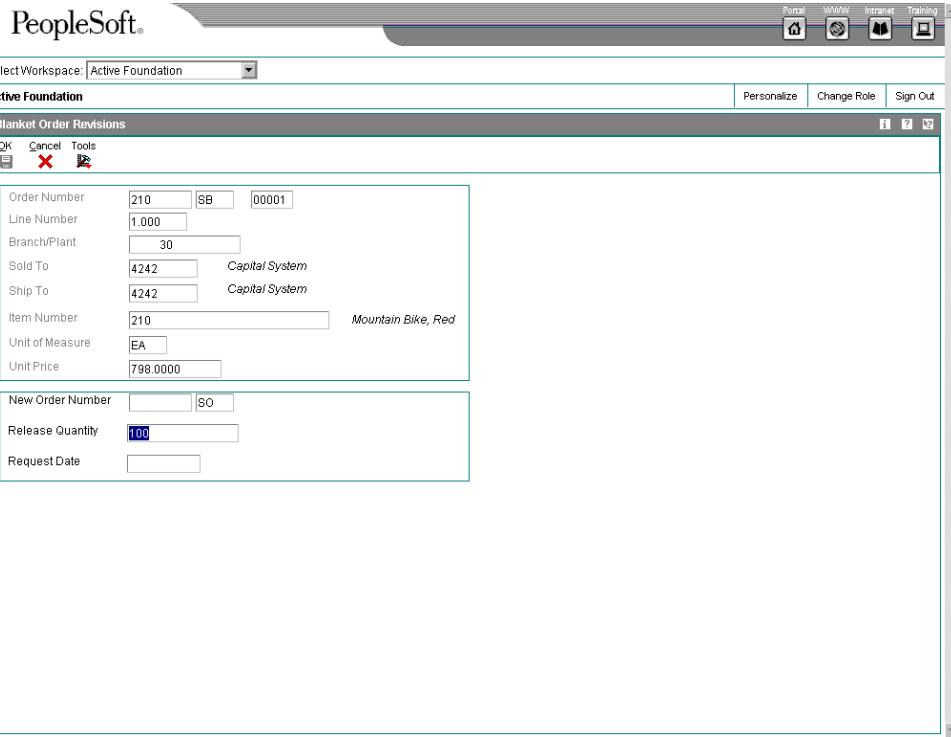
From the Additional Order Processes menu (G4212), choose Release Blanks.

1. On Work With Order Blanket Release, locate the order that has the items that you want to release by completing the following fields:
 - Order Number
 - Or Ty
 - Order Co

If you have more than one blanket order for the same customer and item, all blanket orders appear on the Blanket Release form. The Quantity fields do not contain values. You must enter the quantity for the appropriate blanket order.

2. Choose all order lines to release and click Select.

Order Number	210	SB	00001
Line Number	1.000		
Branch/Plant	30		
Sold To	4242	Capital System	
Ship To	4242	Capital System	
Item Number	210	Mountain Bike, Red	
Unit of Measure	EA		
Unit Price	798.0000		
New Order Number		80	
Release Quantity	100		
Request Date			



3. On Blanket Order Revisions, complete the following fields to release a different quantity than the quantity that is listed:
 - Request Date
 - Release Quantity
 - New Order Number

When you release a blanket order, you can specify the sales order number when you verify the release date and quantity. The system checks the order number and line type combinations for duplicates. If duplicates are found, the system stops processing the order and displays an error message that the document number already exists. You must assign a unique number to the order before the system processes the sales order.

If you do not enter an order number, the system generates the sales order number.

4. Click OK.
5. Repeat steps 3 and 4 until you have released all the items that you have selected.
6. On Work With Order Blanket Release, choose SO Generation from the Forms menu to create the sales order.

The system displays the sales order number in the Added Order field.

See Also

- Entering a Blanket Order*

Processing Options for Sales Blanket Order Release

Default

1. Order Type to select (Required)
2. Outgoing Document Type (Required)
3. Line Number Increment (Optional)

Version

Enter the version for each application. If left Blank, ZJDE0001 will be used.

1. Sales Order Entry
 2. Customer Service Inquiry
-

Releasing Multiple Blanket Orders

You can release multiple blanket orders at one time. You use the Release Full Quantity option in the Release Blanket Orders program to release the full item quantity in each blanket order without verifying the release quantity and date or specifying a sales order number. The system generates a sales order for the full quantity and assigns a sales order number through the Next Numbers program.

► To release multiple blanket orders

From the Additional Order Processes menu (G4212), choose Release Blanks.

1. On Work With Order Blanket Release, locate the orders that you want to release by completing the following fields:
 - Order Number
 - Or Ty
 - Order Co
2. Choose all order lines to release.
3. From the Row menu, choose Release Full Qty only if you want to release the full quantity for each line that is selected.
4. Click OK.
5. Repeat steps 3 and 4 until you have released all the items that you have selected.
6. On Work With Order Blanket Release, choose SO Generation from the Form menu to create the sales order.

The system displays the new sales order number in the Added Order field.

Working with Quote Orders

You use quote order entry when a customer requests pricing information but is not ready to commit to a sales order. You enter quote orders to:

- Provide prices and availability on a large number of items
- Record the quantity and price quotes for future reference
- Hold the quote until the customer authorizes the order
- Collect information about the price and availability of items
- Honor an obligation for a quoted price for a period of time

When the customer confirms the order, you convert the quote order into an actual sales order.

Note

You can generate a sales proposal based on a quote order. Based on your processing option selection and proposal template setup, you can enter an order as a quote, generate a customized proposal, refine the quote as contract negotiations continue, and create a sales order to fulfill the contract. See *Generating a Proposal* for more information on automatic document generation.

Before You Begin

- Verify that you have specified how quote orders affect inventory availability in the processing options for quote orders.
- Verify that you have set up the order type for quote orders in the user defined code table 40/BT.
- Verify that you have set up the Blanket/Quote Order processing option to accommodate quote orders. You set this option on the Process tab in the Sales Order Entry processing options (P4210).

Entering a Quote Order

You enter a quote order when your customer requires a formal price quote prior to actually placing an order. You enter a quote order in the same way that you enter a sales order. You do not convert the quote order into a sales order until the customer confirms the order.

You can set up a version of the Print Invoice program to print an invoice for a quote order. Also, you can set a processing option that will print a message on the invoice to inform your customer that the invoice is a quote.

► To enter a quote order

From the Sales Order Processing menu (G4211), choose Quotes.

1. On Customer Service Inquiry, click Add.
2. On Sales Order Detail Revisions, complete the following fields and click OK:
 - Branch/ Plant
 - Sold To
 - Quantity Ordered
 - Item Number
 - Unit Price

Creating a Sales Order from a Quote Order

If you have created a quote order and your customer authorizes the purchase of the quoted items, you can use the quote to create a sales order. You use this method to create a sales order that reflects all or most of the quantities and items on a quote order.

To create a sales order from a quote order, you must use the unit of measure in the original quote order. If the unit of measure in the sales order do not match the unit of measure in the quote order, the system does not initiate quote order release.

► To create a sales order from a quote order

From the Sales Order Processing menu (G4211), choose Sales Order Detail.

1. On Customer Service Inquiry, complete the steps to enter detail information.

After you enter a detail line, the system indicates additional information processing. For quote orders, the system displays a check mark in the row header and Blanket Exists column.

2. Choose the row then choose Blanket Orders From the Row menu.
3. On Blanket Release, complete the quantity information and click OK.
If the order matches multiple quote orders, you can choose the appropriate order from which to release.
4. Select the appropriate quote order, complete the quantity information, and click OK.
5. On Sales Order Detail Revisions, add order detail lines or click OK to create the sales order.

Releasing a Quote Order

You use the Release Quote Orders program to release any of the items on a quote order to create a sales order. If you release only part of the quantity or some of the items on the quote order, the system maintains the balance remaining on the original quote order. The next time that you display the quote order, you see the adjusted quantity.

The system consolidates order lines based on sold to, branch/plant, and currency code information. The order numbers that a user enters can be consolidated in the same way as the system-generated sales orders. For example, if you select multiple records to release and enter a new order number for the first record only, the system consolidates the orders.

► To release a quote order

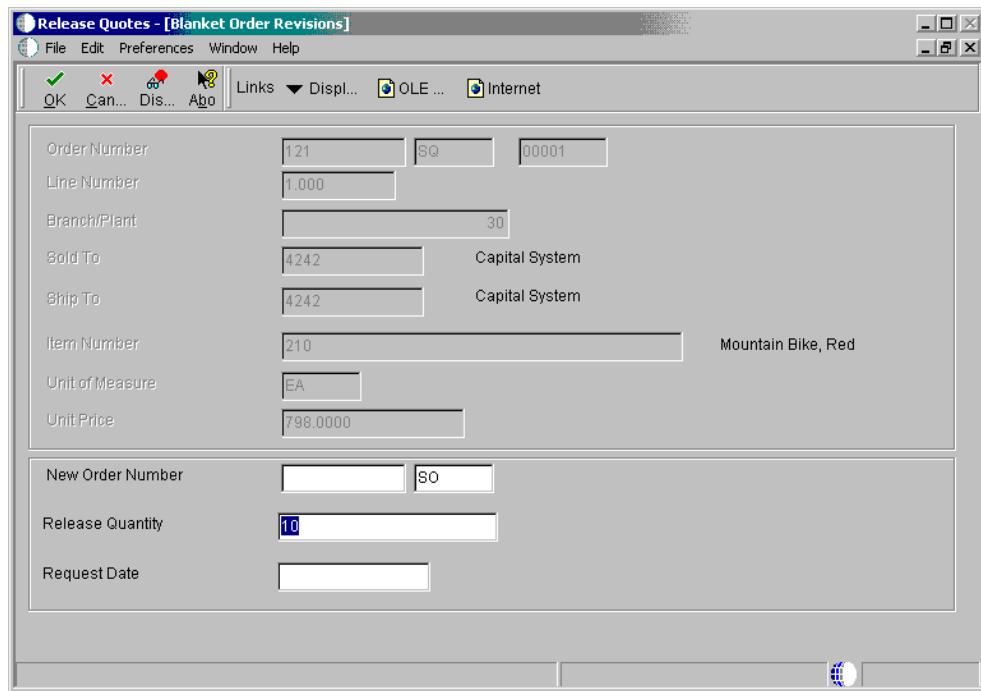
From the Additional Order Processes menu (G4212), choose Release Quotes.

1. On Work With Order Blanket Release, to locate the quote order, complete the following fields:

- Order Number
- Or Ty
- Order Co
- Request Date

If you have more than one order for the same customer and item, all blanket orders appear on the Blanket Release form. The Quantity fields do not contain values. You must enter the quantity for the appropriate order.

2. Choose the quote order and click Select to access Blanket Order Revisions.



3. On Blanket Order Revisions, complete the following fields to release a different quantity than the quantity that is listed:

- Release Quantity
- Request Date
- New Order Number

When you release a blanket order, you can specify the sales order number when you verify the release date and quantity. The system checks the order number and line type combinations for duplicates. If duplicates are found, the system stops processing the order and displays an error message that the document number already exists. You must assign a unique number to the order before the system processes the sales order.

If you do not enter an order number, the system generates the sales order number.

4. Click OK.
5. From the Form menu, choose SO Generation to create the sales order.

The system displays the sales order number in the Added Order field.

Processing Options for Sales Order Quote Release

Default

1. Order Type to select (Required)
2. Outgoing Document Type (Required)
3. Line Number Increment (Optional)

Version

Enter the version for each application. If left Blank, ZJDE0001 will be used.

1. Sales Order Entry

2. Customer Service Inquiry

Releasing Multiple Quote Orders

You can release multiple quote orders at one time. You use the Release Full Quantity option in the Release Quote Orders program to release the full item quantity in each quote order. The system creates multiple sales orders.

► To release multiple quote orders

From the Additional Order Processes menu (G4212), choose Release Quotes.

1. On Work With Order Blanket Release, locate the orders that you want to release by completing the following fields:
 - Order Number
 - Or Ty
 - Order Co
2. Choose all order lines to release.
3. From the Row menu, choose Release Full Qty only if you want to release the full quantity for each line that is selected.
4. Click OK.
5. Repeat steps 3 and 4 until you have released all the items that you have selected.
6. From the Form menu, choose SO Generation to create the sales order.

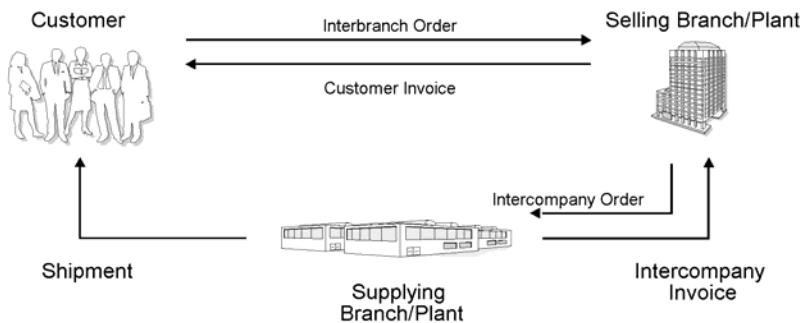
The system displays the new sales order number in the Added Order field.

Working with Intercompany Orders

You use interbranch orders to fill orders for customers from a branch/plant other than the selling branch/plant. Interbranch orders are helpful if your company sells from one location but fills and ships orders from another location, such as a central supply warehouse.

An intercompany order is an order that tracks the transactions between the supplying and selling branch/plant. While the interbranch order is the sales order to your customer, the intercompany order is the purchase order to the supplying branch/plant. The difference between a direct ship order and an intercompany order is the supplier is the supplying warehouse, the sold to address is the selling branch/plant, and the ship to address is the customer number. Additionally, the intercompany order is not created until shipment confirmation.

The following graphic illustrates the difference between an interbranch order and an intercompany order:



The system processes interbranch orders based on the document type and line type combination that you set up for interbranch orders. For intercompany orders that are created during shipment confirmation, the system enters the last status as 914 (Added in Shipment Confirmation). You can edit order activity rules to continue order processing for interbranch and intercompany orders.

You can set up a line type for interbranch orders as a non-inventory item with the "Edit Item Master for Non-Stock" flag activated. With these line type features, you can verify the item number in the Item Branch table (F4102) and the cost and price information in the Item Cost Ledger (F4105) and Base Price (F4106) tables and write transactions to a G/L Offset account for a line type that is unique to intercompany orders. As with a direct ship order, the system does not create commitments or perform availability checks at the selling branch/plant.

Understanding Default Information in Interbranch Orders

For interbranch and intercompany orders, the system retrieves price information based on the price method that you specify in the processing options in Sales Order Entry (P4210).

Whether you choose the base price or the cost plus markup, the system retrieves the price as follows:

- For the interbranch order, the system retrieves price information from the Base Price Revisions table (F4106) for the Supplying branch/plant based on the base price preference hierarchy. The base price preference hierarchy can be defined to search for prices based on the ship to or the sold to address book number.
- The system retrieves cost information from the Item Cost Ledger table (F4105) based on the detail branch/plant (supplier).
- When you create an intercompany order during shipment confirmation, the unit cost of the interbranch order is the unit price of the intercompany order.

You can override the currency information for the customer, which is helpful if you process international orders in different currencies. For multicurrency, the following processing occurs:

- For the intercompany invoice, the system retrieves exchange rate information from the currency code that is set up in the Customer Master table for the supplying branch/plant to the selling branch/plant.
- For the interbranch (customer) invoice, the system retrieves exchange rate information from the currency code that is set up in the Customer Master table for the selling branch/plant to the customer.

You can override order information, including price and cost, during order entry or you can set up preferences to override other default information.

Intercompany Orders in a Coexistent Environment

If you use WorldSoftware with OneWorld, you can create interbranch and intercompany orders in either environment. You must set the interbranch processing options for intercompany processing in Sales Order Entry (P4210) to identify the intercompany document type and create an intercompany invoice, which generates a sales order detail record in the Sales Order Detail Tag table (F49211).

In a coexistent environment, you can process the interbranch order in either WorldSoftware and OneWorld until the point of shipment confirmation. Once you confirm an interbranch order, and thus, create an intercompany order, you must complete order processing in the system from which you confirmed the order. For example, if you confirm the shipment of an interbranch order in OneWorld, you must process intercompany invoices through Sales Update in OneWorld.

After you process the intercompany order through Invoice Print (R42565), the system updates the Sales Order Detail Tag table (F49211) with the intercompany invoice number.

Entering Interbranch Orders

Verify that you have set the processing options in Sales Order Entry to use the appropriate pricing method and intercompany order types. Verify that you have specified whether the system creates intercompany invoices in addition to customer invoices.

Your processing option combinations can indicate one of the following options:

- Use the cost markup price, but do not generate an intercompany invoice.
- Use the cost markup price and generate intercompany invoice.
- Use the interbranch price, but do not generate an intercompany invoice.
- Use the interbranch price, and generate an intercompany invoice.

You can set up base prices in the Base Price Revisions table (F4106) for interbranch orders based on ship to or sold to information at the supplying branch/plant. The cost markup is a specific price that you set up in the Branch Sales Markup table between the selling and supplying branch/plant. This markup is applied to the inventory cost.

Note

If you generate an intercompany invoice, you must specify the same intercompany document types in Sales Order Entry (P4210), Print Invoice (R42565), and Sales Update (R42800).

Before You Begin

- Verify that you have set markup costs in the Branch Sales Markup table, if necessary. See *Setting Up Branch Sales Markups*.
- Verify that you have set the processing options in Sales Order Entry to use the appropriate pricing method, intercompany order types, and whether to create intercompany invoices.
- To relieve on-hand inventory during shipment confirmation, verify that an order type is set up for interbranch sales orders in the user defined code table (40/IU).

See Also

- Understanding Default Information in Interbranch Orders* for more information about default customer information for the customer and selling branch/plant.

► To enter interbranch orders

From the Sales Order Processing menu (G4211), choose Sales Order Detail.

1. On Customer Service Inquiry, click Add.
2. On Sales Order Detail Revisions, complete the following fields for the selling branch/plant:
 - Or Ty
 - Branch/Plant
 - Ship To
 - Sold To
 - Order Date
3. For each detail line, complete the following fields for the supplying branch/plant:
 - Quantity Ordered
 - UoM
 - Item Number
 - Branch/ Plant
4. Review the following fields and make any necessary changes:
 - Unit Price
 - Unit Cost

Creating Intercompany Orders during Shipment Confirmation

An intercompany order is an order that tracks the transactions between the supplying and selling branch/plant. While the interbranch order is the sales order to your customer, the intercompany order is the purchase order to the supplying branch/plant. The difference between a direct ship order and an intercompany order is that the supplier is the supplying warehouse, the sold to address is the selling branch/plant, and the ship to address is the customer number. Additionally, the intercompany order is not created until shipment confirmation.

When you confirm an interbranch sales order, the system verifies the processing options in Ship Confirm (R4205) to determine whether the system creates an intercompany order and the version. The amount in the cost field of the interbranch order is passed in as the price of the intercompany order. The system creates an intercompany order from the version of Create Intercompany Orders (R4210IC).

After the intercompany order is created, any changes to the interbranch or intercompany order in Sales Order Entry triggers a warning message indicating that you must make changes to the corresponding order to maintain integrity.

Before You Begin

- Verify that you have created order types, line types, and order activity rules for the corresponding purchase order of the intercompany order. The intercompany purchase order must be created using a line type to create the appropriate accounting entries during Voucher Match.

See Also

- Working with Shipments* for more information about the shipment confirmation features and processing options

Printing Intercompany Invoices

The system processes intercompany sales orders in the same way as other sales orders with the following exception: during invoice processing, the system prints an intercompany invoice for the selling branch/plant.

You must set the interbranch processing options for intercompany orders in Sales Order Entry (P4210) to identify the intercompany document type, which creates a sales order detail record in the Sales Order Detail Tag table (F49211). After you process the intercompany order through Invoice Print (R42565), the system updates the Sales Order Detail Tag table (F49211) with the intercompany invoice number.

You can print intercompany invoice through the normal invoice process in Invoice Print (R42565) or Cycle Billing programs, however, you cannot print an intercompany invoice with customer invoices. You can print consolidated invoices for intercompany invoices however, you must specify this feature in the customer billing instructions for the selling branch/plant.

If you generate an intercompany invoice, you must specify the same intercompany document types in Sales Order Entry (P4210), Ship Confirm (R4205), Print Invoice (R42565), and Sales Update (R42800).

See Also

- Printing Standard Invoices* for more information about additional features and processing options.

Updating Interbranch and Intercompany Transactions

If you generate an intercompany invoice, you must specify the same intercompany document types in Sales Order Entry (P4210), Print Invoice (R42565), and Sales Update (R42800).

During sales update, you can choose to have the system perform one of the following:

- Create accounts payable and accounts receivable journal entries for the selling branch/plant and accounts receivable entries for the supplying branch/plant
- Create accounts receivable entries only for the selling branch/plant

During the sales update process, you can run the Update Customer Sales program to create the journal entries for interbranch sales.

Example: Accounts Receivable and Accounts Payable Entries

If you set the interbranch processing option in the Sales Update program to create accounts receivable and accounts payable entries for both the selling and the supplying branch/plants, the system creates the following types of batches:

Batch type V Credits the payables accounts and debits the inventory for the selling branch/plant.

IB BATCH

Selling Branch:

<u>DEBIT +</u> AR TRADE	<u>CREDIT +</u> REVENUE	<u>DEBIT +</u> COGS	<u>CREDIT +</u> INVENTORY
100	<100>	80	<80>

Supplying Branch:

<u>DEBIT +</u> AR TRADE	<u>CREDIT +</u> I/B REVENUE	<u>DEBIT +</u> COGS	<u>CREDIT +</u> INVENTORY
80	<80>	75	<75>

V BATCH

Selling Branch:

<u>DEBIT +</u> INVENTORY	<u>CREDIT +</u> AP TRADE
80	<80>

Example: Accounts Receivable Entries

If the appropriate processing option is set to create only the accounts receivable entries, the system creates the following types of batches:

Batch type Credits the revenue account and inventory for the selling branch/plant, and debits the COGS accounts
ST and inventory for the supplying branch/plant.

IB BATCH

Selling Branch:

<u>DEBIT +</u> AR TRADE	<u>CREDIT +</u> REVENUE	<u>DEBIT +</u> COGS	<u>CREDIT +</u> INVENTORY
100	<100>	80	<80>

ST BATCH

Supplying Branch:

<u>DEBIT +</u> COGS	<u>CREDIT +</u> INVENTORY
75	<75>

Interbranch Journal Entries:

<u>DEBIT + SELLING BRANCH</u> INVENTORY	<u>CREDIT + SUPPLYING BRANCH</u> INTERBRANCH REVENUE
80	<80>

Processing Sales Order Returns, Reverses, and Voids

Occasionally, you need to cancel sales orders or process the return of products. You process cancellations and returns differently, depending on the processing stage at which the cancellation or return occurs. The following table describes the actions you must take at different processing stages:

Sales Order and Nota Fiscal	Action	Effect on Accounting Entries
You enter a sales order, but a nota fiscal is not generated.	You cancel the order by changing the order status to canceled.	None. No accounting entries were created.
You generate a nota fiscal, but it is not printed.	You reverse the nota fiscal using the version for non-printed notas fiscais in the Reverse/Void Nota Fiscal (R76559B) program.	The system deletes the records from the F7601B, F7611B, and F7612B tables. The records are not reported in the fiscal books.
You print the nota fiscal but have not run the Sales Update, and you have not shipped the products.	You reverse the nota fiscal using the version for printed notas fiscais in the Reverse/Void Nota Fiscal (R76559B) program. Close the sales order.	The system does not delete nota fiscal records from the F7601B, F7611B, and F7612B tables; these records are reported in the fiscal books using the status code that you specified in the processing options for R76559B.
You print the nota fiscal and run the Sales Update. You ship the products, and the products are returned to you before the buyer receives the products.	You create and print an inbound nota fiscal using the Ship From sales return program.	The system creates reversing entries for items and expenses as determined by processing options, and updates inventory records.
You ship the products, and they are received by the buyer. The buyer returns some or all of the products to you.	The buyer issues an inbound nota fiscal to you. You use the Ship To sales return program to enter the information from the nota fiscal that the buyer issued into your system. You do not print a nota fiscal for the return.	The system creates records in the nota fiscal tables for reporting in the fiscal books.

Canceling Sales Orders

If you need to cancel a sales order before you generate the nota fiscal, you cancel the sales order using the base software sales order entry program (P4211) to update the sales order to a closed status. Since no records are created in the nota fiscal tables until you generate the nota fiscal, you do not create any reversing accounting entries.

Reversing Notas Fiscais

From the Sales Order Processing menu (G76B4211), choose Reverse/Void Nota Fiscal (R76559B).

If you need to cancel a sales order after generating the nota fiscal but before printing it, you must reverse the nota fiscal using a version of R76559B that is set up for reversing non-printed notas fiscais. J.D. Edwards provides version XJDE0001 for reversing non-printed notas fiscais. When you use version XJDE0001 or a copy of it, the system deletes the records that are associated with the notas fiscais which you reversed from the nota fiscal tables.

If you need to cancel a sales order after printing it but before running the Sales Update – Brazil program (R76B803), you must reverse the nota fiscal using a version of R76559B that is set up for reversing printed notas fiscais. J.D. Edwards provides version XJDE0002 for reversing printed notas fiscais. When you use version XJDE0002 or a copy of it, the system retains the records that are associated with the notas fiscais which you reverse in the nota fiscal tables. You must retain these records for fiscal book reporting.

In addition to reversing the nota fiscal, you must either reuse or close the sales order. J.D. Edwards strongly recommends that you close the sales order.

Processing Options for Reverse/Void Nota Fiscal (R76559B)

Select

1. Generated Nota Fiscal Status Code (Required)
2. Printed Nota Fiscal Status Code (Required)

Defaults

1. Sales Order Next Status Code (Required)
 2. Nota Fiscal Next Status Code (Required)
-

Entering Sales Returns

If you need to process the cancellation of an order after you have run the Sales Update – Brazil (R76B803) program, you must process the cancellation as a sales return. You must consider the price for the merchandise, and the taxes and other fees charged on the original printed nota fiscal when you process the return so that the appropriate reversing entries are made to your financial and inventory systems.

Brazil requires that a nota fiscal accompany all products that are shipped. If the company to which you shipped your merchandise returns the merchandise after receiving it into its inventory, the company must create a nota fiscal to accompany the return. When you receive the returned merchandise, you must:

51. Set up the Sales Ledger Inquiry program (P42025) with a version that matches the version of Sales Order Entry (P4210) that you use to process the return. For example, version ZJDE7003 of P4210 in the base Sales Order Management software is set up for processing sales order returns when the buyer receives and then returns merchandise. If you use this version for processing the return, you must set up a version ZJDE7003 in P42025.
52. Set up the Sales/Purchase Returns - Brazil program (P76B805) with a version that matches the version of Sales Order Entry (P4210) that you use to process the return. For example, version ZJDE7003 of P4210 in the base Sales Order Management software is set up for processing sales order returns when the buyer receives and then returns merchandise. If you use this version for processing the return, you must set up a version ZJDE7003 in R76B805.
53. Use the Sales Return – Ship To program (P4210, version ZJDE7003) to enter the information on the nota fiscal into your system, create detail lines for the returned items, and associate the original nota fiscal with the nota fiscal that is sent with the returned merchandise.
54. Run the ZJDE7002 version of the Ship Confirm program (P4205).
55. Generate the return nota fiscal by running the XJDE0005 version of the Generate Nota Fiscal program (R76558B).

If you need to process a returned order before the buyer has received the merchandise, you must create a nota fiscal to account for the transaction. When you process this type of sales return, you must:

56. Set up the Sales Ledger Inquiry program (P42025) with a version that matches the version of Sales Order Entry (P4210) that you use to process the return. For example, version ZJDE7004 of P4210 in the base Sales Order Management software is set up for processing sales order returns when the buyer did not receive the merchandise. If you use this version for processing the return, you must set up a version ZJDE7004 in P42025.
57. Set up the Sales/Purchase Returns - Brazil program (P76B805) with a version that matches the version of Sales Order Entry (P4210) that you use to process the return. For example, version ZJDE7004 of P4210 in the base Sales Order Management software is set up for processing sales order returns when the buyer did not receive the merchandise. If you use this version for processing the return, you must set up a version ZJDE7004 in R76B805.
58. Use the Sales Return – Ship From program (P4210, version ZJDE7004) to create detail lines for the returned items and associate the original nota fiscal with the nota fiscal that you create for the return.
59. Run the ZJDE7002 version of the Ship Confirm program (P4205).
60. Generate the return nota fiscal by running the XJDE0003 version of the Generate Nota Fiscal program (R76558B).
61. Print the nota fiscal for the return in final mode by using the Print Nota Fiscal – Ship From program (R76560B).

Setup Considerations for the Ship-To Sales Return Process

Before you process a ship-to sales return, you must verify that the following programs are set up:

- Sales Ledger Inquiry (P42025)
- Sales/Purchase Returns – Brazil (P76B805)
- Sales Return – Ship To (P4210/ZJDE7003)

You must also verify that supplier master and purchasing instruction records exist for the client who is returning the merchandise you are processing.

The following table lists some considerations for the ship-to sales return process:

Program	Considerations
Sales Ledger Inquiry (P42025)	<p>The following considerations apply:</p> <ul style="list-style-type: none">• P42025 must have a version that matches the version that you use in P4210. If you use version ZJDE7003 (Sales Return – Ship To) in P4210, you must set up version ZJDE7003 in P42025.• On the Defaults tab of the processing options:<ul style="list-style-type: none">• For the Order Type processing option, choose the code that represents a nota fiscal batch return.• Consider making the range of status that is specified by the Status Code - From and Status Code - Thru processing options as wide as possible. For example, if you enter 520 for the Status Code –

	<p>From processing option and enter 999 for the Status Code – To processing option, the system searches over a wide range of notas fiscais when it uses the P42025 program.</p> <ul style="list-style-type: none"> • On the Credit Memo tab of the processing options: <ul style="list-style-type: none"> • For the Enter Status Code processing option, enter the next status of the nota fiscal that was sent with the merchandise that is now being returned. For example, if 999 is the next status of an order for which the sales update is run, enter 999 for this processing option. • You do not need to enter a value for the second processing option. • On the Versions tab of the processing options: <ul style="list-style-type: none"> • You do not need to enter values on this tab because the P42025 application is called from the Sales Order Entry program.
Sales/Purchase Returns – Brazil (P76B805)	<p>The following considerations apply:</p> <ul style="list-style-type: none"> • P76B805 must have a version that matches the version that you use in P4210. If you use version ZJDE7003 (Sales Return – Ship To) in P4210, you must set up version ZJDE7003 in P76B805. • On the Select tab of the processing options: <ul style="list-style-type: none"> • Consider making the range of status that is specified by the Next Status Code - From and Next Status Code - Thru processing options as wide as possible. For example, if you enter 520 for the Next Status Code – From processing option and enter 999 for the Next Status Code – To processing option, the system searches over a wide range of notas fiscais when it uses the P76B805 program.
Sales Return – Ship To (P4210/ZJDE7003)	<p>The following considerations apply:</p> <ul style="list-style-type: none"> • On the Defaults tab of the processing options: <ul style="list-style-type: none"> • For the Order Type processing option, enter the code that represents sales order returns. • For the Line Type processing option, enter the code that represents a ship-to credit. • For the Beginning Status, enter the status that represents Enter Sales Order. • On the Versions tab of the processing options: <ul style="list-style-type: none"> • For the Sales Ledger Inquiry processing option, enter the version that matches the version of P4310 that you are using.

► To enter ship-to sales returns

On Sales Order Processing - Brazil (G76B4211), choose Sales Return - Ship To (P4210, version ZJDE7003).

1. On Customer Service Inquiry, click Add.

2. On Sales Order Detail Revisions, choose Credit Memo from the Form menu.
3. On Ship To Nota Fiscal Number, complete the following fields with the information from the nota fiscal that the buyer sent with the returned merchandise, and then click OK:
 - NF Number
 - NF Series
 - NF Document Type
 - Invoice Date
4. On Create Sales Ledger Details, complete the following fields:
 - Branch / Plant
 - NF Doc Type
 - Address Number

Make a note of the value in the Order Number field. The system provides this value.

5. From the Form menu, choose NF Selection.
6. On Nota Fiscal Selection, complete the following field with the nota fiscal number from the nota fiscal that accompanied the order when you shipped it to your customer, and then click Find.
 - NF Number
7. Choose the nota fiscal and click Select.

The system populates the Create Sales Ledger Details form with information for the nota fiscal that you selected.
8. On Create Sales Ledger Details, verify that the information that is displayed is for the nota fiscal you want, make a note of the order number, and then click OK.
9. On Work With Sales Ledger Inquiry, complete the following field with the order number that you noted in step 4, and then click Find:
 - Order Number

Note

If the order does not appear, verify that the processing option for program P42025 is set to version ZJDE7003.

10. Do one of the following to choose the lines for which you want to process a return:
 - To choose all lines on the order, choose Select Order from the Exit menu.
 - To choose specific lines, highlight the lines that you want, and choose Select Line from the Exit menu.
11. On Work with Sales Ledger Inquiry, click Close.

The Sales Order Detail Revisions form appears. The Quantity Ordered, Quantity Shipped, and Extended Price fields for the lines that you chose on Work with Sales Ledger Inquiry have negative numbers.

Make a note of the order number. You use this order number when you ship confirm the order.

12. On Sales Order Detail Revisions, make a note of the order number, and then click OK.
13. On S.O. Brazilian Information Header, verify that the information is correct, and then click OK.
14. On S.O. Brazilian Information Detail, verify that the information is correct, and then click OK.
15. On Sales Order Detail Revisions, click Cancel.
16. On Customer Service Inquiry, click Close.

Note

To complete the ship-to return process, you must ship confirm the order (P4205/ZJDE7002)and then generate the nota fiscal (R76558B/XJDE0005).

Setup Considerations for the Ship-From Sales Return Process

Before you process a ship-from sales return, you must verify that the following programs are set up:

- Sales Ledger Inquiry (P42025)
- Sales/Purchase Returns – Brazil (P76B805)
- Sales Return – Ship From (P4210/ZJDE7003)

You must also verify that supplier master and purchasing instruction records exist for the client who is returning the merchandise which you are processing.

The following table lists some considerations for the ship-to sales return process:

Program	Considerations
Sales Ledger Inquiry (P42025)	<p>The following considerations apply:</p> <ul style="list-style-type: none">• P42025 must have a version that matches the version that you use in P4210. If you use version ZJDE7004 (Sales Return – Ship From) in P4210, you must set up version ZJDE7004 in P42025.• On the Defaults tab of the processing options:<ul style="list-style-type: none">• For the Order Type processing option, choose the code that represents a nota fiscal batch return.• Consider making the range of status that is specified by the Status Code - From and Status Code - Thru processing options as wide as possible. For example, if you enter 520 for the Status Code – From processing option and enter 999 for the Status Code – To processing option, the system searches over a wide range of notas fiscais

	<p>when it uses the P42025 program.</p> <ul style="list-style-type: none"> • On the Credit Memo tab of the processing options: <ul style="list-style-type: none"> • For the Enter Status Code processing option, enter the next status of the nota fiscal that was sent with the merchandise that is now being returned. For example, if 999 is the next status of an order for which the sales update is run, enter 999 for this processing option. • You do not need to enter a value for the second processing option. • On the Versions tab of the processing options: <ul style="list-style-type: none"> • You do not need to enter values on this tab because the P42025 application is called from the Sales Order Entry program.
Sales/Purchase Returns – Brazil (P76B805)	<p>The following considerations apply:</p> <ul style="list-style-type: none"> • P76B805 must have a version that matches the version you use in P4210. If you use version ZJDE7004 (Sales Return – Ship From) in P4210, you must set up version ZJDE7004 in P76B805. • On the Select tab of the processing options: <ul style="list-style-type: none"> • Consider making the range of status specified by the Next Status Code - From and Next Status Code - Thru processing options as wide as possible. For example, if you enter 520 for the Next Status Code – From processing option and enter 999 for the Next Status Code – To processing option, the system searches over a wide range of notas fiscais when it uses the P76B805 program.
Sales Return – Ship From (P4210/ZJDE7004)	<p>The following considerations apply:</p> <ul style="list-style-type: none"> • On the Defaults tab of the processing options: <ul style="list-style-type: none"> • For the Order Type processing option, enter the code that represents sales order returns. • For the Line Type processing option, enter the code that represents a ship-to credit. • For the Beginning Status, enter the status that represents Enter Sales Order. • On the Versions tab of the processing options: <ul style="list-style-type: none"> • For the Sales Ledger Inquiry processing option, enter the version that matches the version of P4310 that you are using.

► To enter ship-from sales returns

On Sales Order Processing - Brazil (G76B4211), choose Sales Return - Ship From (P4210, version ZJDE7004).

1. On Customer Service Inquiry, click Add.
2. On Sales Order Detail Revisions, choose Credit Memo from the Form menu.
3. On Create Sales Ledger Details, complete the following fields:
 - Branch / Plant

- NF Doc Type
- Address Number

Make a note of the value in the Order Number field. The system provides this value.

4. From the Form menu, choose NF Selection.
5. On Nota Fiscal Selection, complete the following field with the nota fiscal number from the nota fiscal that accompanied the order when you shipped it to your customer, and then click Find:

- NF Number

6. Choose the nota fiscal and click Select.

The system populates the Create Sales Ledger Details form with information for the nota fiscal that you selected.

7. On Create Sales Ledger Details, verify that the information which is displayed is for the nota fiscal you want, make a note of the order number, and then click OK.
8. On Work With Sales Ledger Inquiry, complete the following field with the order number you noted in step 3, and then click Find:

- Order Number

Note

If the order does not appear, verify that the processing option for program P42025 is set to version ZJDE7003.

9. Do one of the following to choose the lines for which you want to process a return:
 - To choose all lines on the order, choose Select Order from the Exit menu.
 - To choose specific lines, highlight the lines that you want, and then choose Select Line from the Exit menu.

10. On Work with Sales Ledger Inquiry, click Close.

The Sales Order Detail Revisions form appears. The Quantity Ordered, Quantity Shipped, and Extended Price fields for the lines that you chose on Work with Sales Ledger Inquiry have negative numbers.

Make a note of the order number. You use this order number when you ship confirm the order.

11. On Sales Order Detail Revisions, click OK.
12. On S.O. Brazilian Information Header, verify that the information is correct, and then click OK.
13. On S.O. Brazilian Information Detail, verify that the information is correct, and then click OK.
14. On Sales Order Detail Revisions, click Cancel.
15. On Customer Service Inquiry, click Close.

Note

To complete the ship-from return process, you must ship confirm the order (P4205/ZJDE7002), generate the nota fiscal (R76558B/XJDE0005), and then print the nota fiscal (R76560B).

Processing Options for Sales/Purchase Returns – Brazil (P76B805)**Display Tab**

Use this processing option to specify whether the system displays sales or purchasing notas fiscais.

1. Nota Fiscals**Blank = Sales Notas Fiscais****1 = Purchasing Notas Fiscais**

Use this processing option to specify whether the system displays sales or purchasing notas fiscais. Valid values are:

Blank

Display sales notas fiscais

1

Display purchasing notas fiscais

Process Tab

Use this processing option to specify whether the system creates negative journal entries for returned merchandise.

1. Reverse sign

Use this processing option to specify whether the system creates negative journal entries for returned merchandise. Valid values are:

Blank

The system does not create negative entries for the returned merchandise

1

The system creates negative entries for the returned merchandise

Select Tab

Use this processing option to identify the range of notas fiscais to process.

Next Status Code - From

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Next Status Code - Thru

Use this processing option to specify the end of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status Codes UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Defaults Tab

Use these processing options to specify how the system writes inventory records for returned merchandise.

1. Inventory Location

Blank = Blank location

1 = Ship to address book

2 = Ship to nota fiscal series

3 = Original location

Use this processing option specify the default inventory location for returns. Valid values are:

Blank

Blank location

1

Ship to Address Book

2

Ship To, Nota Fiscal Series

3

Original Location

Note: Option 3 is used for nota fiscal returns. Branch/Plant and location do not change when you use option 3.

2. Return Branch

Use this processing option to specify the default branch/plant that the system uses for returns.

3. Document Type

Use this processing option to specify the default Document Type for a voucher. You must enter a value that exists in the Document Type (00/DT) user defined code table. The same code must also exist in the Document Type - Invoices Only (00/DI) user defined code list table.

Edits Tab

Use this processing option to specify whether the system validates the original ship-to document number.

1. Validate Ship To Document Number

Use this processing option to specify whether the system validates the original ship-to document number. Valid values are:

Blank

The system does not validate the original ship-to document number

1

The system validates the original ship-to document numbe

Processing Invoices

In Brazil, businesses remit customer invoice information, including interest rates for amounts that are past due, to banks for collection. Banks attempt to collect on the invoices and return collection information so that the businesses can update Accounts Receivable information.

You can use J.D. Edwards base software to process invoices for your customers. When you enter invoices, the system automatically associates the invoice with the additional information that the Brazilian bank requires to be collected on the invoice. This additional information is based on the A/R Brazilian Tag Maintenance country server and user defined codes.

Electronic Banking

Electronic Banking

Companies in Brazil often use banks to facilitate the electronic transfer of payments and receipts between suppliers and customers. For payments to suppliers, you electronically send data to the bank as a flat file. You might send the file via the Internet, or by using magnetic tape or other electronic media. The bank processes the data and then sends back to you data that describes the transactions processed by the bank.

For receipts, banks collect funds from your customers to pay for goods and services the customers obtained from you. You can create a flat file with information about your customer and send it to the bank. The bank processes this information and contacts your customers with the amount that they owe to you. The customers send this money to the bank, and the bank sends you information about the transaction.

Because banks in Brazil do not use a common table layout for the transmission of data, J.D. Edwards provides a Dynamic Formatter application that lets you create the bank layouts that you need. The procedures contained in the Electronic Banking section of this guide describe how to use the Dynamic Formatter application. When you use the Dynamic Formatter application, you specify the bank layout in which your system processes outbound and inbound flat files. After you create the bank layouts and associate them with your inbound and outbound transactions, you continue with the procedures described in the Automatic Receipt Processing for Brazil and the Automatic Payment Processing for Brazil sections of this guide.

Working with the Dynamic Formatter for Bank Layouts

A bank layout is a set of specifications comprised of attributes. You create bank layouts by using the Dynamic Formatter Layout Setup program (P76B471). You use the bank layouts for processing electronic files for inbound and outbound payments and receipts. After you create a bank layout, you define the record types that the layout uses for inbound and outbound processes, and then you define the attributes and the position of the attributes for each inbound and outbound record type.

Banks in Brazil often use different layouts for different payment instruments. You should create a bank layout for each payment instrument for each bank you work with.

After you create bank layouts, you must set up bank information for electronic banking. To set up bank information, you do the following:

- Define the bank layouts that you want to use for automatic payments and automatic receipts
- Specify the payment instrument for each transaction type
- Create a cross-reference for attributes that relates the value that the J.D. Edwards system uses for an attribute to the value that the bank uses
- Set up next numbers that the system uses when you generate the flat file

Before You Begin

- ❑ Set up the following UDC tables with the values that you want to use in the layouts:
 - Bank Codes (76/BC)
 - Date Format (00/DF)
 - Date Separator (H98/DS)
 - Decimal Format (H98/DE)
 - Direction Indicator (00/DN)
 - Record Type (00/RD)
 - Transaction Type (00/TT)

Understanding Bank Layout Attributes

A bank layout is a set of specifications comprised of attributes. Before you can use a bank layout to send electronic data to your banks, you must assign attributes to a layout that you create. Attributes define specific data and the format of the data. The attributes that you can use are defined in the Dynamic Formatter Attributes UDC table (76B/F1).

The two types of attributes are:

System	Values that begin with an S. These values are constants. For example, S0002 is the attribute for blanks and S0003 is the attribute for zeros. You define the value of S0001 when you specify layout details.
Application	Values that begin with a Z. These values are defined by each transaction. For example, attribute Z0009 is the Company Name. The value of the Z0009 attribute changes depending on the company for which the transaction occurs.

The system retrieves the information for the attribute depending on the following:

- Whether the process is inbound or outbound.
- The Line Type you specify when you set up the Layout Master. See *Setting Up Transactions and Line Types* for more information about the Layout Master.

For some attributes, the information the system retrieves is also determined by whether the attribute is used for automatic receipt or automatic payment processing.

The following tables show examples of the attributes you might use for various line types for inbound and outbound transactions:

Automatic Payment Process, Inbound, Line Type 1 (File Header)

Value	Description	Description 2	Explanation
Z0001	Company Person/Corp Code	F0101 – TAXC	The value for the Person/Corporation Code field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in the company constants, the system uses the Parent Address Number Person/Corporation Code.
Z0002	Company Tax ID	F0101 – TAX	The value for the Tax ID field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in the company constants, the system uses the Parent Address Number Tax ID.
Z0003	Company Bank Agency	F0030 – TNST	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> • For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value before the separator (/) in the Bank Transit Number field in the Bank Transit Number Master table (F0030). • For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value before the separator (/) in the Bank Transit Number field in the Bank Transit Number Master table (F0030).
Z0004	Company Bank Account Number	F0030 – CBNK	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> • For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value in the Bank Account Number field in the Bank Transit Number Master table (F0030). • For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value in the Bank Account Number field in the Bank Transit Number Master table (F0030).

Z0005	Company Bank Agency Digit	F0030 – TNST	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value before the separator (-) in the Bank Transit Number field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value before the separator (-) in the Bank Transit Number field in the Bank Transit Number Master table (F0030).
Z0006	Company Bank Account Digit	F0030 - CHKD	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value in the Control Digit field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value in the Control Digit field in the Bank Transit Number Master table (F0030).
Z0007	Company Bank Agency Number + Digit	F0030 – TNST	The values for attributes Z0003 and Z0005; they are separated by a dash (-).
Z0008	Company Bank Account Number + Digit	F0030 – CBNK + CHKD	The values for attributes Z0004 and Z0006; they are separated by a dash (-).
Z0009	Company Name	F0101 – ALPH	The Address Book number in the Company Constants table (F0010). If PO Unique Payment is On in the company constants, the system uses the Parent Address Number Alpha Name.
Z0010	Formatted File Date Created	UBE B9800100 – Get Audit Info	The date from the Get Audit Information field in the UBE.
Z0011	Formatted File Time Created	UBE B9800100 – Get Audit Info	The Time from the Get Audit Information field in the UBE.
Z0012	Company Bank Number	F0030 – TNST	The system parses information from the GL Bank Account defined in the Payment Group and uses the first three digits in the Bank Number field in the Bank Transit Number Master table (F0030).

Z0013	Company Bank Name	F0030 – DL01	The system parses information from the GL Bank Account defined in the Payment Group and uses the first three digits in the Bank Account Number field in the Bank Transit Number Master table (F0030) and the value in the Description field from the Bank Codes UDC table (76/BC).
Z0014	Payment Instrument	F0411 – PYIN	
Z0015	Company Street Name	F0101 – ADD1	The value for the Address 1 field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number Address 1.
Z0016	Company Street Number	NONE	Blank
Z0017	Company Street Complement	NONE	Blank
Z0018	Company City	F0101 – CTY1	The value for the City field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number City.
Z0019	Company Postal Code – No Mask	F0101 – ADDZ	<p>The value for the Postal Code field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number Postal Code.</p> <p>The system uses the value in the Postal Code field without the separator (-).</p>
Z0020	Company State Code	F0101 – ADDS	The value for the State field in the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number State.
Z0022	Formatted File Line Count	UBE R76B047E Variable	This UBE counts the number of lines created inside the flat file.

Z0057	Company Postal Code with Mask	F0101 – ADDZ	The value for the Postal Code field from the Address Book Master table (F0101) for the address book number that appears in the Company Constants table (F0010). If PO Unique Payment is On in company constants, the system uses the Parent Address Number Postal Code. The attribute uses the value in the Postal Code field with the separator (-).
Z0058	Payment Group Next Number	UBE R76B047ES NN 04/06	This UBE generates a unique identifier for the flat file, and assigns a next number from 04/06 for each file.
Z0060	Company Bank Swift Code (Conv.)	F0030 – SWFT	The bank accord/agreement number for the bank as defined in the Dynamic Formatter GL Account File Numbers table (F76B477) for the BRPAGEL transaction type and the specified G/L bank account.
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

Automatic Payment Process, Inbound, Line Type 2 (Detail)

Value	Description	Description 2	Explanation
Z0023	Payment Group Sequence	UBE R76B047E Variable	The sequence number from the A/P Payment Processing – Summary table (F04572), which is required to identify the payment in the return process in the client use code.
Z0025	Payee Bank Number	F04572 - BNST	The first three digits from the Bank Transit Number field in the A/P Payment Processing – Summary table (F04572).
Z0026	Payee Bank Agency No	F04572 - BNST	The numbers before the separator (/) from the Bank Transit Number field in the A/P Payment Processing – Summary table (F04572).
Z0027	Payee Bank Account Number	F04572 - CBNK	The value for the Bank Account Number field in the A/P Payment Processing – Summary table (F04572).
Z0028	Payee Bank Agency Digit	F04572 - BNST	The value for the numbers before the separator in the Bank Transit Number field in the A/P Payment Processing – Summary table (F04572).
Z0029	Payee Bank Account Digit	F04572 - CBNK	The value from the Control Digit field in the A/P Payment Processing – Summary table (F04572).
Z0030	Payee Bank Agency Number + Digit	F04572 - BNST	The values for the Z0026 and Z0028 attributes, separated by a dash (-).

Z0031	Payee Bank Account Number + Digit	F04572 - CBNK	The values for the Z0027 and Z0029 attributes, separated by a dash (-).
Z0032	Payee Name	F0101 - ALPH	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> • For the Payment process, the value for the Alpha Name field in the Address Book Master (F0101) for the address book number that appears in the Payee Number field in the A/P Payment Processing – Summary table (F04572). • For the Receipt process, the value for the Alpha Name field in the Address Book Master (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11).
Z0034	Payment Date	F04572 - DGJ	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> • For the Payment process, the value for the G/L Date field in the A/P Payment Processing – Summary table (F04572). • For the Receipt process, the value for the Payment Date field in the A/P Payment Processing – Summary table (F04572).
Z0035	Payment Amount	F04572 - PAAP	The value for the Payment Amount field in the A/P Payment Processing – Summary table (F04572).
Z0042	Payee Person Corporation Code	F0101 - TAXC	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> • For the Payment process, the value for the Person Corporation Code in the Address Book Master table (F0101) for the address book number that appears in the Payee Address Number field in the A/P Payment Processing – Summary table (F04572). You must create a bank cross-reference. • For the Receipt process, the value for the Person Corporation Code in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11).

Z0043	Payee Tax ID	F0101 - TAX	<p>The data for the attributes varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Tax ID field in the Address Book Master table (F0101) for the address book number that appears in the Payee Address Number field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value for the Tax ID field in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11).
Z0044	Bar Code - Payee Bank Number	R76B0411 - BBRCD	Parses the Bank Code from the Bar Code field in the Voucher Additional Information table (F76B04BC) for the first Voucher found in A/P Payment Detail table (F0473).
Z0045	Bar Code - Currency Code	R76B0411 - BBRCD	For the first voucher in the A/P Payment Detail table (F0473), pulls the currency code from the Bar Code field in the Voucher Additional Information table (F76B04BC).
Z0046	Bar Code - Control Digit	R76B0411 - BBRCD	Parses the currency code from the Bar Code field in the Voucher Additional Information table (F76B04BC) for the first Voucher found in the A/P Payment Detail table (F0473).
Z0047	Bar Code - Payment Amount	R76B0411 - BBRCD	Parses the payment amount from the Bar Code field in the Voucher Additional Information table (F76B04BC) for the first Voucher found in the A/P Payment Detail table (F0473).
Z0048	Bar Code - Bar Code All	R76B0411 - BBRCD	The system identifies the first voucher in the A/P Payment Detail table (F0473). It then locates that voucher in the Voucher Additional Information table (F76B04BC) and writes the value from the Bar Code field to the layout.
Z0049	Due Date	F04572 - DGJ	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the G/L Date field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value from the Due Date field in the Customer Ledger table (F03B11).
Z0050	Open Amount	F04572 - PAAP+ADSA	The sum of the values of the Payment Amount and Discount Amount fields in the A/P Payment Processing – Summary table (F04572).

Z0051	Discount Taken	F04572 - ADSA	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Discount Amount field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value from the Discount Amount field in the Customer Ledger table (F03B11).
Z0052	Abatement Amount	Zero	
Z0053	Discount + Rebate Amount	F04572 - ADSA	The value from the Discount Amount field in the A/P Payment Processing – Summary table (F04572).
Z0054	Fee Amount	Zero	
Z0055	Rebate Amount	Zero	
Z0056	Fee + Fee 2 Amount	Zero	
Z0059	Bank Agency Digit + Account Digit	F0030 - TNST + CNBK	
Z0061	Payee Address Book No	F04572 - AN8	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Payee Address Number field in the A/P Payment Processing – Summary table (F04572). This information is required to identify payment in return process in client use code.
Z0062	Payment Sequence	UBE R76B047ES Variable	This UBE identifies the sequence of the number of payments for a payment group in the A/P Payment Processing – Summary table (F04572).
Z0064	Bar Code – Free Value	R76B0411 - BBRCD	The value from the Bar Code field in the Voucher Additional Information – Brazil table (F76B04BC), for the first voucher founded in the A/P Payment Detail table (F0414).
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

Automatic Payment Process, Inbound, Line Type 3 (Additional Header)

Value	Description	Description 2	Explanation
Z0063	Line sequence in Segment	UBE R76B047ES Variable	For each segment in a line sequence, this UBE resets the counter to zero.

Automatic Payment Process, Inbound, Line Type 5 (Additional Trailer)

Value	Description	Description 2	Explanation
Z0063	Line sequence in Segment	UBE R76B047ES Variable	For each segment in a line sequence, this UBE resets the counter to zero.

Automatic Payment Process, Inbound, Line Type 9 (File Trailer)

Value	Description	Description 2	Explanation
Z0041	Total Payment Amount	UBE R76B047E Variable	This UBE sums all of the payments in the file.

Automatic Payment Process, Outbound, Line Type 1 (File Header)

Value	Description	Description 2	Explanation
Z0014	Payment Instrument	F0411 – PYIN	
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

Automatic Payment Process, Outbound, Line Type 2 (Detail)

Value	Description	Description 2	Explanation
Z0014	Payment Instrument	F0411 – PYIN	
Z0021	Bank Return Message	Bank	
Z0023	Payment Group Sequence	UBE R76B047E Variable	The sequence number from the A/P Payment Processing – Summary table (F04572), which is required to identify the payment in the return process in the client use code.
Z0024	Bank Return Code	Band	

Z0034	Payment Date	F04572 - DGJ	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value for the G/L Date field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value for the Payment Date field in the A/P Payment Processing – Summary table (F04572).
Z0035	Payment Amount	F04572 - PAAP	The value for the Payment Amount field in the A/P Payment Processing – Summary table (F04572).
Z0051	Discount Taken	F04572 - ADSA	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Discount Amount field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value from the Discount Amount field in the Customer Ledger table (F03B11).
Z0061	Payee Address Book No	F04572 - AN8	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Payee Address Number field in the A/P Payment Processing – Summary table (F04572). This information is required to identify payment in return process in client use code.
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

Automatic Payment Process, Outbound, Line Type 3 (Additional File Header)

Value	Description	Description 2	Explanation
Z0014	Payment Instrument	F0411 – PYIN	
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

Automatic Payment Process, Outbound, Line Type 5 (Additional File Trailer)

Value	Description	Description 2	Explanation
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

Automatic Payment Process, Outbound, Line Type 9 (File Trailer)

Value	Description	Description 2	Explanation
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

Automatic Receipts Process, Inbound, Line Type 1 (File Header)

Value	Description	Description 2	Explanation
Z0009	Company Name	F0101 – ALPH	The Address Book number in the Company Constants table (F0010). If PO Unique Payment is On in the company constants, the system uses the Parent Address Number Alpha Name.
Z0010	Formatted File Date Created	UBE B9800100 – Get Audit Info	The date from the Get Audit Information field in the UBE.
Z0012	Company Bank Number	F0030 – TNST	The system parses information from the GL Bank Account defined in the Payment Group and uses the first three digits in the Bank Number field in the Bank Transit Number Master table (F0030).
Z0013	Company Bank Name	F0030 – DL01	The system parses information from the GL Bank Account defined in the Payment Group and uses the first three digits in the Bank Account Number field in the Bank Transit Number Master table (F0030) and the value in the Description field from the Bank Codes UDC table (76/BC).
Z0022	Formatted File Line Count	UBE R76B047E Variable	This UBE counts the number of lines created inside the flat file.
Z0058	Payment Group Next Number	UBE R76B047ES NN 04/06	This UBE generates a unique identifier for the flat file, and assigns a next number from 04/06 for each file.
Z0060	Company Bank Swift Code (Conv.)	F0030 – SWFT	The bank accord/agreement number for the bank as defined in the Dynamic Formatter GL Account File Numbers table (F76B477) for the BRPAGEL transaction type and the specified G/L bank account.
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

Automatic Receipts Process, Inbound, Line Type 2 (Detail)

Value	Description	Description 2	Explanation
Z0003	Company Bank Agency	F0030 – TNST	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value before the separator (/) in the Bank Transit Number field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value before the separator (/) in the Bank Transit Number field in the Bank Transit Number Master table (F0030).
Z0004	Company Bank Account Number	F0030 – CBNK	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value in the Bank Account Number field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value in the Bank Account Number field in the Bank Transit Number Master table (F0030).
Z0005	Company Bank Agency Digit	F0030 – TNST	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value before the separator (-) in the Bank Transit Number field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value before the separator (-) in the Bank Transit Number field in the Bank Transit Number Master table (F0030).

Z0006	Company Bank Account Digit	F0030 – CHKD	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value in the Control Digit field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value in the Control Digit field in the Bank Transit Number Master table (F0030).
Z0007	Company Bank Agency Number + Digit	F0030 – TNST	The values for attributes Z0003 and Z0005: they are separated by a dash (-).
Z0008	Company Bank Account Number + Digit	F0030 – CBNK + CHKD	The values for attributes Z0004 and Z0006; they are separated by a dash (-).
Z0032	Payee Name	F0101 - ALPH	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value for the Alpha Name field in the Address Book Master (F0101) for the address book number that appears in the Payee Number field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value for the Alpha Name field in the Address Book Master (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11).
Z0035	Payment Amount	F04572 - PAAP	The value for the Payment Amount field in the A/P Payment Processing – Summary table (F04572).

Z0042	Payee Person Corporation Code	F0101 - TAXC	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value for the Person Corporation Code in the Address Book Master table (F0101) for the address book number that appears in the Payee Address Number field in the A/P Payment Processing – Summary table (F04572). You must create a bank cross-reference. For the Receipt process, the value for the Person Corporation Code in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11).
Z0043	Payee Tax ID	F0101 - TAX	<p>The data for the attributes varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Tax ID field in the Address Book Master table (F0101) for the address book number that appears in the Payee Address Number field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value for the Tax ID field in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11).
Z0049	Due Date	F04572 - DGJ	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the G/L Date field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value from the Due Date field in the Customer Ledger table (F03B11).
Z0051	Discount Taken	F04572 - ADSA	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Discount Amount field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value from the Discount Amount field in the Customer Ledger table (F03B11).

Z0055	Rebate Amount	Zero	
Z0067	Bank Duplicata Number	F7603B1 - BBDN	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the processing option is set to Bank (1), the value will be 0000000000. • If the processing option for Boleto Emitter is set to Company (2), the attribute value is determined as follows: <ul style="list-style-type: none"> • If a value exists in the Bank Duplicata Number field in the A/R Additional Information – Brazil table (F7603B1), the attribute value is the value in the field. • If the Bank Duplicata Number field is blank, the attribute value is the Bank Duplicata next number for the BRCOBES transaction in the GL Bank Account File Numbers file (F76B477).
Z0068	Document Number	F7603B1- BBDN	The value in the Invoice Number field in the Customer Ledger table (F03B11).
Z0069	Invoice Date	F03B11 - DIVJ	The value in the Invoice Date field in the Customer Ledger table (F03B11).
Z0070	Client Use Code		
Z0071	Bank Send Code	F7603B1 - BSCB	<p>The value for the attribute varies depending on the processing options for R76B03ZS:</p> <ul style="list-style-type: none"> • If the Bank processing option has a value, that value is used. • If the Bank processing option does not have a value, 01 is used.
Z0073	Protest Instructions Code		The value in the Protest Instructions Code field in the A/R Additional Information – Brazil table (F7603B1).
Z0074	Protest Instructions		The value in the Protest Instructions Days field in the A/R Additional Information – Brazil table (F7603B1).
Z0075	Amount Fee by Day		The value in the Daily Late Fee Amount field in the A/R Additional Information – Brazil table (F7603B1).
Z0076	Due Date AR	F03B11 – DDJ	The value in the Discount Due Date field in the Customer Ledger table (F03B11).

Z0077	Payee Line 1	F0116 – ADD1	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the Customer Address option is blank, uses the value for the Address 1 field in the Address Book Master file (F0101) for the address book number that appears in the Address Number field in the Customer Ledger file (F03B11). • If the Customer Address option is set to 1, uses the value in the Send Invoice To field in the Customer Master by Line of Business table (F03O12).
Z0078	Customer Postal Code	3 digit	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the Customer Address option is blank, uses the first five digits of the Postal Code field in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11). • If the Customer Address option is set to 1, uses the value in the Send Invoice To field in the Customer Master by Line of Business table (F03O12).
Z0079	Customer Postal Code	5 digit	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the Customer Address option is blank, uses the last three digits of the Postal Code field in the Address Book Master table (F0101) for the address book number that appears in the Address Number field in the Customer Ledger table (F03B11). • If the Customer Address option is set to 1, uses the value in the Send Invoice To field in the Customer Master by Line of Business table (F03O12).
Z0080	Message Code		The value in the Message Code field in the A/R Additional Information – Brazil table (F7603B1).
Z0081	Message Description		The value in the message code attachment for the Message Code field in the A/R Additional Information – Brazil table (F7603B1).
Z0085	Discount Available by Day		The value in the Discount Available/30 field in the Customer Ledger table (F03B11).
Z0086	Boleto Creation		The value in the Boleto Emitter option for the R76B03ZS processing options.
Z0087	Payment Group Control Number	F7603B1 – HDC	The value in the Carteira Number option for the R76B03ZS processing options.

Automatic Receipts Process, Outbound, Line Type 1 (File Header)

Value	Description	Description 2	Explanation
Z0010	Formatted File Date Created	UBE B9800100 – Get Audit Info	Date from file creation.
Z0058	Payment Group Next Number	UBE R76B047ES NN 04/06	This UBE generates a unique identifier for the flat file, and assigns a next number from 04/06 for each file.
Z0037	Bank Return Payment Date	Bank	G/L Date, used as G/L Date of receipt
Z0067	Bank Duplicata Number	F7603B1 – BBDN	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the processing option is set to Bank (1), the value will be 0000000000. • If the processing option for Boleto Emitter is set to Company (2), the attribute value is determined as follows: <ul style="list-style-type: none"> • If a value exists in the Bank Duplicata Number field in the A/R Additional Information – Brazil table (F7603B1), the attribute value is the value in the field. • If the Bank Duplicata Number field is blank, the attribute value is the Bank Duplicata next number for the BRCOBES transaction in the GL Bank Account File Numbers file (F76B477).

Automatic Receipts Process, Outbound, Line Type 2 (Detail)

Value	Description	Description 2	Explanation
Z0003	Company Bank Agency	F0030 – TNST	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> • For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value before the separator (/) in the Bank Transit Number field in the Bank Transit Number Master table (F0030). • For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value before the separator (/) in the Bank Transit Number field in the Bank Transit Number Master table (F0030).

Z0004	Company Bank Account Number	F0030 – CBNK	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value in the Bank Account Number field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value in the Bank Account Number field in the Bank Transit Number Master table (F0030).
Z0005	Company Bank Agency Digit	F0030 – TNST	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the system parses information from the GL Bank Account defined in the Payment Group and pulls the value before the separator (-) in the Bank Transit Number field in the Bank Transit Number Master table (F0030). For the Receipt process, the system parses information from the GL Bank Account defined in the processing options and pulls the value before the separator (-) in the Bank Transit Number field in the Bank Transit Number Master table (F0030).
Z0024	Bank Return Code	Bank	<p>The bank return code from bank file. The value in this field is written to the Receipts field in the A/R Receipts table (F03B13Z1) when the special handling code in the Recod Type UDC (76/RC) is set to 1. You must set up a bank cross-reference.</p>
Z0034	Payment Date	F04572 - DGJ	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value for the G/L Date field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value for the Payment Date field in the A/P Payment Processing – Summary table (F04572).
Z0035	Receipt Amount	F04572 - PAAP	<p>For all banks except bank 041 (Banrisul), the total amount received, including the fee amount. For Banrisul, the receipt amount does not include the fee amount.</p>

Z0051	Discount Taken	F04572 - ADSA	<p>The data for the attribute varies depending on whether you are using the Payment or Receipt process:</p> <ul style="list-style-type: none"> For the Payment process, the value from the Discount Amount field in the A/P Payment Processing – Summary table (F04572). For the Receipt process, the value from the Discount Amount field in the Customer Ledger table (F03B11).
Z0052	Abatement Amount	Zero	
Z0054	Fee Amount	Zero	<p>The fee amount the system uses is determined by the processing options for the Process Return A/R Bank Tape Diskette process (R76B03ZR).</p> <p>Fee Invoice Creation processing option:</p> <ul style="list-style-type: none"> Blank The amount is ignored. 1 The system creates an RF invoice with the amount of the fee paid. 2 The system creates an RF invoice with a calculated fee amount that is based on the Daily Late Fee amount on the F76B03B1. <p>Fee Process processing option:</p> <ul style="list-style-type: none"> Blank The system performs receipt first on the original invoice, and then applies the difference to the fee invoice. 1 The system performs receipt first on the fee invoice, and then applies the difference to the original invoice.
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

Z0067	Bank Duplicata Number	F7603B1 - BBDN	<p>The value for the attribute varies depending on the processing options:</p> <ul style="list-style-type: none"> • If the processing option is set to Bank (1), the value will be 000000000000. • If the processing option for Boleto Emitter is set to Company (2), the attribute value is determined as follows: <ul style="list-style-type: none"> • If a value exists in the Bank Duplicata Number field in the A/R Additional Information – Brazil table (F7603B1), the attribute value is the value in the field. • If the Bank Duplicata Number field is blank, the attribute value is the Bank Duplicata next number for the BRCOBES transaction in the GL Bank Account File Numbers file (F76B477).
Z0070	Client Use Code		<p>The identifier sent during the outbound process and returned during the inbound process.</p> <p>The Client Use Code is a concatenation of the Document Company + Document Type + Document Number, Pay Item/suffix, and Address Number in the Customer Ledger table (F03B11). This is the first process to find an invoice. If this field is blank, the system uses the Bank Duplicata Number.</p> <p>This is the first process to find an invoice. If this field is blank, the system uses the Bank Duplicata Number.</p>

Automatic Receipts Process, Outbound, Line Type 9 (File Trailer)

Value	Description	Description 2	Explanation
Z0065	File Formatter Line Type	UBE R76B047ER Variable	

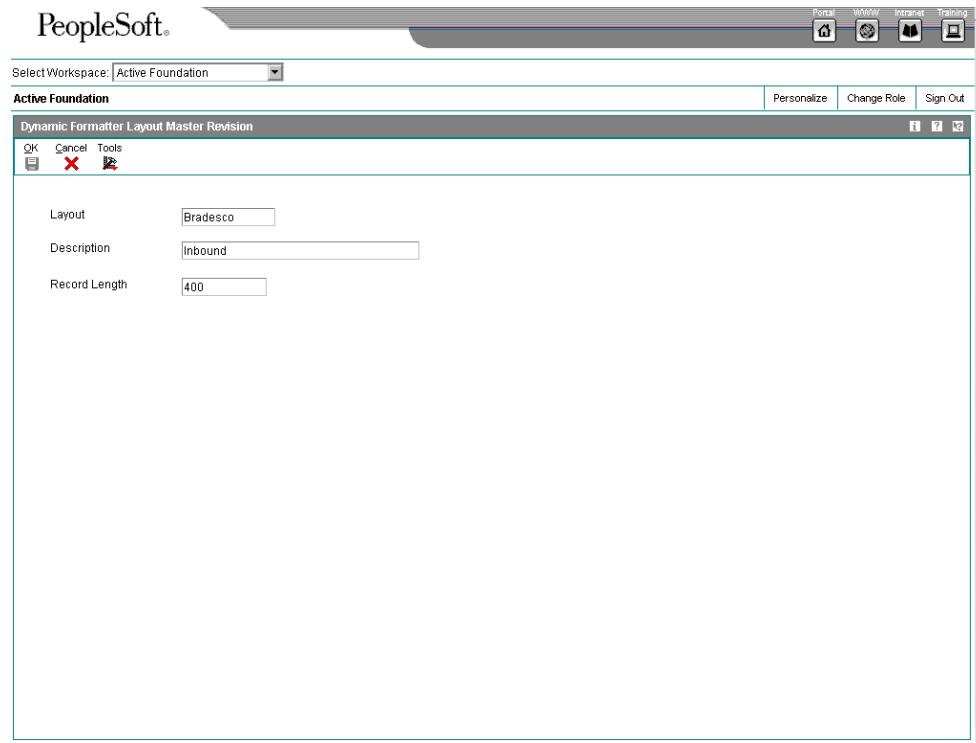
Setting Up the Layout Master

You name your bank layout and define the record length of the layout when you set up the Layout Master.

► To set up the Layout Master

From the Bank Tape Processing menu (G76B413 or G76B415), choose Dynamic Formatter Layout Setup (P76B471).

1. On Work with Dynamic Formatter Layout Master, click Add.



2. On Dynamic Formatter Layout Master Revision, complete the following fields, and then click OK:
 - Layout
 - Description
 - Record Length

Setting Up Transaction Types and Line Types

After you define the Layout Master, you define the transaction types and line types for the bank layout. You use the Dynamic Formatter Layout Setup program (P76B471) to create a record for each transaction/line type combination that you need for a bank layout.

For example, you might set up the following transaction/line type combinations for each bank that you work with:

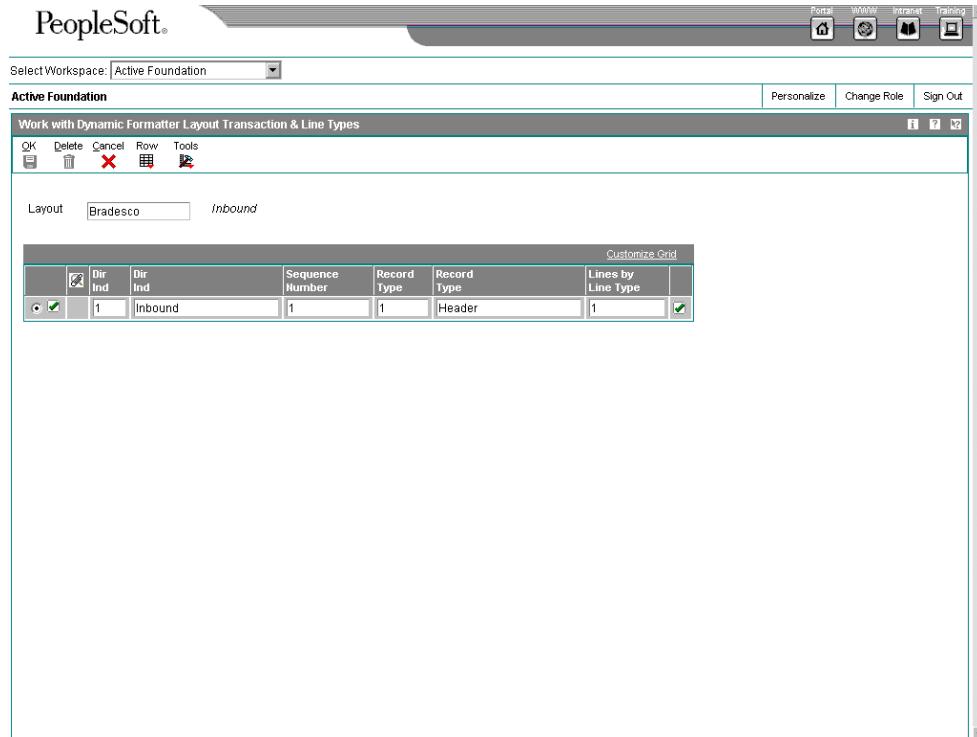
- Inbound/Header
- Inbound/Detail
- Inbound/Trailer
- Outbound/Header
- Outbound/Header Detail
- Outbound/Detail
- Outbound/Trailer

- Outbound/Trailer Detail

► To set up transaction types and line types

From the Bank Tape Processing menu (G76B413 or G76B415), choose Dynamic Formatter Layout Setup (P76B471).

1. On Work with Dynamic Formatter Layout Master, click Find.
2. Choose the bank layout you want to work with, and then click Select.



3. On Work with Dynamic Formatter Layout Transaction & Line Types, complete the following fields, and then click OK:
 - Dir Ind
 - Sequence Number
 - Record Type
 - Lines by Line Type

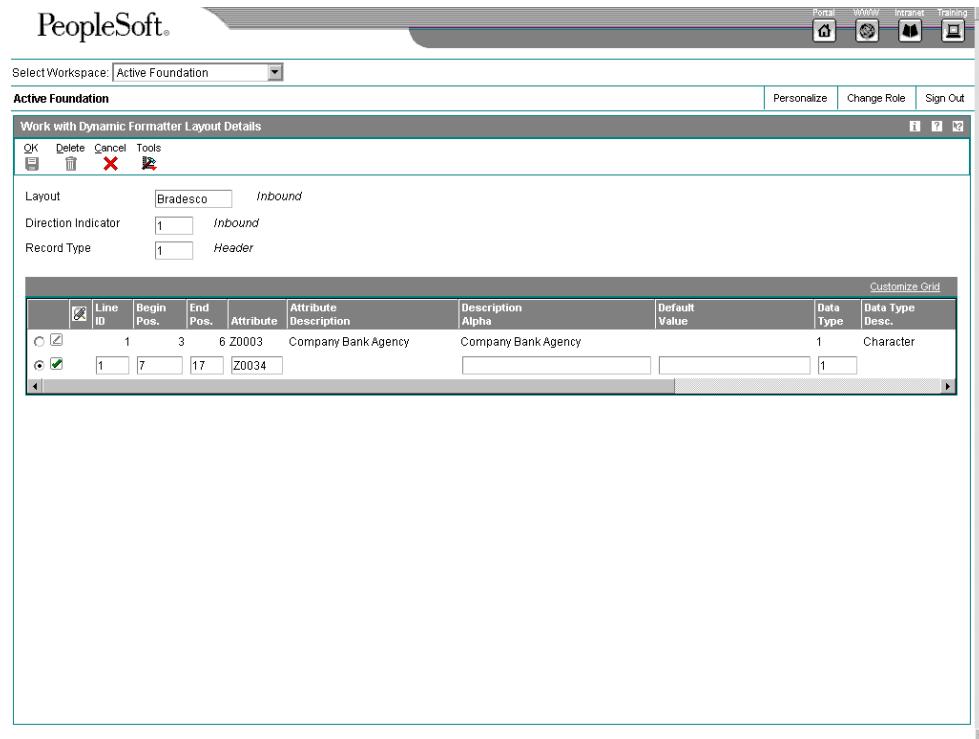
Setting Up Layout Details

You set up layout details to assign attributes to each transaction type/line type record in your bank layout. When you assign the attributes, you define on which line of the record the attribute appears and the position within the line that the attribute occupies.

► To set up layout details

From the Bank Tape Processing menu (G76B413 or G76B415), choose Dynamic Formatter Layout Setup (P76B471).

1. On Work with Dynamic Formatter Layout Master, click Find.
2. Choose the bank layout that you want to work with, and then click Select.
3. On Work with Dynamic Formatter Layout Transaction & Line Types, choose the line you want to work with, and then choose Detail from the Row menu.



4. On Work with Dynamic Formatter Layout Details, complete the following fields for each attribute, and then click OK:
 - Line ID
 - Begin Pos.
 - End Pos.
 - Attribute
 - Description Alpha
 - Default Value
 - Data Type
 - Item Dec

- D F
- Align Left
- Alpha Filler
- Date Format
- Date Sep

Specifying the Layout for Transaction Types

You must specify the bank layout that you want the system to use for each transaction type for each bank that you work with. When you specify the bank layout, you also identify where the system creates the text file for outbound transactions, where the system stores the file for inbound transactions, and where the application searches for information about the payment instrument.

For inbound transactions, the system searches for information about the payment instrument in the record type that you specify. For example, if you specify Header as the record type, the system searches the lines in the layout that contain header information to identify the payment instrument contained in the flat file.

► To specify the layout for transaction types

From the Bank Tape Processing menu (G76B413 or G76B415), choose Bank Information for Dynamic Formatter (P76B474).

1. On Work with Bank Additional Information for Dynamic Formatter, click Add.

The screenshot shows a PeopleSoft application window titled "Bank Additional Information for Dynamic Formatter Revision". The window has a standard toolbar with icons for OK, Cancel, Tools, and Help. Below the toolbar, there are several input fields:

Field	Value
Bank Code	237
Transaction Type	BRCOBES
Direction Indicator	1
Path	c:\edt
File Extension	(empty)
Layout	Bradesco
Record Type	1

2. On Bank Additional Information for Dynamic Formatter Revision, complete the following fields, and then click OK:

- Bank Code
- Transaction Type
- Direction Indicator
- Path
- File Extension
- Layout
- Record Type

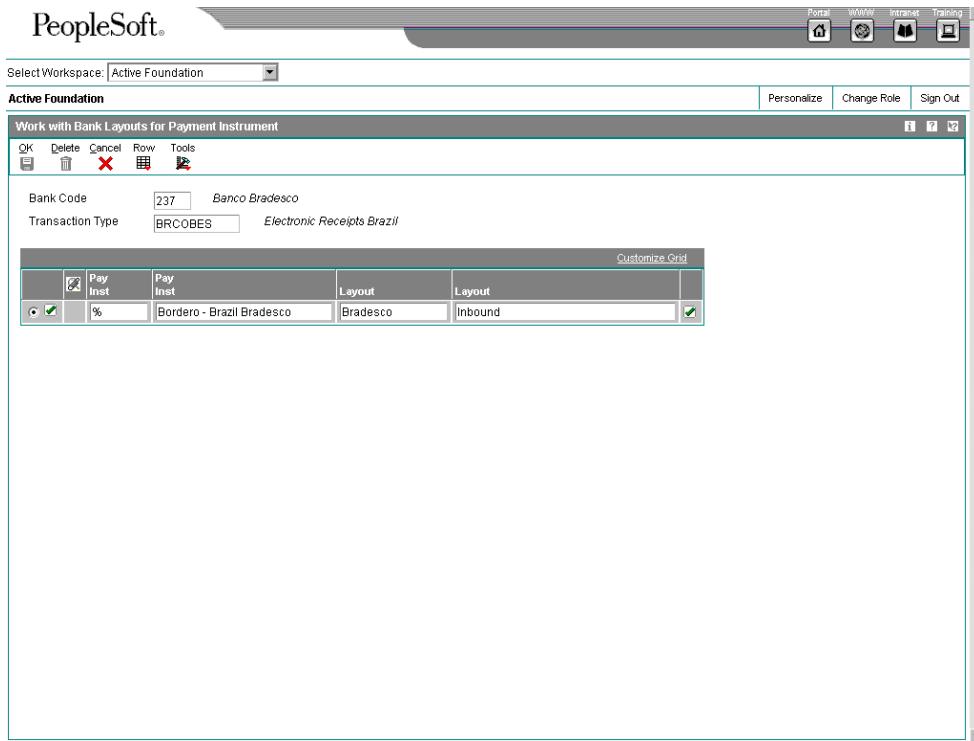
Specifying the Layout for a Payment Instrument

Banks in Brazil often use different layouts for different payment instruments. You should create a layout for every payment instrument for every bank that you work with, and then use the following procedure to associate the layouts with the payment instruments.

► To specify the layout for a payment instrument

From the Bank Tape Processing menu (G76B413 or G76B415), choose Bank Information for Dynamic Formatter (P76B474).

1. On Work with Bank Additional Information for Dynamic Formatter, click Find.
2. Choose the line that you want to work with, and then choose Layouts for Instr. from the Row menu.



3. On Work with Bank Layouts for Payment Instrument, complete the following fields, and then click OK:
 - Pay Inst
 - Layout

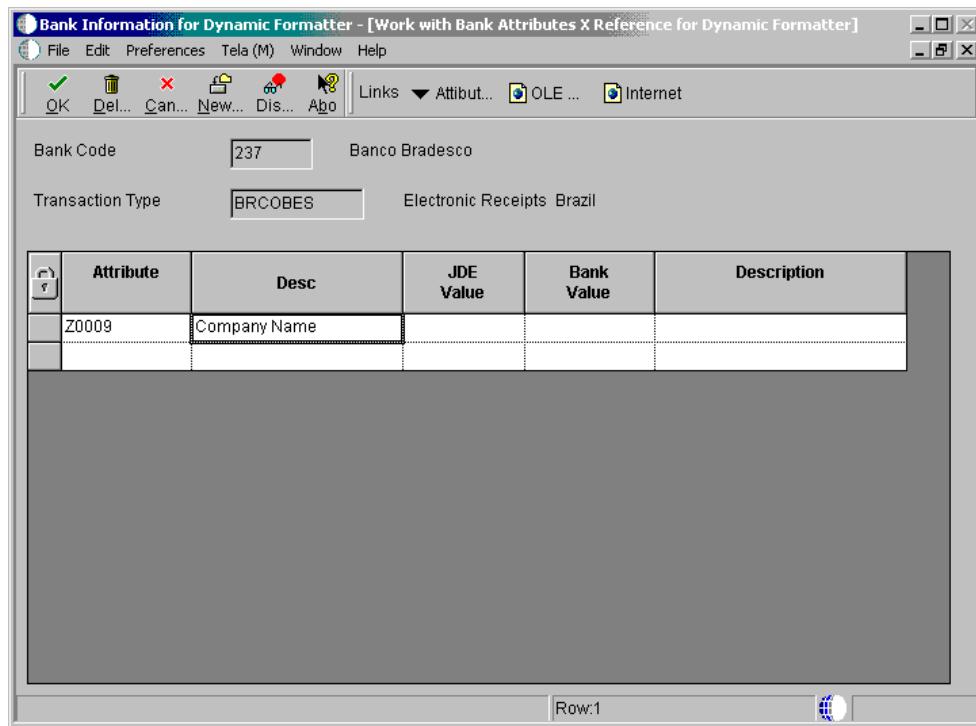
Creating Bank Cross-References for Attributes

The values that you set up for the layout attributes in the Dynamic Formatter Attributes UDC table (76B/F1) might not apply for every bank that you work with or for the different payment instruments for each bank. You set up cross-references between the J.D. Edwards values and the banks' values so that the system converts the J.D. Edwards value to each bank's required value on outbound transactions, and converts the bank's value to the J.D. Edwards value on inbound transactions.

► To create bank cross-references for attributes

From the Bank Tape Processing menu (G76B413 or G76B415), choose Bank Information for Dynamic Formatter (P76B474).

1. On Work with Bank Additional Information for Dynamic Formatter, click Find.
2. Choose the line that you want to work with, and then choose X Reference from the Row menu.



3. On Work with Bank Attributes X Reference for Dynamic Formatter, complete the following fields, and then click OK:
 - Attribute
 - JDE Value
 - Bank Value
 - Description

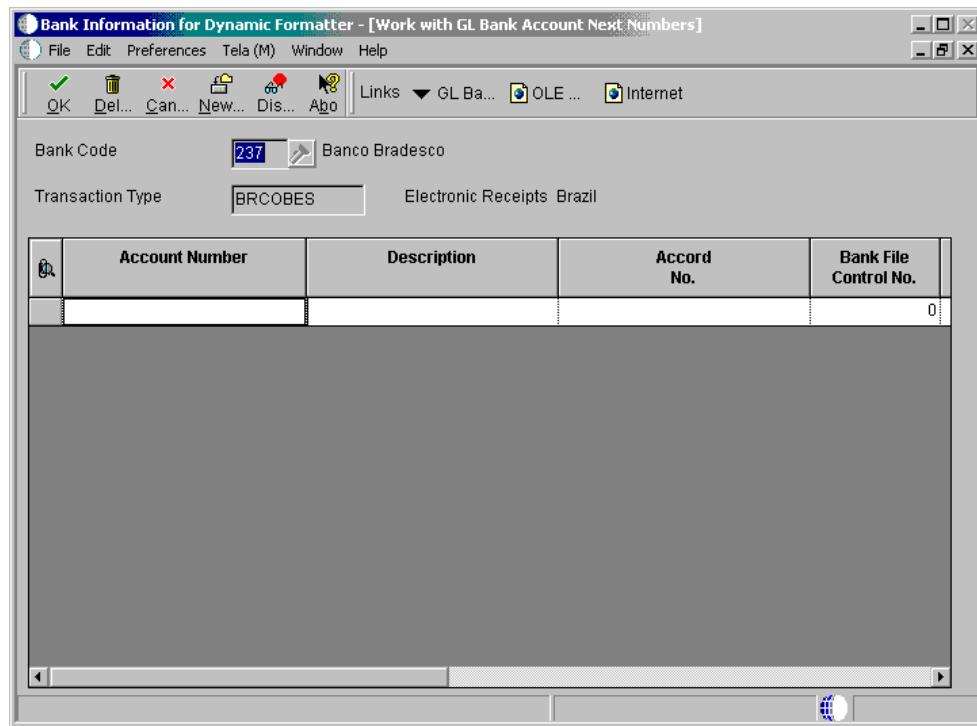
Creating Next Numbers for G/L Accounts

After you create bank layouts, set up the next numbers that the system uses when you generate the text file.

► To create next numbers for G/L accounts

From the Bank Tape Processing menu (G76B413 or G76B415), choose Bank Information for Dynamic Formatter (P76B474).

1. On Work with Bank Additional Information for Dynamic Formatter, click Find.
2. Choose the line that you want to work with, and then choose GL Bank Account NN from the Row menu.



3. On Work with GL Bank Account Next Numbers, complete the following fields, and then click OK:
 - Account Number
 - Accord No.
 - Bank File Control No.
 - Duplicata Number
 - Bank Code
 - Bank Agency #
 - Cn Dg
 - Cust Bank Acct #
 - Cn Dg

Processing Automatic Receipts

In Brazil, banks collect funds from customers to pay for goods or services. You can process automatic receipts if you receive payments directly from a customer's bank on custom bank tapes (lock box). You can create a bank tape with information about your customer and send it to the bank. The bank processes this information and contacts your customers with the

amount that they owe you. The customers send this money to the bank, and the bank sends you information about the transaction.

See Also

- ❑ *Defining Algorithms* in the *Accounts Receivable* guide for information about algorithms

Defining and Revising Execution Lists

After you define algorithms, you must specify the sequence in which the system processes them during the automatic receipts process. The algorithms that the system uses and the order in which the system processes them might vary depending on your customer and their payment habits. You define an execution list to specify the sequence in which you want the system to process algorithms.

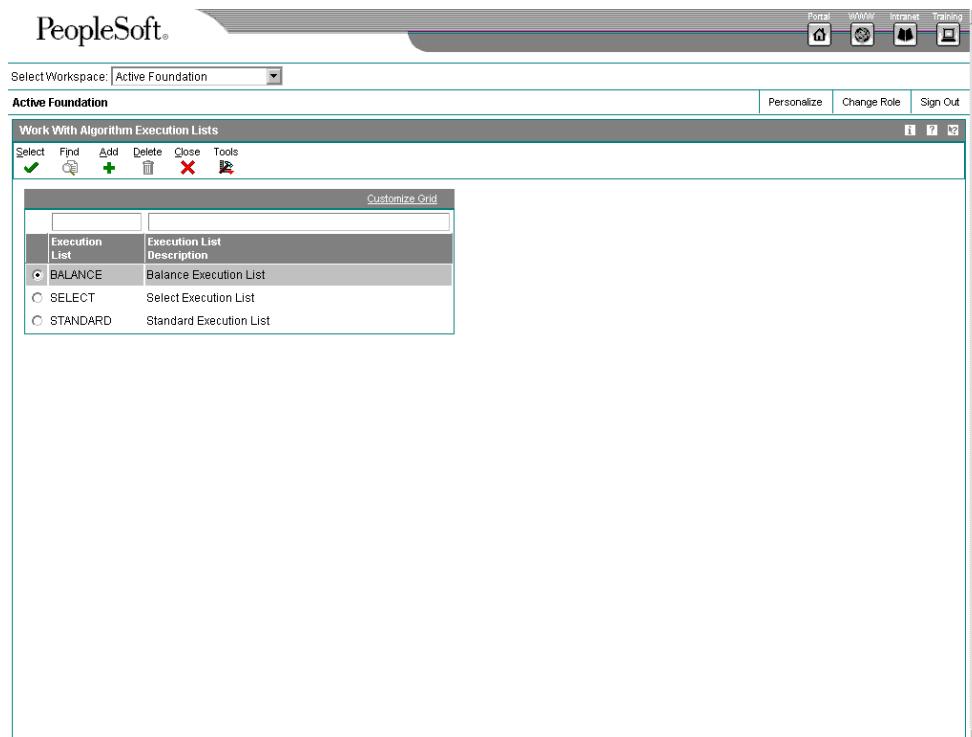
After you define execution lists, you can revise them at any time prior to processing automatic receipts. For example, you can:

- Change the sequence in which the system processes the algorithms in the list
- Change the version of the base method to be processes
- Add an algorithm to the list or remove an algorithm from the list

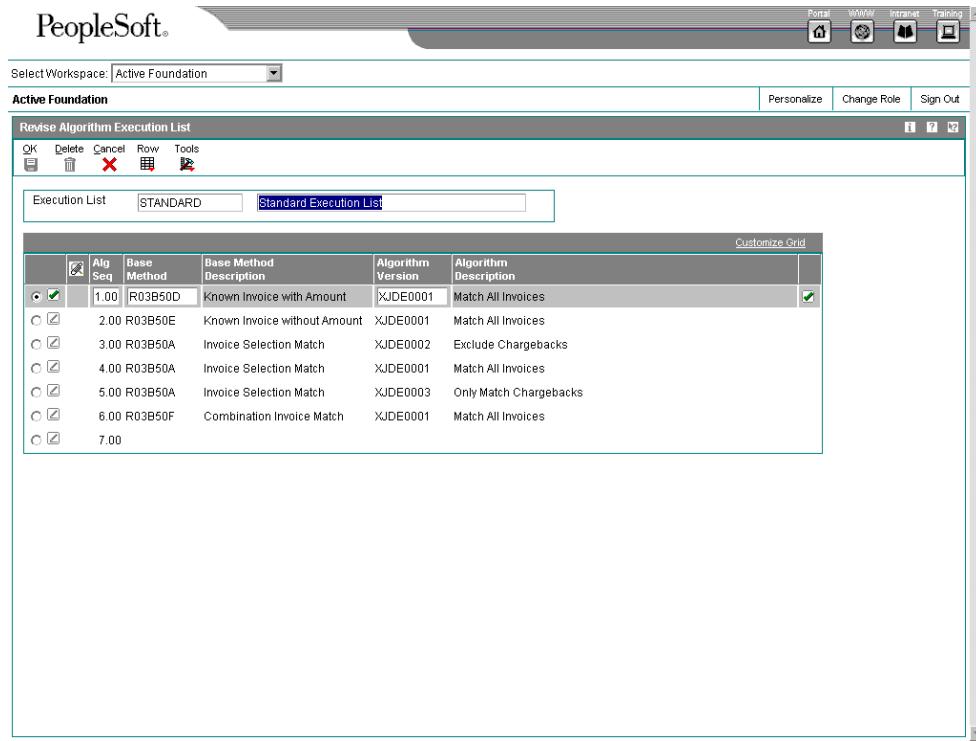
The system stores information about execution lists in the Receipt Application Algorithm Execution Lists table (F03B50).

► To define an execution list

From the Automated Receipts Processing menu (G03B13), choose Define Execution Lists.



1. On Work With Algorithm Execution Lists, click Add to create a new execution list.



2. On Revise Algorithm Execution List, complete the following fields:

- Execution List
- Execution List Description

3. Complete the following fields for each algorithm, and then click OK:

- Alg Seq
- Base Method
- Algorithm Version

► To revise an execution list

From the Automated Receipts Processing menu (G03B13), choose Define Execution Lists.

1. On Work With Algorithm Execution Lists, click Find to display all of the execution lists.
2. Choose the execution list that you want to modify and click Select.

3. On Revise Algorithm Execution List, change the information in any of the following fields, and then click OK:
 - Alg Seq
 - Base Method
 - Algorithm Version

Working with Bank Information

When you use automatic receipts processing for Brazil, you can electronically transmit customer payment information to your banks in the layout that they require. You create the layouts in the Dynamic Formater Layout Setup program (P76B471).

Automatic Receipts Processing for Brazil

In Brazil, banks collect funds from customers to pay for goods or services. You can process automatic receipts if you receive payments directly from a customer's bank on custom bank tape (lock box). You can create a bank tape with information about your customer and send it to the bank. The bank processes this information and contacts your customers with the amount that they owe you. The customers send this money to the bank, and the bank sends you information about the transaction.

The J.D. Edwards Dynamic Formatter applications let you create layouts for bank data. You use the bank layouts that you create to send inbound and outbound automatic receipts.

The outbound process for automatic receipts (Cobrança Escritural) sends records from the Customer Ledger table (F03B11) to the specified bank.

The inbound process for automatic receipts does the following:

- Uploads incoming flat files to the Electronic Receipts Input table (F03B13Z1)
- Updates receipt records using the algorithm for the Update Receipts Register batch process (R03B551)
- Applies receipts to invoices using the algorithm for the Apply Receipts to Invoices batch process (R03B50)
- Identifies invoices based on the client code or the bank duplicata number

To use electronic banking for receipt processing for Brazil, complete the following tasks:

- Create the layouts that your banks require for incoming data and assign the layouts to outbound transactions. See *Working with the Dynamic Formatter for Bank Layouts*.
- Enter invoices according to your normal procedures. See *Invoice Processing*.
- Update credit groups with all required values to be sent to your bank. See *Updating Credit Groups*.
- Verify that the records in the A/R Additional Information – Brazil table (F7603B1) contain all of the information that the systems requires for electronic banking. See *Reviewing Bank Tape Information*.
- For outbound receipt records, complete the following tasks:

- Run the Create A/R Bank Tape Diskette program (R76B03ZS) to insert detail lines into the A/P Payment Tape File – OneWorld table (F04572OW). See *Writing to the A/P Payment Tape File – OneWorld Table*.
- Review the records in the A/P Payment Tape File – OneWorld table (F04572OW) and create the text file that you can send to your bank. See *Creating the Outbound Text File*.
- For inbound receipts records, complete the following tasks:
 - Create layouts that correspond to the information that your bank sends to you for incoming data. See *Creating Layouts*.
 - Assign the layouts that you create to inbound transactions. See *Setting Up Bank Information for Electronic Banking*.
 - Import the flat file that your bank sends to you by using the File Upload for Bank Transaction Inbound application (P76B474I). This application writes the records from the flat file to the Upload for Bank Transaction Inbound table (F76B474I). See *Processing Inbound Bank Records*.
 - Run the Process Return A/R Bank Tape Diskette program (R76B03ZR) to write records from the F76B474I table to the A/R Receipts table (F03B13Z1). See *Running the Electronic Receipts Inbound Process*.
 - Process the inbound records according to your existing procedures for receipt processing.

Processing Outbound Automatic Receipts

Before you process outbound bank records, you must set up bank layouts and associate the layouts to outbound transactions for each payment instrument for each bank with which you work. You then run the Create A/R Bank Tape Diskette program (R76B03ZS) to write records from the Customer Ledger table (F03B11) and the A/R Additional Information – Brazil table (F7603B1) to the A/P Payment Tape File – OneWorld table (F04572OW).

You use the Bank Transaction Outbound Process application (P76B474O) to write records from the F04572OW table to the text file. When you create the text file, the system writes the file in the correct layout as determined by the Transaction Type, Payment Instrument, and Bank Code that you specified in the Bank Information for Dynamic Formatter application (P76B474).

Before You Begin

- ❑ Set the processing options for the Bank Transaction Outbound Process program (P76B474O)
- ❑ If working with outbound files, set the processing options for the Create A/R Bank Tape Diskette program (R76B03ZS)
- ❑ If working with inbound files, set the processing options for the Process Return A/R Bank Tape Diskette program (R76B03ZR)

Writing Automatic Receipts to the A/P Payment Tape File – OneWorld Table

From the Bank Tape Processing menu (G76B413), choose Create A/R Bank Tape Diskette (R76B03ZS).

The R76B03ZS batch process does the following:

- Writes records from the Customer Ledger table (F03B11) and the A/R Additional Information – Brazil table (F7603B1) to the A/P Payment Tape File – OneWorld table (F04572OW)
- Changes the Bank Send Code field in the F7603B1 table to Send or to the code that you specify in the processing options
- Creates a report

Processing Options for Create A/R Bank Tape Diskette (R76B03ZS)

Process Tab

These processing options specify the bank information that the system writes to the A/P Payment Tape File – OneWorld table (F04572OW).

G/L Bank Account

Use this processing option to specify the number of the bank account (general ledger account) to be updated automatically when receipts or disbursements are entered. The bank account number is assumed to be the same for every document in a batch. Therefore, the bank account number is not cleared from entry to entry. However, if you leave the bank account number blank, the system retrieves a default bank account number from the Automatic Accounting Instructions file (F0012), item number RB for Accounts Receivable and PB for Accounts Payable

Enter bank send code for remessa. If left blank, '01' will be default

Use this processing option to specify the code that indicates the transaction status of the duplicata that is sent to the bank. The system uses this code to process the accounts receivable information. You choose a code from the Bank Send Code UDC table (76/SC)

Boleto emitter

1 = Bank send and process

2 = Client send and bank process

Use this processing option to specify whether the bank or the company sends the boleto to the customer. Valid values are:

1

Bank sends and processes

2

Client sends and bank processes

Acceptance code

'A' - Accept - default

'N' - Not accept

Use this processing option to specify whether the bank or the company sends the boleto to the customer. Valid values are:

Y

Company sends the boleto

N

Bank sends the bolet

Final Mode

1 = Final

2 = Proof

Use this processing option to specify whether the system runs the batch program in proof or final mode. Valid values are:

1

Final

2

Proo

Address

Customer address

Blank - Use invoice address number

1 - Use A/R address book send invoice to

Use this processing option to specify the address that the system uses for the customer. Valid values are:

Blank Use the address number from the invoice

1 Use the A/R send-to address book numbe

Creating the Outbound Text File

You create outbound text files for automatic payments and for automatic receipts. The system writes the text file in the appropriate layout based on the bank code, payment instrument, and transaction type.

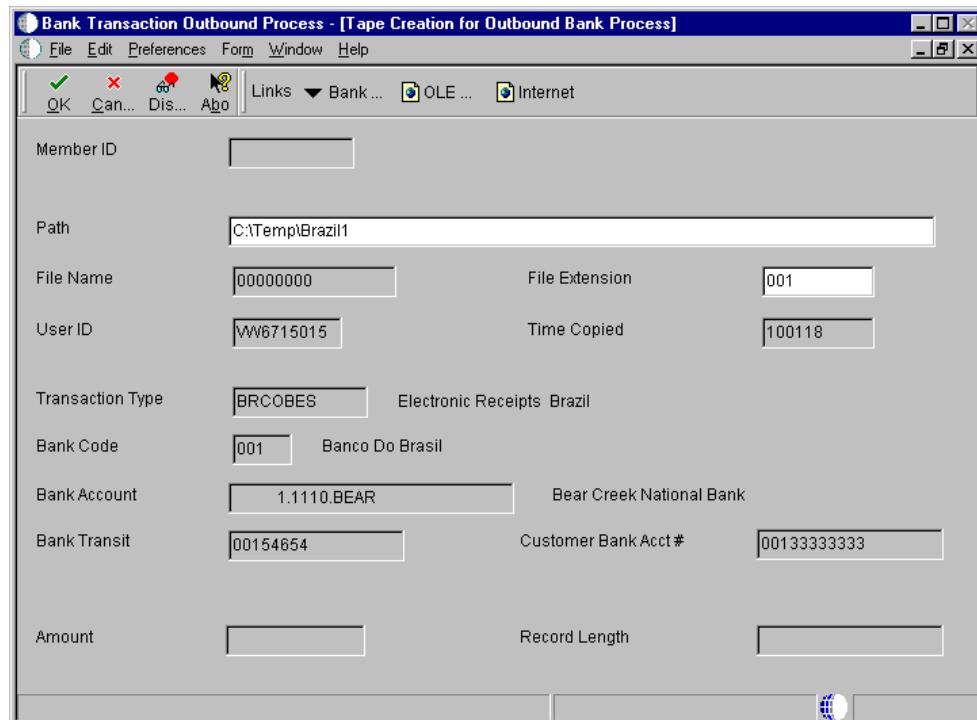
For automatic payments, the system writes records from the A/P Payment Tape File table (F0457) and the A/P Payment Tape File – OneWorld table (F04572OW) to a text file.

For automatic receipts, the system writes records from the A/P Payment Tape File – OneWorld table (F04572OW) to a text file.

► To create the outbound text file

From the Bank Tape Processing menu (G76B413 or G76B415), choose Bank Transaction Outbound Process (P76B474O).

1. On Work with Outbound Bank Process Files, complete the following fields, as necessary, to locate the file you want, and then click Find:
 - Bank Account
 - File ID
2. Choose the record you want, and then click Select.



3. On Tape Creation for Outbound Process, complete the following field, and then click OK:
 - Path

Processing Options for Bank Transaction Outbound Process (P76B474O)

Display Tab

These processing options specify which records appear in the Work with Outbound Process File form.

Display created files

Use this processing option to specify whether the Work with Outbound Process Files form displays only records for which files have been written. Valid values are:

Blank

Display only non-written files

1

Display all files

Type - Transaction

Use this processing option to specify the transaction type code that the system displays in the Work with Outbound Process Files form. You choose a code from the Transaction Type (00/TT) UDC table. Valid values for this processing option are:

BRPAGEL

Electronic Payments Brazil

BRCOBES

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Processing Inbound Automatic Receipts

Before you process inbound bank records, you must set up bank layouts and associate the layouts to inbound transactions for each payment instrument for each bank with which you work. You then run the File Upload for Bank Transaction Inbound program (P76B474I) to write records from the flat file you received from the bank to the File Upload for Bank Transaction Inbound Process table (F76B474I).

You use the Process Return A/R Bank Tape Diskette batch process (R76B03ZR) to write records from the F76B474I table to the A/R Receipts table (F03B13Z1). You can launch the

R76B03ZR process from a menu option or by clicking Process on the Work with Inbound Bank Transaction Files form in the P76B474I program.

After you write records to the F03B13Z1 table, you process them according to your usual procedures.

Before You Begin

- Set the processing options for the File Upload for Bank Transaction Inbound program (P76B474I) and for the Process Return A/R Bank Tape Diskette program (R76B03ZR)

Importing Flat Files from Your Bank

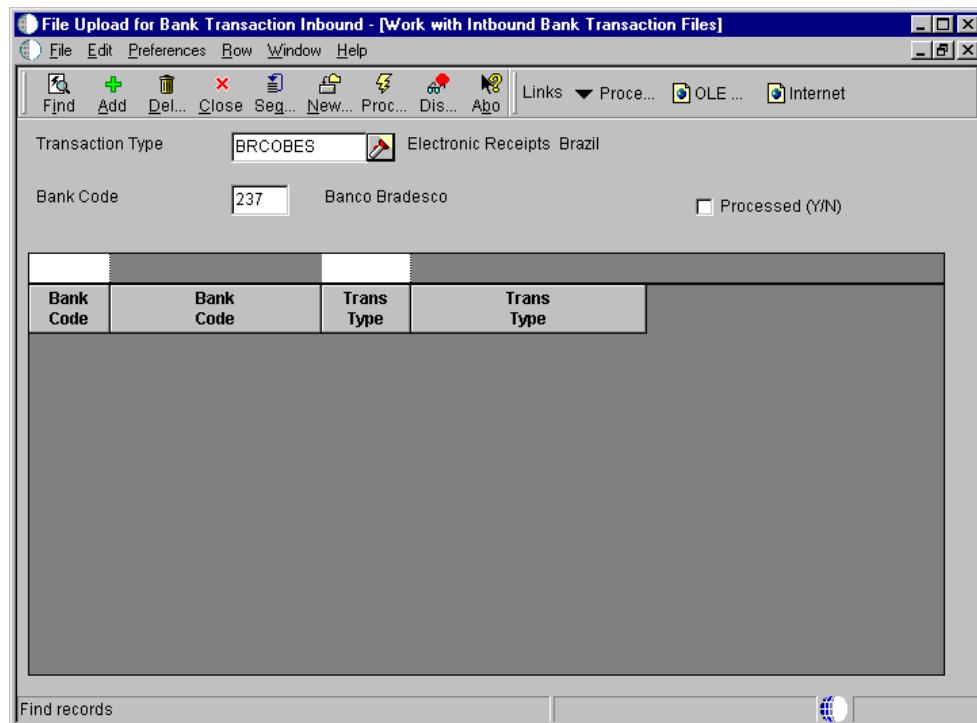
Before you can use the automatic receipts or automatic payments data that your bank sends to you, you must upload the flat file from the location where it is stored to the File Upload for Bank Transaction Inbound Process table (F76B474I). A layout that is associated with the bank code and transaction type for the file you want to upload must exist in your system.

You can set default values for the bank code and transaction type in the processing options, and can set a processing option to allow changes to the location where the system searches for the flat file.

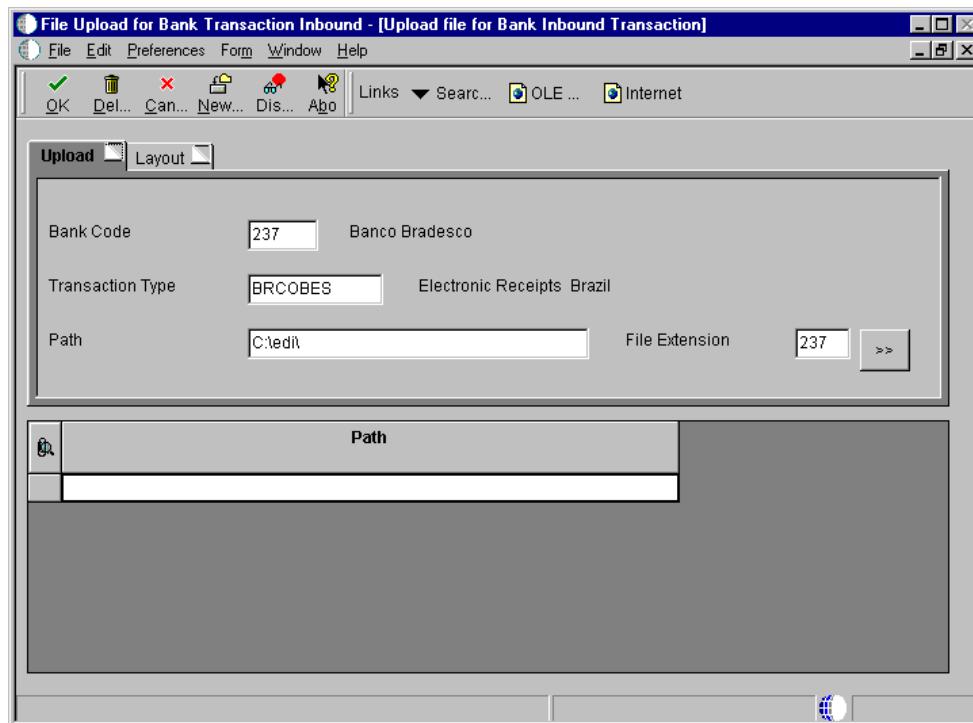
► To import flat files from your bank

From the Bank Tape Processing menu (G76B413 or G76B415), choose File Upload for Bank Transaction Inbound (P76B474I).

If you have default values for the Bank Code or Transaction Type, those values appear on the Work with Inbound Bank Transactions Files form.



1. On Work with Inbound Bank Transactions Files, complete the following fields if they are not populated with default values:
 - Trans Type
 - Bank Code
2. Click Add.



3. On Upload File for Bank Inbound Transaction, complete or modify the following fields on the Upload tab, and then click OK:
 - Bank Code
 - Transaction Type
 - Path
 - File Extension

Note

You can complete the fields only if the processing options are set to allow you to override the values.

Note

The Layout tab displays information about the layout. It does not contain input fields.

Processing Options for File Upload for Bank Transaction Inbound (P76B474I)

Process Tab

These processing options specify default values, versions, and whether certain fields are editable.

Bank Code

Use this processing option to specify the default bank code that the system displays in the Work with Inbound Bank Transaction Files form. You choose a code from the Bank Code (76/BC) UDC table.

Type - Transaction

Use this processing option to specify the default transaction type code that the system displays in the Work with Inbound Bank Transaction Files form. You choose a code from the Transaction Type (00/TT) UDC table. Valid values for this processing option are:

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EDI - Successfully Processed

Use this processing option to indicate whether to mark a record as successfully processed through the batch processing system. After a record has been marked as processed, it can no longer be updated through the batch processing system. Valid values are:

Blank

Mark as processed

1

Do not mark as processe

Display

Disable Bank Code

Use this processing option to allow or disallow input in the Bank Code field on the Upload File for Bank Inbound Transaction form. When you allow input, you can override the value from the Bank Information for Dynamic Formatter application (D76B171) that the system

displays. Valid values are:

Blank

Allow input

1

Disallow input

Disable Transaction Type

Use this processing option to allow or disallow input in the Transaction Type field on the Upload File for Bank Inbound Transaction form. When you allow input, you can override the value from the Bank Information for Dynamic Formatter application (P76B474) that the system displays. Valid values are:

Blank

Allow input

1

Disallow input

Disable Path

Use this processing option to allow or disallow input in the Path field on the Upload File for Bank Inbound Transaction form. When you allow input, you can override the value from the Bank Information for Dynamic Formatter application (P76B474) that the system displays. Valid values are:

Blank

Allow input

1

Disallow input

Disable File Extension

Use this processing option to allow or disallow input in the File Extension field on the Upload File for Bank Inbound Transaction form. When you allow input, you can override the value from the Bank Information for Dynamic Formatter application (P76B474) that the system displays. Valid values are:

system displays. Valid values are:

Blank

Allow input

1

Disallow input

Versions

Electronic Payment Inbound Processor Version - R76B047RE

Use this processing option to specify the version that you want to use for the Process Return A/P Electronic Bank Disk program (R76B047RE). The system uses the version that you specify when you process records from the File Upload for Bank Transaction Inbound application (P76B474I)

Electronic Receipts Inbound Processor Version - R76B03ZR

Use this processing option to specify the version that you want to use for the Process Return A/R Bank Tape Diskette program (R76B047ZR). The system uses the version that you specify when you process records from the File Upload for Bank Transaction Inbound application (P76B474I)

Uploading Files into the A/R Receipts Table

From the Bank Tape Processing menu (G76B413), choose Process Return A/R Bank Tape Diskette (R76B03ZR).

The R76B03ZR process uploads files from the File Upload for Bank Transaction Inbound Process table (F76B474I) into the A/R Receipts table (F03B13Z1). You can set processing options to create fee invoices and perform two types of receipts. The inbound process identifies invoices based on the client code or the bank duplicita number.

Alternatively, you can launch the R76B03ZR process from the Upload for Bank Transaction Inbound program (P76B474I) by choosing a record on the Work with Inbound Bank Transaction Inbound form, and then clicking Process.

Processing Options for Process Return A/R Bank Tape Diskette (R76B03ZR)

Process Tab

These processing options specify how the system processes unknown invoices and how it creates fee invoices.

Unknown invoices and address number**Blank - Do not process****1 - Create an RL document**

Use this processing option to specify how the system handles invoices when it cannot locate the invoice or address number in the database.

Valid values are:

Blank

Do not process. The system ignores unknown invoices.

1

Create an RL document. The system creates a document with a document type of RL.

Unknown invoices**Blank - Do not process****1 - Create a RU document**

Use this processing option to specify how the system handles invoices that it cannot locate in the database. Valid values are:

Blank

Do not process. The system ignores unknown invoices.

1

Create an RU document. The system creates a document with a document type of RU

Find Invoices**Blank - By client use code****1 - By bank duplicata number****2 - By client use code and bank duplicata number****3 - By bank duplicata number and client use code**

Use this processing option to specify how the system searches for invoices. Valid values are:

Blank

By client use code. The system searches for the invoice by the client use code that was

used in the outbound process.

1

By bank duplicata number. The system searches for the invoice by the bank duplicata number.

2

By client use code and bank duplicata number. The system searches for the invoice by the client use code that was used in the outbound process, and then by the duplicata number.

3

By bank duplicata number and client use code. The system searches for the invoice by the bank duplicata number, and then by the client use code that was used in the outbound process

Fees

Fee invoice creation

Blank - Do not create

1 - Create using bank fee amount payed

2 - Create using amount calculated

Use this processing option to specify whether the system creates a fee invoice. Valid values are:

Blank

Do not create

1

Create using bank fee amount paid

2

Create using amount calculate

Fee process

Blank - Apply first original invoice

1 - Apply first fee invoice

Use this processing option to specify whether the system applies funds received to the first original invoice or the first fee invoice.

original invoice before applying funds to the fee invoice, or applies funds to the fee invoice before applying funds to the original invoice. Valid values are:

Blank

Apply first original invoice

1

Apply first fee invoice

Before You Begin

- Verify that the appropriate Accounts Receivable AAs are set up. See *AAs for Accounts Receivable*.
- Verify the setup for processing receipts automatically. See *Setup for Automatic Receipts Processing*.

See Also

- Mapping Receipts for Automatic Processing* for information about the fields to complete in the Electronic Receipts Input table (F03B13Z1)
- Reviewing, Revising, and Adding Electronic Receipts* for information about adding or revising electronic receipts

Updating Credit Groups

From the Bank Tape Processing - Brazil menu (G76B413), choose Update F7603B1 With Credit Groups (R7603B1).

Before reviewing the bank tape information, you must update all required values within the file. You can update the bank code as well as the code to be used as remessa. You also can choose final or proof mode.

Uploading Customer Payment Information

To automatically process customer payment information, you must upload the information from the customer's bank to the Accounts Receivable system. If you receive the information from the bank on some medium (such as a tape, diskette, or CD), you must write a custom program to upload the information from the medium to the Electronic Receipts Input table (F03B13Z1), where it can be processed by the system.

Alternatively, you can use the EDI lockbox process to receive customer payment information. See *Receiving EDI Lockbox Transactions*.

See Also

- Mapping Receipts for Automatic Processing* for information about the fields to complete in the Electronic Receipts Input table (F03B13Z1)
- Reviewing, Revising, and Adding Electronic Receipts* for information about adding or revising electronic receipts

Processing Options for Update File with Credit Groups (R7603B1)

Bank

1. Enter the Bank Code to be used in process. If left blank, '237' will default.
2. Enter the code to be used as "Remessa". If left blank, '01' will default.

Mode

1. Enter "1" for Final Mode, "0" for Proof Mode. If left blank, Proof Mode will default.
-

Reviewing, Revising, and Adding Electronic Receipts

The system provides you with a tool to review, revise, and add records to the Electronic Receipts Input table (F03B13Z1) when necessary. You might need to revise or add electronic receipts for the following reasons:

- The information on the bank tape was insufficient for the system to create a Receipts Header record (F03B13) when the Update Receipts Register program (R03B551) was run.
- A receipt record is missing due to a problem such as power failure while uploading receipt information from the bank tape.
- The invoice information, which the system retrieves for the Known Invoice Match algorithms (R03B50D and R03B50E), is not correct.
- You want to update the status on records so that the purge program selects them. For example, a duplicate record exists in the Electronic Receipts Input table, or the record is damaged.
- You want to update the status on a batch of records that processed in error.

You use the Review Electronic Receipts program to revise information on the electronic receipt or to add a new receipt to the Electronic Receipts Input table (F03B13Z1).

When you revise an electronic receipt, you cannot change the batch number, batch date, or receipt number.

After you revise or add electronic receipts, you must process them so that the system can create the appropriate records in the appropriate table. The system provides a form menu that you can use to run the appropriate program directly from the application.

► To review and revise electronic receipts

From the Automated Receipts Processing menu (G03B13), choose Review Electronic Receipts.

1. On Work With Electronic Receipts Input, click Find to display all existing electronic receipts, or complete any of the following fields to limit your search and click Find:
 - Batch Number
 - Batch Date
 - Receipt Number
2. Choose the receipt that you want to review and click Select.

3. On Revise Electronic Receipt Input, to revise the electronic receipt, change any of the fields that are available for input.

Note

If you have already processed a receipt unsuccessfully (the system created an unapplied receipt record, but could not perform invoice matching), and you want to revise the electronic record to reprocess the receipt, you must do the following first:

- Delete the unapplied receipt record (F03B13) using Standard Receipts Entry
 - Modify the electronic receipt records
 - Change the Upload Status field to blank
-

4. Click OK.

► **To add electronic receipts**

From the Automated Receipts Processing menu (G03B13), choose Review Electronic Receipts. :

1. On Work With Electronic Receipts Input, click Add.

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2. On Electronic Receipt Entry, complete the following fields:

- Company
- G/L Date
- Amount Expected

Enter the amount of the receipt.

3. Complete the following optional fields to add more specific information:

- Remark
- Pay Instrument
- G/L Bank Account

4. In the detail area, complete any of the following required fields:

- Transaction Number
- Receipt Gross Amount

Note

If the receipt pays multiple invoices, complete this field for the first line only. For example:

Trans. #	Line #	Receipt #	Customer	Gross Amount	Doc Type	Invoice #	Invoice Amount
123	1	456	4343	800	RI	4455	400
123	2	456	4343		RI	4456	300
123	3	456	4343		RI	4457	100

Result: When processed, the system creates one F03B13 record for 800.

Do not enter a credit (negative amount). The system cannot apply negative receipts to invoices.

- Cur Cod

Enter the currency code of the receipt. If you leave this field blank, the system assigns the currency code of the company entered in the header of the form.

5. Complete any of the following optional fields to add more specific information, and click OK.

- Line Number
- Receipt Number
- Receipt Date
- G/L Bank Account
- Generic Match
- Customer Number
- Doc Typ

If you are using a Known Invoice Match algorithm, enter the document type of the invoice.

- Document Number

If you are using a Known Invoice Match algorithm, enter the document number of the invoice.

- Pay Itm
- Gross Apply Amount

If you are using the Known Invoice Match With Amount algorithm, enter the amount of the invoice that you want to pay.

- Statement Number

The system ignores any value that you enter in this field. To perform invoice matching using the statement number, complete the Generic Matching Field.

- Remark
- Payor Bank Transit
- Payor Bank Acct #
- User ID
- Batch Number

Related Information

Overriding the customer number	<p>If you enter a customer number that is different from the payor number that the system retrieves from the bank account information that you provide, and you have specified invoice information (either using the invoice document number or the Generic Matching Field), the system assigns the payor number, not the customer number, to the receipt records generated.</p> <p>If you do not specify invoice information, the system assigns the customer number, not the payor number.</p>
Deleting electronic receipts	<p>If you delete an electronic receipt record, the system does not delete all records for that receipt number. Therefore, if you delete one record, you might need to revise information in other records for the system to perform receipt matching.</p> <p>For example, if receipt 444 pays two invoices, the system displays two records on the Work With Electronic Receipts Input form. Because you enter the receipt amount on the first record only, if you delete that record, you must revise the second record to include the receipt amount.</p>

► To change the upload status of a batch

From the Automated Receipts Processing menu (G03B13), choose Review Electronic Receipts :

1. On Work With Electronic Receipts Input, choose Revise Inpt Status from the Form menu.
2. On Revise Electronic Receipts Input Status, complete the following fields and click Find:
 - Batch Number
 - Batch Date

The system displays only batches with records that have an upload status of blank (unprocessed), E (error), and Y (successfully uploaded).

3. Choose the batch containing the records for which you want to change the upload status, click one of the following options, and then click Select.

- Set to Upload Status

The system changes the upload status to B.

- Set to Purge Status

The system changes the upload status to Y.

The system marks the batch with a check mark to indicate that the batch is selected. To de-select the batch, click Select again.

4. Click Close.

5. On Report Output Destination, choose the appropriate option and click OK.

The system generates a report listing the records that were not updated. If the report is blank, all records in the batch were updated to the desired upload status.

See Also

- Mapping Receipts for Automatic Processing*

Applying Receipts to Invoices Manually

If the system could not apply the receipt record automatically using the Apply Receipts to Invoices program, you can use Standard Receipts Entry to manually apply the receipt to invoices. When the system cannot apply the receipt successfully, it updates the Receipt Status field (ASTA) on the receipt record to 2. To locate these receipts only, enter 2 in the RS field in the QBE row of the Work with Customer Receipts Inquiry form, and click Find. Then follow the steps to apply the unapplied receipt to invoices. See *Applying Unapplied Receipts to Invoices*.

Printing the Receipts Journal Report

Use one of the following navigations:

From the Manual Receipts Processing menu (G03B12), choose Receipts Journal Report.

From the Automated Receipts Processing menu (G03B13), choose Receipts Journal Report.

As an alternative to reviewing receipts online, you can print the Receipts Journal. You can create your own version to select more specific information. For example, you might select a specific batch or batches to print, or you might select batches for a specific user or a specific date.

When you print the Receipts Journal Report, the system prints a list of the receipts entered for each bank account, and the invoices that each receipt paid, if any. This report also lists the batches that are not approved for posting.

The system does not print bank account information on the header of the report for the following types of receipts:

- Drafts - The system does not print a bank account number until the draft reaches a contingent liability or collection status. Additionally, if the draft is unapplied, instead printing the invoice information in the detail of the report, the system prints the G/L account number or draft information.
- General Ledger – The system prints the G/L account number.

Note

The totals per G/L Bank Account will not print if you specify more than one currency. Totals are meaningless if currencies are mixed.

This report prints information from the Receipts Header (F03B13) and Receipts Detail (F03B14) tables.

Data Sequence

The system prints the transactions in the following sequence:

62. User ID
63. Batch number
64. Batch date
65. G/L account
66. Company
67. Address number
68. Payment (receipt) number

The totals on the report depend on this exact sequence. If you modify the sequence, you must also modify the totaling logic of the program.

Processing Options for Receipts Journal Report (R03B311)

Print Options

1. Select the format of the account number to print in the body of the report: '1' = account number, '2' = short account ID, '3' = unstructured account.

Detail Account Format

2: Select the format of the G/L bank account number to print in the heading of the report: '1' = account number, '2' = short account ID, '3' = unstructured account.

Heading Account Format

Printing the Receipts Activity Register

From the Automated Receipts Processing menu (G03B13), choose Receipts Activity Register.

To review a list of all processed items, you can print the Receipts Activity Register (R03B560). This enables you to review the unapplied and applied receipt records. The report prints information from the Receipts Header (F03B13) and the Receipts Detail (F03B14) table.

Processing Options for Receipts Activity Register (R03B560)

Overrides

1. Enter a '1' to display both the foreign and domestic amounts of the receipt. If left blank, only the domestic amounts will be shown.

Display Foreign Amounts

2. Enter a '1' to show each receipt on a separate page. If left blank, page break will occur on change of customer number.

New Page for Each Receipt

Automatic Payment Processing for Brazil

Use automatic payment processing to pay vouchers during your usual payment cycle. To process automatic payments, you assign formats to payment instruments. Then you create payment groups. After you create your payment groups, you process automatic payments in the group. When you select the Write function for your payment group, the system determines which payment formats to generate, based on the payment formatting programs that you assign to your payment instruments.

When you set up your system to use the Dynamic Formater application for electronic payments, you instruct the system to write the outbound flat file in a layout that your bank wants to use, and instruct the system to write the information you receive in an inbound flat file in the layout that you want to use.

Setting Up Bank Account Information

You must set up bank account information if you process Accounts Payable payments or use specific Accounts Receivable applications, such as draft processing, auto debits, or automatic receipts processing. Depending on the type of information that you process, you must set up bank account information for your company's bank accounts, as well as for your suppliers or customers.

The system provides the following programs for setting up bank account information:

- Bank Account Information (P0030G) – You use this program to set up your company's bank accounts. If you process Accounts Payable payments or Accounts Receivable automatic debits, you must set up your company's bank accounts.
- Bank Account Cross Reference (P0030A) – You use this program to set up bank account information for your suppliers and customers. If you process Accounts Payable payments using electronic funds transfer, you must set up bank account information for the supplier. If you process automatic receipts, Accounts Receivable drafts, or automatic debits, you must set up bank account information for the customer.
- Bank Account Addresses (P0030A) – You use this program if you want to associate a bank transit number with a bank address book record.

Although all the programs update and store bank account information in the Bank Transit Master table (F0030), the system differentiates each bank account record using a record type. The record type not only identifies whether the bank account is for a supplier or customer; it is also used to differentiate customers who process drafts and automatic debits from customers who use automatic receipt processing.

The following table describes the available record types and how they are used:

Record Type	Description
B	The system assigns this value to records created using the Bank Account Addresses program (P0030A). You use this program to associate bank transit numbers with the bank account address number.
C	The system assigns this value when you set up bank account information and specify the option for Customer using the Bank Account Cross Reference program (P0030A).
D	The system assigns this value when you set up bank account information and turn on the A/R Drafts, Auto Debit option using the Bank Account Cross Reference program (P0030A). You must turn on this option for customers who process drafts or auto debits.
G	The system assigns this value when you set up G/L bank account information for your company using the Bank Account Information program (P0030G).
H	The system assigns this value when you set up Dutch bank accounts using the Dutch Payments Bank Information program (P74030H).
M	The system assigns this value when you set up bank account information by business unit using the Business Unit Information program (P0030B). See the task <i>To set up payment information by business unit</i> in the <i>Accounts Payable Guide</i> .
P	The system assigns this value when you set up bank account information and turn on the Auto Receipts Payor option using the Bank Account Cross Reference program (P0030A). You must turn on this option for customers who process receipts automatically.
V	The system assigns this value when you set up bank account information and turn on the Supplier option using the Bank Account Cross Reference program (P0030A).
X, Y	These codes are predefined for you to use if your supplier has multiple bank accounts. You do not need to use these specific codes (X or Y); you can set up and use any value in the UDC for bank type codes (00/BT) that are not listed above.

Note

Although the same program is used for the Bank Account Cross Reference and Bank Account Addresses applications, the system displays a different form for each application, as follows:

- If you choose Bank Account Cross Reference, the system displays the Work With Bank Accounts By Address form (W0030AD).
- If you choose Bank Account Addresses, the system displays the Work With Bank Transit Addresses form (W0030AE).

You can also access this form by choosing Bank Transit from the Form menu on Work With Bank Accounts by Address.

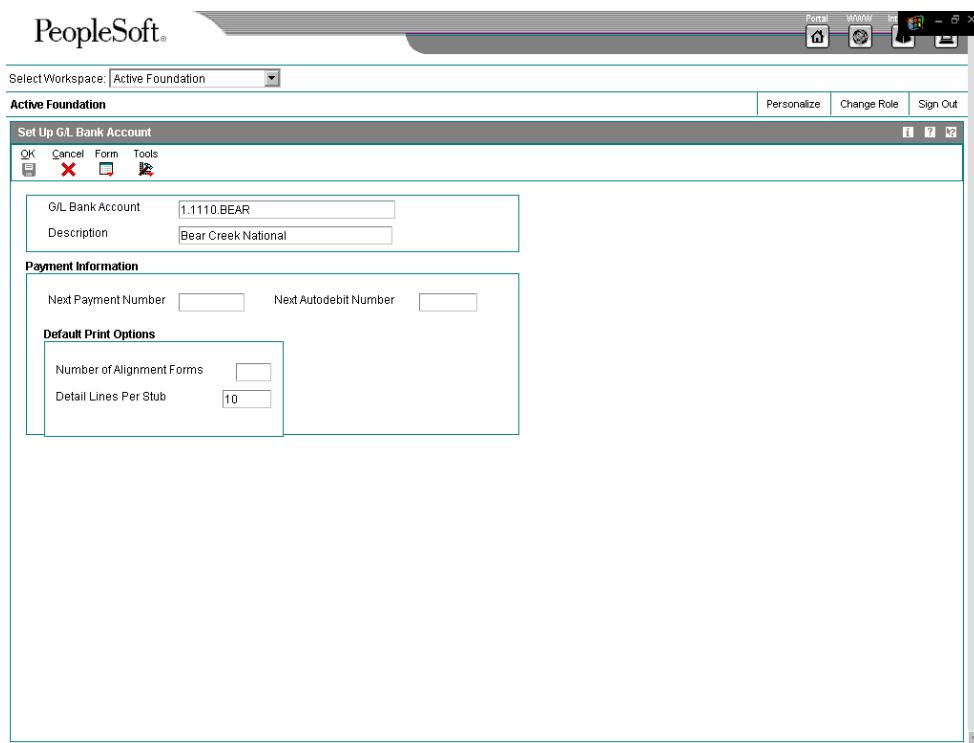
► **To set up G/L bank account information**

Use one of the following navigations:

From the Automatic Payment Setup menu (G04411), choose Bank Account Information.

From the Accounts Receivable Setup menu (G03B41), choose Bank Account Information.

1. On Work With G/L Bank Accounts, click Find to display all bank account records.
2. To add a new bank account record, click Add.



3. On Set Up G/L Bank Account, complete the following fields:
 - G/L Bank Account
 - Description
4. Complete the following optional field for Accounts Payable payment processing:
 - Next Payment Number
5. Complete the following optional field for the Accounts Receivable system:
 - Next Auto Debit Number
6. To set up default print options for Accounts Payable payments, complete the following fields:

- Number of Alignment Forms
- Detail Lines Per Stub

Note

The following fields are not used in OneWorld. They appear on the form for systems where OneWorld and WorldSoftware™ coexist.

- Payments
- Debit Statements
- Attachments

7. Click OK, and then click Cancel.
8. On Work With G/L Bank Accounts, to enter additional bank account information, locate and choose your bank account, and then choose Bank Info from the Row menu.

PeopleSoft

Select Workspace: Active Foundation

Active Foundation

Revise Bank Information

G/L Bank Account	1.1110.BEAR
Description	Bear Creek National
Bank Address Number	333
Bank Transit Number	578955422
Bank Account Number	45-879512
IBAN	
Control Digit	
Checking or Savings Account	<input checked="" type="checkbox"/> Checking account
SWIFT Code	
Bank Country Code	
<input type="checkbox"/> Override Supplier Pre-Note Code	

9. On Revise Bank Information, complete the following fields:

- Address Number

This is the bank's address book number.

- Bank Transit Number

You can leave this field blank.

- Bank Account Number
- Control Digit
- Checking or Savings Account
- SWIFT Code

10. To avoid the use of the pre-note code that is assigned to the supplier, verify that the following option is turned on:

- Override Supplier Pre-Note Code

Note

Some payment instruments are hard-coded to produce a paper check if insufficient information is provided, regardless of whether this option is turned on.

11. Complete the following options if you use float days:

- Receivables

This field is used only in Accounts Receivable draft processing.

- Payables

12. Click OK.

13. On Work With G/L Bank Accounts, if you use A/P drafts or BACS, choose BACS Info from the Row menu.

14. On Revise BACS Information, complete the following fields and click OK:

- Bank User Number
- Reference/Roll Number
- Bank Reference Name

15. On Work With G/L Bank Accounts, to enter account information for CTX bank tapes used in A/P payment processing, choose X12 Info from the Form menu.

16. On Work With Bank Account X12 Information, click Add.

17. On Set Up Bank Account X12 Information, complete the following fields and click OK:

- Authorization Info Qualifier
- Authorization Information
- Security Info Qualifier

- Security Information
- Interchange Sender ID
- Interchange Receiver ID
- Application Sender's Code
- Application Receiver's Code

► To delete or revise G/L bank account information

Use one of the following navigations:

From the Automatic Payment Setup menu (G04411), choose Bank Account Information.

From the Accounts Receivable Setup menu (G03B41), choose Bank Account Information.

1. On Work With G/L Bank Accounts, click Find to display all bank account records.
2. To delete a bank account record, choose the bank account record and click Delete.
3. On Confirm Delete, click OK.
4. To revise payment information or default print options, choose the bank account record and choose Revise from the Row menu.
5. On Set Up G/L Bank Account, revise any of the fields on the form and click OK.
6. To revise additional bank information, such as the bank transit or account numbers, on Work With G/L Bank Accounts, choose the bank account record and choose Bank Info from the Row menu.
7. On Revise Bank Information, revise any of the fields on the form and click OK.
8. To revise BACS information, on Work With G/L Bank Accounts, choose the bank account record and choose BACS Info from the Row menu.
9. On Revise BACS Information, revise any of the fields on the form and click OK.
10. To revise CTX information, on Work With G/L Bank Accounts, choose X12 Info from the Form menu.
11. On Work With Bank Account X12 Information, click Find, choose the bank account, and click Select.
12. On Set Up Bank Account X12 Information, revise any of the fields on the form and click OK.

► To set up supplier and customer bank account information

Use one of the following navigations:

From the Automatic Payment Setup menu (G04411), choose Bank Account Cross Reference.

From the Accounts Receivable Setup menu (G03B41), choose Bank Account Cross-Reference.

1. On Work With Bank Accounts by Address, click Find to display all bank account information, or complete the following field to limit the display and click Find:

- Address Number

Note

The system displays records for suppliers and customers only. The system does not display records for record types B, G, or M.

2. To add a new bank account record, click Add.

The screenshot shows the 'Set Up Bank Accounts By Address' window in PeopleSoft. At the top, there are buttons for OK, Cancel, Form, and Tools. The 'Address Number' field contains '3333' and the 'Continental Incorporated' field is also visible. Under 'Record Type', the 'Supplier' radio button is selected. The 'Bank Information' section contains fields for Bank Transit Number (96051785), Bank Account Number (2173579), Control Digit (empty), IBAN (empty), Description (First Interstate Bank), Checking or Savings Account (empty), SWIFT Code (empty), Reference/Roll Number (empty), Bank Address Number (empty), and Bank Country Code (empty).

3. On Set Up Bank Accounts By Address, complete the following field:

- Address Number

4. To specify the record type, choose one of the following options:

- Supplier
- Customer
- A/R Drafts, Auto Debit
- Auto Receipts Payor

5. Complete the following fields:

- Bank Transit Number

You can leave this field blank.

- Bank Account Number

- Control Digit

- Description

- Checking or Savings Account

- SWIFT Code

The system displays this field only when you choose the option for Supplier.

- Reference/Roll Number

The system displays this field only when you choose the option for Supplier.

Note

Some of the fields are required for specific bank formats in specific countries. Your bank might not require all of this information.

6. Click OK.

► To delete or revise supplier or customer bank account information

Use one of the following navigations:

From the Automatic Payment Setup menu (G04411), choose Bank Account Cross-Reference.

From the Accounts Receivable Setup menu (G03B41), choose Bank Account Cross-Reference.

1. On Work With Bank Accounts By Address, complete the following field and click Find:

- Address Number

Note

The system displays all bank account records for suppliers and customers only. The system does not display bank account records for record types B, G, or M.

2. To delete a bank account record, choose the record and choose Delete from the toolbar.
3. On Confirm Delete, click OK.
4. To revise bank account information, choose the bank account that you want to revise and choose Revise from the Row menu.

The system displays either the Set Up Bank Accounts By Address or the Set Up Multiple Vendor Bank Accounts form depending on the record type of the bank account that you choose.

5. Revise any of the fields on the form and click OK.

► To set up bank transit numbers by bank address

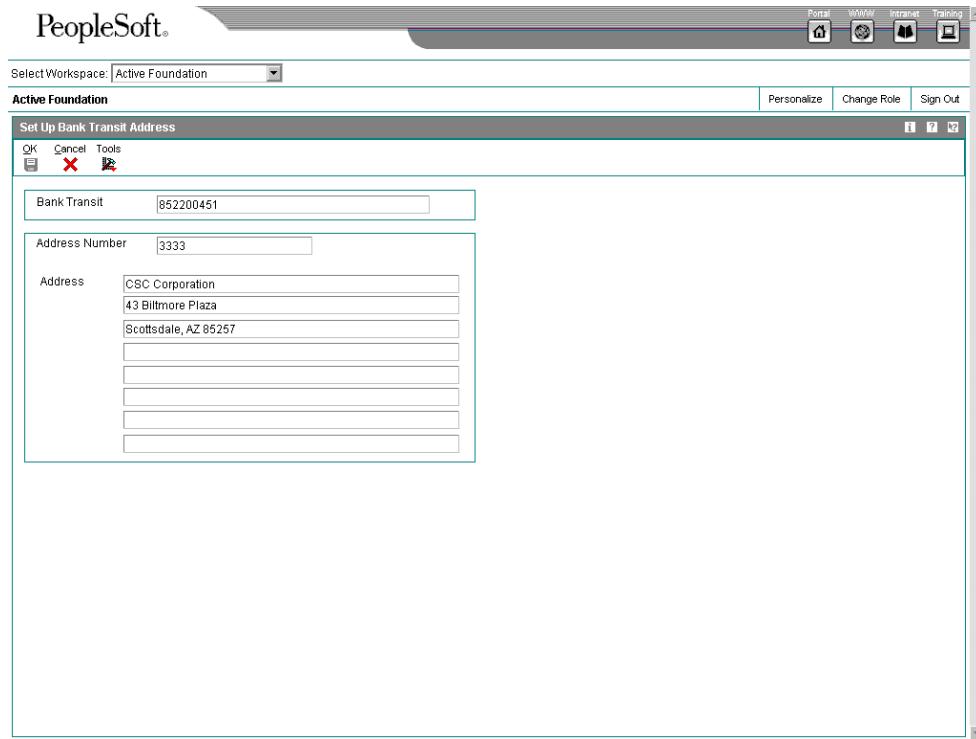
You can associate a bank transit number with a bank's address book number.

*From the Accounts Receivable Setup menu (G03B41), choose Bank Account Addresses.
Error! Bookmark not defined.Error! Bookmark not defined.*

Note

You can also access this form by choosing Bank Transit from the Form menu in the Bank Account Cross Reference program. See the task *To set up supplier and customer bank account information*.

1. On Work With Bank Transit Addresses, click Add.



The screenshot shows the PeopleSoft interface with the title 'PeopleSoft' at the top. A toolbar with icons for Home, Help, Internet, Training, and a search bar is visible. The main window has a header 'Active Foundation' and a sub-header 'Set Up Bank Transit Address'. The window contains several input fields and a list area. At the top left are buttons for OK, Cancel, and Tools. Below them is a 'Bank Transit' field containing '852200451'. Underneath is an 'Address Number' field with '3333'. Below that is a 'Address' section with 'CSC Corporation', '43 Biltmore Plaza', and 'Scottsdale, AZ 85257' listed. There are also several empty text boxes below the address details.

2. On Set Up Bank Transit Address, complete the following fields and click OK:

- Bank Transit
- Address Number

The system creates a record in the Bank Transit Master table (F0030) with the record type B.

Note

You can revise the address book number that is associated with the bank transit number by locating the bank transit record and choosing Revise from the Row menu. If you need to revise the bank transit number, choose the record and delete it, and then add it again.

Working with Payment Instruments

You can specify various output formats for automatic payments by assigning the programs that generate the formats to user-defined payment instruments. Payment formats can be printed or electronic and can include checks, magnetic tapes, and drafts. You must set up a payment instrument for each payment format that you use.

The programs that you assign to your payment instruments determine the formats for payments and any additional output that the system generates when you process payment groups. The additional output components can include one or more of the following:

- Payment registers - A printed list of payments.
- Attachments - A printed report that contains the detail information that does not fit on a payment stub.
- Debit statements - A printed list of debit balances. Debit statements list net amounts that can either decrease or clear the amount of a voucher.

To assign formats to payment instruments, you specify a format generation program for each component of a payment instrument. For example, you could assign the Auto Payment Detail program (P04573), which is for standard attachments, to the attachments component of your payment instrument for drafts. Then, when you generate drafts, the system accesses this program to produce the appropriate type of attachment.

You can also define the specific uses for a payment instrument by assigning a specific bank account to the instrument. For example, you can set up two types of payment instruments for drafts, with each type of instrument drawn on a different bank account.

Payment Instrument Codes

You set up payment instrument codes in UDC 00/PY and then use the Set Up Payment Instrument Defaults form to associate payment instruments with each payment instrument code.

Note

You can use any digit or letter as a payment instrument code except for the letters B, C, D, G, and M. These letters are hard-coded for use in the Bank Type Code field and might cause problems if you use them for payment instruments.

You designate a payment instrument code using the Supplier Master program (P04012). When you create payment groups, the system creates a different payment control group for each payment instrument.

If you assign a bank account to a payment instrument, the system uses the payment instrument default, or the combination of the payment instrument and the bank account, to produce payments in a specific default format.

Assigning Formats to Payment Instruments

You can change the format of a payment just before printing a check. You can assign the format just before printing by choosing Revise from the Row menu on Work With Payment Instrument Defaults.

Specify the following write programs to generate payment formats for Brazil:

R04572DB1	Checks
R04572CB1	Check plus Bordero
R04572RB	Bordero with Boleto
R04572DB	Bordero money transfer
P04573	Attachments for payments
P04574	Debit statements for payments
P04576	Payment registers

Before You Begin

- Set up a code on UDC 00/PY for each payment instrument that you use and on UDC 04/PP for your payment programs. See *Setting Up User Defined Codes*.

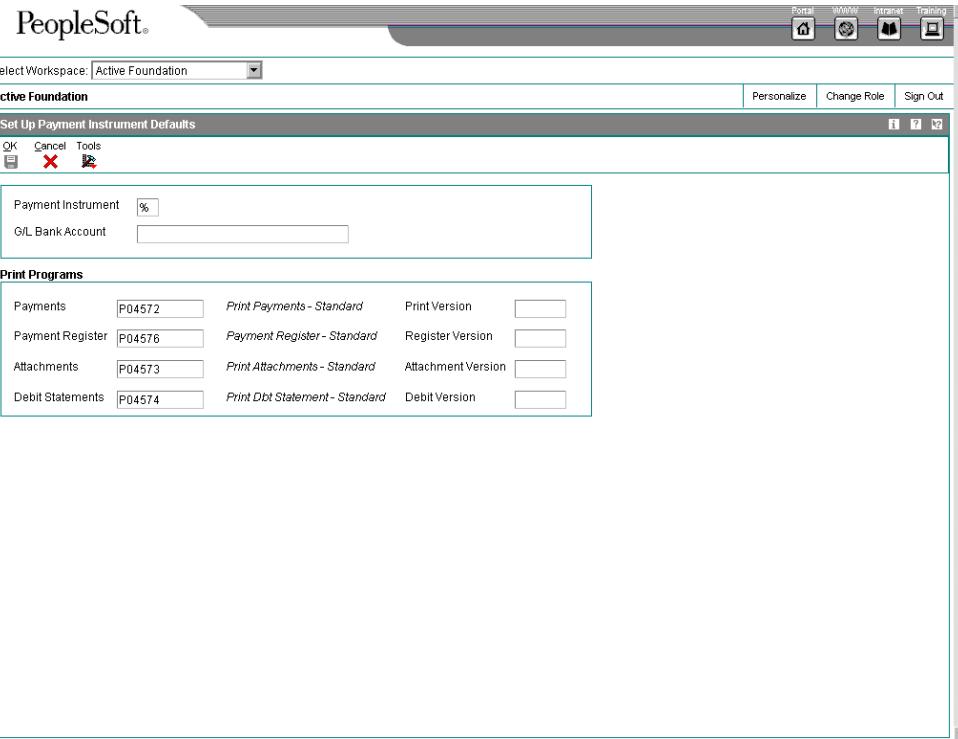
See Also

- *Setting Up Payment Instruments* in the *Accounts Payable Guide*
- *Automatic Payment Processing* in the *Accounts Payable Guide*

► **To assign formats to payment instruments**

From the Automatic Payment Setup menu (G04411), choose Payment Instrument Defaults (P0417).

1. On Work With Payment Instrument Defaults, click Add.



2. On Set Up Payment Instrument Defaults, complete the following fields:
 - Payment Instrument
 - G/L Bank Account
3. Complete the following Print Programs fields:
 - Payments
 - Payment Register
 - Attachments
 - Debit Statements

Setting Up Processing Options for A/P Payments

Review the following processing option tabs before running the Account Payable payments programs:

Print Tab Use the print attachments processing option to specify whether to print attachments.

- For standard checks (R04572DB1), enter a 1 to print an attachment or enter a 0 (zero) for no attachment.
- For Bordero (R04572DB, R04572CB1, R04572RB), you must indicate that you want a special attachment by entering a 1.

Process By Tab Set the payee processing option to specify whether to create payments based on payee, regardless of the supplier.

- For A/P Payments (R04572DB1), you must not create one payment per payee regardless of supplier. You must leave the Payee field blank for this processing option.

Processing Options for Print Automatic Payments – Check – Brazil (R04572DB1)

Address

1. Enter an override address format to use for the payee and/or company address. If left blank, the address will not print.

Address Format (Future)

Translation

1. Enter 1 to use the standard program to translate payment amounts from numbers to words. If left blank, the translation program associated with the payment currency will be X76500BR (All the checks will be printed in Portuguese).

Translation Program

Conversion

1. Enter the size of the first line of the check format. If left blank, 98 will default. (Maximum value 98)

First Line Size

2. Enter the size of the second line of the check format. If left blank, 98 will default. (Maximum value 98)

Second Line Size

3. Enter a '1' to avoid converting decimal number (cents) to words.

Convert Decimals

Payment

1. Enter a '1' if would like to print the company name and address on the payment. If left blank, no company information will print.

Company Name

2. Enter a '1' if would like the payee name and number printed on the stub. If left blank, no payee information will print on the stub.

Payee Name

3. Enter a '1' if would like the payee address on the check. If left blank, no payee address information will print on the check.

Payee Address

4. Enter a '1' if would like the purchase order number to print on the stub instead of the supplier invoice number.

Purchase Order

Print

1. Enter a '0' or '1' to print a standard check. Enter a '2' to print the check without a Stub or Attachment.

Check Type

2. Enter a '1' to print check number.

Check Number

Processing Options for Print Automatic Payments – Bordero with Boleto (R04572RB)

Translation

1. Enter '1' to use the standard program to translate payments amounts from numbers to words. If left blank, the translation program associated with the payment currency will be X76500BR. (All checks will be printed in Portuguese)

Translation Program

Payment

1. Message of 'Termo de Abertura'

Message

2. Enter the size of the first line of the print format. If left blank, 98 will default. (Maximum size 98)

First Line Size

3. Enter the size of the second line of the print format. If left blank, 98 will default. (Maximum size 98)

Second Line Size

4. Enter a '1' to avoid converting decimal numbers (cents) to words.

Convert Decimals

5. Enter the company whose description is to print on the Bordero.

Company

6. Date to be printed on the check.

Blank = System Date

1 = G/L Date

Processing Options for Print Automatic Payments – Checks Plus Bordero (R04572CB1)

Translation

1. Enter a '1' to use the standard program to translate payments amounts from numbers to words. If left blank, the translation program associated with the payment currency will be X76500BR. (All checks will be printed in Portuguese)

Translation Program

Payment

1. Enter 'opening terms' message.

Message

2. Enter the size of the first line of the print format. If left blank, 98 will default. (Maximum size 98)

First Line Size

3. Enter the size of the second line of the print format. If left blank, 98 will default. (Maximum size 98)

Second Line Size

4. Enter a '1' to avoid converting decimal numbers (cents) to words.

Convert Decimals

5. Enter a '1' to print check number

Check Number

6. Enter the company whose description is to print on the Bordero.

Company

7. Date to be printed on the check.

Blank = System Date

1 = G/L Date

Setting Up Payment Instruments

Payment instruments can be checks, tapes, drafts, BACS (Bank Automated Clearing System), and so on. You must define the payment instruments that your business uses.

Clients outside the U.S. must set up payment instruments that are country-specific for their automatic payments. You control the format of each payment instrument by choosing programs that produce each component of a payment. These components include:

- Payments. This is the printed copy or tape table for the payment.
- Payment registers. This is the printed list of payments.
- Attachments. This is a printed report that contains the detail information that does not fit on a payment stub.

- Debit statements. This is a printed list of debit balances that indicates you have overpaid a supplier. It shows net amounts that are either a credit or that zero out a voucher.

Before You Begin

- Determine what payment instruments you use.
- Set up additional codes in UDC 00/PY for payment instruments, if necessary.

See Also

- Creating Payment Groups* for more information about the payment process

► To assign programs to a payment instrument

The Payment Instrument Defaults program includes all of the default programs associated with each component. The data is stored in the A/P Payments - Default Print and Update table (F0417).

You assign a program number to each component of a payment instrument. For example, you could assign program P04573 (for print standard attachments) to the attachments component of a payment instrument. The system accesses this program and, based on the program number, produces the appropriate type of attachment.

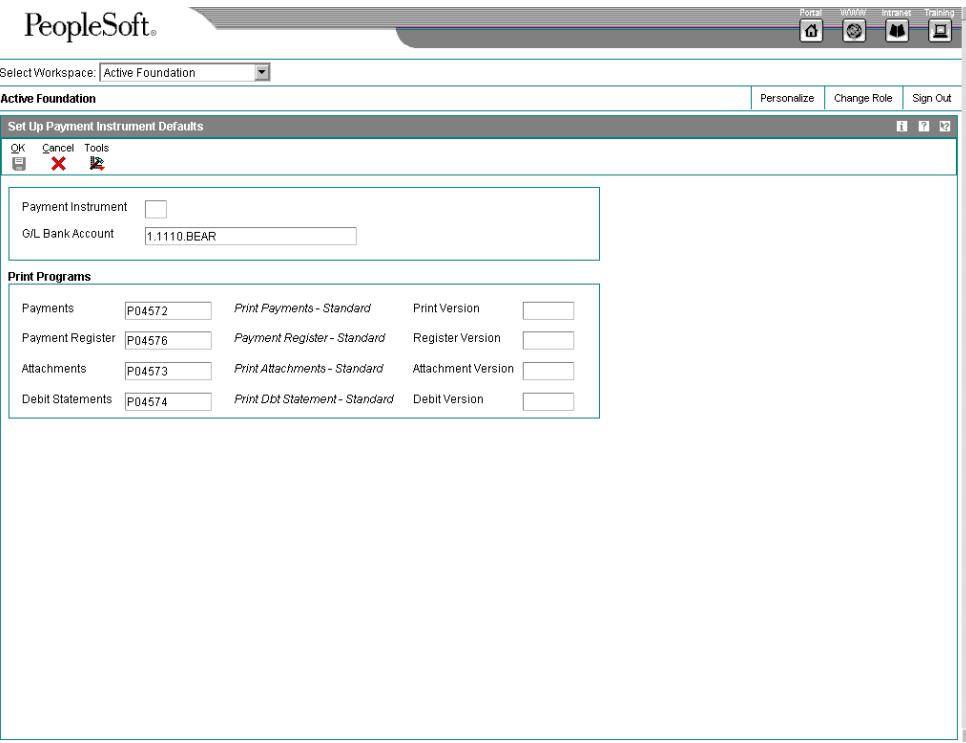
You are not limited to using the preassigned programs for each payment instrument. For example, if the default of blank for your company is to print a check that is in a Canadian format, you can change the payment print program from the Auto Payments Write/Reset program (P04572) to the Print Automatic Payments - Check - Canada report (R04572C).

A debit statement is another type of payment instrument and is used to notify suppliers when you have overpaid them. By assigning a program to the debit statement component, you can print a separate debit statement form with a payment. A debit statement is automatically generated if debit memos and open vouchers for a supplier net to zero. The system assigns a debit statement number as the payment number for the payment record, clears the open amounts of all records, and changes the pay status to paid.

You can limit the use of a payment instrument by assigning it a specific bank account. For example, you can set up two types of payment instruments for drafts with each type drawn on a different bank account.

From the Automatic Payment Setup menu (G04411), choose Payment Instrument Defaults.

1. On Work With Payment Instrument Defaults, click Find to display payment instruments.
2. Choose the payment instrument and click Select.

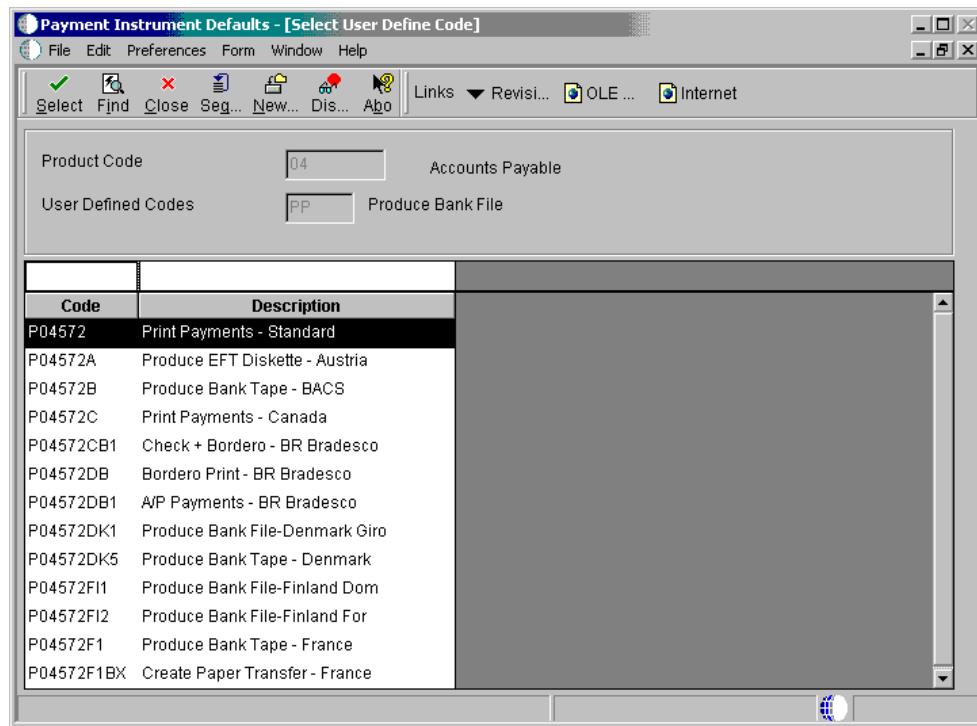


3. On Set Up Payment Instrument Defaults, enter a program number in the following fields:
 - Payments
 - Payment Register
 - Attachments
 - Debit Statements

Even if you do not want to use debit statements, you should enter a value or the system returns an error message.

To prevent a debit balance from generating a debit statement, do the following:

 - During the automatic payment process, set the minimum amount in the amount range to the lowest nonzero currency unit in the processing options for Create Payment Control Groups (for example, .01).
4. To select from a list of available program numbers, click the corresponding field and then click the Search button to access Select User Defined Code.



5. On Select User Define Code, perform one of the following actions:
 - Choose the appropriate program for the payment instrument and click Select
 - Click Revisions to add a program to the user defined list, and then assign the program number to the payment instrument

The system returns to Set Up Payment Instrument Defaults, where you can verify the program number.
6. Click OK.

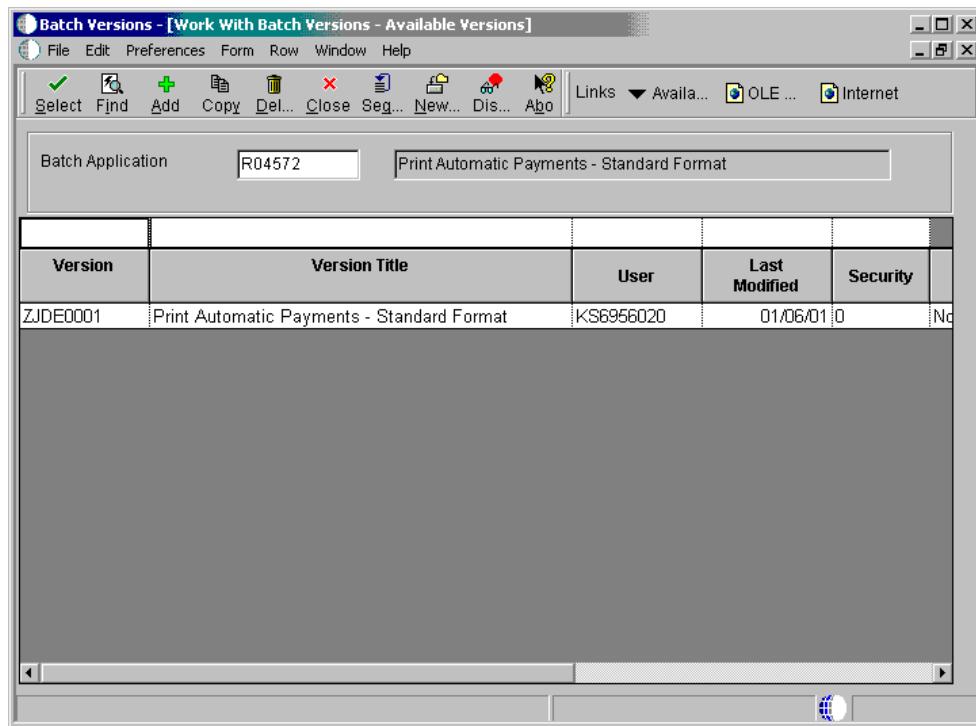
► To revise processing options for payment instrument formats

Some of the programs associated with a payment instrument have processing options that further define the format of each component of a payment instrument. Review and, if necessary, revise these processing options before using each program.

The payment instrument formats use the Rxxxx convention (where xxxx equals the program number), whereas the program format used in the payment instrument defaults is Pxxxx. For example, to access the format for P04572, the standard print payment format, you enter R04572 in the Batch Application field, and click Find.

On the System Administration Tools menu (GH9011), choose Batch Versions.

1. On Work With Batch Versions - Available Versions, enter the program number in the following field and click Find:
 - Batch Application



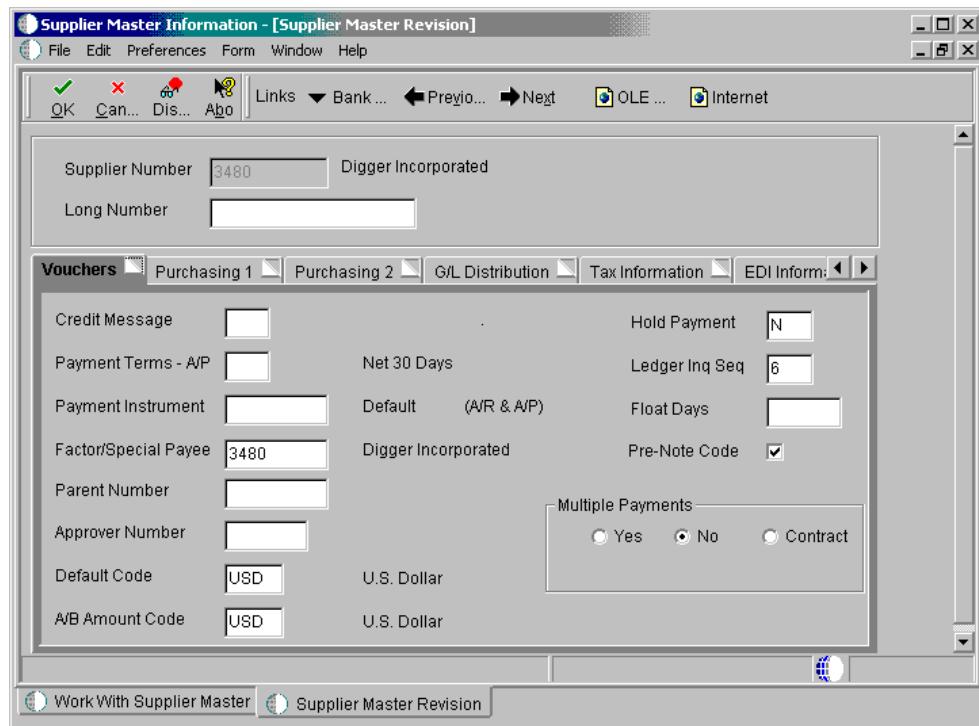
2. Choose the version.
3. From the Row menu, choose Processing Options.
4. Revise the processing options, as necessary.

► To assign a payment instrument to a supplier

When you print payments, the system uses the payment instrument assigned to the voucher. Typically, you set up the most commonly used payment instrument as the default, so you do not have to define a payment instrument for each supplier. The system uses the payment instrument assigned to the supplier, unless you override it when you enter a voucher.

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, locate and choose the supplier.
2. Click Select.



3. On Supplier Master Revision, click the Vouchers tab and complete the following field:
 - Payment Instrument
4. You can also select the following optional box:
 - Pre-Note Code
5. Click OK.

To assign or change a payment instrument associated with vouchers entered previously, use Speed Status Change. See Revising Vouchers in *Preparing Vouchers for Automatic Payments*.

Processing Options for Payment Instruments

The following subsections include processing options for the payment instrument formats.

Processing Options for A/P Print Payments – Standard Format

Translation

1. Enter the program name to translate payment amounts from numbers to words. (See User Defined Codes system '98', record type 'CT' for program names.) If left blank, the translation program associated with the payment currency will be used.

Translation Program

Address

1. Enter an override address format to use for the payee and/or company addresses. If left blank, the country format will be used.

Address Format (FUTURE)

Payment

1. Enter a '1' if you would like to print the company name and address on the payment. If left blank, no

company information will print.

Company Name

2. Enter a '1' if you would like the payee name and number printed on the stub. If left blank, no payee information will print on the stub.

Payee Name

3. Enter a '1' if you would like the purchase order number to print on the stub instead of the supplier invoice number.

Purchase Order

4. Choose one of the following to print on the stub: '' - Remark, '1' - Supplier Name (Useful if paying alternate payee for several vendors), '2' - Supplier Invoice Number.

Alternate Stub Information

Print

1. Enter the Forms Type for the Payments Spool File. If left blank, the default is 'APCHECKS'.

Form Type (FUTURE)

Processing Options for A/P Print Payments – Draft

Address

1. Enter an override address format. If left blank, the address number's country format will be used.

Address Format (FUTURE)

Payment

1. Choose one of the following to print on the stub: '' - Remark, '1' - Supplier Name (useful if paying alternate payee for several vendors), '2' - Supplier Invoice Number

Print Information

Print

1. Enter the Forms Type for the Payments Spool File. If left blank, the default is 'APCHECKS'

Form Type (FUTURE)

Processing Options for A/P Print Payments – CTX

EFT

1. Enter the File ID modifier (1 pos.). This is used to distinguish between multiple files created on the same date. Default is '1'.

File ID Modifier

2. Enter the tape payment detail (10 pos.) description. For example, you may want to enter EXP REIMB for expense reimbursements. This description may be used by the bank and printed on the supplier's bank account statement.

Tax Authority 4

Tape Payment Detail Description

EFT(more)

1. Enter the Company ID number (10 pos.). This is the Identification Code Designator (ICD) followed by a 9 digit identification number. Valid ICD's are: '1' = IRS Employer Identification #, '3' = Data Universal Numbering System, '9' = User Assigned #.

Identification Code Designator

2. Enter a value (20 character alpha) to be placed in the Discretionary Data field on the Company/Batch Header record format. If left blank the Discretionary Data field will be blank.

Discretionary Data

PRINT

1. Enter the payment print program to use if the pre-note status is set to 'P', requiring a payment print.

Print Program

TAPE

1. Enter the following defaults values:

Device Name

Tape Density

Label Name

Block Size

New Volume Name

TAPE (more)

New Owner ID

File Name

Processing Options for A/P Print Payments – Subcontract

Translation

1. Enter the program name to translate payment amount from numbers to words. (See User Defined Codes system code '98', record type 'CT' for program names.) If left blank, the translation program associated with the payment currency code will be used.

Translation Program

Address

2. Enter an override address format to use for the payee and/or company addresses. If left blank, the country format will be used.

Address

Payment

3. Enter a '1' if you would like to print the company name and address on the payment. If left blank, no company information will print.

Company Name

Print

4. Enter the Forms Type for the Payments Spool File. If left blank, the default is 'SUBCHECKS'.

Form Type

See Also

- Localization guides for country-specific formats

Creating Payment Groups

From the Automatic Payment Processing menu (G0413), choose Create Payment Control Groups.

After you have processed your vouchers, you can prepare to write your payments. Before you write payments, you must create payment groups to organize vouchers that can be paid together. For example, you can organize vouchers by bank account and payment instrument in separate groups. Then the vouchers can be paid with the proper check stock. You use the payment groups when you review and write payments.

Create Payment Control Groups is a batch process that you run once for each payment cycle. The program typically creates more than one payment group. Each payment group contains information that determines how the group will be processed, including:

- Bank account
- Payment instrument

Each payment group also contains control information that determines which program to use for:

- Payments
- Registers
- Attachments
- Debit statements

If you need to include additional vouchers in a payment group, you can undo the group, approve those vouchers for payment, and rerun the program. The system displays payment groups after you write them until you undo them or update them to the A/P ledger.

When you create payment groups, the system:

69. Selects vouchers with a pay status of A (approved) and a due date that is less than or equal to the specified pay through date.
70. Creates payment groups for all selected vouchers by grouping vouchers with the following common information:
 - Bank account
 - Payment instrument
 - Business unit (optional)
 - Company (optional)

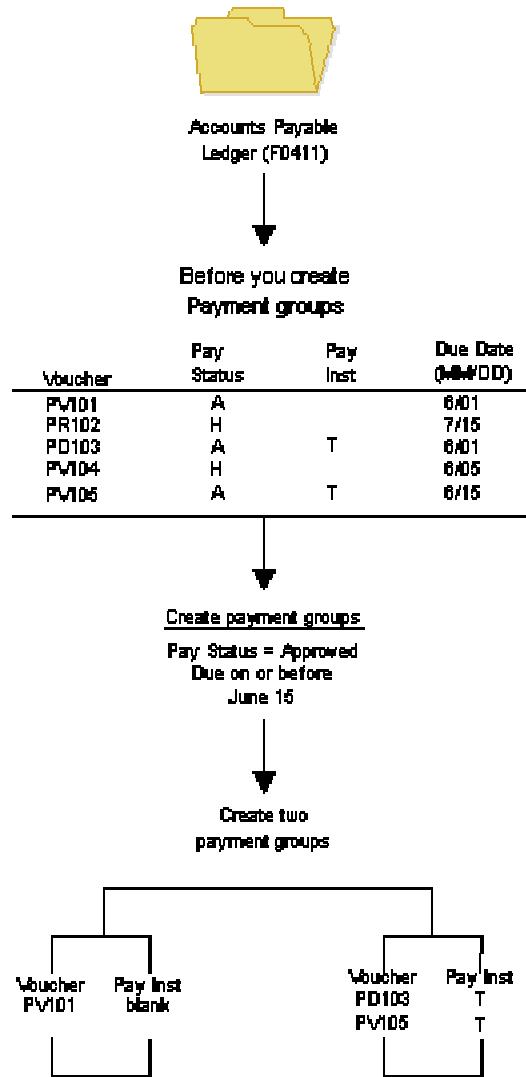
After the system creates payment groups, each group also has the following information in common:

- Version ID
- User
- Creation date
- Output queue

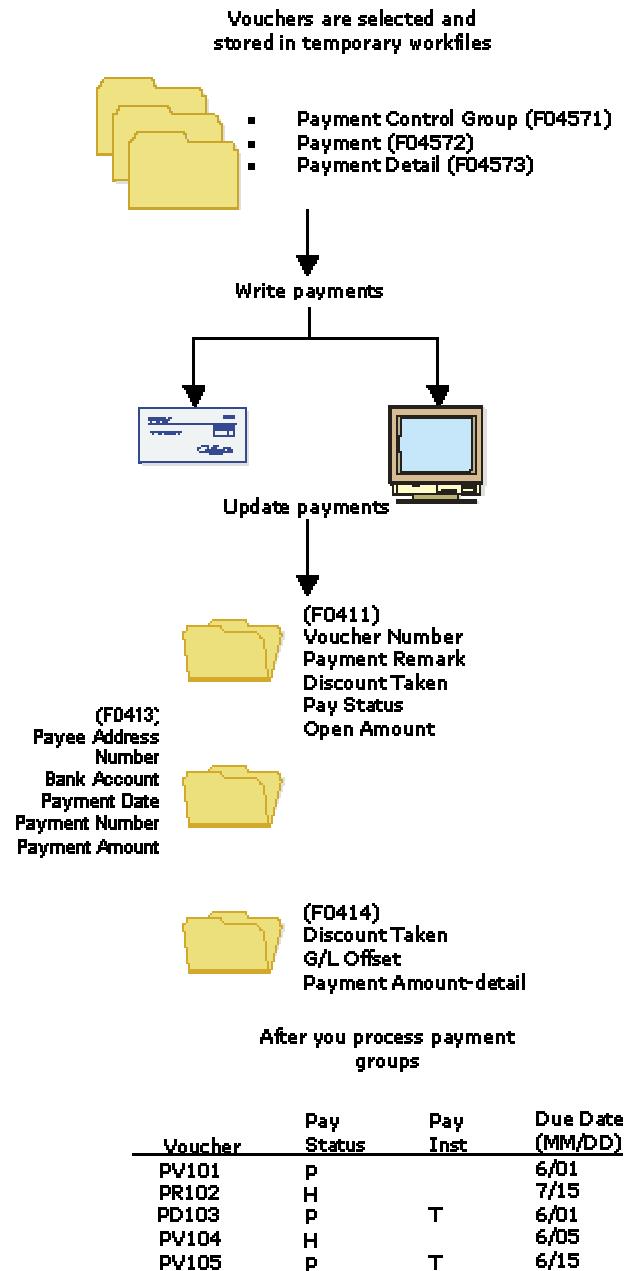
71. Assigns each payment group a "next status" of WRT (write).
72. Changes the pay status of selected vouchers from A to # (payment in-process).
73. Creates the following worktables to use in writing payments:
 - A/P Payment Processing - Header File table (F04571). Contains a single header record for each payment group with information about that group of payments.
 - A/P Payment Processing - Summary File table (F04572). Contains a record for each payment within a group. These records are the actual payments that will be written and updated through the Work with Payment Groups program. This information is the basis for the Accounts Payable - Matching Document table (F0413).
 - A/P Payment Processing - Detail File table (F04573). Contains a record for each voucher pay item within a payment. This is the information that will be printed on the payment stub and used to update the A/P ledger. This information is the basis for the Accounts Payable Matching Document Detail table (F0414).
74. Prints a Create Payment Control Groups report that shows the vouchers that are selected for payment. It also shows pay items that were bypassed for payment and prints an error message next to each blank payment total. Examples of error messages include:
 - Hold payment code active
 - Supplier master information missing
 - Amount under payment limit

The following graphics show the process for creating payment groups:

Creating Payment Groups



Working With Payment Groups



See Also

- R04570, Create Payment Control Groups in the Reports Guide for a report sample

Before You Begin

- Verify that you set up suppliers with the correct payment instrument.

- Make changes to vouchers, if necessary. In general, you cannot change vouchers in a payment group until you complete the automatic payment process or remove the voucher from the group.
- Approve vouchers for payment.
- Calculate withholding, or set the processing options for this program to automatically calculate withholding.

Processing Options for Create Payment Groups (R04570)

Dates Tab

These processing options allow you to customize payment and discount dates of payment groups. If you leave the Pay Through Date processing blank and the Displacement Days processing option is zero, the system date is used for the Pay Through Date.

1. Pay Through Date

Use this processing option to specify a due date through which you want to create a group of vouchers for payment. For example, if you want to create a payment group consisting of vouchers with due dates through March 15, 2005, enter 03/15/05. The system creates a payment group consisting of vouchers with due dates on or before March 15, 2005. Enter the date in this processing option, or leave the processing option blank to select vouchers by Displacement Days.

Note: If you leave the Pay Through Date field blank and the Displacement Days processing option as zero, the system date is used for the Pay Through Date.

2. Displacement Days

Use this processing option to specify the number of days from today's date through which you want to create a group of vouchers for payment. For example, if today's date is March 10, and you specify three displacement days, the system includes vouchers with due dates through March 13 in the payment group. Enter the number of days in this processing option, or leave as zero to use the system date as the Pay Through Date.

3. Discount Cutoff Date

Use this processing option to enter the final date that you are allowed to take a discount. Pay items with a due date prior to the date you enter are not eligible for discounts, so the system sets the discount amounts of these pay items to zero. If this processing option is blank, the program takes all discounts currently available for the selected pay items.

Amounts Tab

These processing options specify payment ranges, currency, and payment range exceptions.

Note

The minimum and maximum amounts here refer to payment amounts, not voucher amounts. Use data selection to control the maximum and minimum amounts of the vouchers to be selected.

1. Payment Amount Range

Maximum

Use this processing option to specify the maximum amount in a range of payment amounts to use for selecting a group of vouchers. The amount cannot be zero.

Note: Do not include symbols to indicate currency. Specify currency in the Currency Code for Range Amounts processing option.

Minimum

Use this processing option to specify the minimum amount in a range of payment amounts to use for selecting a group of vouchers. The amount cannot be zero. To prevent the system from generating a debit statement (negative or zero payment totals) enter the lowest currency unit. For example, use .01 for CAD or USD.

Note: Do not include symbols to indicate currency. Specify currency in the Currency Code for Range Amounts processing option.

2. Currency Code for Range Amounts

Use this processing option to enter a code that specifies the currency for the values you entered in the Payment Amount Range processing option fields. If necessary, the system converts these amounts to the payment currency of each payment control group. For example, if you enter ranges of 100 to 5000 in USD, the system converts those USD amounts to EUR for a EUR payment group, to GBP for a GBP payment group, and so on. The conversion allows for the correct minimum and maximum comparisons for all payment groups created each time you run this program.

NOTE: The currency code is relevant only if currency conversion is turned on for your system.

3. Payment Instruments for Range Exceptions

Minimum Payment Instrument

Use this processing option to assign payment instruments to vouchers that are not included in the amount range you specify in the Payment Amount Range processing option.

- o Minimum Payment Instrument - A payment instrument that you want to assign to vouchers that have an amount less than the minimum amount range you specify in the Payment Amount Range processing option.

NOTE: You set up payment instruments on user defined code table 00/PY. You must also set up payment instruments defaults. On the Automatic Payment Setup menu (G04411), choose Payment Instrument Defaults (P0417).

Maximum Payment Instrument

Use this processing option to assign payment instruments to vouchers that are not included in the amount range you specify in the Payment Amount Range processing option.

- o Maximum Payment Instrument - A payment instrument that you want to assign to vouchers that have an amount more than the maximum amount range you specify in the Payment Amount Range processing option.

NOTE: You set up payment instruments on user defined code table 00/PY. You must also set up payment instruments defaults. On the Automatic Payment Setup menu (G04411), choose Payment Instrument Defaults (P0417).

Printing Tab

These processing options allow you to customize various printing options for payment groups.

1. Sequence ID

Use this processing option to determine the order that the program processes and prints the A/P payments by entering a sequence ID.

Sequence IDs are user defined. To set up and define sequence IDs, choose Payment Sequence from the Automatic Payment Setup menu (G04411).

NOTE: You cannot leave this processing option blank.

2. Print Attachments

Use this processing option to specify whether to print attachments with the payment. For example, you might want to print an attachment when the payment detail information will not fit on the pay stub. Only 99 pay stubs can print per payment, and each pay stub can print 10 detail lines.

Valid values are:

Blank No, do not print attachments.

1 Yes, print attachments.

NOTE: If you leave this option blank and you have more than 99 pay stubs, two or more payments will print. However, if you enter 1, a single payment will print with one pay stub referring to the attachment. The attachment will print all pay items.

Before using this processing option, you must assign an attachments program to your payment instrument. From the Automatic Payment Setup menu (G04411),

choose Payment Instrument Defaults, and then choose the payment instrument and click Select. On Set Up Payment Instrument Defaults, you can enter a program number in the Attachments field to specify the attachment program you want the payment instrument to use. The default attachment program is R04573.

3. G/L Bank Account

Use this processing option to specify a bank account that you want the system to use instead of the bank account that is assigned to the voucher pay item when the voucher is entered.

To specify a G/L bank account, enter its short account ID. The short account ID is an eight-digit alphanumeric field that does not allow any special characters. Therefore, if you identify a short account ID in the General Accounting Constants by attaching a special character to it, you do not include the special character in this field.

If the short account ID does not use eight digits, whatever digits are unused must be filled with zeros. For example, if the short account ID for the bank account you want to use is 108, enter the number as 00000108. If you use the visual assist to choose the bank account, the system enters the number into the field correctly.

If the intercompany settlements constant is set to N, and you specify a G/L override bank account in this field, the system compares each voucher's company to the company of the override G/L bank account. If the voucher company is not the same as the company of the override G/L bank account, the system does not include that voucher in the payment group.

Before you can enter a G/L bank account in this field, you must set up the account on your system. To set up G/L bank accounts, choose Bank Account Information from the Automatic Payment Setup menu (G04411).

If you use multicurrency, consider the following guidelines when using this processing option:

- o If the bank account is a monetary account, it must have the same

currency as either the domestic or foreign currency of the voucher.

- o If the bank account is a non-monetary account, its company currency must be the same as the domestic currency of the voucher.

4. Payment Currency

Use this processing option to specify the currency method that the program uses for payment.

Valid values are:

Blank You pay in the currency of the G/L bank account. For monetary accounts, this is the currency assigned to the G/L bank account in the Account Master table (F0901). For nonmonetary accounts, this is the currency assigned to the company in which the business unit of the G/L bank account resides. For example, the currency associated with the G/L bank account 1.1110.BEAR is U.S. dollars (USD) because business unit 1 belongs to company 00001 whose currency is USD. If you enter vouchers in the euro dollar (EUR) for company 00001, you can either pay the vouchers from the monetary bank account in EUR, or you can pay them from a bank account that belongs to a company whose base currency is USD.

- 1 You pay the domestic amount of the voucher in the domestic currency. For example, if you entered the voucher in EUR for company 00001, whose base currency is USD, the voucher is paid in USD.
- 2 You pay the foreign amount of the voucher in the foreign currency. For example, if you entered the voucher in EUR for company 00001, whose base currency is USD, the vouchers are paid in EUR. Vouchers that do not have a foreign currency are paid in the domestic currency.
- 3 You pay the current domestic amount of a foreign voucher in the domestic currency. For example, if you entered the voucher in EUR

-
- for company 00001, whose base currency is USD, the foreign amount is converted to the current domestic amount based on today's effective exchange rate, and the voucher is paid in USD.
- 4 You pay the voucher in an alternate currency that is neither the domestic amount nor foreign currency of the voucher. For example, if you entered the voucher in EUR for company 00001, whose base currency is USD, but you want to pay the voucher in Canadian dollars (CAD), the voucher is paid in the alternate currency (CAD). Designate the payment currency in processing option 5.

Exchange Rate Notes

Later in the automatic payment process, the system calculates a gain or loss if the exchange rate of the voucher is different from the exchange rate of the payment.

When you make payments in the current domestic currency, the Create Payment Groups program calculates the domestic amounts being paid using the exchange rate effective that day. This may be different than the exchange rate effective when you actually make the payment.

5. Alternate Currency Code

Use this processing option to enter the code for the alternate currency amount. You enter a value in this processing option only if you specified 4 in the Payment Currency processing option.

6. Prepayment Selection

Use this processing option to indicate whether you want to include negative prepayment items in the payment group.

Valid values are:

Blank Do not include negative prepayment items.

1 Include negative prepayment items.

Process By Tab

These processing options specify the categories by which the system groups payments.

1. Company

Use this processing option to specify whether to create separate payments based on company.

Valid values are:

Blank No

1 Yes

2. Due Date

Use this processing option to specify whether to create separate payments based on due date.

Valid values are:

Blank No

1 Yes

3. Payee

Use this processing option to specify whether to create payments based on payee, regardless of the supplier.

Valid values are:

Blank No

1 Yes

For example, the following table illustrates one possible voucher, supplier, and payee combination:

Voucher 1, Supplier 1001, Payee 1001

Voucher 2, Supplier 1001, Payee 1002

Voucher 3, Supplier 1001, Payee 1002

Voucher 4, Supplier 1002, Payee 1002

Voucher 5, Supplier 1003, Payee 1001

If you leave the Payee processing option blank, the system generates four payments, based on the payee, then supplier:

- o Payee 1001: Supplier 1001, Voucher 1
- o Payee 1001: Supplier 1003, Voucher 5
- o Payee 1002: Supplier 1001, Vouchers 2 and 3
- o Payee 1002: Supplier 1002, Voucher 4

If you set the Payee processing option to 1, you have two payments based only on the payee:

- o Payee 1001: Supplier 1001, Voucher 1, and Supplier 1003, Voucher 5
- o Payee 1002: Supplier 1001, Vouchers 2 and 3, and Supplier 1002, Voucher

4

4. Business Unit

Use this processing option to specify whether to create separate payment control groups by business unit.

Valid values are:

Blank No

1 Yes

Summarize Tab

These processing options allow you to customize the information that appears on the payment stub.

1. Summarized Pay Item

Use this processing option to specify whether to summarize pay items within a document on the pay stub or attachment.

Valid values are:

Blank No

1 Yes

2. Summary Description

Use this processing option to specify the information that appears in the Description field on the pay stub.

Valid values are:

Blank The generic description Invoice Summary appears on the pay stub.

1 The remark from the first pay item appears on the pay stub.

Report Tab

These processing options specify the information that will appear on the report. To produce separate payments by job, the Statement Number field (CTL) must be included in the sort sequence.

1. Print Mailing Address

Use this processing option to specify whether the mailing address for each payee appears on the report.

Valid values are:

Blank No

1 Yes

2. Print Contract Number

Use this processing option to specify whether the contract number appears on the report.

Valid values are:

Blank No

1 Yes

NOTE: To produce separate payments by job, the Statement Number field (CTL) must be included in the sort sequence. See DEMO version XJDE0007 for an example of the sort sequence, or copy DEMO version XJDE0007 and use it as a basis for your report.

3. Print Job Number

Use this processing option to specify whether the job number appears on the report.

Valid values are:

Blank No

1 Yes

NOTE: To produce separate payments by job, the Statement Number field (CTL) must be included in the sort sequence. See DEMO version XJDE0007 for an example of the sort sequence, or copy DEMO version XJDE0007 and use it as a basis for your report.

Bank Tape Tab

These processing options specify the bank information that prints on the report.

1. Print Bank Tape Information

Use this processing option to specify whether bank tape information appears on the edit report.

Valid values are:

Blank No

1 Yes

2. Payee Bank Account Error

Use this processing option to specify whether the program issues an error when bank account information does not exist for the payee.

Valid values are:

Blank Do not issue an error.

1 Issue an error.

3. Bank Account X12 Information Error

Use this processing option to specify whether the program issues an error when X12 information does not exist for the G/L bank account.

Valid values are:

Blank Do not issue an error.

1 Issue an error.

Withholding Tab

These processing options specify whether to submit the Calculate Withholding program before you create payment control groups.

1. Calculate Withholding

Use this processing option to specify whether to submit the Calculate Withholding program prior to creating payment control groups.

Blank No

1 Yes

2. Program Version

Use this processing option to specify the version number of the Calculate Withholding program. You must specify a version number if you enter 1 in the Calculate Withholding processing option.

Blank Version number ZJDE0001 (default)

Or, enter the specific program version number

Data Sequence for Create Payment Control Groups

The data sequence for this program is set to create separate payments by payee. Any changes to this sequencing results in payments by voucher instead of payments by payee. Selecting the Multiple Payments option on the Supplier Master Revision form does not override the payee sequencing.

The sequence for Create Payment Control Groups must be as follows:

- G/L Bank Account
- Payment Instrument
- Check Routing Code

This sequence must be used to produce payments that are grouped properly.

Working with Payment Groups

After you create payment groups, you can work with them to review and change payments. You generally review payments twice:

- After you create payment groups but before you write payments. This allows you to identify payments and vouchers that you want to change or remove from the payment cycle. You can:
 - Change information at the payment and voucher levels
 - Remove payment groups, payments, and vouchers from the payment cycle

- Change control information for payment groups
- After you write payments but before you update the A/P ledger. This allows you to identify payments that you want to void or remove from the payment cycle. You can:
 - Void the payments that were written and rewrite them
 - Remove payment groups, payments, and vouchers from the payment cycle

When you work with payment groups, you work with pay items that are at one of the following statuses:

Write The pay item is ready to be written.

Update The payment has been written and is ready to be updated in the Account Ledger table (F0411).

When pay items in a payment group are at a status of *write* or *update*, you might need to perform one of the following actions:

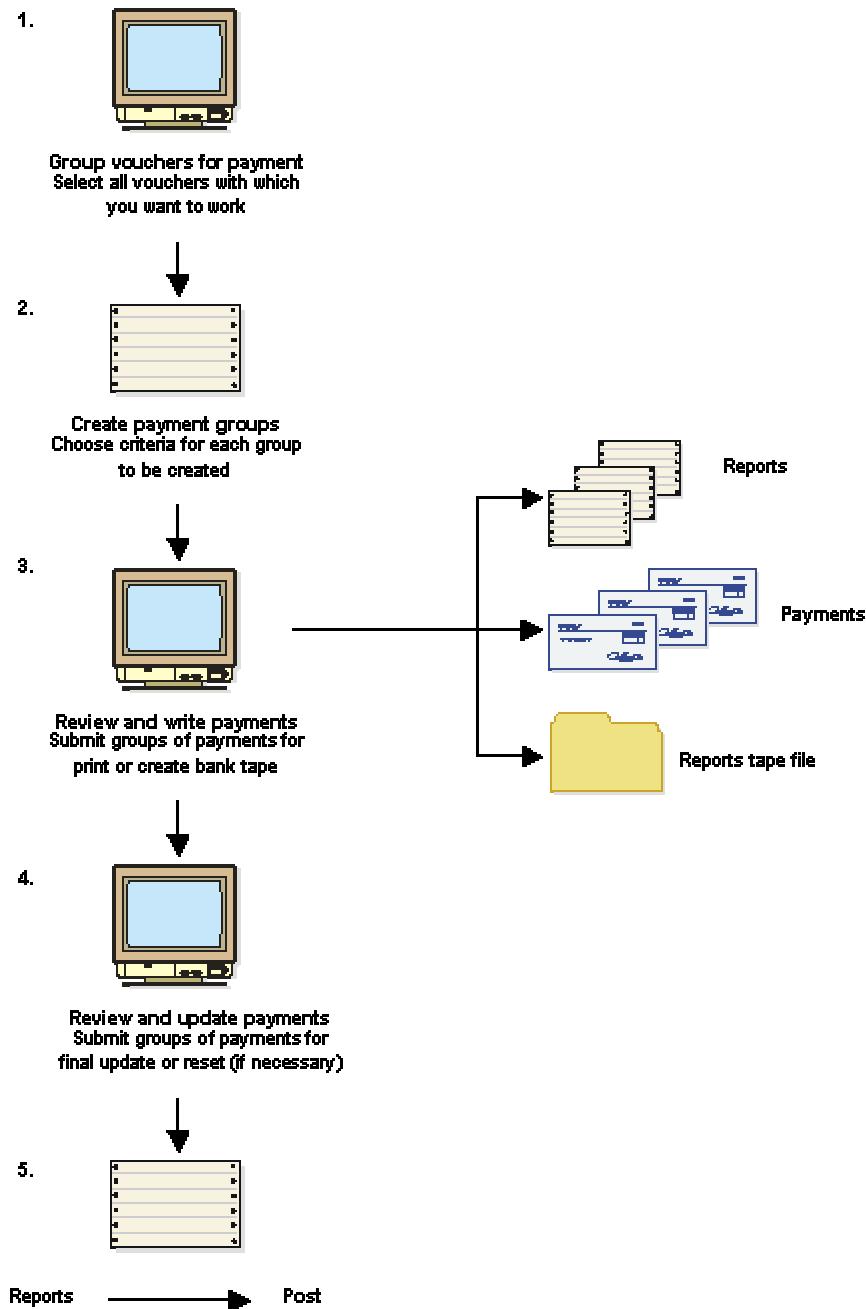
Undo Undo means to remove a pay item from the payment group. You can undo pay items, regardless of whether they are at a status of write or update. In either case, the pay item returns to an open voucher with a status of approved.

Reset Reset means to return a pay item to the previous step in the payment process.

If the status of the pay item is update and you reset it, the pay item returns to a pay status of write.

The following graphic shows the primary steps for processing payment groups. The current chapter documents steps 3 and 4.

Payment Process Overview



Printing the Payment Analysis Report

From the Automatic Payment Processing menu (G0413), choose Payment Analysis Report.

You can print the Payment Analysis report at any time in the automatic payment process to ensure that payments are correct. This report shows whether payments are ready to be written or ready to be updated to the A/P ledger. It shows all payments in all payment groups.

Processing Options for Payment Analysis Report

Print

1. Enter a '1' if you would like to see the detail voucher information displayed. If left blank, only payment information will print.

Detail Voucher Information

2. Enter a '1' if processing payment control groups by Business Unit and would like to display the Business Unit on the report. If left blank, the Business Unit will not appear.

Business Unit

Reviewing Payment Groups

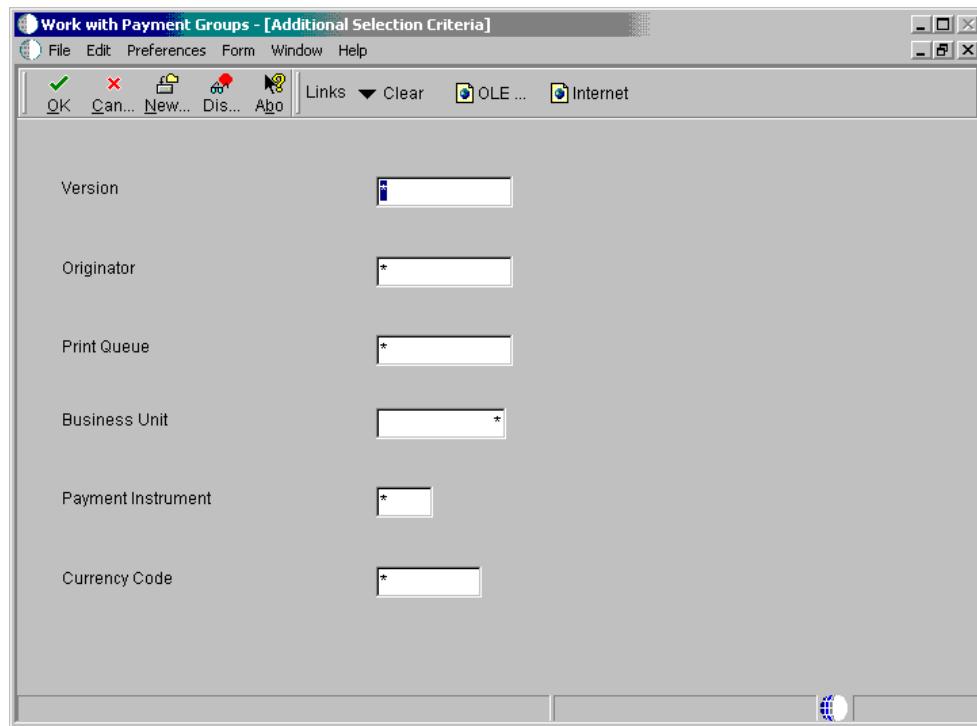
When you review payment groups, you can display groups based on a next status of write, update, or both. For example, you might want to review all payment groups that are ready to be written (next status of WRT). Optionally, you can review payments assigned to a specific bank account or payments that meet a number of additional search criteria.

This program displays information from the A/P Payment Processing - Header File table (F04571).

► To review a payment group

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, click one or both of the following options:
 - Write Status
 - Update Status
2. To further limit your search, complete the following field:
 - Bank Account
3. Click Find.
4. For additional search criteria, choose Added Selection from the Form menu.



5. On Additional Selection Criteria, complete any of the following fields and click OK:
 - Version
 - Originator
 - Print Queue
 - Business Unit
 - Payment Instrument

An alternative to entering a value in a field on Additional Selection Criteria is to preset the value in a processing option. For example, if you want to review only those vouchers for business unit 100, you can preset that value in a processing option. This is particularly useful if you routinely review vouchers that meet certain search criteria.

6. To view the detailed information for a single payment group, select the payment group on Work With Payment Groups.
7. Choose Detail from the Row menu.

The Payment Group Detail form shows the same detailed information for the single payment group that appears on Work With Payment Groups.

Reviewing Payments with a Write Status

Before you write payments, you can do the following:

- Review payment and voucher information (write status)
- Review payment summary information (write status)

The payment group programs display information from the following temporary worktables:

- A/P Payment Processing - Header File (F04571)
- A/P Payment Processing - Summary File (F04572)

► To review payment and voucher information (write status)

You can review the payment and voucher information for a specific payment group before you write a payment. For example, you might want to verify that the correct bank account was assigned to a payment group or that a specific voucher is included in a payment.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, click the following option and click Find:
 - Write Status
2. Choose a payment group and click Select.

PeopleSoft.

Select Workspace: Active Foundation

Active Foundation

Work With Payment Group - Write Status

Bank Account: 1.1110.BEAR Bear Creek National Bank
 Version: TR0002 Total Amount: 13,123.00
 Number of Payments: 2 Currency: USD

Amount From: [] Through: []

Payee Number	Payee Name	Payment Amount	Discount Taken	Value Date	Stub Total	Company	Bank Transit
<input type="checkbox"/> 1001 Edwards, J.D. & Company		5,500.00			1 00001	111255000	
<input type="checkbox"/> 4344 Universal Incorporated		7,623.00	77.00		1 00001	107004381	
[]							

3. On Work With Payment Group - Write Status, choose a payee and click Select.

PeopleSoft.

Select Workspace: Active Foundation

Active Foundation

Work With Payment Detail

Payee: 4344 Universal Incorporated
 Bank Account: 1.1110.BEAR Bear Creek National Bank
 Payment Amount: 7,623.00 Currency: USD

Document Number	Doc Type	Doc Co	Pay Item	Payment Amount	Discount Taken	Invoice Number
<input type="checkbox"/> 1571 PV	00001	001		2,673.00	27.00	C375
<input type="checkbox"/> 1572 PV	00001	001		4,950.00	50.00	C741
[]						

4. On Work With Payment Detail, choose a voucher and click Select to review voucher information associated with a payment.

The screenshot shows the PeopleSoft Payment Detail form. At the top, there's a navigation bar with links for Portal, WWWW, Intranet, Training, and other system icons. Below that is a toolbar with buttons for Cancel, Tools, and a red X. The main area is titled "Payment Detail". It contains two main sections. The first section has fields for Document No/Ty/Co (1571), Pay Item (001), Supplier Number (4344, with a note "Universal Incorporated"), Remark (Advertising Expense), Invoice Number (C375), Invoice Date (05/10/05), Due Date (05/20/05), and Company (00001, with a note "Financial Distribution Company"). The second section has fields for Payment Amount (2,673.00) and Currency (USD). There's also a field for Discount Taken (27.00).

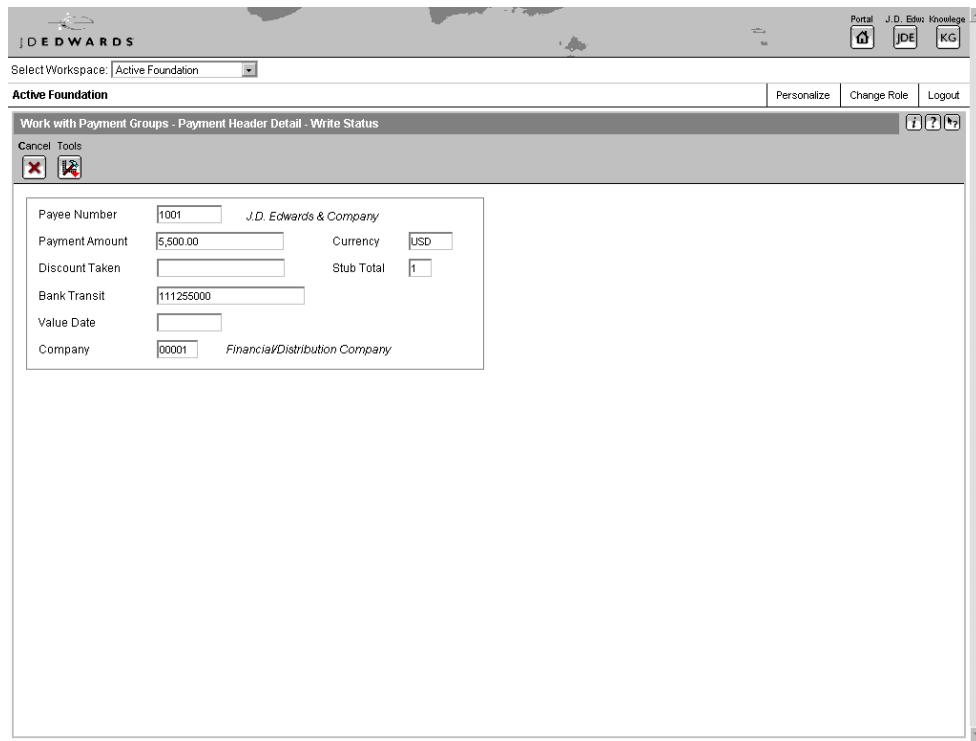
The Payment Detail form shows the voucher information associated with a payment.

► To review payment summary information (write status)

When you review payments within a payment group, you can review the summary information for each payment before you actually write the payment.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, click the following option and click Find:
 - Write Status
2. Choose a payment group and click Select.
3. On Work With Payment Group - Write Status, choose the payee that you want to review.
4. From the Row menu, choose Detail.



Reviewing Payments with an Update Status

Before you update the payments that you have written, you can review them. To do so, complete either of the following tasks:

- Review payment information (update status)
- Review payment summary information (update status)

You can reset a payment group that is at update status and rewrite your payments, if necessary. When you reset written payments in an update status (UPD), you return them to a status of write (WRT). See [Resetting Payment Processing](#).

The payment group programs display information from the following worktables:

- A/P Payment Processing - Header File (F04571)
- A/P Payment Processing - Summary File (F04572)

► To review payment information (update status)

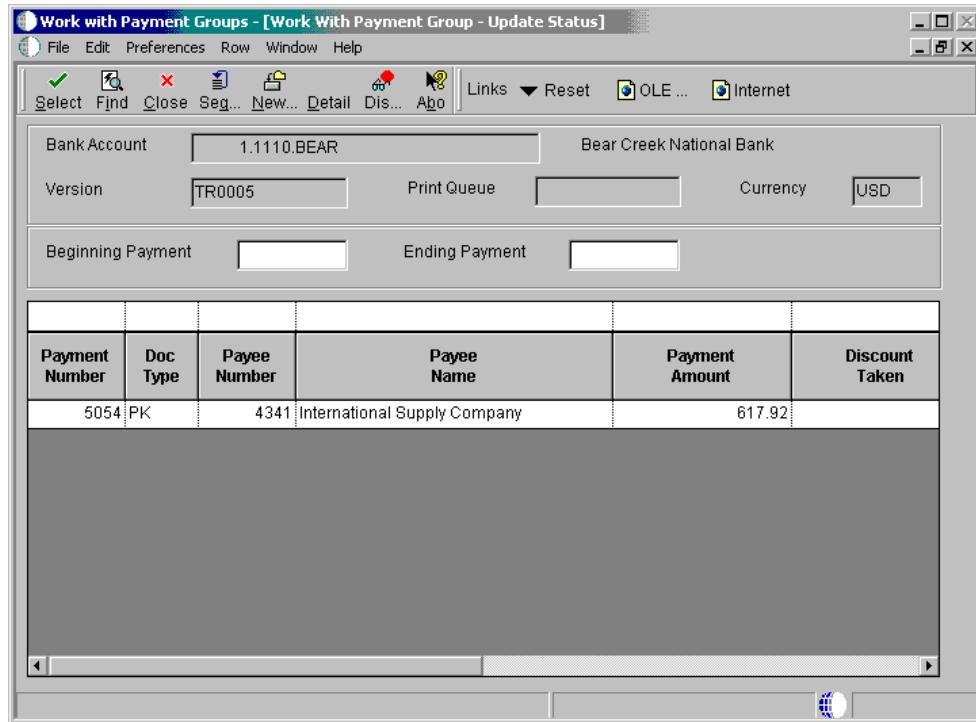
You can review payment information for a specific payment group before you update the payment.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, click the following option and click Find:

- Update Status

2. Choose a payment group and click Select.

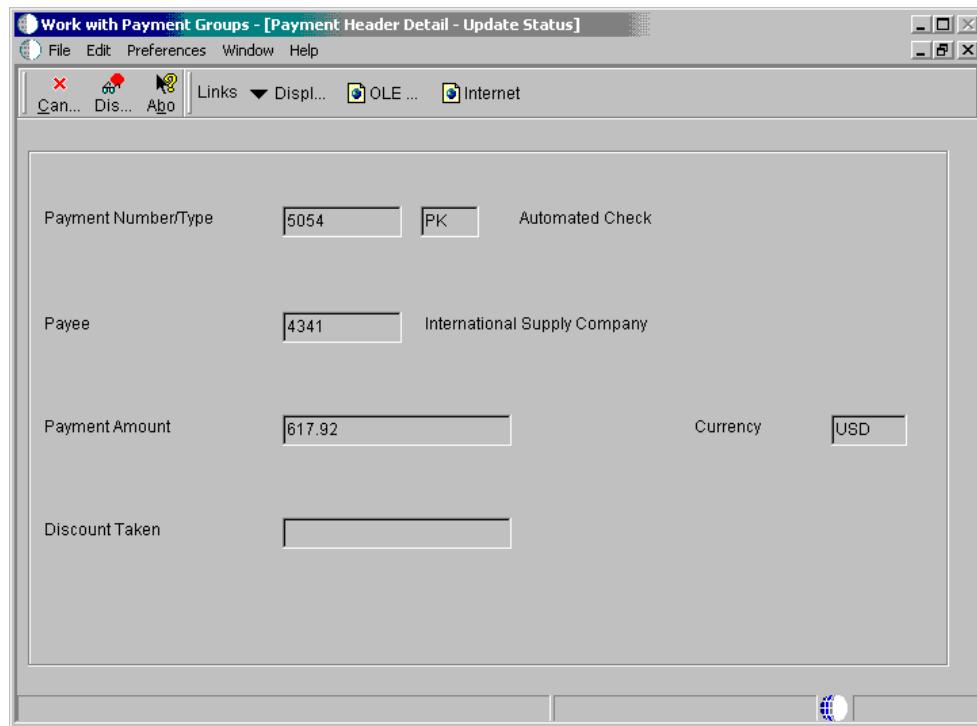


► To review payment summary information (update status)

When you review payments within a payment group, you can review the summary information associated with a specific payment.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, click the following option and click Find:
 - Update Status
2. Choose a payment group and click Select.
3. On Work With Payment Group - Update Status, choose the payee that you want to review.
4. From the Row menu, choose Detail.



Revising Unprocessed Payments

You can make limited changes to payments, vouchers, and payment groups before you write them, including the following:

- Excluding debit memos (credit vouchers)
- Splitting payments
- Revising the value date of payments
- Removing voucher pay items
- Removing unprocessed payments
- Removing an entire payment group
- Revising control information for a payment group

See Also

- Setting Up Payment Instruments*

► To exclude a debit memo (credit voucher)

You can exclude a debit memo on any of the following forms:

- Work With Payment Groups (the steps in this procedure use this form)
- Work With Payment Group - Write Status
- Work With Payment Detail

- Work With Payment Group - Update Status

Debit memos occur when you have overpaid a supplier or have been issued credit from a supplier. You can exclude these debit memos from payment processing.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, choose a payment group, payment, or voucher.
2. From the Row menu, choose Undo.
3. On Undo Confirmation, click Yes.
4. On Reset Payments, click OK.

Related Tasks

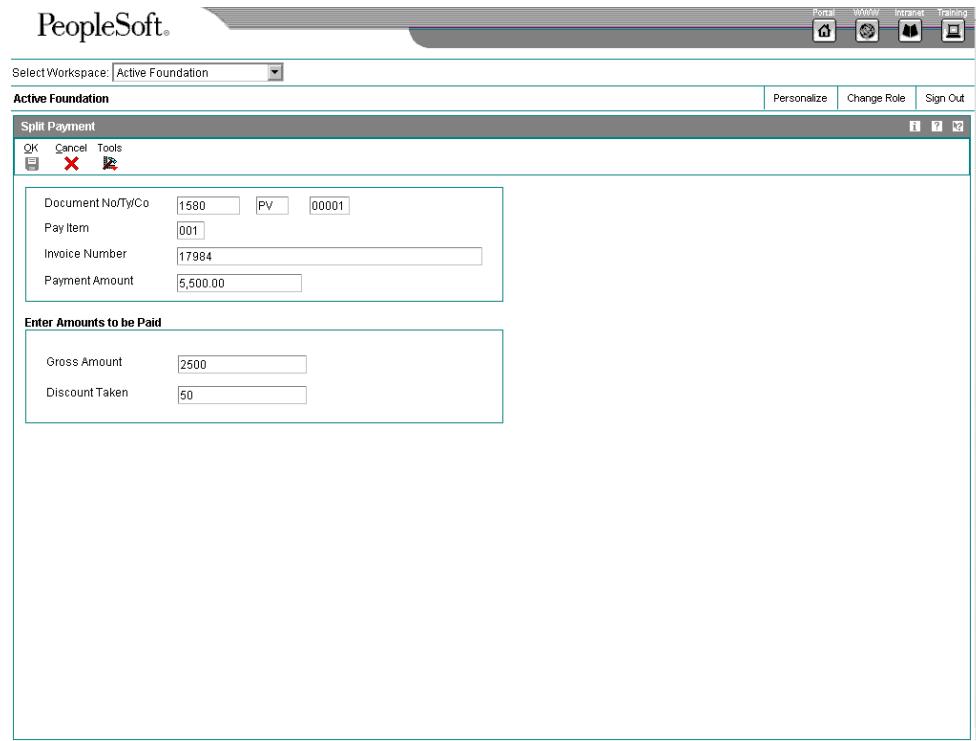
Excluding all debit memos	To exclude all debit memos, set the processing option for Minimum Amount in Create Payment Control Groups to the smallest currency unit (for example, .01).
Reviewing debit memos	When you process debit memos for review purposes only, you can run the Payment Analysis Report or review them on Work With Payment Groups before you undo them.

► To split a payment

When you want to pay part of a voucher now and part later, you can split the payment. When you decrease the gross amount of a voucher, the system creates a new voucher pay item for the remaining balance. The new pay item is created using the default pay status, which is typically A (approved) for payment. The new pay item is not part of a payment group.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, choose a payment group and click Select.
2. On Work With Payment Group - Write Status or on Work With Payment Group - Update Status, depending on what options you selected on Work With Payment Groups, choose a record and choose Pay Items from the Row menu.
3. On Work With Payment Detail, choose a voucher.
4. From the Row menu, choose Split.



5. On Split Payment, complete the following fields and click OK:

- Gross Amount
- Discount Taken

► To revise the value date of a payment

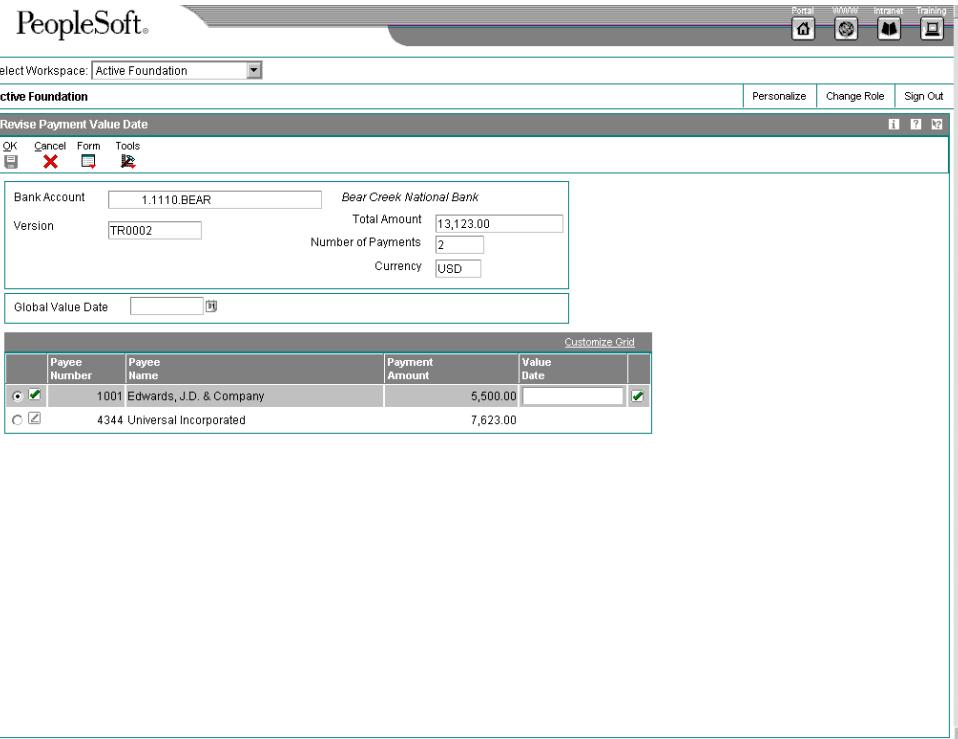
Typically, payment value dates apply to draft processing and indicate the date that a payment reaches a bank.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, follow the steps for reviewing payments for a payment group with a next status of Write.

See [Reviewing Payments with a Write Status](#).

2. On Work With Payment Group - Write Status, choose ValueDate from the Form menu.



3. On Revise Payment Value Date, complete the following field to revise the value date of all payments in the group:
 - Global Value Date
4. Click Load Date to update the value date for each payment.
5. To revise the value date of an individual payment, complete the following field:
 - Value Date
6. Click OK.

► To remove a voucher pay item

When you do not want to pay a voucher, remove it from the payment group. The system resets the pay status of the voucher from payment in-process to approved.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, follow the steps for reviewing vouchers.
See [Reviewing Vouchers](#) in the chapter *Reviewing and Approving Vouchers*.
2. On Work With Payment Detail, choose a voucher.
3. From the Row menu, choose Undo.
4. On Undo Confirmation, click Yes.

5. On Reset Payments, click OK.

► To remove an unprocessed payment

If you do not want to make a payment, you can remove it from the payment group. The system removes the voucher pay items from the payment group and resets their pay status from payment in-process to approved.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, follow the steps for reviewing payments for a payment group with a next status of Write.
See *Reviewing Payments with a Write Status*.
2. On Work With Payment Group - Write Status, choose a payment.
3. From the Row menu, choose Undo.
4. On Undo Confirmation, accept or reject undoing the selected payment.

► To remove an entire payment group

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, choose a payment group.
2. From the Row menu, choose Undo.
3. On Undo Confirmation, click Yes.

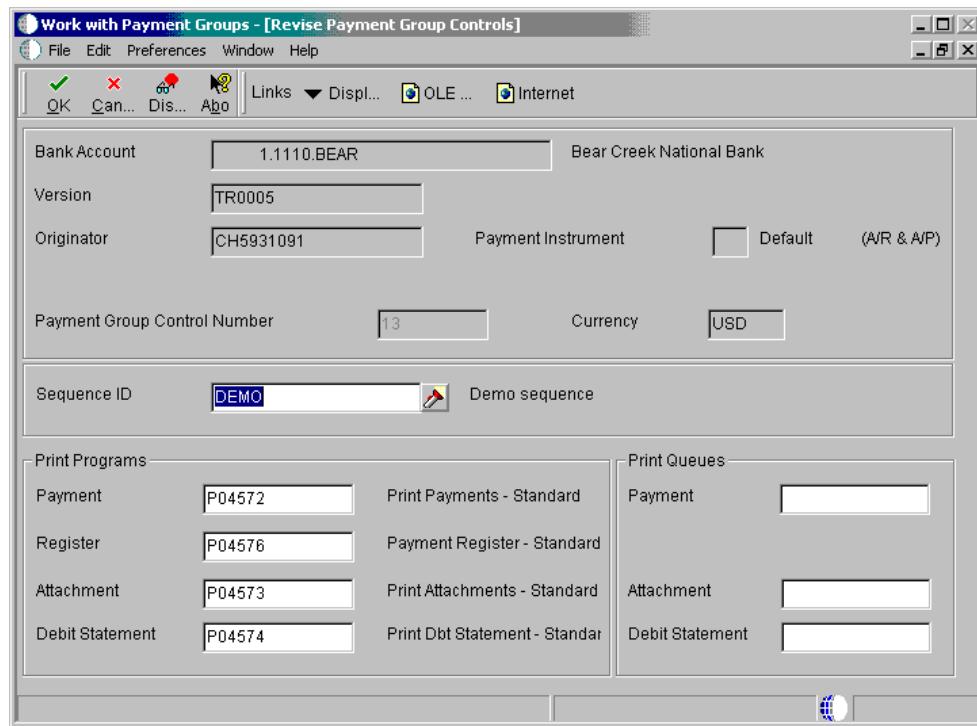
► To revise control information for a payment group

You can change the print program, payment register, print queues, attachments, and debit statements for payments by changing the control information for the payment group. You can also change the sequence ID, which determines the order in which the group's payments print.

The system uses payment instrument defaults to create the control information when you create payment groups. You can change this information before you write payments. Any change that you make affects the entire payment group.

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, follow the steps for reviewing payment groups.
See [*Reviewing Payment Groups*](#).
2. Choose a payment group.
3. From the Row menu, choose Controls.



4. On Revise Payment Group Controls, change the following field (optional):

- Sequence ID

5. Change any of the following print program fields:

- Payment
- Register
- Attachment
- Debit Statement

6. Change any of the following print queue programs:

- Payment
- Attachment
- Debit Statement

The print queues that you specify on the Revise Payment Group Controls form do not determine where payments, attachments, and debit statements print. Instead, the print properties of a version determine where they print.

7. Click OK.

Automatic Payment Processing for Brazil

You use automatic payment processing to pay vouchers during your usual payment cycle. To process automatic payments, you assign formats to payment instruments. Then you create payment groups. After you create your payment groups, you process automatic payments in the group. When you select the Write function for your payment group, the system determines which payment formats to generate based on the payment formatting programs that you assign to your payment instruments.

The J.D. Edwards Dynamic Formatter applications let you create layouts for bank data. You use the layouts you create to send inbound and outbound automatic payments.

The outbound process for automatic payments sends records from the following tables to the specified bank:

- Accounts Payable Ledger (F0411)
- A/P Payment Processing – Header File (F04571)
- A/P Payment Processing – Summary File (F04572)
- A/P Payment Processing – Detail File (F04573)

The inbound process for automatic payments uploads incoming flat files to the File Upload for Bank Transaction Inbound Process table (F76B474I), and then to the F04571, F04572, and F04573 tables. You then continue processing the inbound records according to your usual procedures.

To use automatic banking for payment processing for Brazil, complete the following tasks:

- Create the layouts that your banks require for incoming data and assign the layouts to outbound transactions. See *Working with the Dynamic Formatter for Bank Layouts*.
- Create the payment instruments that you need. See *Working with Payment Instruments*.
- Create the versions that you need for the A/P Electronic Bank Diskette process (R76B047SE).
- Include R76B047SE as a print program. See *Writing Payments*.
- For outbound payment records, complete the following tasks:
 - Enter bar code information for your vouchers. See *Adding Bar Code Information to Vouchers*.
 - Create your payment groups. See *Creating Payment Groups*.
 - Write your payments. See *Writing Payments*.
 - Run the A/P Electronic Bank Diskette batch process (R76B047SE) to write records to the A/P Payment Tape File table (F0457) and the A/P Payment Tape File – OneWorld table (F04572OW). See *Writing Automatic Payments to the A/P Payment Tape File – OneWorld Table*.
 - Write records from the A/P Payment Tape File table (F0457) and the A/P Payment Tape File – OneWorld table (F04572OW) to a text file. See *Creating the Outbound Text File*.
- For inbound payment records, complete the following tasks:
 - Import the flat file that your bank sends to you by using the File Upload for Bank Transaction Inbound application (P76B474I). This application writes the records

from the flat file to the Upload for Bank Transaction Inbound table (F76B474I). See *Processing Inbound Bank Records*.

- Run the Process Return A/P Electronic Bank Disk batch process (R76B047RE) to write records from the F76B474I table to the F04571, F04572, and F04573 tables. See *Running the Automatic Payments Inbound Process*.
- Continue processing the inbound records according to your existing procedures for payment processing.

Before You Begin

- Verify that a bank transit number exists in the Bank Transit Master table (F0030) for each customer for which you will process automatic payments. See *Setting Up Bank Account Information for A/P*.

Processing Outbound Automatic Payments

Before you process outbound bank records, you must set up bank layouts and associate the layouts to outbound transactions for each payment instrument for each bank with which you work. You then run the A/P Electronic Bank Diskette batch process (R76B047SE) to write records to the A/P Payment Tape File table (F0457) and the A/P Payment Tape File – OneWorld table (F04572OW).

You use the Bank Transaction Outbound Process application (P76B474O) to write records from the F40457 and F04572OW tables to the text file. When you create the text file, the system writes the file in the correct layout as determined by the Transaction Type, Payment Instrument, and Bank Code that you specified in the Bank Information for Dynamic Formatter application (P76B474).

Writing Automatic Payments to the A/P Payment Tape File – OneWorld Table

The system automatically runs the A/P Electronic Bank Diskette batch process (R76B047SE) when you run the print process for payment groups. You must set the processing options for R76B047SE before you run the print process for payment groups. The R76B047SE batch process creates the text file and sets the status for the payment group to Update (UPD).

You can also run the R76B047SE program from a menu option.

The R76B047SE batch process does the following:

- Writes records from the following tables to the A/P Payment Tape File – OneWorld table (F04572OW):
 - Accounts Payable Ledger (F0411)
 - A/P Payment Processing – Header File (F04571)
 - A/P Payment Processing – Summary File (F04572)
 - A/P Payment Processing – Detail File (F04573)
- Creates a report

Processing Options for A/P Electronic Bank Diskette (R76B047SE)

Transfer Tab

These processing options specify bank tape information and whether the system uses a single payment company.

Tape Payment Detail

Use this processing option to specify the tape payment detail description.

Tape

Device Name

Use this processing option to specify the machine model where the flat file was created. The system prints this information on a label that you can attach to a diskette

Tape Density

Use this processing option to specify the media recording density. The system prints this information on a label that you can attach to a diskette

Label Name

Use this processing option to specify the label name

Block Size

Use this processing option to specify the size of the block you are copying

New Volume

Use this processing option to specify the name of the new volume

New Owner ID

Use this processing option to specify the name of the new owner

File Name

Use this processing option to enter the name of the text file

Pmt. Instr.**Payment Instrument - DOC**

Use this processing option to specify the payment instrument. You choose a code from the Payment Instrument UDC (00/PY) table.

Payment Instrument - Check

Use this processing option to specify the payment instrument. You choose a code from the Payment Instrument UDC (00/PY) table.

Payment Instrument - Account Deposit

Use this processing option to specify the payment instrument. You choose a code from the Payment Instrument UDC (00/PY) table.

Payment Instrument - Boleto same Bank

Use this processing option to specify the payment instrument. You choose a code from the Payment Instrument UDC (00/PY) table.

Payment Instrument - Boleto other Bank

Use this processing option to specify the payment instrument. You choose a code from the Payment Instrument UDC (00/PY) table.

Process**Use single Company Payment**

Blank - Do not use

1 - Use single Payment

Use this processing option to specify whether the system creates separate payments for each invoice. Valid values are:

Blank

Do not use. The system creates separate payments.

Use single payment. The system creates one payment

Structure Type

Use this processing option to specify the type of organizational structure set up in Address Book. You choose a value from the Parent/Child Structure Type UDC table (01/TS)

Creating the Outbound Text File

You create outbound text files for automatic payments and for automatic receipts. The system writes the text file in the appropriate layout based on the bank code, payment instrument, and transaction type.

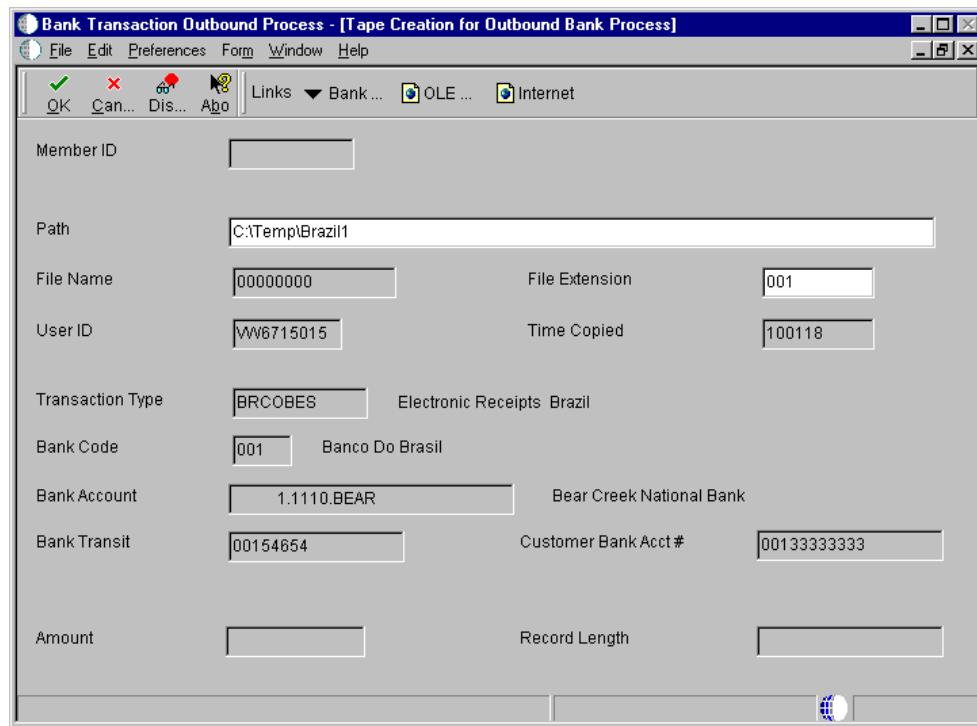
For automatic payments, the system writes records from the A/P Payment Tape File table (F0457) and the A/P Payment Tape File – OneWorld table (F04572OW) to a text file.

For automatic receipts, the system writes records from the A/P Payment Tape File – OneWorld table (F04572OW) to a text file.

► To create the outbound text file

From the Bank Tape Processing menu (G76B413 or G76B415), choose Bank Transaction Outbound Process (P76B474O).

1. On Work with Outbound Bank Process Files, complete the following fields, as necessary, to locate the file you want, and then click Find:
 - Bank Account
 - File ID
2. Choose the record you want, and then click Select.



3. On Tape Creation for Outbound Process, complete the following field, and then click OK:
 - Path

Processing Options for Bank Transaction Outbound Process (P76B474O)

Display Tab

These processing options specify which records appear in the Work with Outbound Process File form.

Display created files

Use this processing option to specify whether the Work with Outbound Process Files form displays only records for which files have been written. Valid values are:

Blank

Display only non-written files

1

Display all files

Type - Transaction

Use this processing option to specify the transaction type code that the system displays in the Work with Outbound Process Files form. You choose a code from the Transaction Type (00/TT) UDC table. Valid values for this processing option are:

BRPAGEL

Electronic Payments Brazil

BRCOBES

Electronic Receipts Brazi

Processing Inbound Automatic Payments

Before you process inbound bank records, you must set up bank layouts and associate the layouts to inbound transactions for each payment instrument for each bank with which you work. You then run the File Upload for Bank Transaction Inbound program (P76B474I) to write records from the flat file you received from the bank to the File Upload for Bank Transaction Inbound Process table (F76B474I).

You run the Process Return A/P Electronic Bank Disk batch process (R76B047RE) to write records from the F76B474I table to the A/P Payment Tape File table (F0457). You can launch the R76B047RE process from a menu option or by clicking Process in P76B474I program.

You process the records in the F0457 table according to your usual procedures.

Importing Flat Files from Your Bank

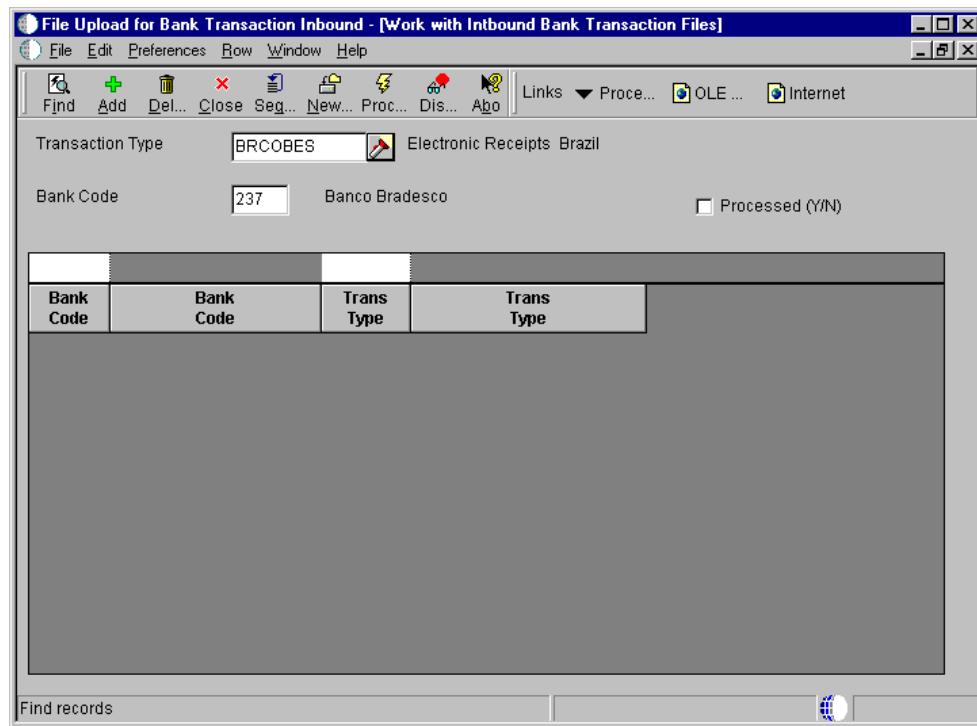
Before you can use the automatic receipts or automatic payments data that your bank sends to you, you must upload the flat file from the location where it is stored to the File Upload for Bank Transaction Inbound Process table (F76B474I). A layout that is associated with the bank code and transaction type for the file you want to upload must exist in your system.

You can set default values for the bank code and transaction type in the processing options, and can set a processing option to allow changes to the location where the system searches for the flat file.

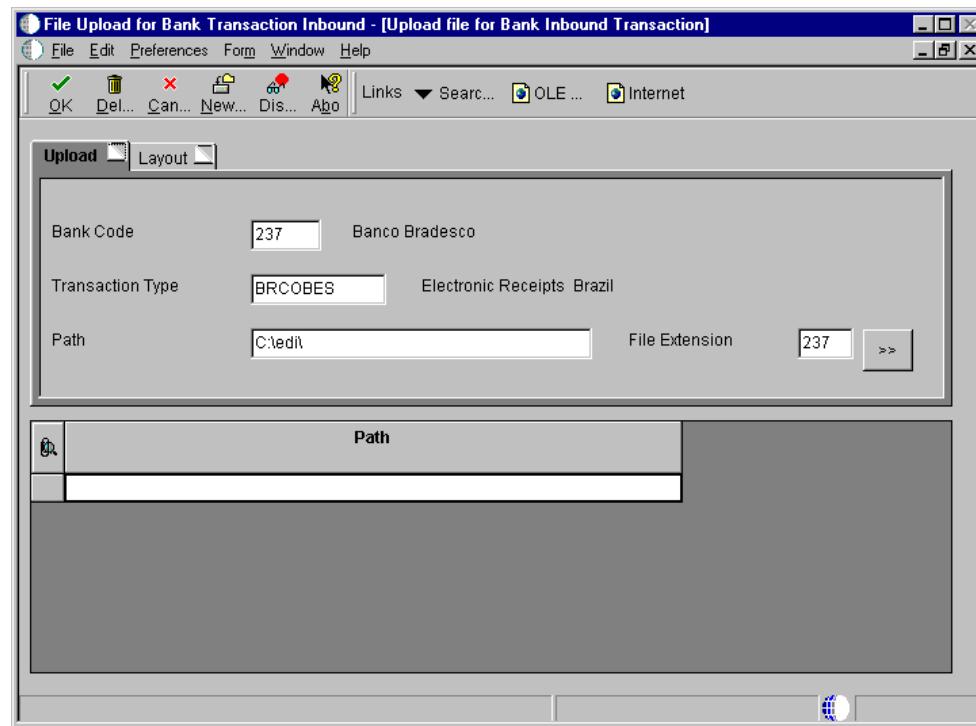
► To import flat files from your bank

From the Bank Tape Processing menu (G76B413 or G76B415), choose File Upload for Bank Transaction Inbound (P76B474I).

If you have default values for the Bank Code or Transaction Type, those values appear on the Work with Inbound Bank Transactions Files form.



1. On Work with Inbound Bank Transactions Files, complete the following fields if they are not populated with default values:
 - Trans Type
 - Bank Code
2. Click Add.



3. On Upload File for Bank Inbound Transaction, complete or modify the following fields on the Upload tab, and then click OK:
 - Bank Code
 - Transaction Type
 - Path
 - File Extension

Note

You can complete the fields only if the processing options are set to allow you to override the values.

Note

The Layout tab displays information about the layout. It does not contain input fields.

Processing Options for File Upload for Bank Transaction Inbound (P76B474I)

Process Tab

These processing options specify default values, versions, and whether certain fields are editable.

Bank Code

Use this processing option to specify the default bank code that the system displays in the Work with Inbound Bank Transaction Files form. You choose a code from the Bank Code (76/BC) UDC table.

Type - Transaction

Use this processing option to specify the default transaction type code that the system displays in the Work with Inbound Bank Transaction Files form. You choose a code from the Transaction Type (00/TT) UDC table. Valid values for this processing option are:

BRPAGEL

Electronic Payments Brazil

BRCOBES

Electronic Receipts Brazi

EDI - Successfully Processed

Use this processing option to indicate whether to mark a record as successfully processed through the batch processing system. After a record has been marked as processed, it can no longer be updated through the batch processing system. Valid values are:

Blank

Mark as processed

1

Do not mark as processe

Display

Disable Bank Code

Use this processing option to allow or disallow input in the Bank Code field on the Upload File for Bank Inbound Transaction form. When you allow input, you can override the value from the Bank Information for Dynamic Formatter application (D76B171) that the system

displays. Valid values are:

Blank

Allow input

1

Disallow input

Disable Transaction Type

Use this processing option to allow or disallow input in the Transaction Type field on the Upload File for Bank Inbound Transaction form. When you allow input, you can override the value from the Bank Information for Dynamic Formatter application (P76B474) that the system displays. Valid values are:

Blank

Allow input

1

Disallow input

Disable Path

Use this processing option to allow or disallow input in the Path field on the Upload File for Bank Inbound Transaction form. When you allow input, you can override the value from the Bank Information for Dynamic Formatter application (P76B474) that the system displays. Valid values are:

Blank

Allow input

1

Disallow input

Disable File Extension

Use this processing option to allow or disallow input in the File Extension field on the Upload File for Bank Inbound Transaction form. When you allow input, you can override the value from the Bank Information for Dynamic Formatter application (P76B474) that the system displays. Valid values are:

system displays. Valid values are:

Blank

Allow input

1

Disallow input

Versions

Electronic Payment Inbound Processor Version - R76B047RE

Use this processing option to specify the version that you want to use for the Process Return A/P Electronic Bank Disk program (R76B047RE). The system uses the version that you specify when you process records from the File Upload for Bank Transaction Inbound application (P76B474I)

Electronic Receipts Inbound Processor Version - R76B03ZR

Use this processing option to specify the version that you want to use for the Process Return A/R Bank Tape Diskette program (R76B047ZR). The system uses the version that you specify when you process records from the File Upload for Bank Transaction Inbound application (P76B474I)

Uploading Files into the A/P Payment Tape File Table

From the Bank Tape Processing menu (G76B415), choose Process Return A/P Electronic Bank Disk (R76B047RE).

The R76B047RE process uploads files from the File Upload for Bank Transaction Inbound Process table (F76B474I) into the A/P Payment Tape File table (F0457).

Alternatively, you can launch the R76B047RE process from the Upload for Bank Transaction Inbound program (P76B474I) by choosing a record on the Work with Inbound Bank Transaction Inbound form, and then clicking Process.

General Ledger Reports

Reporting and Inquiry Processing

To comply with specific Brazilian legal requirements and business practices, companies must keep detailed records of all transactions. The Brazilian government can audit companies at any time to verify that commercial transactions are being performed within legal requirements.

The General Ledger (Livro Razão) and the Transaction Journal (Diário Geral da Contabilidade) are two of the basic elements that companies are required to maintain and submit for auditing.

Printing the General Ledger Report

From the G/L Reports - Brazil menu (G76B09), choose General Ledger.

You can print the General Ledger Report (R76B420) to list all transactions by company and General Ledger account for a specific accounting period. The report includes all General Ledger accounts with a post edit code, even if the amount for the account is zero. In addition, the report includes totals by transaction, period, account, and company. If the list of transactions for an account is interrupted by a page break, the system prints an ending balance on the page and continues on the next page with a "balance carried forward" amount.

Processing Options for General Ledger (R76B420)

From/Thru Date

1. Select a from period at which to begin showing account balances in detail.

'0' For Year to Date

'1' For Current Period

'2' For Inception to Date

Enter a from date at which to begin showing account balances in detail. If this selection is left blank then the previous selection will be used.

From Date

2. Enter a through fiscal year and period for which the account balances are to be shown in detail.

Fiscal Year

Period Number

Enter a through date for which the account balances are to be shown in detail. If this selection is left blank the previous selection will be used.

Thru Date

Print

1. Select the account number to print.

'1' Account Number (default)

'2' Short Account ID

'3' Unstructured Account

2. Enter '1' to print units. Leave blank to print amounts only.

(FUTURE)

3. Enter '1' to skip to a new page when a new business unit is printed. Leave blank to print without page breaks.

4. Enter '1' to omit accounts that have no balance or detail for the selected period.

Document

1. Enter ledger code to use, or leave blank for actual amounts (AA)

Ledger Type
2. Enter document type to use if selective ledger is used. Leave blank to include all document types.

Document Type (FUTURE)
3. Enter a one to include both posted and unposted transactions. Leave blank to print only posted transactions

Posted/Unposted

Subledger
1. Enter a subledger or enter '*' to include all subledgers.

Subledger
2. If a specific subledger is entered above, enter subledger type.

Subledger Type
3. Enter '1' to print the subledger on the GL report. If left blank, no subledger will be printed.

Currency
1. Enter a specific currency code or '*' to include currency codes.

Currency Code (FUTURE)

Summary
1. Select business unit types for object range summarization. Enter a specific business unit type, or '+' to include all types, or '*' to include all non-blank types.

Business Unit Type
2. Enter object account range for account summarization.

Beginning Object

Ending Object

Date Order
1. Enter '1' to print detail information in ascending date order. Default of blank will print in descending order.

Company
1. Enter a company number to print on each page heading.

Company

Printing the Transaction Journal

From the G/L Report – Brazil menu (G76B09), choose Transaction Journal (R76321B).

You print the Transaction Journal to list and total all of the journal entries in the Journal Entry Book by company, day, and accounting period. The system prints an ending balance for each page and carries that balance forward to the next page so that each page of the journal can stand alone.

The Transaction Journal includes an opening statement (Termo de Abertura) for the first page and a closing statement (Termo de Encerramento) for the last page. The opening and closing statements include the following company information:

- Purpose of the book
- Number of the book
- Number of pages
- Business to which the book pertains
- Business name
- Business address
- Number assigned to the business by the Junta Comercial
- Taxpayer identification number
- Company administrator and accountant authorization of the closing of the accounting period

The statements also include information about the journal, such as the fiscal book number and the total number of pages.

You can print the Transaction Journal in proof or final mode. When you print the report in final mode, the system updates the next number of the fiscal book that is based on the next numbers which you have set up for the company.

See Also

- Setting Up Opening and Closing Terms for Fiscal Books*

Processing Options for Transaction Journal (R76321B)

Print Options

1. Enter a '1' for Final mode (option 2 mandatory) ; blank will NOT update page number.
2. Enter a '1' to print 'Opening Statement' and 'Closing Statement'. (Value '1' required if printing in Final Mode).
3. Enter a '1' to print Subledgers.
4. Enter '1' to print JE explanation 1, Enter a '2' for printing JE explanation 2, If left blank both explanation '1' and '2' will be printed.
5. Enter number of pages to be used by Trial Balance report between last page and 'Closing Statement'.
6. Enter Statement Codes (defaults A=Opening, E=Closing)

Opening

Closing

Dates

1. Enter the desired report date (issue date). If left blank, system date will default. (This date will be updated in next numbers file if processing in final mode).
2. Enter beginning date for transactions.
3. Enter ending date for transactions.
4. Enter reference month to be printed in the report header.
5. Enter reference year to be printed on the report header.
6. Enter "1" to suppress printing of transaction date in the header; blank will print the date.

Company

1. Enter company for heading information. (Required).

Book Code

1. Enter book code. If left blank, DG will default.
-

Generating Stand-Alone Notas Fiscais

Generating Stand-Alone Notas Fiscais

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes. The information accompanies shipments in the form of a document that is referred to as nota fiscal.

You might need to generate a nota fiscal apart from a purchase or sales order. For example, if a manufacturer ships merchandise into Brazil, that merchandise does not arrive with a nota fiscal. The receiving company in Brazil needs to generate an inbound stand-alone nota fiscal to begin the tracking process.

The stand-alone nota fiscal is not linked to any other accounting processes. For example, when you generate a stand-alone nota fiscal, it does not interface with general ledger, inventory, purchase order, sales order, accounts payable, or accounts receivable processes. Generate a stand-alone nota fiscal only when you want to print a document that does not affect any other accounting process.

Note

You can generate an inbound or outbound stand-alone nota fiscal by changing the processing option for the Stand-Alone Nota Fiscal - Brazil program (P7611B). See *Processing Options for Generate Nota Fiscal (R76558B)*.

Before You Begin

- ❑ You should set up a matching version for the Stand Alone Nota Fiscal - Brazil program (P7611B). The Stand Alone Nota Fiscal - Brazil program (P7611B) calls a version of the Generate Nota Fiscal program (R76558B) to get the print message sequence from the processing options. The Stand Alone Nota Fiscal - Brazil program (P7611B) calls a version with a matching version name. If a matching version does not exist, the program calls version XJDE0001 by default.

Entering Stand-Alone Nota Fiscal Header and Detail Information

When you enter a stand-alone nota fiscal manually, you should enter header and detail information. Once you enter this information, you can review the documents online to verify that the information is correct. You can review notas fiscais by order number or by nota fiscal number.

Note

If you review notas fiscais after printing a nota fiscal in proof mode, the nota fiscal number for each document is represented by a unique, system-generated next number. If you review notas fiscais after printing in final mode, the nota fiscal number is the official, government-assigned number.

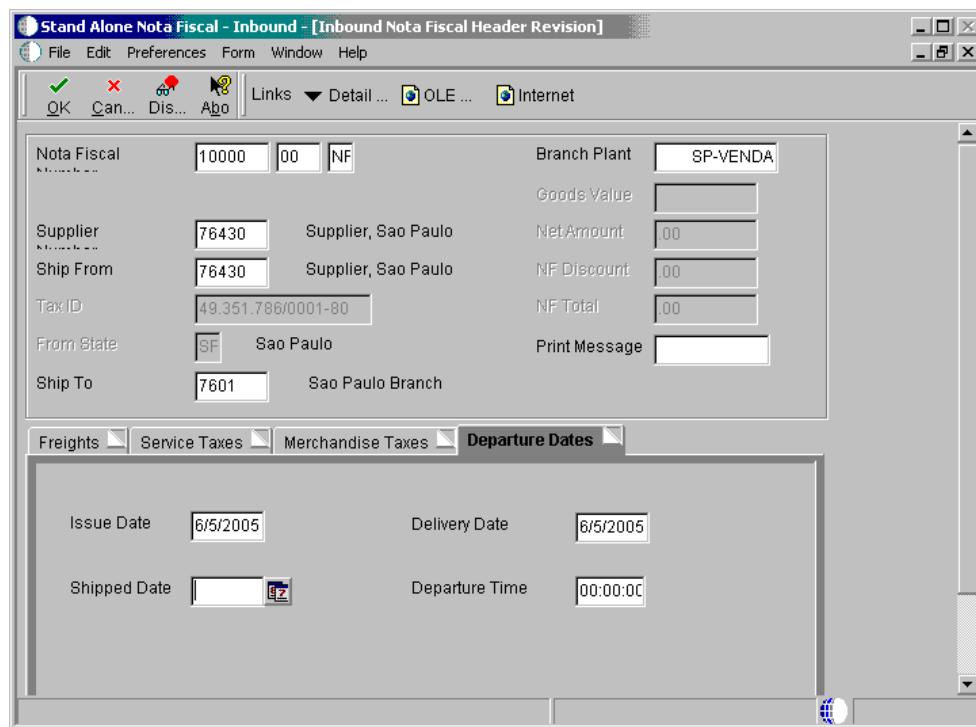
Note

You can generate an inbound or outbound stand-alone nota fiscal by changing the processing option for the Stand-Alone Nota Fiscal -Brazil program (P7611B). The following task demonstrates the creation of an Inbound Stand-Alone Nota Fiscal. See *Processing Options for Generate Nota Fiscal (R76558B)*.

► To enter stand-alone nota fiscal header information

From the Stand-Alone Nota Fiscal - Brazil menu (G76B4321), choose Stand-Alone Nota Fiscal – Inbound (P7611B).

1. On Work With Stand-Alone Nota Fiscal Header, click Add.



2. On Inbound Nota Fiscal Header Revision, complete the following identification information:

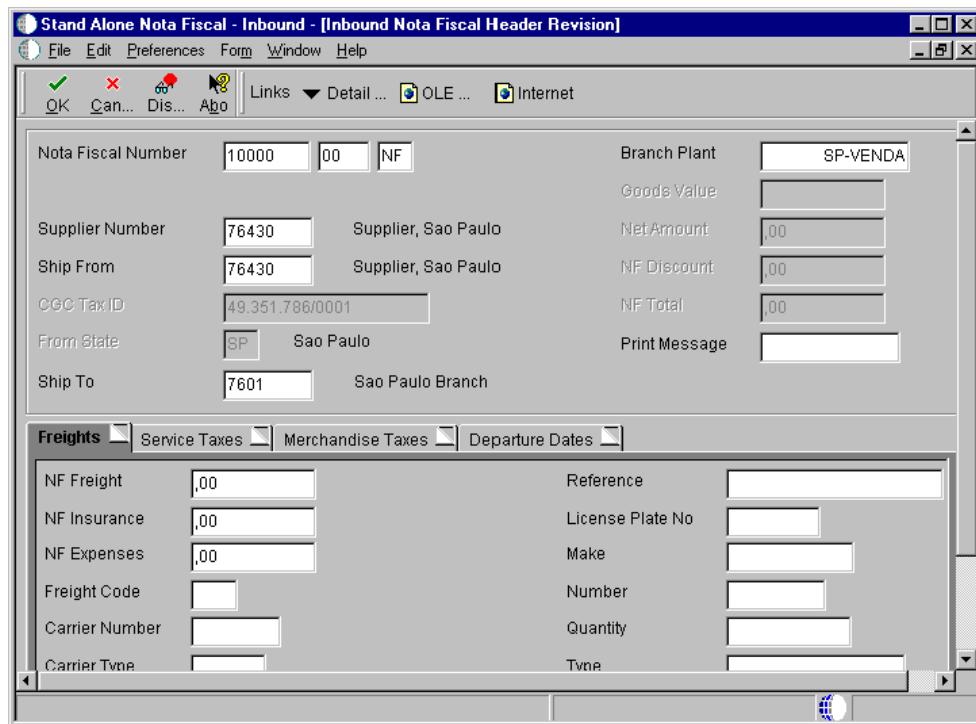
- Nota Fiscal Number
- Nota Fiscal Series
- Supplier Number
- Ship From
- Ship To

- Branch Plant
- Print Message

After you complete these steps, follow the steps to enter nota fiscal header additional information.

► To enter stand-alone nota fiscal header additional information

After you complete the steps to enter nota fiscal header revision information, you can enter nota fiscal header additional information.



1. On Inbound Nota Fiscal Header Revision, click the Freights tab and complete the following freight information fields:
 - NF Freight
 - NF Insurance
 - NF Expenses
 - Freight Code
 - Carrier Number
 - Carrier Type
 - Reference

- License Plate No
- Make
- Number
- Quantity
- Type
- Net Weight
- Gross Weight

2. On Inbound Nota Fiscal Header Revision, click the Service Taxes tab and complete the following tax information fields:

- ISS Tax
- ISS Taxable
- IR Tax
- IR Taxable

3. On Inbound Nota Fiscal Header Revision, click the Merchandise Taxes tab and complete the following tax information fields:

- ICMS Tax
- ICMS Taxable
- ICMS Exempt
- ICMS Other
- Substitute Tax
- Substitute Taxable
- Repasse Discount
- Free Port Discount
- IPI Taxable
- IPI Taxable
- IPI Exempt
- IPI Other

4. On Inbound Nota Fiscal Header Revision, click the Departure Dates tab and complete the following departure fields:

- Issue Date
- Shipped Date
- Delivery Date
- Departure Time

5. Click OK.

After you complete these steps, follow the steps to enter nota fiscal detail information.

► To enter stand-alone nota fiscal detail information

After you complete the steps to enter nota fiscal header additional information, you can enter nota fiscal detail information.

On Inbound Nota Fiscal Header Revision or Outbound Nota Fiscal Header Revision, choose Detail Revision from the Form menu.

1. On Inbound Nota Fiscal Detail Revision or Outbound Nota Fiscal Detail Revision, complete the necessary fields in the detail area.

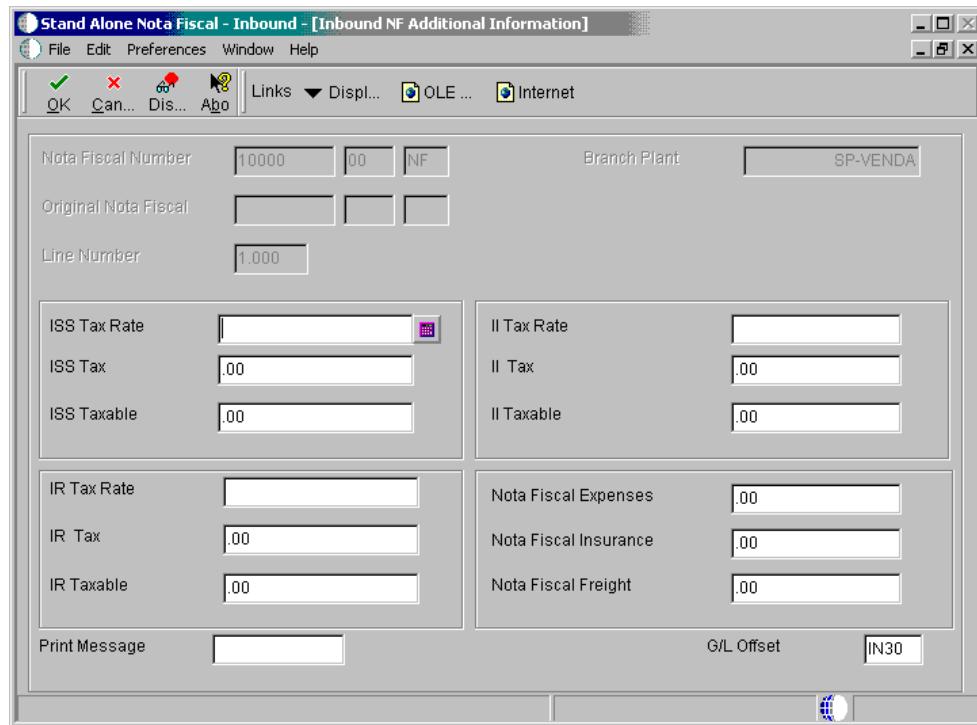
Row#	Quantity Ordered	Trans UOM	Item Number	Line Type	Unit Price	Extended Price	Location
1	100	EA	760	BS	5.0000	500.00	
					0.0000		

After you complete these steps, follow the steps to enter nota fiscal detail additional information.

► To enter stand-alone nota fiscal detail additional information

After you complete the steps to enter nota fiscal detail information, you can enter nota fiscal detail additional information.).

1. On Inbound Nota Fiscal Detail Revision, choose a record in the detail area, and, from the Row menu, choose Detail Addl Info.



2. On Inbound NF Additional Information, complete the following ISS tax fields:
 - ISS Tax Rate
 - ISS Tax
 - ISS Taxable
3. Review the following II tax fields:
 - II Tax Rate
 - II Tax
 - II Taxable
4. Review the following IR tax fields:
 - IR Tax Rate
 - IR Tax

- IR Taxable

5. Review the following Nota Fiscal fields:

- Nota Fiscal Expenses
- Nota Fiscal Insurance
- Nota Fiscal Freight

6. Review the following additional fields:

- Print Message
- G/L Offset

Processing Options for Stand-Alone Nota Fiscal Maintenance (P7611B)

Display Tab

Use the Display processing option to control your display preferences.

1. Header or Detail

Blank = Header form

1 = Detail form

Use this processing option to determine whether the system first displays the Nota Fiscal Header Revisions form or the Nota Fiscal Detail Revisions when you inquire on a Nota Fiscal. You can review header information before detail information and edit default information that affects the Nota Fiscal.

Valid values are:

Blank The system displays the Nota Fiscal Header Revisions form first.

1 The system displays the Nota Fiscal Detail Revisions form first.

Defaults Tab

Use the default processing options to determine default values — such as the Nota Fiscal series, Nota Fiscal type, line type, status code, override next status, and default branch/plant — update Nota Fiscal header, and create inbound/outbound Stand Alone Nota Fiscal that the Stand-Alone Nota Fiscal – Brazil program (P7611B) uses when other values are not entered for the transaction.

1. Nota Fiscal Series

Use this processing option to enter a Nota Fiscal Series to be used to create and inquire upon Nota Fiscal Records. If the Nota Fiscal is to be printed, the Nota Fiscal Series must be set up using the Next Number-Nota Fiscal program (P7600B).

2. Nota Fiscal Document Type

Use this processing option to enter a Nota Fiscal Document Type to be used to create and inquire upon Nota Fiscal Records. If the Nota Fiscal is to be printed, the Nota Fiscal Document Type must be set up using the Next Number-Nota Fiscal program (P7600B). You must enter values that have been set up in user defined code list (00/DT).

3. Line Type

Use this processing option to specify how the system processes the lines of a transaction. Line types affect the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). Line Types also specify the conditions for including a line on reports and in calculations.

4. Override Last Status

Use this processing option to indicate the From Status code range that the system uses for Nota Fiscal creation. You must enter a status that has been set up in the user defined codes list (40/AT) of the order activity rules based on the order type and the line type that you are using. The combination of Status From and Status Thru must be a valid last status/next status combination in the Order Activity Rule list. If you leave this field blank, the status codes will be retrieved from the order activity rules.

5. Override Next Status

Use this processing option to indicate the To Status code range that the system uses for Nota Fiscal creation. You must enter a status that has been set up in the user defined codes list (40/AT) of the order activity rules based on the order type and the line type that you are using. The combination of Status From and Status Thru must be a valid last status/next status combination in the Order Activity Rule list. If you leave this field blank, the status codes will be retrieved from the order activity rules.

6. Branch/Plant

Use this processing option to identify a separate entity within a business for which you want to track costs.

7. Update Nota Fiscal Header

Blank = Do not automatically update Nota Fiscal Header

1 = Automatically update Nota Fiscal Header

Use this processing option to specify whether or not the system automatically updates the Nota Fiscal header.

Blank The system will not automatically update Nota Fiscal header.

1 The system will automatically update Nota Fiscal header.

Blank is the default.

8. Stand-Alone Nota Fiscal Type (Required)

1 = Inbound Stand-Alone Nota Fiscal

5 = Outbound Stand-Alone Nota Fiscal

Use this processing option to specify whether the system creates an inbound or outbound stand-alone Nota Fiscal.

Valid values are:

- 1 The system creates an inbound stand-alone Nota Fiscal.
 - 5 The system creates outbound stand-alone Nota Fiscal.
-

Edits Tab

Use the Field Display processing options to protect the status of a field or to set a status code limit for changes.

1. Status

Blank = Enable editing on status code fields

1 = Disable editing on status code fields

Use this processing option to disable the status code fields.

Valid values are:

- Blank The system will not disable status code fields.
- 1 The system will disable status code fields.

2. Status Code Limit for Changes

Use this processing option to enter the status code at which detail lines cannot be changed. The detail lines will be protected if the next status is greater than or equal to the status you enter. You must specify a user defined code that has been set up in the Order Activity Rules (40/AT) based on the order type and the line type that you are using.

3. Taxes and Freight

Blank = Enable editing of taxes and freights fields in header

1 = Disable editing of taxes and freights fields in header

Use this processing option to enable or disable the protection of taxes and freight in the header of the Nota Fiscal.

Blank Allow users to change the taxes and freights in the header.

1 Do not allow users to change the taxes and freights in the header.

4. Branch Validation

Blank = Branch/Plant Contants Table

1 = Business Unit Master Table

Use this processing option to specify whether the system validates the branch against the Branch/Plant Constants file (F41001) or the Business Unit Master file F0006).

Valid values are:

Blank The system validates against Branch/Plant Constants file.

1 The system validates against Business Unit Master file.

Reviewing Stand-Alone Nota Fiscal Header and Detail Information

After you generate a nota fiscal, you can review the document online to verify that the information is correct. Review notas fiscais by order number or by nota fiscal number.

Note

If you review notas fiscais after printing the nota fiscal in proof mode, the nota fiscal number for each document is represented by a unique, system-generated next number. If you review notas fiscais after printing the nota fiscal in final mode, the nota fiscal number is the official, government-assigned number.

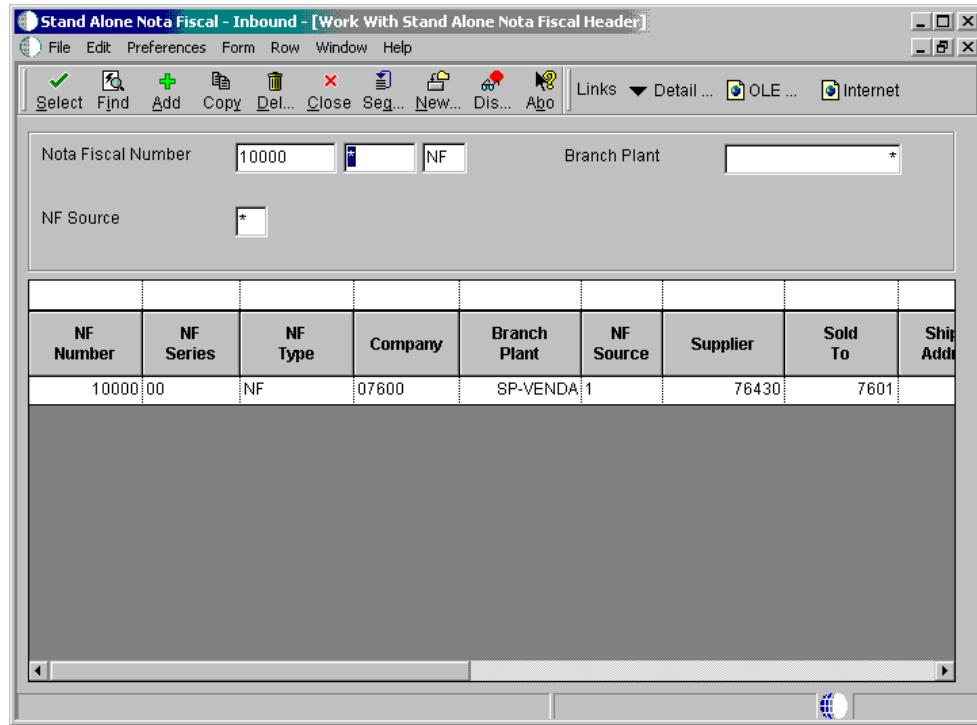
The nota fiscal organizes information, and places it in the header area and in the detail area.

See Also

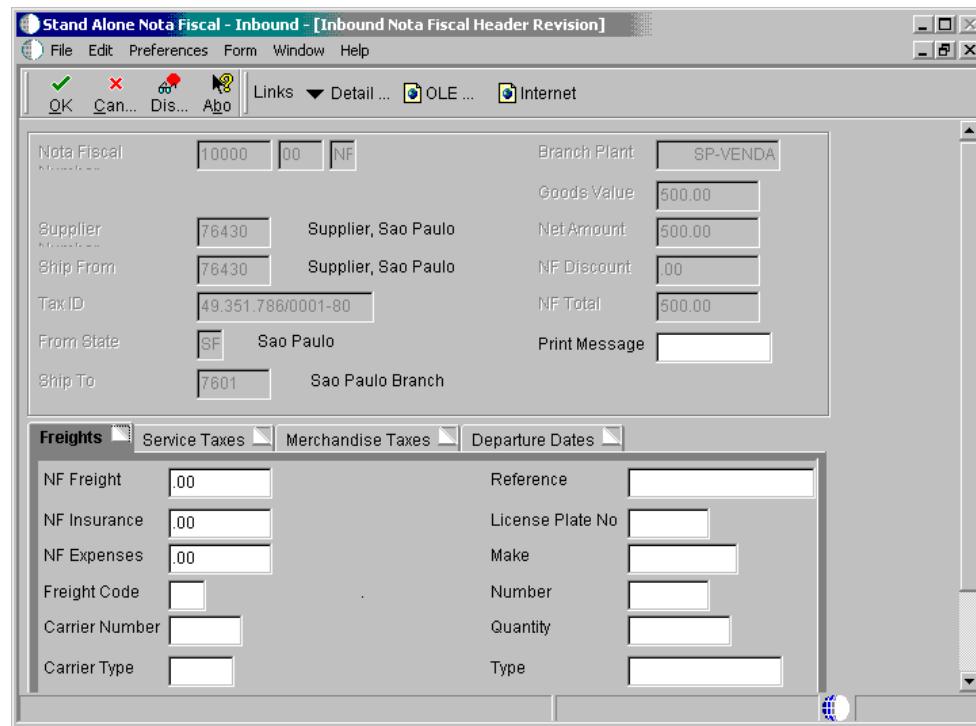
- Generating Stand-Alone Notas Fiscais*
- Printing the Stand-Alone Nota Fiscal*

► To review stand-alone nota fiscal header information

From the Stand-Alone Nota Fiscal - Brazil menu (G76B4321), choose Stand-Alone Nota Fiscal Entry – Inbound.)



1. On Work With Stand Alone Nota Fiscal Header, enter data in any of the following fields and click Find:
 - Nota Fiscal Number
 - Branch Plant
 - NF Source
2. Choose a record and click Select.



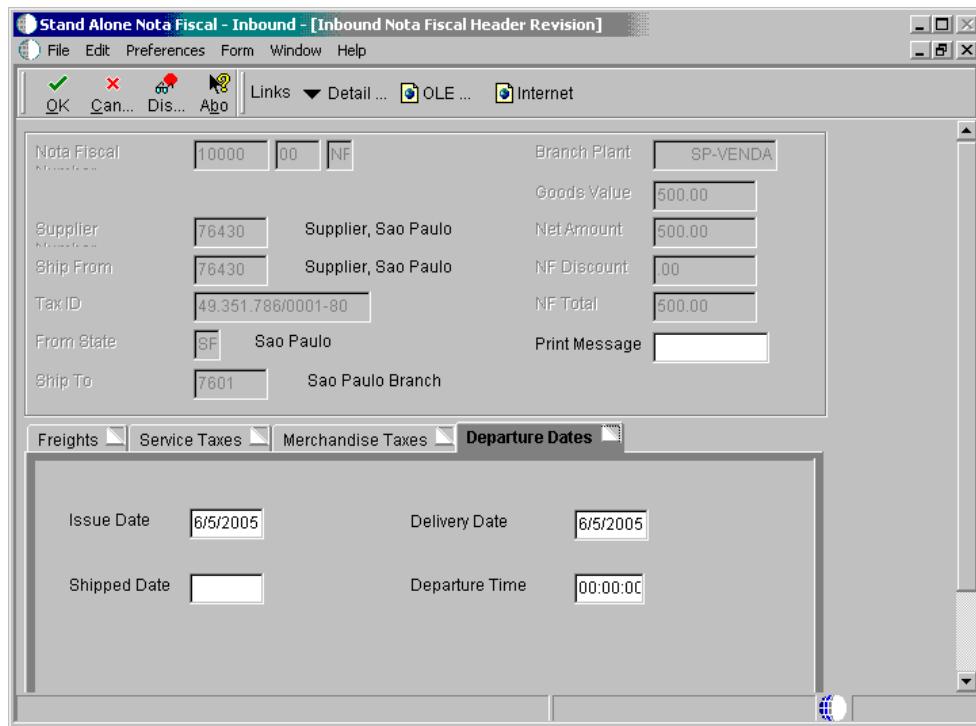
3. On Inbound Nota Fiscal Header Revision, verify the following field as necessary.

- Print Message

After you complete these steps, follow the steps to review nota fiscal header additional information.

► To review stand-alone nota fiscal header additional information

After you complete the steps to review nota fiscal header information, you can review nota fiscal header additional information.



1. On Inbound Nota Fiscal Header Revision, review all fields on all of the tabs and correct as necessary.
2. Click OK.

After you complete these steps, follow the steps to review nota fiscal detail information.

► To review stand-alone nota fiscal detail information

After you complete the steps to review nota fiscal header additional information, you can review nota fiscal detail information.

1. From the Row menu on Work With Stand Alone Nota Fiscal Header, choose Detail Revision.
2. On Inbound Nota Fiscal Detail Revision, review all fields and correct as necessary.

After you complete these steps, follow the steps to review nota fiscal detail additional information.

► To review stand-alone nota fiscal detail additional information

After you complete the steps to review nota fiscal detail information, you can review nota fiscal detail additional information.

1. On Inbound Nota Fiscal Detail Revision, from the Row menu, choose Detail Addl Info.
2. On Outbound Nota Fiscal Detail Additional Information, review all fields and correct as necessary.
3. Click OK.

Printing the Stand-Alone Nota Fiscal

From the Sales Order Processing - Brazil menu (G76B4211), choose Print Nota Fiscal (R76560B).

After you generate and review your nota fiscal, you can print notas fiscais to include in your shipments.

You can print notas fiscais in proof or final mode. When you print the documents in final mode, the system updates each system-assigned document number with the appropriate official nota fiscal number. This number is based on the information that you set up in the Nota Fiscal Next Number Control - Brazil table (F7600B).

See Also

- To set up next numbers for notas fiscais*
- Processing Options for Print Nota Fiscal (R76560B)*

Processing Options for Print Nota Fiscal (R76560B)

Select Tab

Use these processing options to specify the range of status codes from which the system selects the notas fiscais to print.

1. Next Status Code - From (Required)

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

2. Next Status Code - To (Required)

Use this processing option to specify the end of the range of the next status of the notas fiscais that you select. You choose a status from the Activity/Status Codes UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

Defaults Tab

Use these processing options to specify the defaults that the Print Nota Fiscal program (P76560B) uses for generating notas fiscais.

1. Invoice Document Type

Use this processing option to identify the invoice document type. The value that you enter must exist in the Document Type – Invoices Only (00/DI) UDC. The same code must also exist in the Document Type – All Documents (00/DT) UDC. If you leave this processing option blank, the system uses RI for the invoice document type

2. Issue Date

Use this processing option to specify the date that the system uses for the issue date of the nota fiscal. If you leave this field blank, the system date is used

3. Next Status Code - Sales Order

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

4. Next Status Code - Nota Fiscal

Use this processing option to specify the beginning of the range of the next status of the notas fiscais that you want to select. You choose a status from the Activity/Status UDC (40/AT). The status you choose must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you choose for this processing option and the Next Status Code – To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203)

Process Tab

Use these processing options to specify whether the system prints the notas fiscais in final mode, and whether it summarizes notas fiscais detail lines by Item and Lot.

1. Mode

Blank = Proof

1 = Final

Use this processing option to specify whether the system prints the notas fiscais in proof or final mode.

Valid values are:

Blank

Proof mode

1

Final mode

2. Summarize Nota Fiscal (Future)

1 = Summarize the Nota Fiscal detail lines by Item and Lot

Use this processing option to specify whether the system prints an ICMS and IPI tax summary on the nota fiscal. Valid values are:

Blank

The system does not print tax summary

1

The system prints a tax summary

Print Tab

Use these processing options to specify whether the system prints an ICMS and IPI tax summary on the notas fiscais, and whether the nota fiscal total amount is printed in words at the end of the nota fiscal.

1. ICMS and IPI Tax Summary

Blank = Do not print the ICMS and IPI tax summary

1= Print the ICMS and IPI tax summary

Use this processing option to determine whether the system summarizes nota fiscal detail lines by Item and Lot. Valid values are:

Blank

The system does not summarize by Item and Lot

1

The system summarizes by Item and Lo

2. Data Edits

Use this processing option to specify whether the system prints the total of the nota fiscal in words at the end of the nota fiscal. Valid values are:

Blank

The system prints the total in words.

1

The system does not print the total in words.
