



(DEPI)



***Managing Procurement, Inventory & Sales of Construction & Building Materials to Individuals and Businesses***

---

**Ahmed Mohamed Wael**

**Hazem Hamdy Rabie**

**Mohamed Essam Eldin ElBedaiwy**

### توجيه الشكر

نود أن نعبر عن خالص امتناننا لوزارة الاتصالات وتكنولوجيا المعلومات (MCIT) ومبادرة رواد مصر الرقمية (DEPI) لتوفير هذه الفرصة القيمة للتعلم واكتساب الخبرة في بيئة أوراكل. وقد أسهمت هذه المبادرة بشكل كبير في تعزيز قدراتنا الفنية ومكنتنا من اكتساب مهارات تمنحنا ميزة تنافسية في المجال المهني.

كما نتوجه بجزيل الشكر للسيد مصطفى عبد النعيم على تفانيه اللامحدود ونصائحه القيمة ودعمه المستمر طوال رحلة التدريب. لقد كان لجهوده دور محوري في إثراء تجربتنا التعليمية وتطويرنا المهني.

خالص تقديرنا

### Acknowledgment

We would like to extend our sincere gratitude to the **Ministry of Communications and Information Technology (MCIT)** and the **Digital Egypt Pioneers Initiative (DEPI)** for providing us with the valuable opportunity to learn and explore the Oracle environment. This initiative has significantly enhanced our technical capabilities and equipped us with skills that give us a competitive edge in the professional world.

A special thanks to **Mr. Mostafa Abdel Naeem** for his unwavering dedication, mentorship, and continuous guidance throughout the training journey. His support played a crucial role in our learning experience and professional development.

---

### Introduction

**BG30** is a specialized Enterprise Resource Planning (ERP) system designed to support companies operating in the **construction and building materials industry**. Whether selling to individual end-users or large business entities, BG30 offers a complete solution for managing sales, purchases, inventory, vendor relations, and operational scheduling.

This user guide provides a detailed walk-through of the system's key functions and user interfaces, supported by screenshots and explanations to help users navigate and operate the system effectively.

BG30 is ideal for companies that:

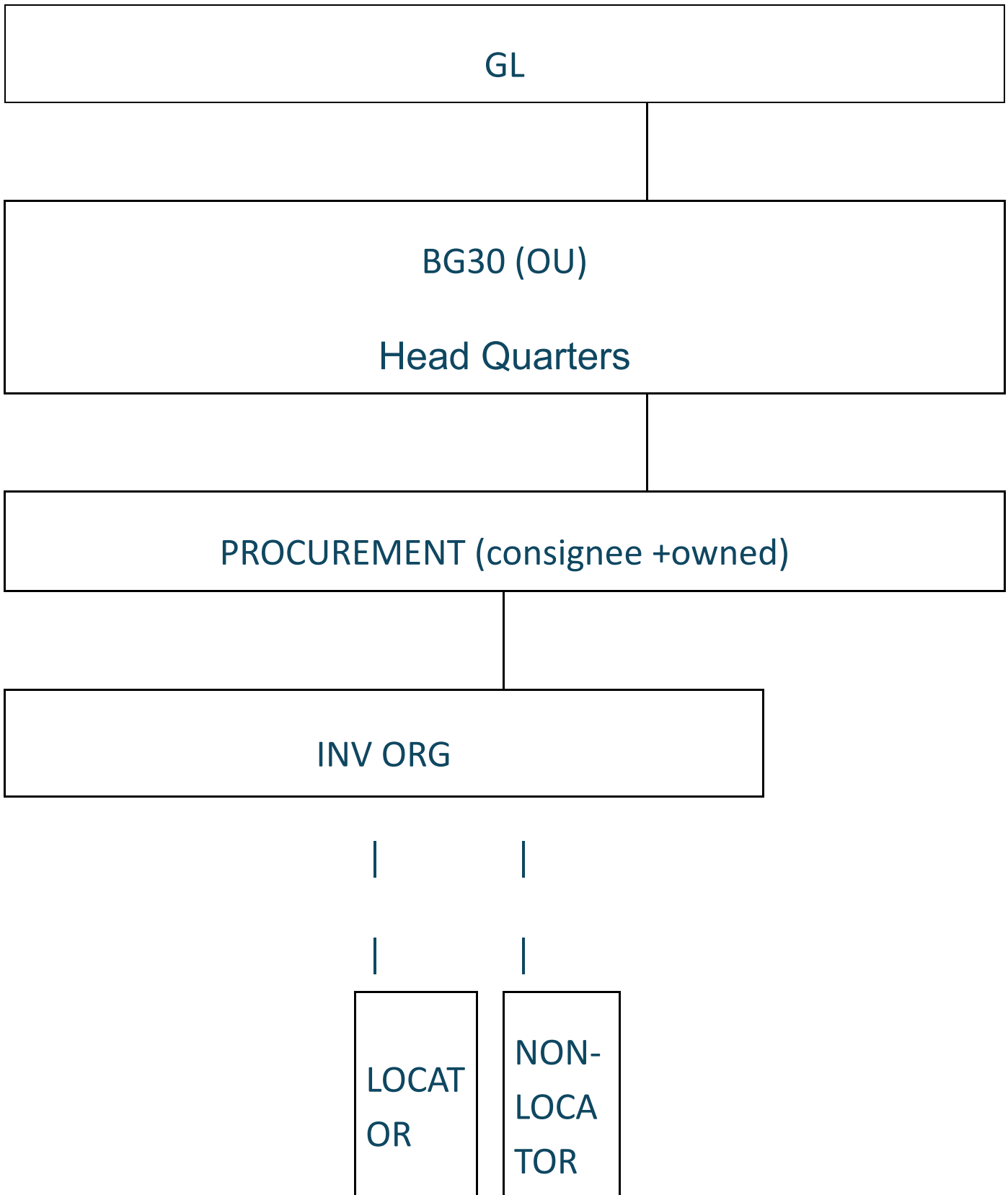
- Sell building materials to both individual consumers and commercial clients
- Manage retail and wholesale orders
- Need to track delivery timelines, payment terms, and stock availability
- Require structured supplier and client management

INDEX

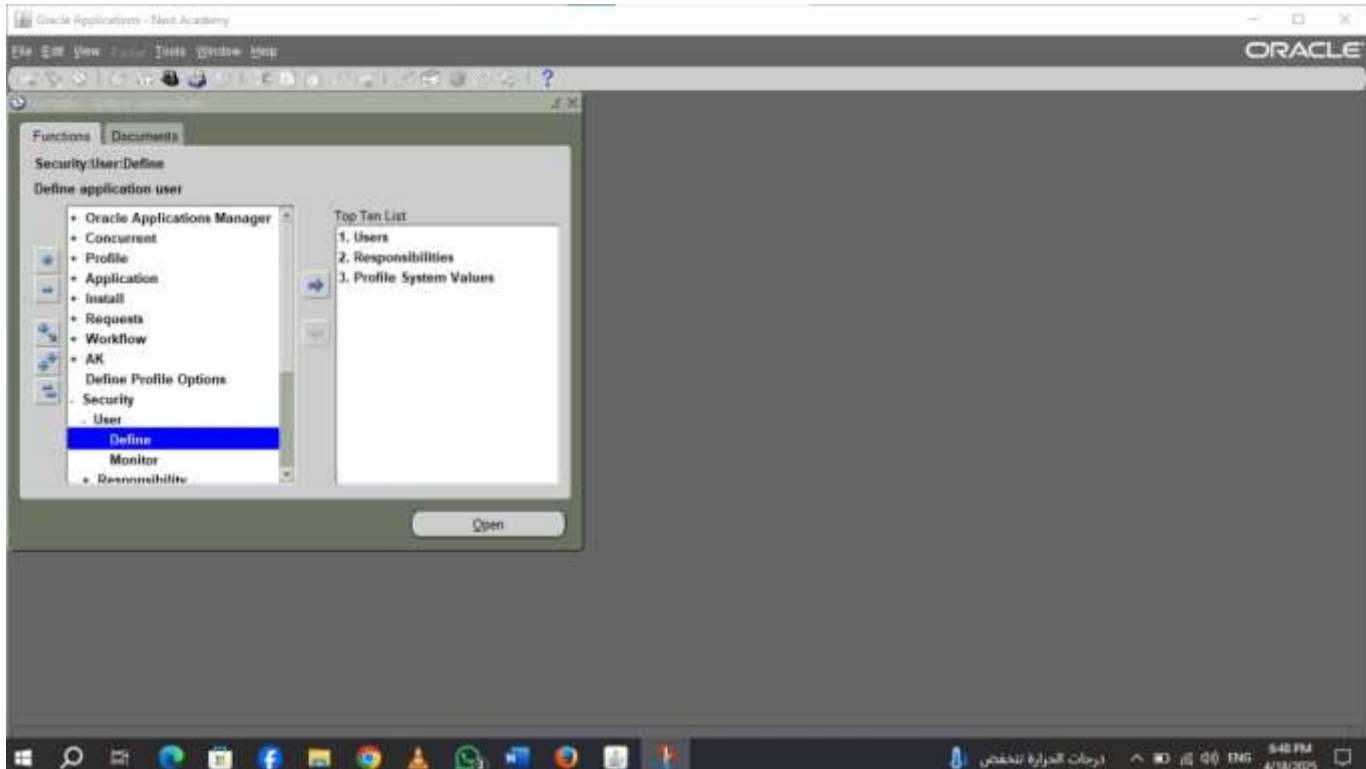
**Contents**

|   |                                     |
|---|-------------------------------------|
| System Architecture:.....   | 4                                   |
| Defining the New User BG.30 in Oracle Applications .....  | 5                                   |
| Define User Form .....  | 6                                   |
| Assign General Ledger Responsibility .....  | 8                                   |
| How to Get the Exact Menu Name for Adding/Removing from Responsibility: .....                             | 11                                  |
| Profile Options: .....  | <b>Error! Bookmark not defined.</b> |
| Location Management.....  | 14                                  |
| Defining an Operating Unit in BG30 .....  | 15                                  |
| Replicate Seed Data: <i>run this request to create tables for your OU in the Oracle environment</i> ..... | 16                                  |
| Setting Up Work Calendars .....   | 17                                  |
| Adding Exceptions.....  | 18                                  |
| Final Calendar Setup .....  | 19                                  |
| Calendar Creation Procedure For Operating Unit: [Your OU Name] .....                                      | 20                                  |
| Workday Calendar (final view) .....   | 21                                  |
| Creating an organization under OU: .....  | 22                                  |
| Organization Setup.....   | 24                                  |
| Profile Options: .....  | 29                                  |
| Finding my organizations: .....   | 33                                  |
| Granting Access to my organizations through my responsibilities: .....                                    | 34                                  |
| Create a Sub inventory Named "Raw" .....  | 35                                  |
| Create 2 more Sub inventories: .....  | 36                                  |
| Find my Sub inventories:.....   | 37                                  |
| Creating 3 sub inventories under organization BG30_INV2: .....  | 38                                  |
| Constructing the item's flex fields: .....  | 39                                  |
| Defining the Units of Measure (UOM).....  | 43                                  |
| Define a No-Lot-Control Finished Good Item .....  | 47                                  |
| Steps to create Item Attributes Template .....  | 51                                  |

## System Architecture:



## Defining the New User BG.30 in Oracle Applications



To create a new user in Oracle ERP, follow the steps below. This process is done using the **System Administrator** responsibility.

**The Navigation Path: System administrator→ Security →User→ Define**

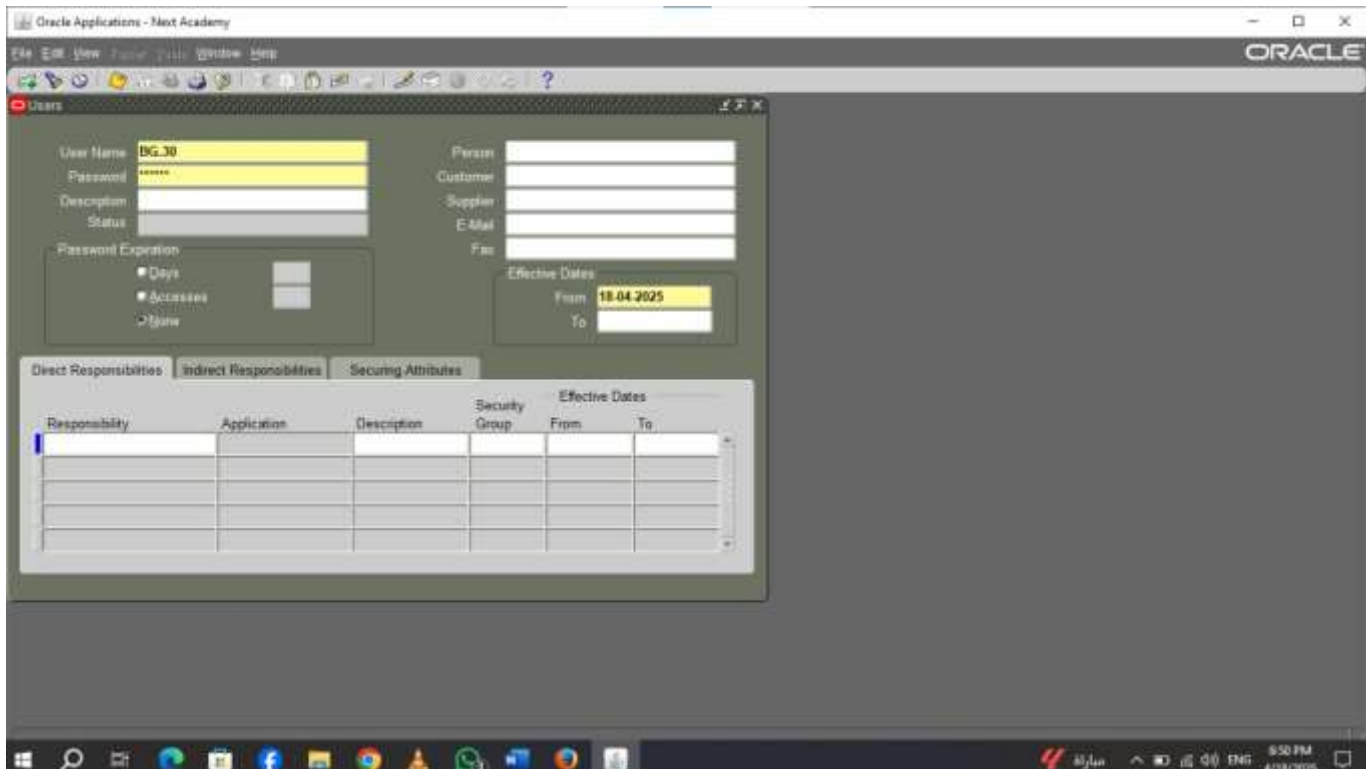
### Purpose:

This function allows administrators to create and manage user accounts, assign responsibilities, and control access to different parts of the system.

### Steps to Define a User:

1. **Login** to Oracle ERP and select the **System Administrator** responsibility from the home screen.
2. In the **Navigator** window (as shown in the screenshot), expand the following path:
  - Security
    - User
      - Click on **Define**
3. Click the **Open** button to launch the **Define User** form.

## Define User Form



After launching the **Define User** form, you can:

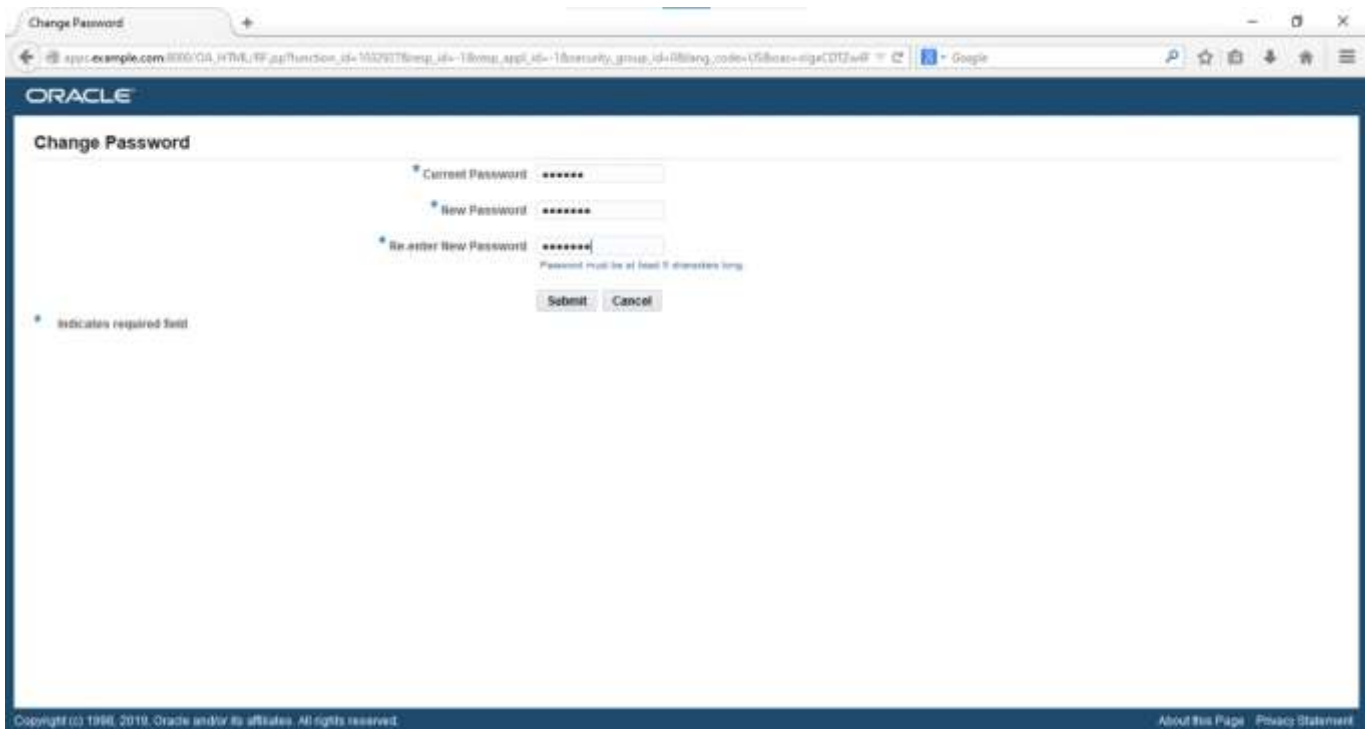
- Enter the **Username**
- Set the **Password**
- Assign **Responsibilities**
- Define **Effective Dates** (start and end dates of the user's access)

Logging in as BG.30



## BG30 ERP System User Guide

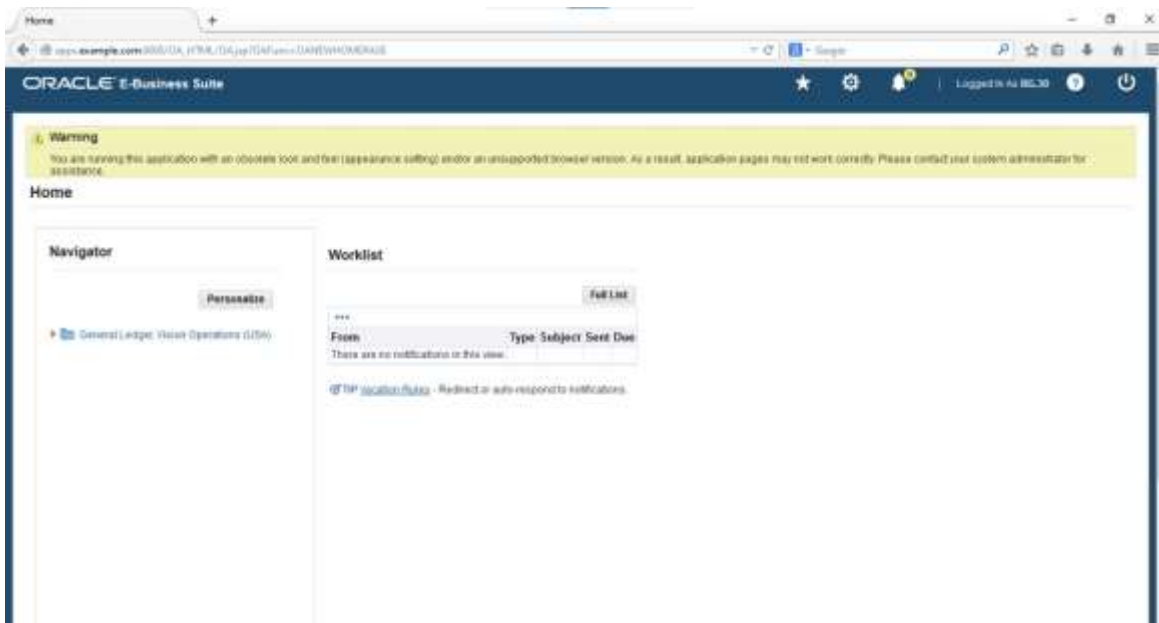
Enter the username and password defined in the process of defining new user (BG.30)



The screenshot shows a web browser window with the title 'Change Password'. The address bar shows a URL from 'app.example.com'. The page has an 'ORACLE' header. The main content area is titled 'Change Password' and contains three required text input fields: 'Current Password', 'New Password', and 'Re-enter New Password'. All fields are filled with asterisks. Below the fields is a note: 'Password must be at least 8 characters long'. At the bottom of the form are 'Submit' and 'Cancel' buttons. A legend indicates that an asterisk (\*) denotes a required field. The footer contains copyright information for Oracle and links to 'About this Page' and 'Privacy Statement'.

Oracle system will ask you to change the first-time password with a new password

Enter the new password and confirm it again.



The screenshot shows the Oracle E-Business Suite home page. The browser window title is 'Home'. The address bar shows a URL from 'app.example.com'. The page header includes the 'ORACLE E-Business Suite' logo, a star icon, a settings gear, a notification bell, and a 'Logged in As: BG.30' status. A yellow warning banner at the top states: 'Warning: You are running this application with an obsolete tool and/or (appearance setting) under an unsupported browser version. As a result, application pages may not work correctly. Please contact your system administrator for assistance.' The main content area is divided into two sections: 'Navigator' on the left and 'Worklist' on the right. The 'Navigator' section has a 'Personalize' button and a list item 'General Ledger Vision Operations (USA)'. The 'Worklist' section has a 'Full List' button and a table with columns 'From', 'Type', 'Subject', and 'Sent Due'. The table contains one row with the text 'There are no notifications in this view.' Below the table is a link: 'OTDIP location Rules - Redirect or auto-respond to notifications.'

The Oracle EBS system is now logged in as BG.30 with the defined responsibility General Ledger Vision Operations USA.

In the next step it will be illustrated how to customize the responsibility assigned to the user BG.30.

## Assign General Ledger Responsibility

The screenshot displays the 'Users' form in the Oracle Applications - Next Academy environment. The form is divided into several sections for user configuration:

- User Information:** Includes fields for User Name (BG\_30), Password, Description (Business Group 30), Status, and Password Expiration (Days, Accesses, None).
- Personal Information:** Includes fields for Person, Customer, Supplier, E-Mail, and Fax.
- Effective Dates:** Includes fields for From (18.04.2025) and To.
- Responsibilities:** A table with columns for Responsibility, Application, Description, Security Group, and Effective Dates (From, To). The first row is highlighted with 'General Ledger, Vision Se', 'General Ledger', 'Standard', and '18.04.2025'.

The interface also shows the Oracle Applications - Next Academy title bar and the Oracle logo in the top right corner.

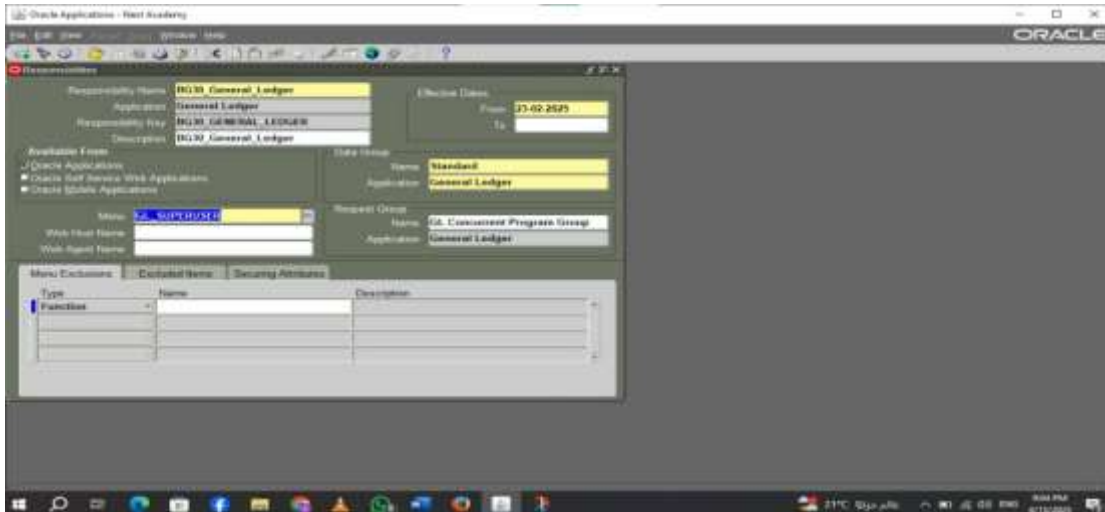
1. In the **Responsibilities** region of the form (bottom half):
2. Click into the first empty line under **Responsibility**.
3. Press **F4** or click the list of values (LOV) button.

From the LOV, search and select:

**"General Ledger Vision Operation (USA)"** (a customized version of the GL responsibility).

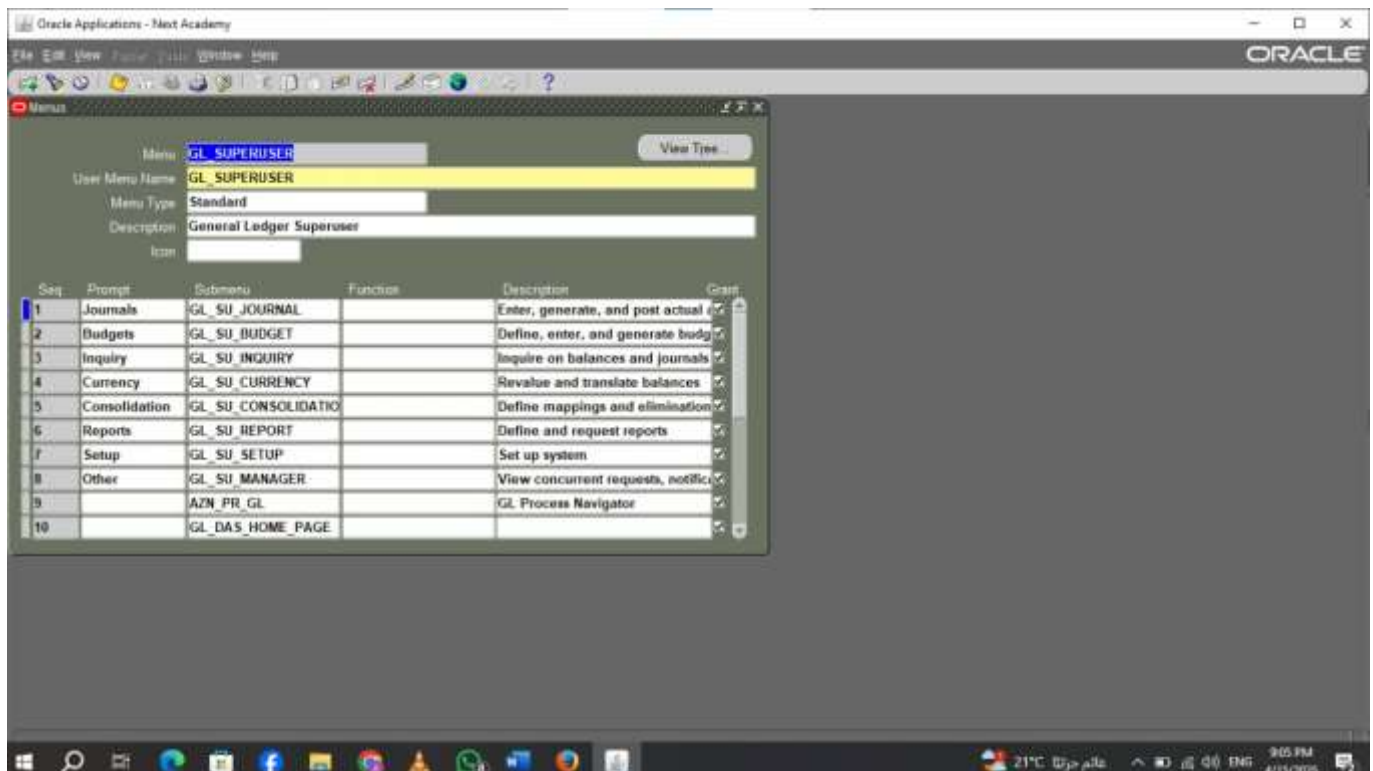


## Copying a Responsibility in Oracle Applications



1. To copy an existing responsibility (like General Ledger) and assign it to your username, follow these steps:
2. Log in to Oracle Applications with System Administrator responsibility
3. Navigate to Security > Responsibility > Define
4. Query the existing responsibility (General Ledger)
5. Click Copy button
6. In the new form:
7. Enter a new Responsibility Name (e.g., BG30\_General\_Ledger)
8. Enter a new Responsibility Key (e.g., BG30\_General\_Ledger)
9. Save the new responsibility

## Adding/removing menus from a responsibility:



### Understanding Oracle Applications Menu Structure for Responsibility Management

The image of the "View Tree" screen for the GL\_SUPERUSER menu in Oracle Applications, showing how to examine the menu assigned to a responsibility.

#### How to View Menu Trees for a Responsibility

##### 1. Navigation Path:

- System Administrator Responsibility
- Application > Menu
- Query the menu name (e.g., GL\_SUPERUSER)
- Click "View Tree..." button

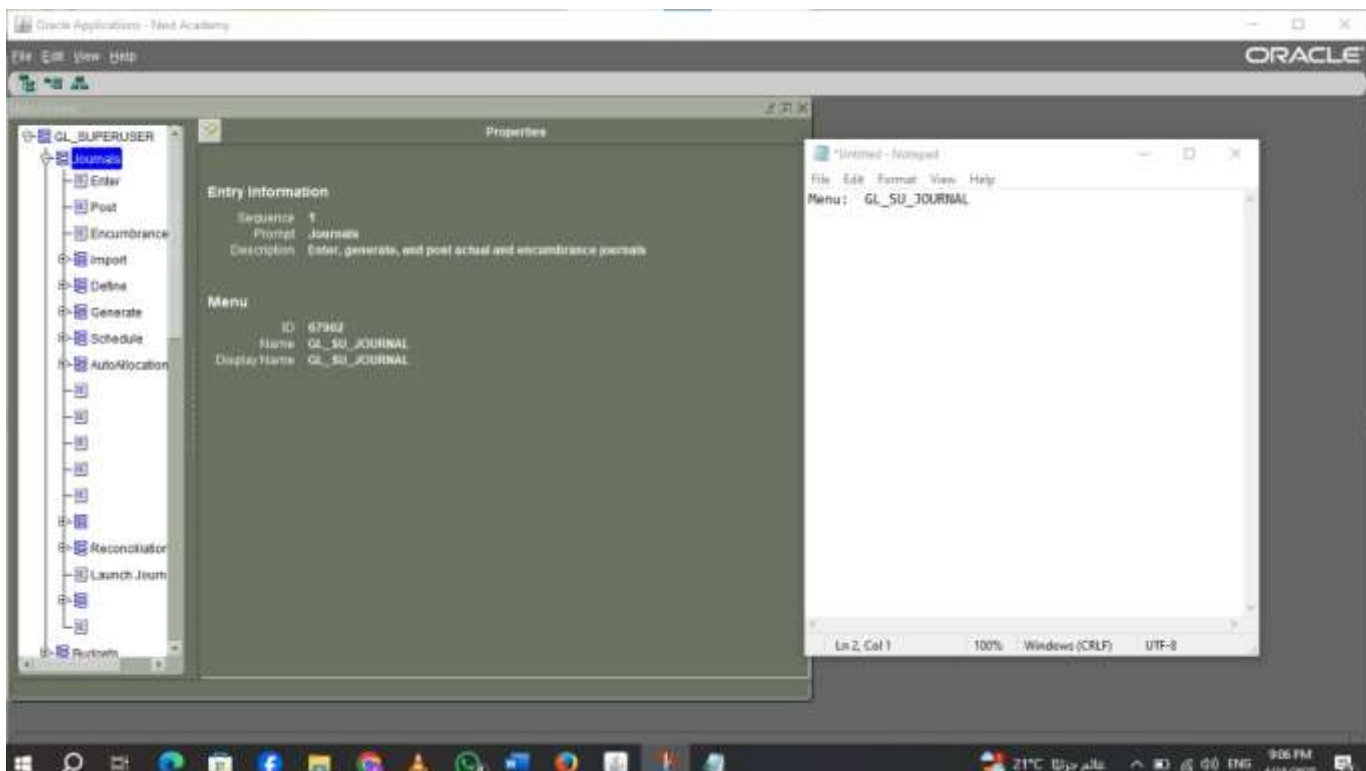
##### 2. Menu Tree Components Visible in the Image:

- Menu Header: Shows the menu name (GL\_SUPERUSER) and description (General Ledger Superuser)
- Hierarchical Table: Displays all menu entries in execution order

##### 3. Key Columns in the Menu Tree:

- Step: Execution sequence number
- Prompt: What users see in the menu
- Submenu/Function: The actual program or submenu being called
- Description: Explains the menu item's purpose

## How to Get the Exact Menu Name for Adding/Removing from Responsibility:



- Using System Administrator Responsibility, navigate to: **Application Developer > Application > Menu**
- Query the menu name you know (e.g., GL\_SUPERUSER)
- Select the menu and click "Entries" button
- Locate the specific entry to see its details
- **Entry Information Section:**
- **Sequence:** 1 (order in which it appears)
- **Prompt:** "Journals" (what users see)
- **Description:** "Enter, generate, and post actual and encumbrance journals"
- **Menu Identification Section:**

- **Menu ID:** 87942 (unique numeric identifier)
- **Name:** GL\_SU\_JOURNAL (system name)
- **Display Name:** GL\_SU\_JOURNAL
- System Administrator Responsibility
- Security > Responsibility > Define
- Query the responsibility you want to modify

**1. Note the Menu field value - this is the exact name of the main menu assigned**

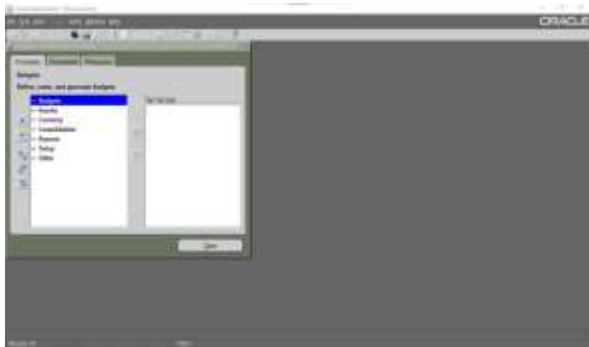
**Best Practices:**

1. Always verify you have the correct menu by checking both the prompt and description
2. For standard Oracle menus, never modify directly - always create a copy first



Menu before exclusion

Exclusion process



Menu after exclusion

**Best Practices**

1. Always test exclusions in a development environment first
2. Document all exclusions with:
  - Responsibility name
  - Exact menu name excluded

- Effective dates
- Business reason

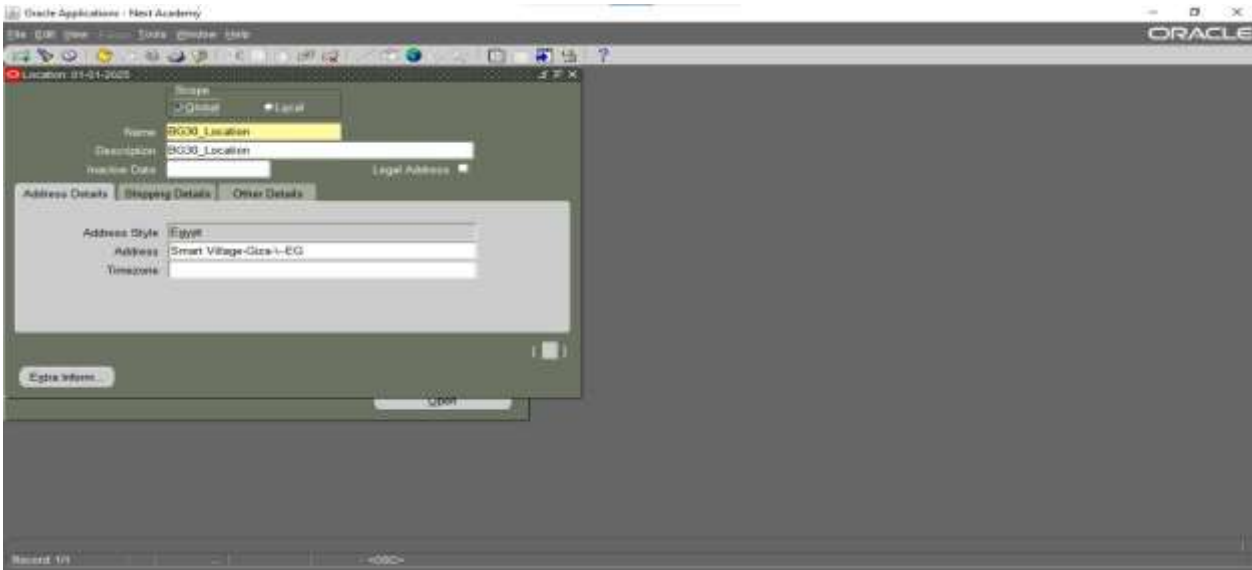
3. Consider creating custom responsibilities rather than heavily modifying standard ones

#### Configuring The OU and subsequent organizations:

To setup an OU, you must have **4 Core Financial Setup Components** (4C Framework); **any change in any component, leads to a setting a new different operating unit**

| Component                      | Description  | Example                                       |
|--------------------------------|--|---|
| <b>Currency</b>                | Defines the monetary units used for transactions and reporting.                                  | USD (US Dollar), EUR (Euro)                   |
| <b>Chart of Accounts (COA)</b> | Hierarchical structure of accounting segments (e.g., Company, Account).                          | 001-500-6200 = (Company-Department-Expense)   |
| <b>Calendar</b>                | Fiscal periods (e.g., monthly/quarterly) for closing books.                                      | "12-Month Calendar" with Period-End on 30th   |
| <b>Accounting Method</b>       | Rules for recording revenue/expenses: <b>Accrual</b> (when incurred) or <b>Cash</b> (when paid). | Accrual: Record December invoice in December. |

## Location Management



- This screen defines physical addresses and site information for organizational units.

*Where you tell the system about your actual buildings/offices.*

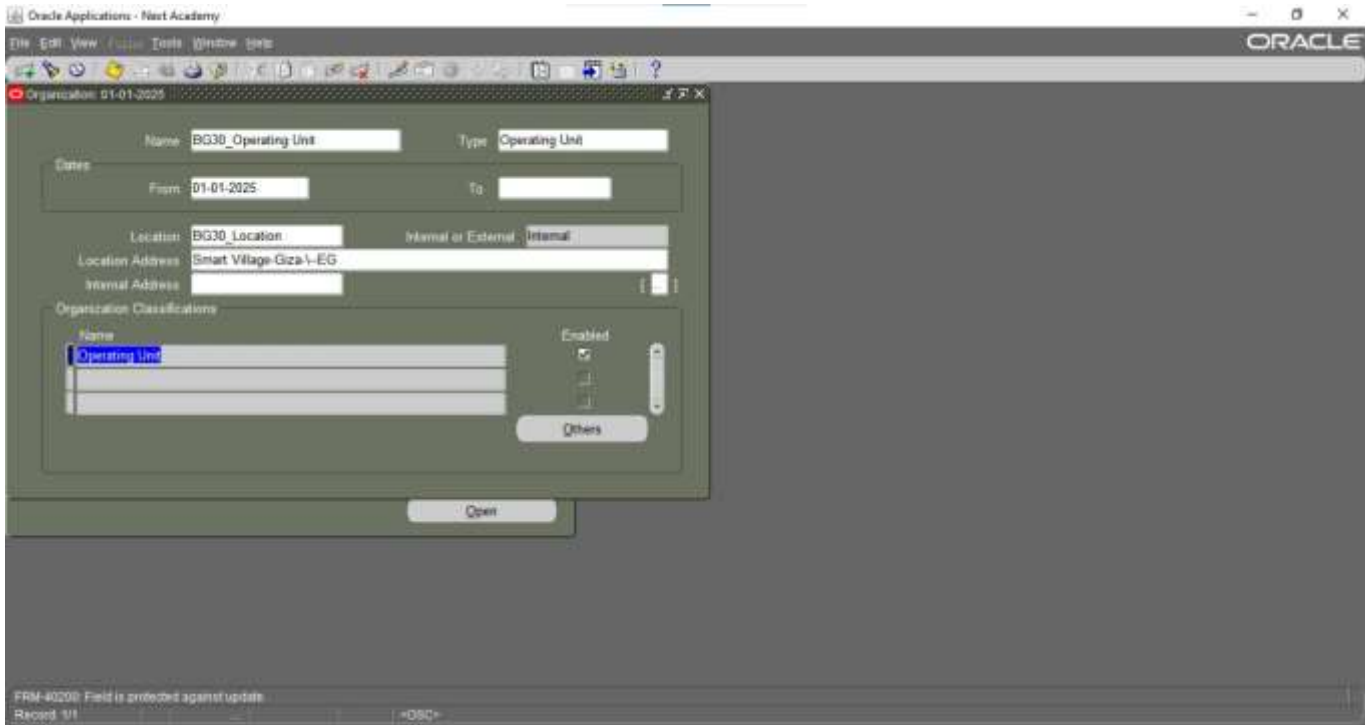
### Simple steps:

1. Give it a name (e.g., "Cairo\_Headquarters")
2. Paste the full address (include country!)
3. Set the timezone correctly - this affects all time-sensitive reports

### Watch out for:

- The "Inactive Date" field - only fill this if the location will close someday

## Defining an Operating Unit in BG30



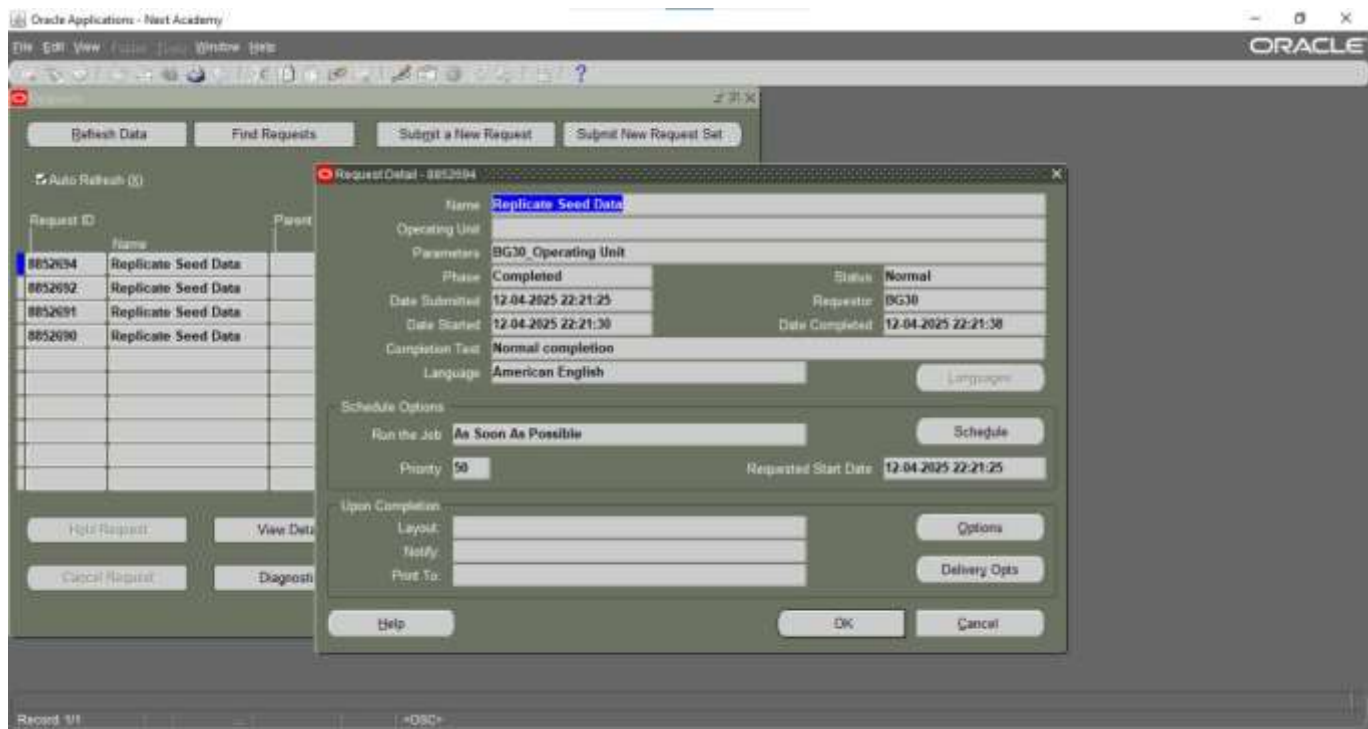
### Description:

This page demonstrates how to set up an **Operating Unit** within the Oracle ERP environment for the BG30 system, which is used in the retail and wholesale of building materials to both end users and business entities.


- **Name:** The operating unit is named BG30\_Operating Unit.
- **Type:** Set as Operating Unit to define its role in the multi-org structure.
- **Dates:** The "From" date indicates the start of activation (01-01-2025). The "To" field is left empty to signify ongoing status.
- **Location:** Linked to BG30\_Location, with an address in Smart Village, Giza, Egypt.
- **Internal or External:** Marked as Internal, indicating it is a part of the internal company structure.

**Replicate Seed Data:** *run this request to create tables for your OU in the Oracle environment*

## Checking Background Jobs

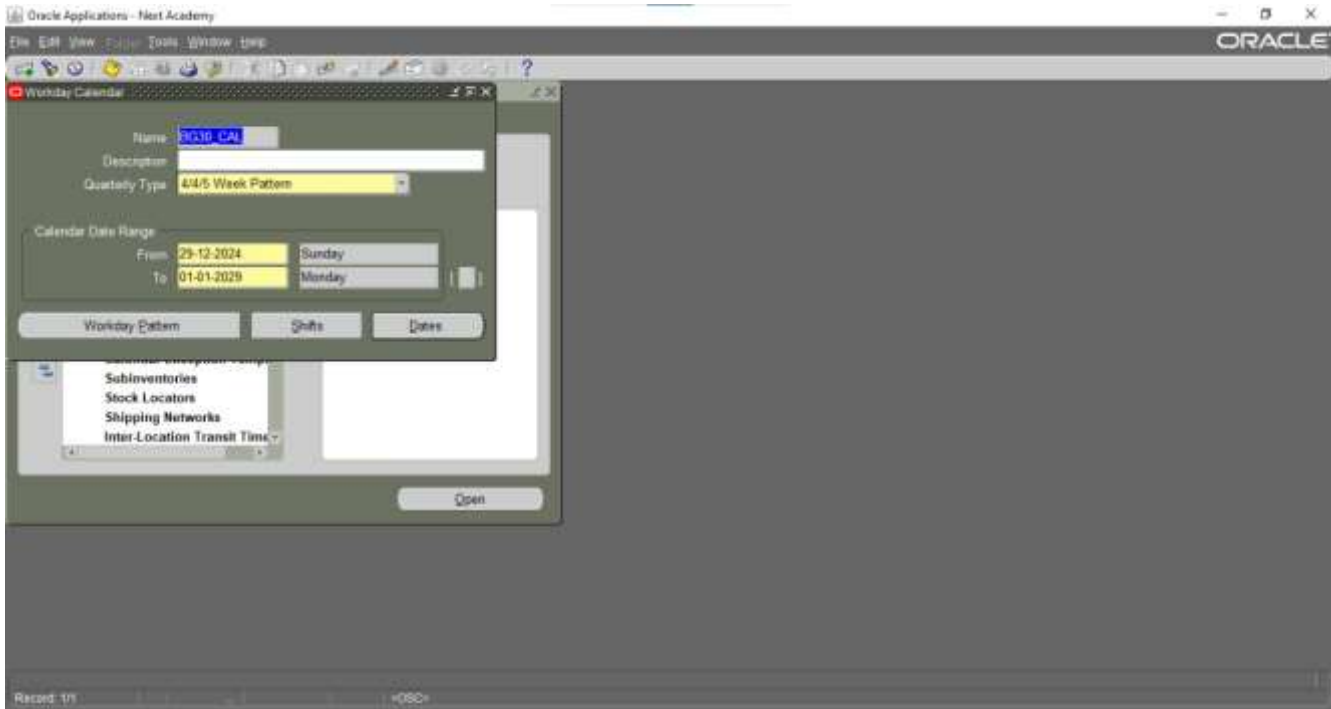


**What the numbers mean:**

- **Request ID:** Like a receipt number (e.g., 8852694)
- **Completion Text:**
  - Good news: "Normal completion" 
  - Bad news: Any other message means something went wrong



## Setting Up Work Calendars



To do this, **Log in** to Oracle Applications with **System Administrator** responsibility.

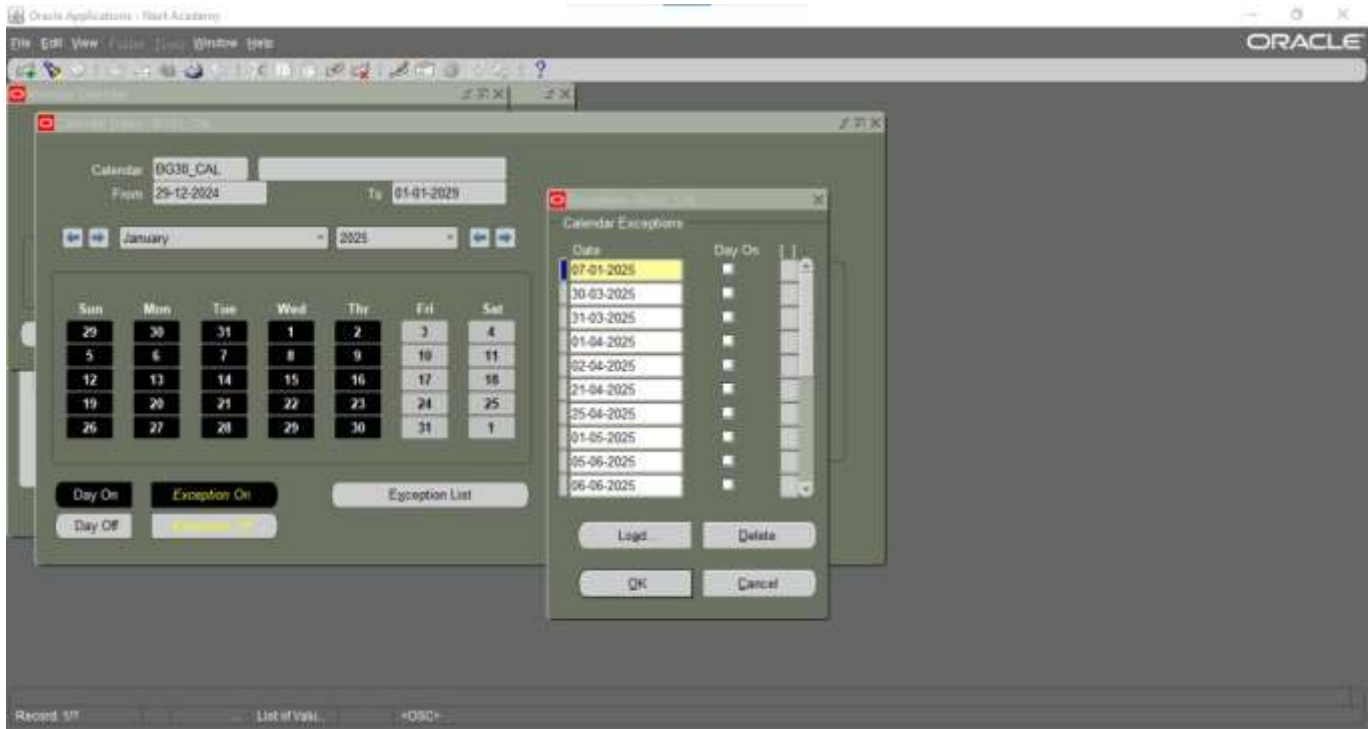
1. **Navigate to:**
  - **Navigator → Setup → General Ledger → Accounting Setup Manager**
2. **Define/Assign Calendar:**
  - Select "**Create Accounting Calendar**".
  - Enter:
    - **Name** (e.g., BG30\_CAL).
    - **Period Type** (Monthly/Quarterly).
    - **Start/End Dates**.
  - Generate periods → **Save**.

*Where you tell the system about workdays, holidays, and shifts.*

### Basic setup:

1. Name your calendar (e.g., "Egypt\_Work\_Calendar")
2. Mark weekends (Saturdays/Sundays)
3. Add national holidays using the exception dates

## Adding Exceptions



*Like marking "Out of Office" days for the whole company.*

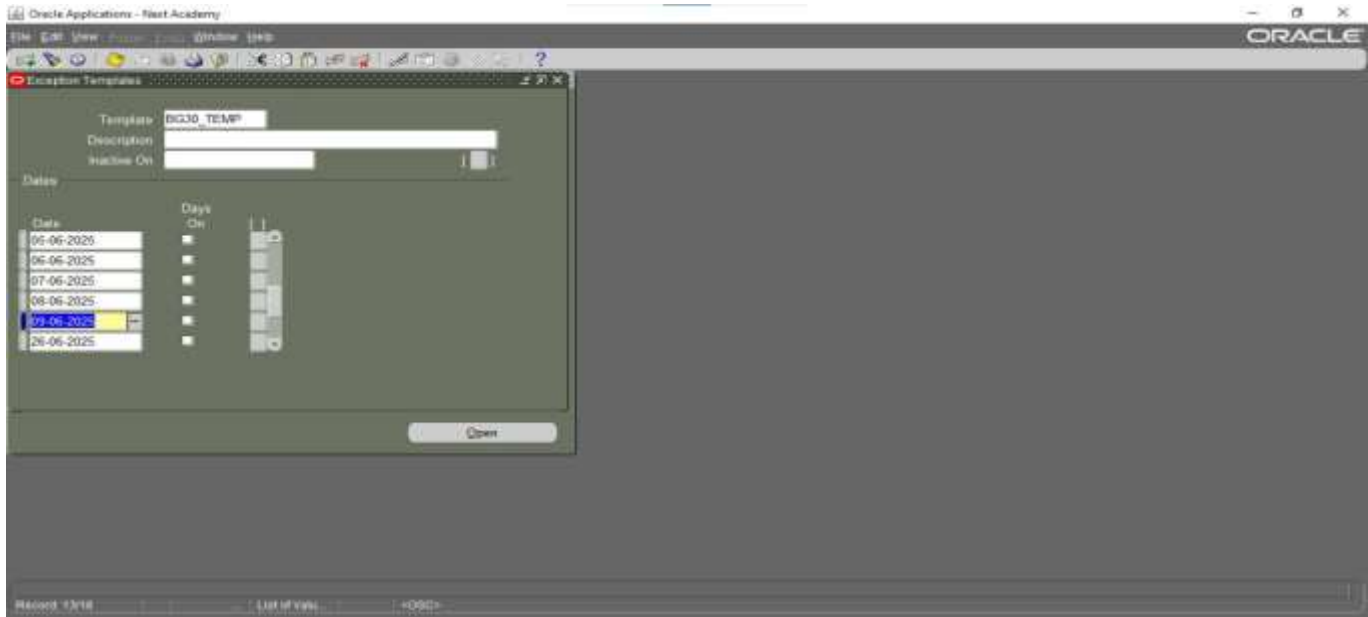
### How to add holidays:

1. Find your calendar template ("BG30\_TEMP")
2. Click "Add Date"
3. Enter dates like "07-01-2025" (7th January)

### Why this matters:

- The system won't schedule work on these days
- Shows correctly on all reports
  - Starts: 9:00 AM
  - Ends: 5:00 AM

## Final Calendar Setup



*The "advanced" calendar screen with all options.*

### Handy features:

- **Day On/Off switches:** Like a light switch for workdays
- **Exception List:** Your full holiday schedule
- **Shift Times:** Where you define "9-to-5" or night shifts

## Calendar Creation Procedure

For Operating Unit: [Your OU Name]



## 1. Purpose

This document provides step-by-step instructions for creating and maintaining work calendars specific to your Operating Unit (OU) within Oracle Applications. Proper calendar configuration ensures accurate scheduling, payroll processing, and operational planning.

## 2. Pre-Requisites

- Navigation access to **Workday Calendar** functions
- List of working days and holidays

### 3. Calendar Creation Steps

### 3.1 Accessing Calendar Management

1. Navigate to:  
**Work Structures > Calendar > Define Calendar**
2. Select your Operating Unit from the dropdown
3. Run a request to build your calendar

## Workday Calendar (final view)

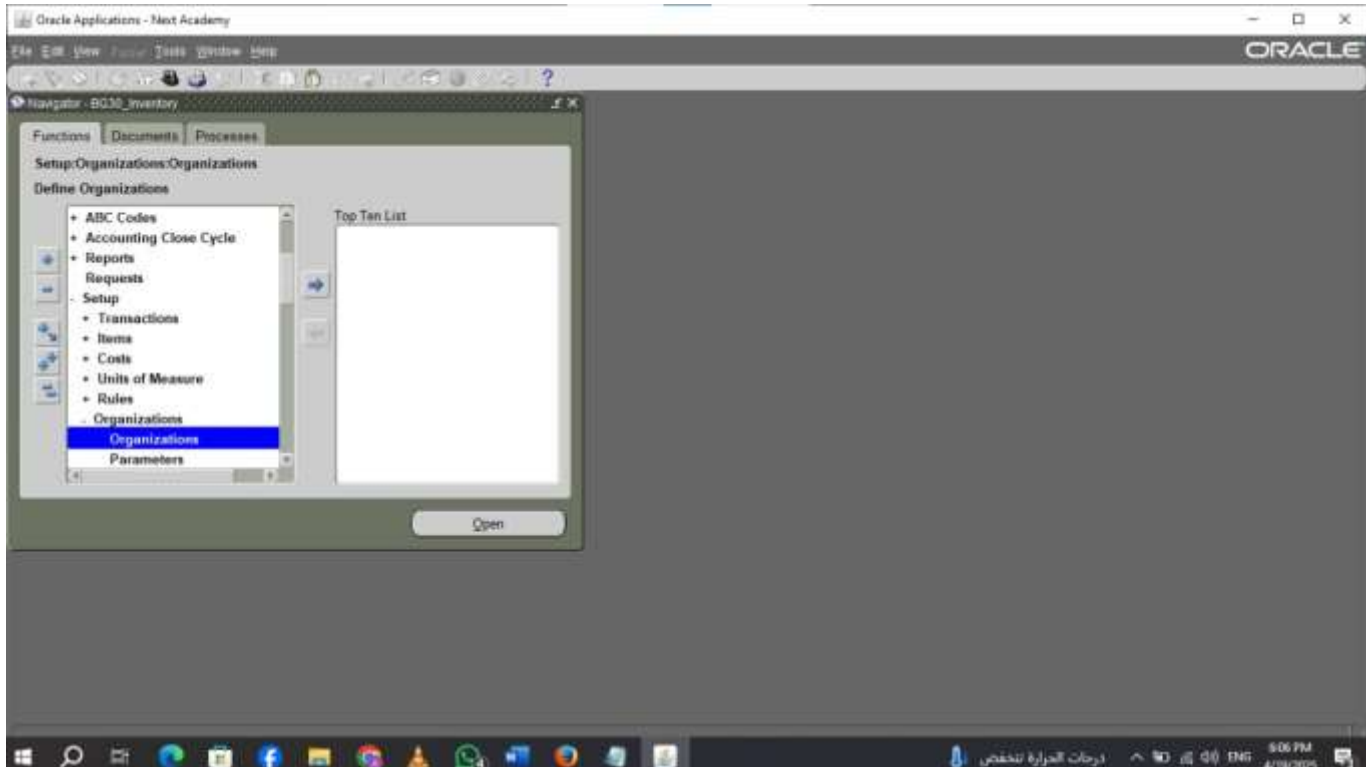


*A visual calendar like you'd hang on a wall - but for the ERP.*

### **What you can do here:**

- *See all exception dates highlighted*
- *Check which days are workdays*
- *Spot mistakes in your calendar setup*
- **Color coding:** *Normal days = White-- Holidays/Exceptions = Usually colored*

## Creating an organization under OU:



To create a new organization under your Operating Unit (OU) in Oracle Applications, follow these steps:

### Path to Create a New Organization

1. **Log in** to Oracle Applications with the required privileges.
2. **Navigate** to:
  - **Navigator** → **BG30 Inventory**
3. **Go to**:
  - **Setup** → **Organizations** → **Organizations**
4. Click **Define Organizations**.
5. In the **Organizations** form:
  - Click **New** (or "Add" if prompted).
  - Enter the **Organization Code** and **Name**.
  - Set **Organization Class** (e.g., "Operating Unit," "Inventory Organization").
  - Assign the **Location** (address details).

6. **Link to OU:**

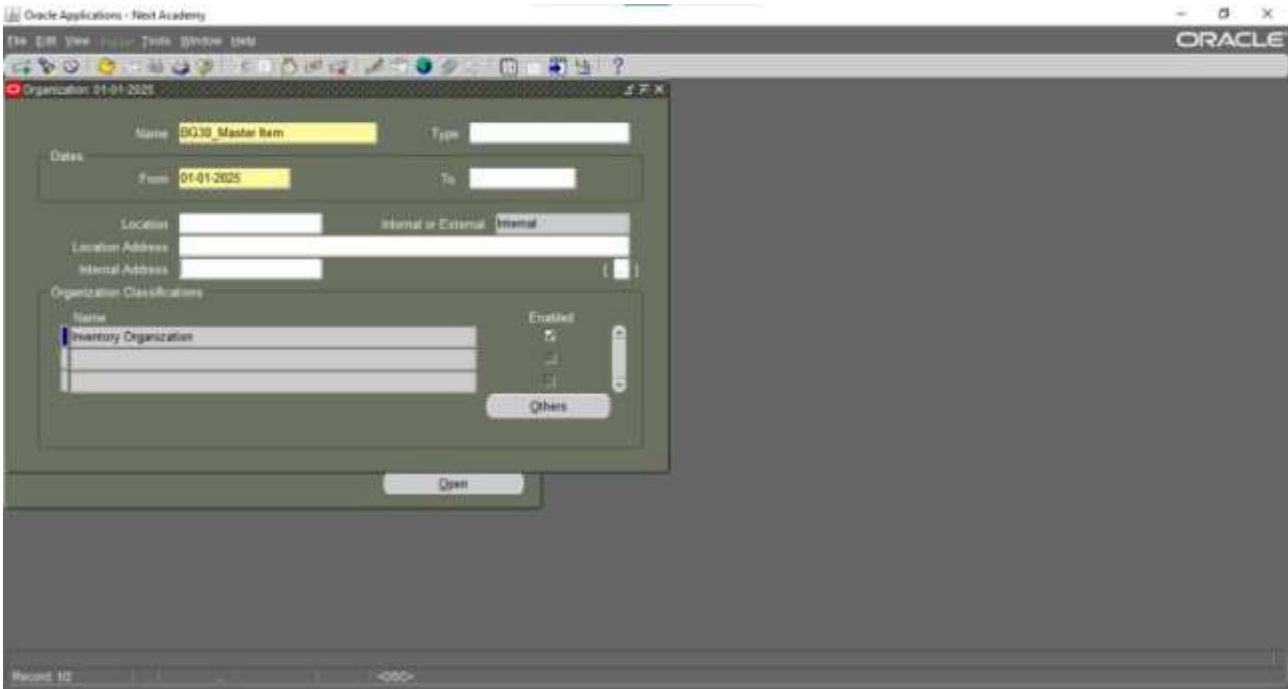
- Under **Parameters**, associate the new organization with your **parent OU**.
- Ensure the **Legal Entity** and other mandatory fields are populated.

7. **Save** the changes.

**Key Fields to Configure**

- **Organization Type:** Must align with your hierarchy (e.g., "Inventory Org" under an "OU").
- **Location:** Physical address (required for legal/tax compliance).
- **Assignment:** Assign to the correct **Operating Unit** in the hierarchy.

## Organization Setup



The screenshot shows the 'Organization Definition' form in Oracle Applications. The form is titled 'Organization: 01-01-2025'. It contains the following fields and sections:

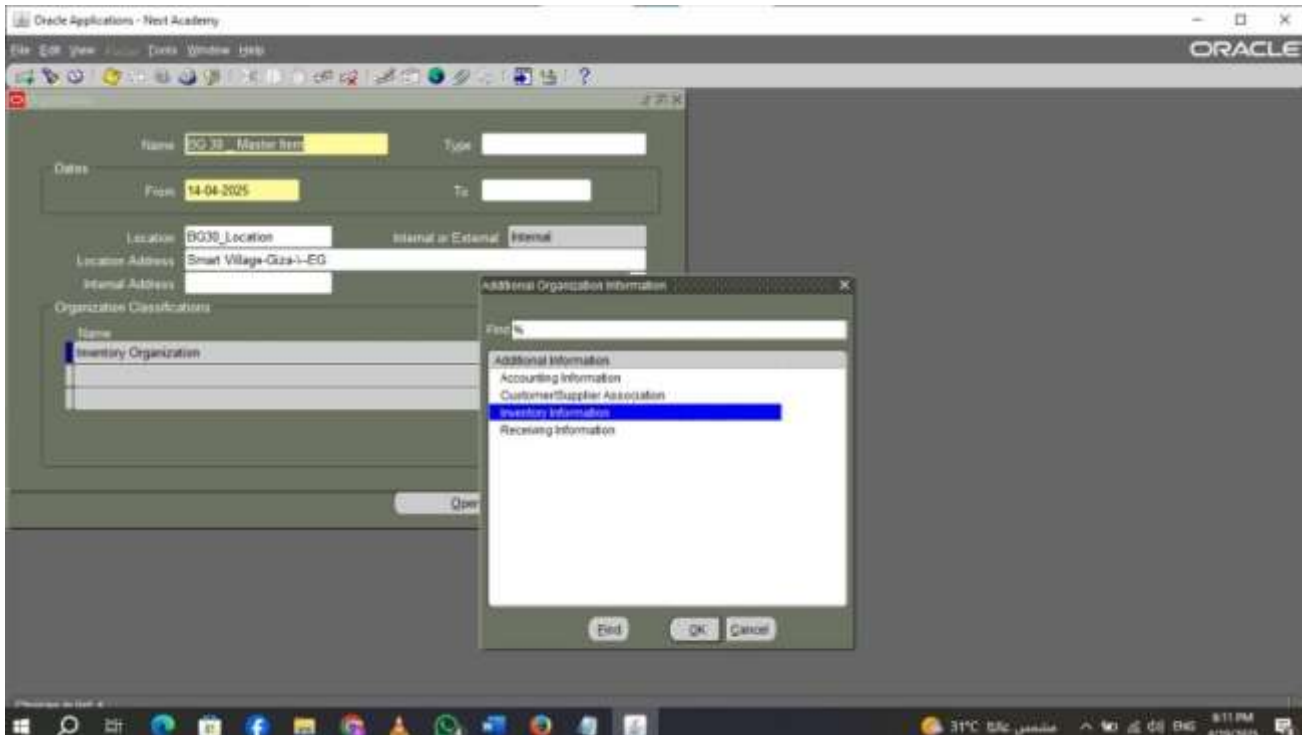
- Name:** BG30\_Master Item
- Type:** (empty)
- Dates:** From: 01-01-2025, To: (empty)
- Location:** (empty)
- Location Address:** (empty)
- Internal Address:** (empty)
- Organization Classifications:**
  - Name:** Inventory Organization
  - Enabled:** (checkbox, checked)
  - Others:** (button)
- Open:** (button)

This screen shows the **Organization Definition** form used to define organizational units within BG30. It is critical for setting up inventory locations, warehouses, and other operational hubs.

Key components include:

- **Name:** For example, BG30\_Master Item, used to identify the organization.
- **Date Range:** Defines the active period of this organization.
- **Type:** Classification of the organization (not filled in this screenshot).
- **Internal or External:** Indicates if the location is part of the internal structure.
- **Location & Address:** Specifies the physical location and internal address.

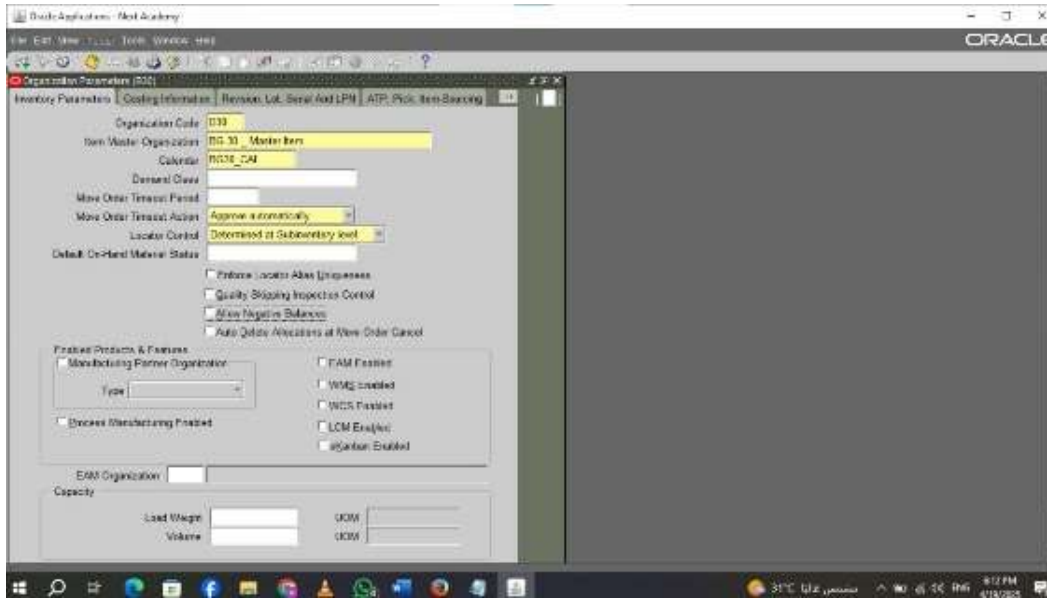




- **Organization Classifications:** Defines the purpose, in this case, “Inventory Organization,” which is marked as *Enabled*.
- **Organization Classifications:** Marked as Operating Unit and enabled, confirming that it functions as a separate unit within the organization hierarchy.

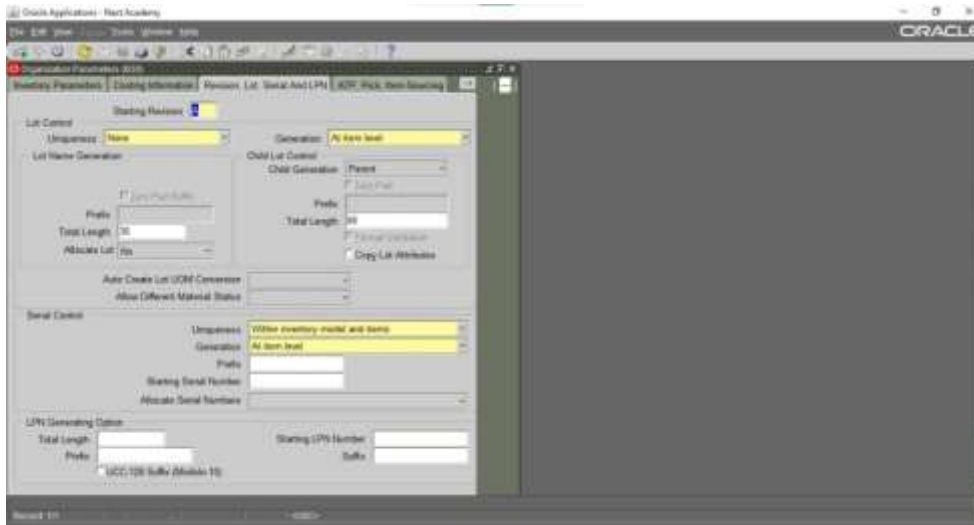
This screen is essential for configuring operational entities in Oracle, which allows for the separation of financial transactions, procurement activities, and reporting per unit.

## Setting the org. parameters:



1. Organization Code, Unique ID (e.g., "B30").
2. Item Master Organization: it is a central hub for shared item definitions. It saves time (no duplicate item setup).
3. Calendar: It is the fiscal period (e.g., "BG30\_CAL"): It drives reporting closes periods.
4. Locator Control: It manages storage? ("Sub inventory level" = departments handle their own bins). This is flexibility vs. control tradeoff.
5. Move Order Timeout Action: "Approve automatically". Auto-approval speeds up workflows **but risks errors**.
6. Key Checkboxes
  - "Allow Negative Balances" → If off, system blocks overselling.
  - **"Enforce Locator Alias Uniqueness"** → Prevents duplicate bin/shelf names.

## Allowing org. to handle lot control items:



**1. Starting Revision:** first revision number for new items (e.g., "A" or "1"). It ensures version control starts consistently.

**2. Uniqueness (List Control):** It forces unique names for lots/serials. It prevents duplicate IDs (critical for tracking).

**3. Prefix (List Name Generation):** It adds a fixed prefix to lot names (e.g., "LOT-001"). Standardizes naming for easy identification.

### 4. Allocate List

"No" = Manual lot assignment. It gives control over lot assignments (vs. auto-allocation).

**E.g. "No" (Manual):**

- **Food Industry:** A manager assigns Lot "DAIRY-APR-25" (not "DAIRY-MAR-25") to ensure freshness.
- **Automotive:** A recall forces use of Lot "SAFE-001" (avoiding defective "FAULT-001").

**"Yes" (Auto):**

- **Retail:** System auto-picks the oldest lot (FIFO) for generic items like screws.

**5. Uniqueness (Serial Control):** Ensures serial numbers are unique to avoid duplicate serials (e.g., for warranties).


**6. Starting Serial Number:** First serial in sequence (e.g., "1000"). Sets the baseline for auto-generation.

**Setting up org. accounts and linking it to General Ledger as given by Finance Manager:**

The screenshot shows the Oracle Primavera P6 'Costing Information' window. The 'Costing Organization' is set to '01 - 01 - 01 - 01 - 01 - 01 - 01 - 01'. The 'Costing Method' is 'Average'. The 'Rates Cost Type' is 'Yes'. The 'Transfer to GL' is 'Yes'. The 'Cost Card Data' section includes 'Default Material Sub-Element', 'Material Unload Sub-Element', and 'Default Cost Group'. The 'Valuation Accounts' section lists several accounts with their corresponding codes and descriptions.

| Valuation Accounts  | Account Code        | Description |
|---------------------|---------------------|-------------|
| Material            | 01-000-14-0-000-000 |             |
| Material Processing | 01-000-14-0-000-000 |             |
| Material Unload     | 01-000-14-0-000-000 |             |
| Overhead            | 01-000-14-0-000-000 |             |
| Expense             | 01-000-14-0-000-000 |             |

More accounts....



Oracle Financials General Ledger - Trial Balance

Period: 12/31/2010 - 12/31/2010

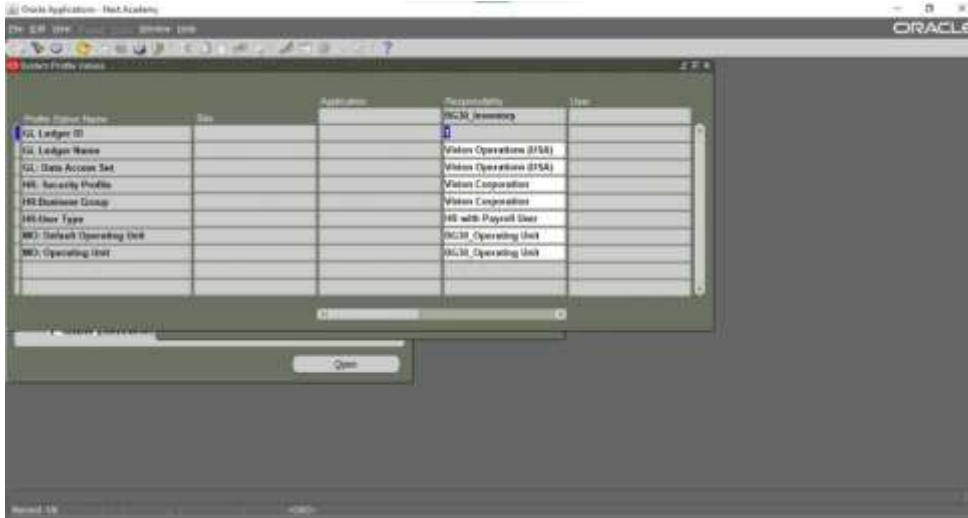
Account: 1010 - Sales (1010) - 417: P/L, Item Summary - Item Org Information - View Accounts

| Account                         | Balance              |
|---------------------------------|----------------------|
| <b>Revenue Accounts</b>         |                      |
| Purchase Price Variance         | 11,525,417.00        |
| Interest Price Variance         | 21,525,417.00        |
| Inventory AP Actual             | 21,525,417.00        |
| Discounts                       |                      |
| <b>Profit and Loss Accounts</b> |                      |
| Sales                           | 21,525,417.00        |
| Cost of Goods Sold              | 21,450,017.00        |
| <b>Other Accounts</b>           |                      |
| Interest Expense Account        |                      |
| Interest (1000) Account         | 21,450,017.00        |
| Cost Variance Account           | 21,450,017.00        |
| LOM Variance Account            |                      |
| Unsettled Adjustment Account    |                      |
| <b>Total</b>                    | <b>21,450,017.00</b> |

## Profile Options:

Path:

Navigator > System Administrator > Profile > System *(remember; the more strict option applies)*



### System Settings (Profile Options)

The "control panel" for your whole ERP system.

#### Important ones you'll use:

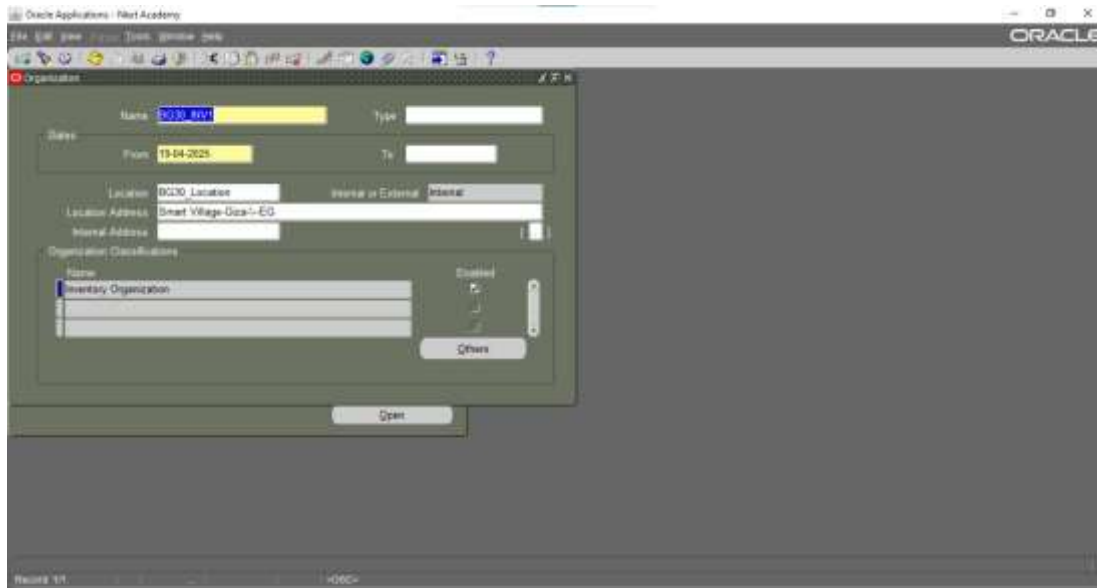
- MO: Operating Unit = Your main working area
- HR: Business Group = Which employee group you manage

#### Golden rule:

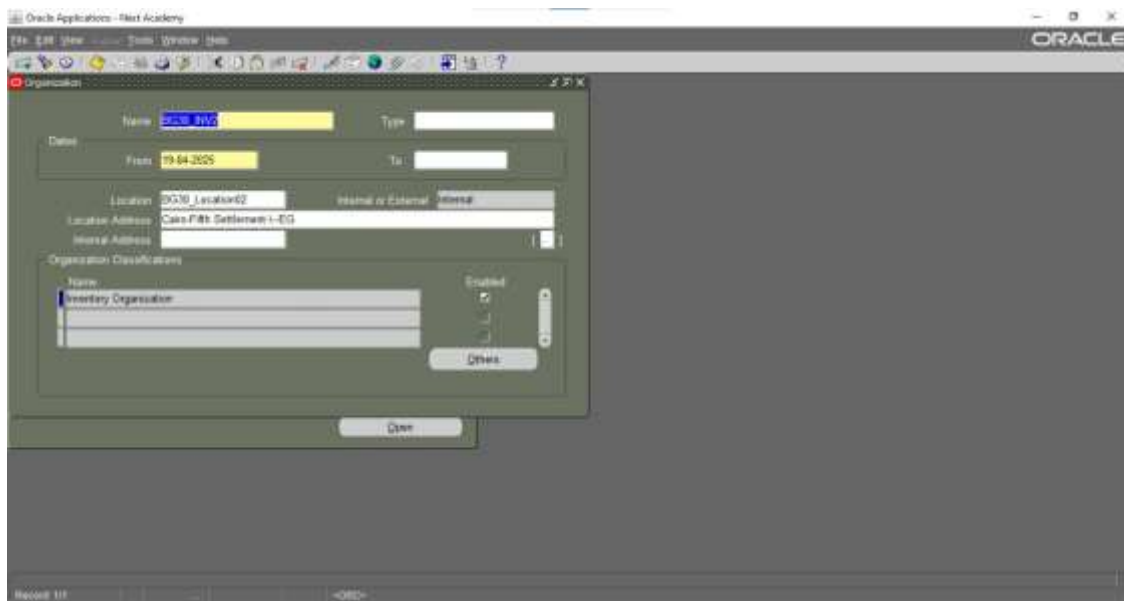
- Never change these unless you're 100% sure - wrong settings can break things!
- profile options (must be assigned to BG30\_INVENTORY [RESPONSIBILITY]):

- 1) GL Ledger Name → (Vision Operations)
- 2) HR: Business Group → (Vision Corporation)
- 3) HR: Security Profile → (Vision Corporation)
- 4) HR: User Type → (HR with payroll user)
- 5) MO: Operating Unit → (The operating unit)
- 6) MO: Default Operating Unit → (The operating unit)
- 7) GL Ledger ID → Assigned by default
- 8) GL: Data Access Set

Now, let us make another organization: BG30\_inv1 (see [Organization Setup](#))

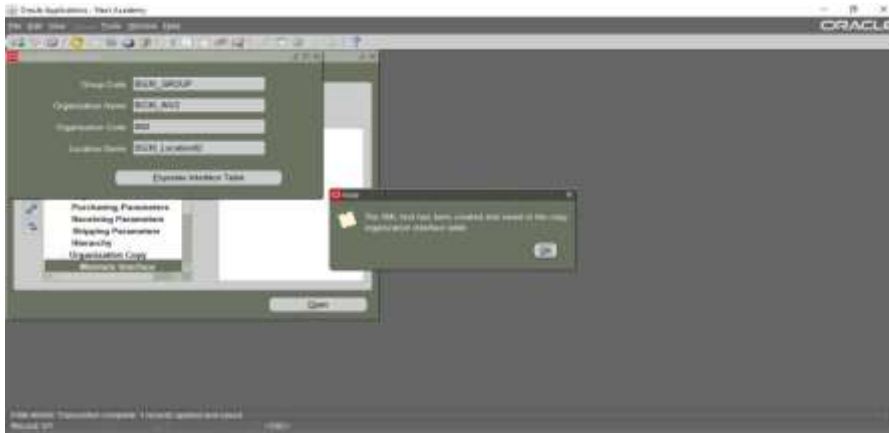


Lastly, let us create a third inventory organisation. We will call it BG30\_INV2



Let us copy the parameters from inventory organisation **BG30\_INV1** to inventory organisation **BG30\_INV2** :

First: create an interface table:



Path: Navigator > Setup > Organizations > Organizations > Organization Copy

- Second: Fill in:
  - **Group Code** (e.g., BG30\_GROUP)
  - **Organisation Name** (e.g., BG30\_INV2)
  - **Organisation Code** (B02)
  - **Location: LOV**

Click "**Populate Interface Table**".

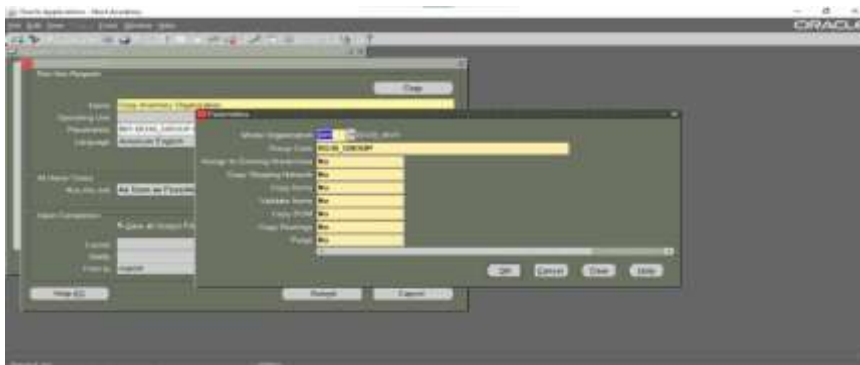
*This generates XML and inserts data into INV\_ORG\_COPY\_INTERFACE*

- Third: Go to "launch organisation copy"

Insert code of organisation to copy from B01

Write Group Code of interface table from previous step

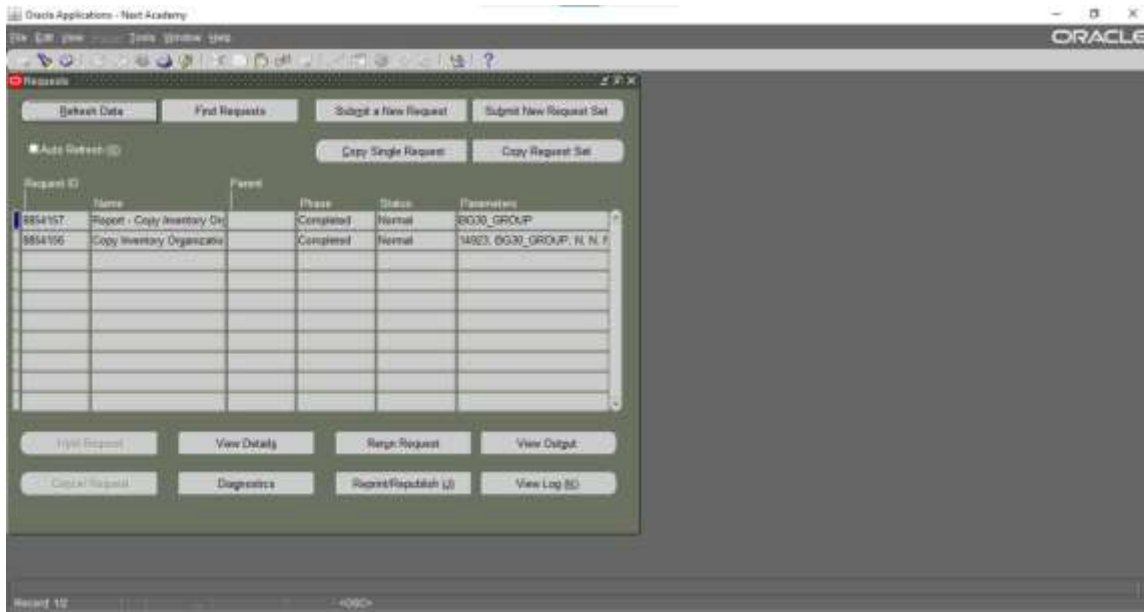
Press "OK"



- **Fourth: Check Concurrent Requests:**

- Navigate to **View Requests** → Verify the job completes successfully.

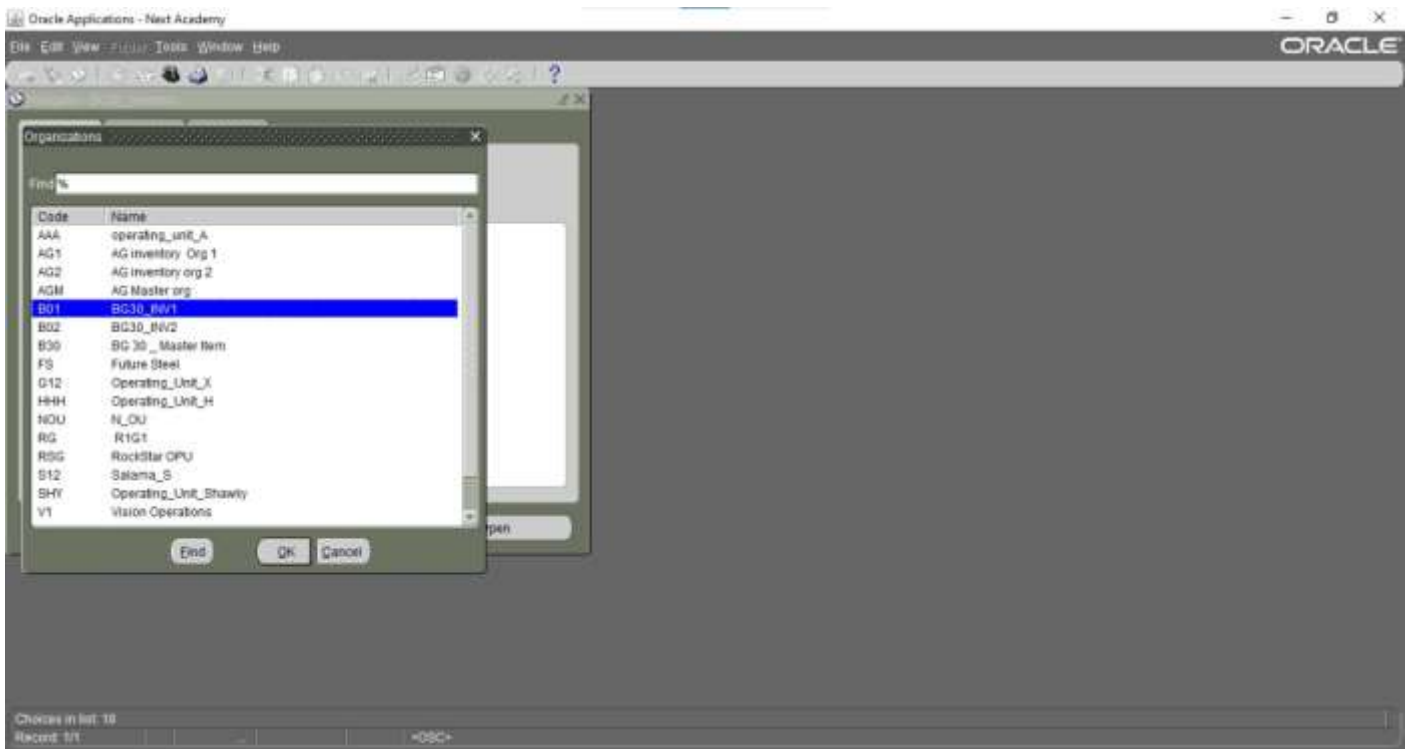
*This means copy process is completed successfully*





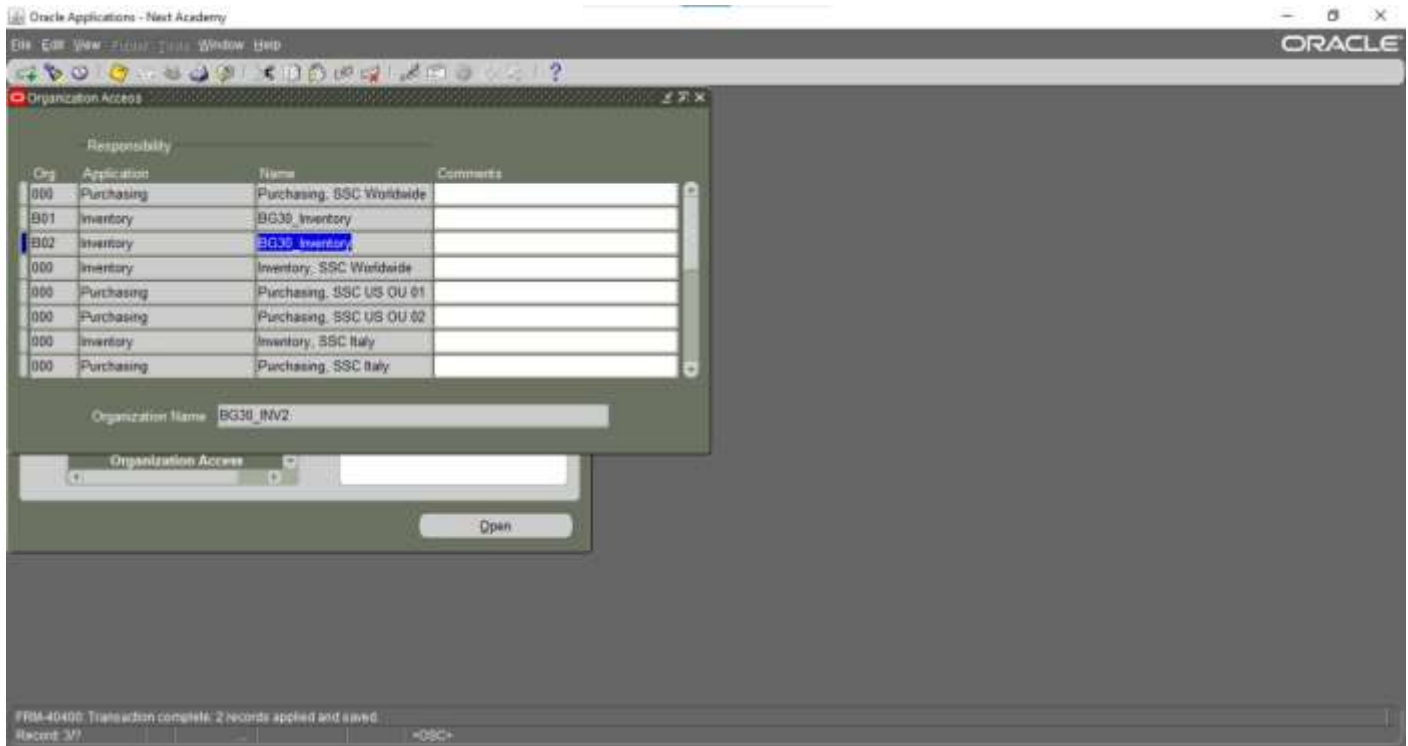
## Finding my organizations:

- **Inventory > Setup > Organizations > Organization**



To toggle between organizations, Press Ctrl+L

## Granting Access to my organizations through my responsibilities:



1. Go to:  
System Administrator > Security > Responsibility > Define

To Grant Organization Access

2. Step 1: Find the Responsibility

In the "Define Responsibility" form, query the responsibility you want to modify (e.g., "BG30\_Inventory").

Click "Find" to load its details.

3. Step 2: Open Organization Access

With the responsibility selected, click the "Organization Access" button (bottom of the form).

4. Step 3: Grant Access to an Org

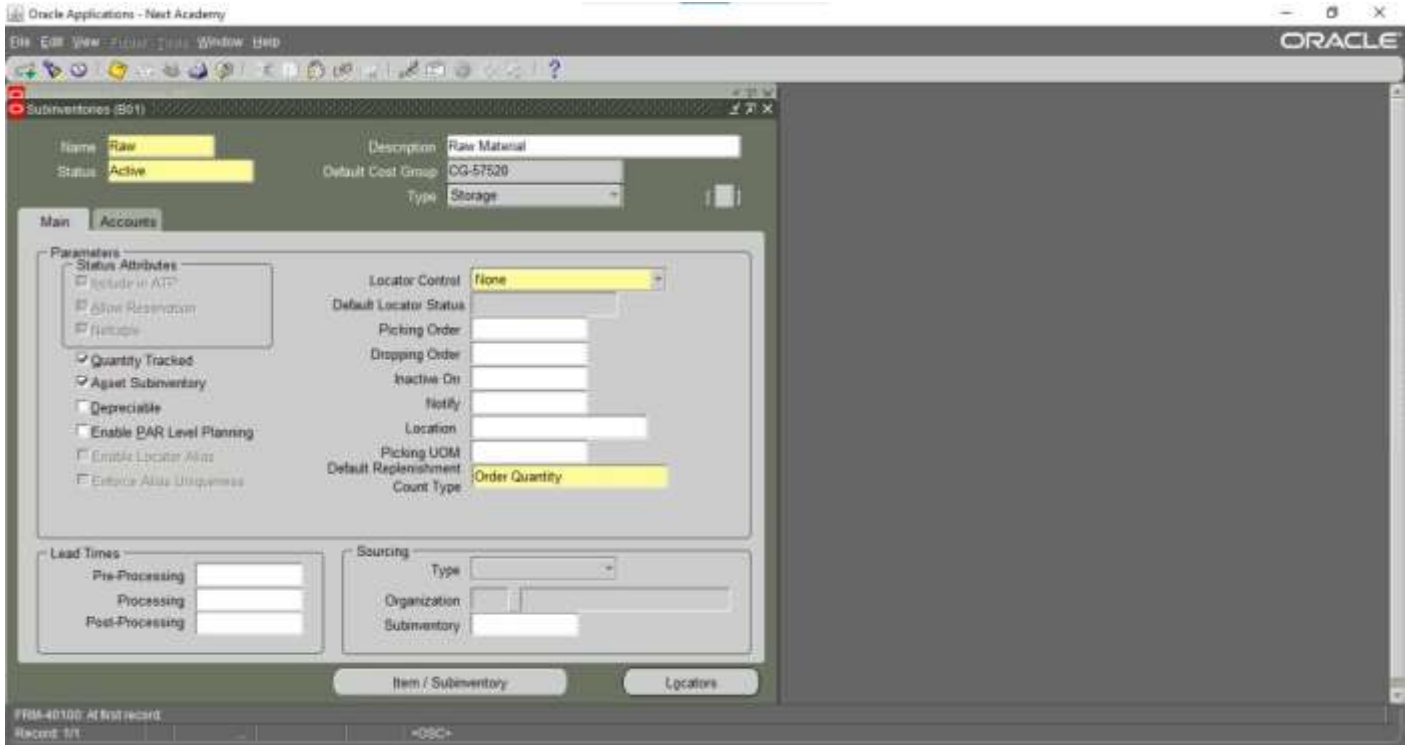
In the "Organization Name" section:

Click "New" (or press "+" icon) to add a row.

Enter Organization: Type or search for the org name (e.g., "BG30\_INZI").

5. Save (Ctrl+S or click "Save").

## Create a Sub inventory Named "Raw"



### 1. Inventory > Setup > Organizations > Subinventories

#### 1. Basic Information

- **Name:** Enter Raw (exact name as required).
- **Description:** Add a brief note (e.g., "Storage for raw materials").
- **Status:** Keep Active (default).
- **Type:** Select Storage

#### 2. Location Control

- **Locator Control:** Choose:
  - None: No bin-level tracking.
  - Prespecified: Predefined locators.
  - Dynamic Entry: Ad-hoc locator creation.

#### 4. Save

- Click Save (or press Ctrl+S).

## Create 2 more Sub inventories:

Oracle Applications - Next Academy

File Edit View Window Help

Subinventories (B01)

Name:  Description: Finished Goods

Status: Active Default Cost Group: CG-57520

Type: Storage

Main Accounts

Parameters

Status Attributes

☐ Include in ATP

☐ Allow Replenishment

☐ Retainable

☒ Quantity Tracked

☒ Asset Subinventory

☐ Depreciable

☐ Enable PAR Level Planning

☐ Enable Locator Alias

☐ Enforce Alias Uniqueness

Locator Control: None

Default Locator Status:

Picking Order:

Dropping Order:

Inactive On:

Notify:

Location:

Picking UOM:

Default Replenishment Count Type: Order Quantity

Lead Times

Pre-Processing:

Processing:

Post-Processing:

Sourcing

Type:

Organization:

Subinventory:

Item / Subinventory

Locators

Recent 2/3

Oracle Applications - Next Academy

Oracle Applications - Next Academy

File Edit View Window Help

Subinventories (B01)

Name: SP Description: Spare Parts

Status: Active Default Cost Group: CG-57520

Type: Storage

Main Accounts

Parameters

Status Attributes

☐ Include in ATP

☐ Allow Replenishment

☐ Retainable

☒ Quantity Tracked

☒ Asset Subinventory

☐ Depreciable

☐ Enable PAR Level Planning

☐ Enable Locator Alias

☐ Enforce Alias Uniqueness

Locator Control: Prespecified

Default Locator Status: Active

Picking Order:

Dropping Order:

Inactive On:

Notify:

Location:

Picking UOM:

Default Replenishment Count Type: Order Quantity

Lead Times

Pre-Processing:

Processing:

Post-Processing:

Sourcing

Type:

Organization:

Subinventory:

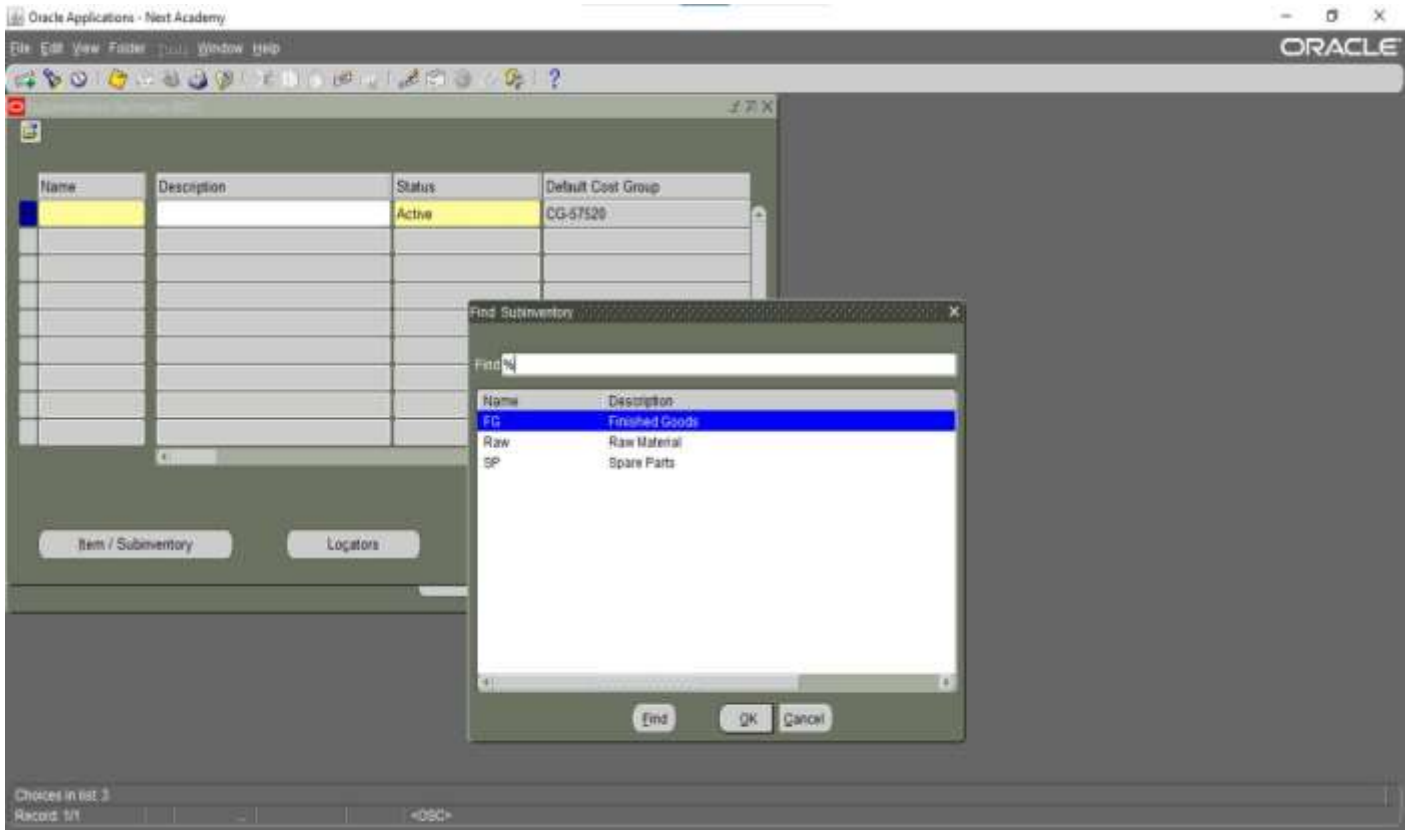
Item / Subinventory

Locators

Recent 3/3

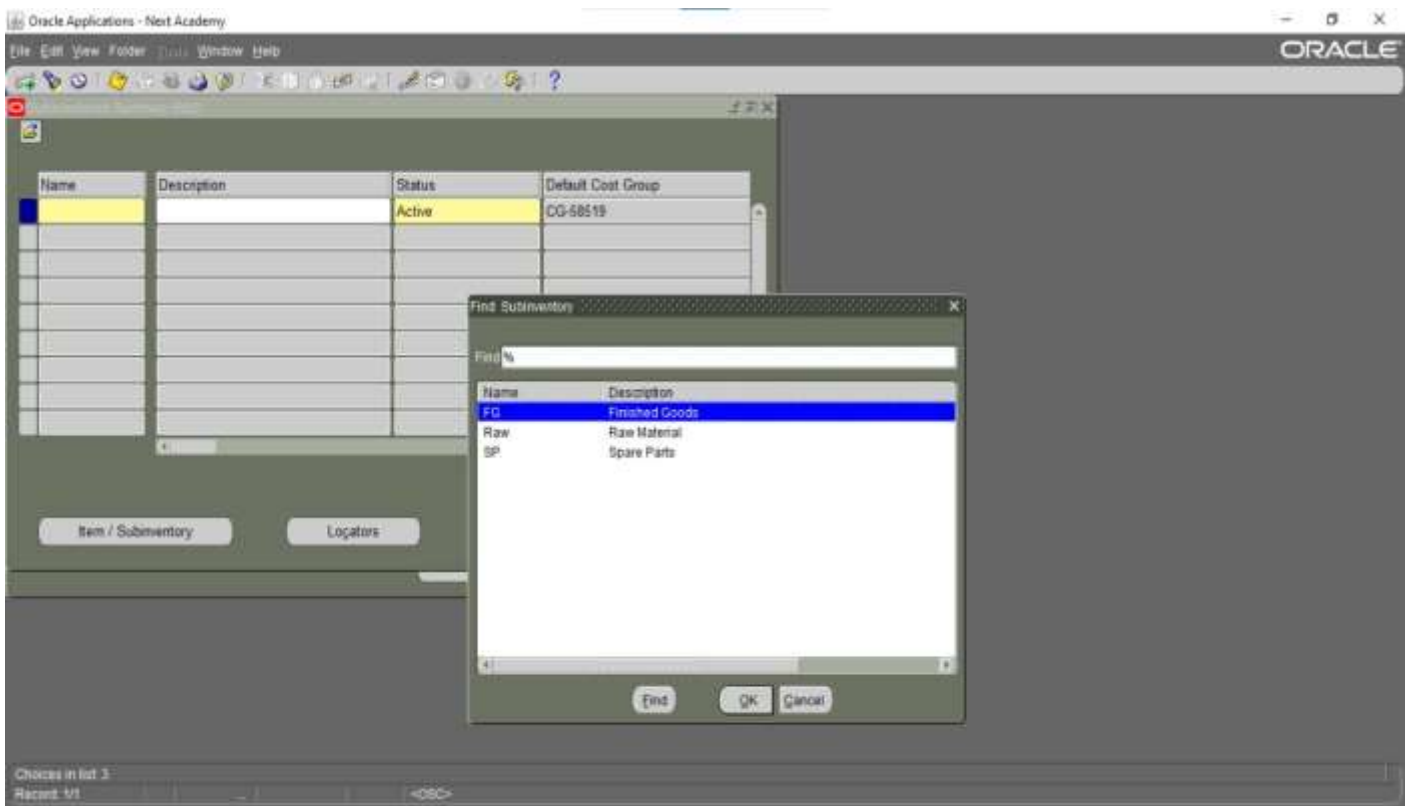
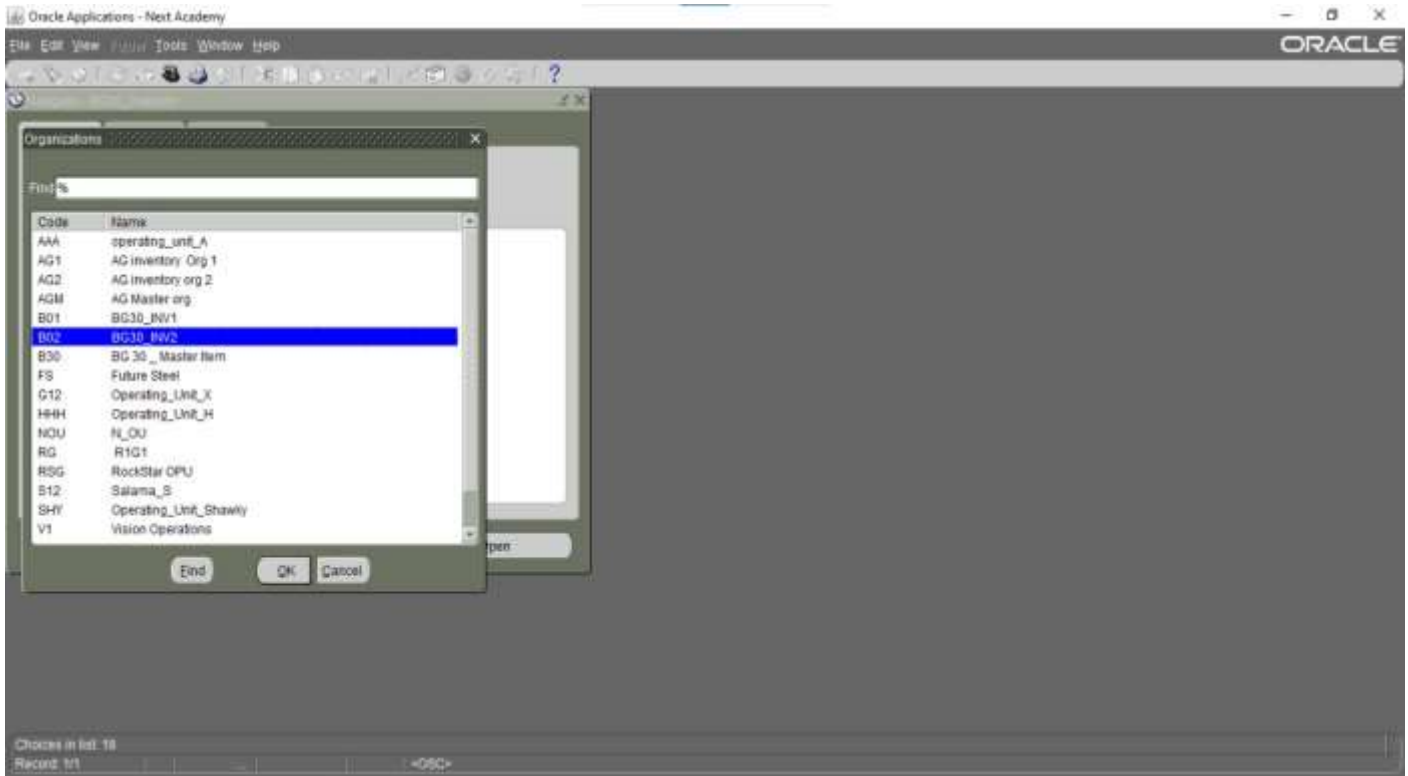
Oracle Applications - Next Academy

## Find my Sub inventories:



1. Inventory > Setup > Organizations > Subinventories
2. In the Subinventories form:
  - Query your subinventory (e.g., type "Raw" and click Find).
  - Select the subinventory from the list.

## Creating 3 sub inventories under organization BG30\_INV2:



## Constructing the item's flex fields:

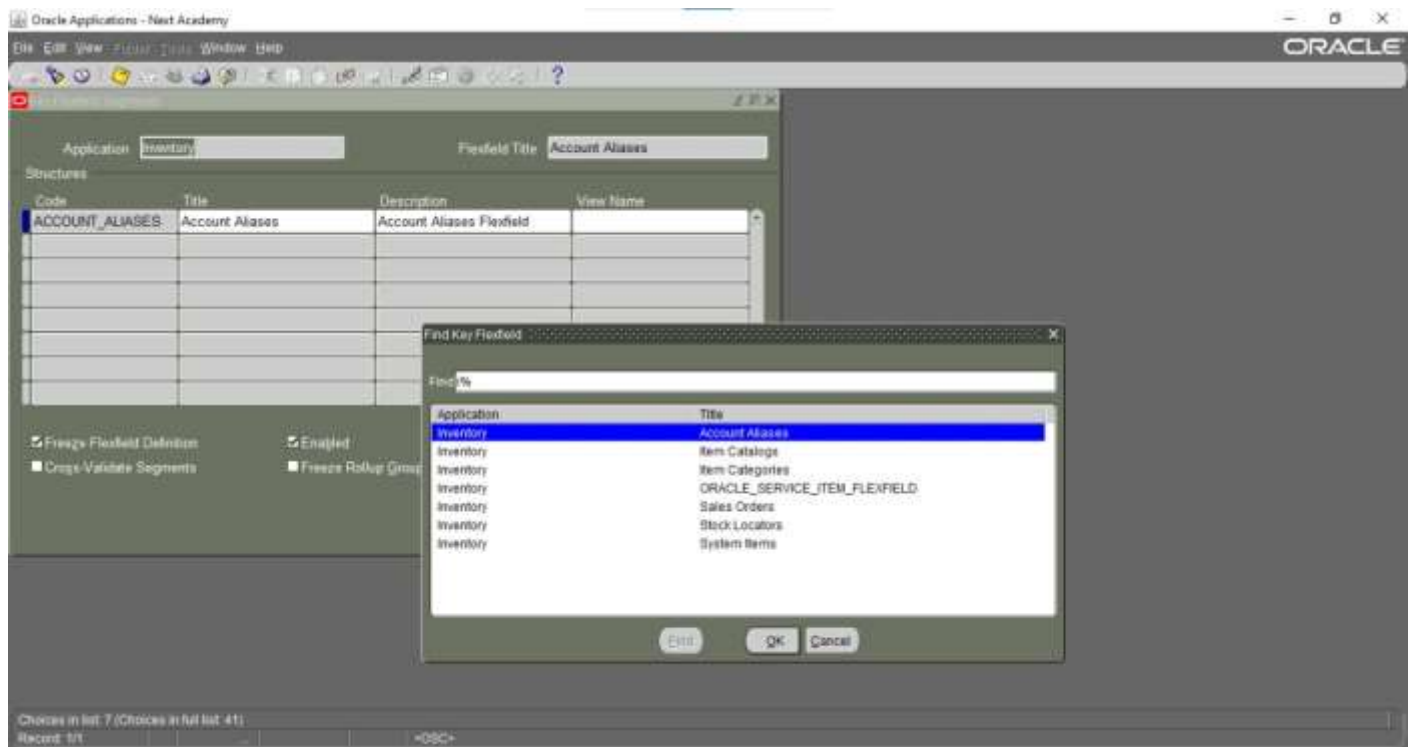
*What are flex fields?*

*They are customizable fields that let you track extra item details (like colors, grades, or custom IDs) beyond standard fields. They include:*

- **Key Flexfields** : For structured codes (e.g., Item Categories).
- **Descriptive Flexfields** : For free-form attributes (e.g., Batch Notes).
- **For inventory module, we have 7 key Flex fields**

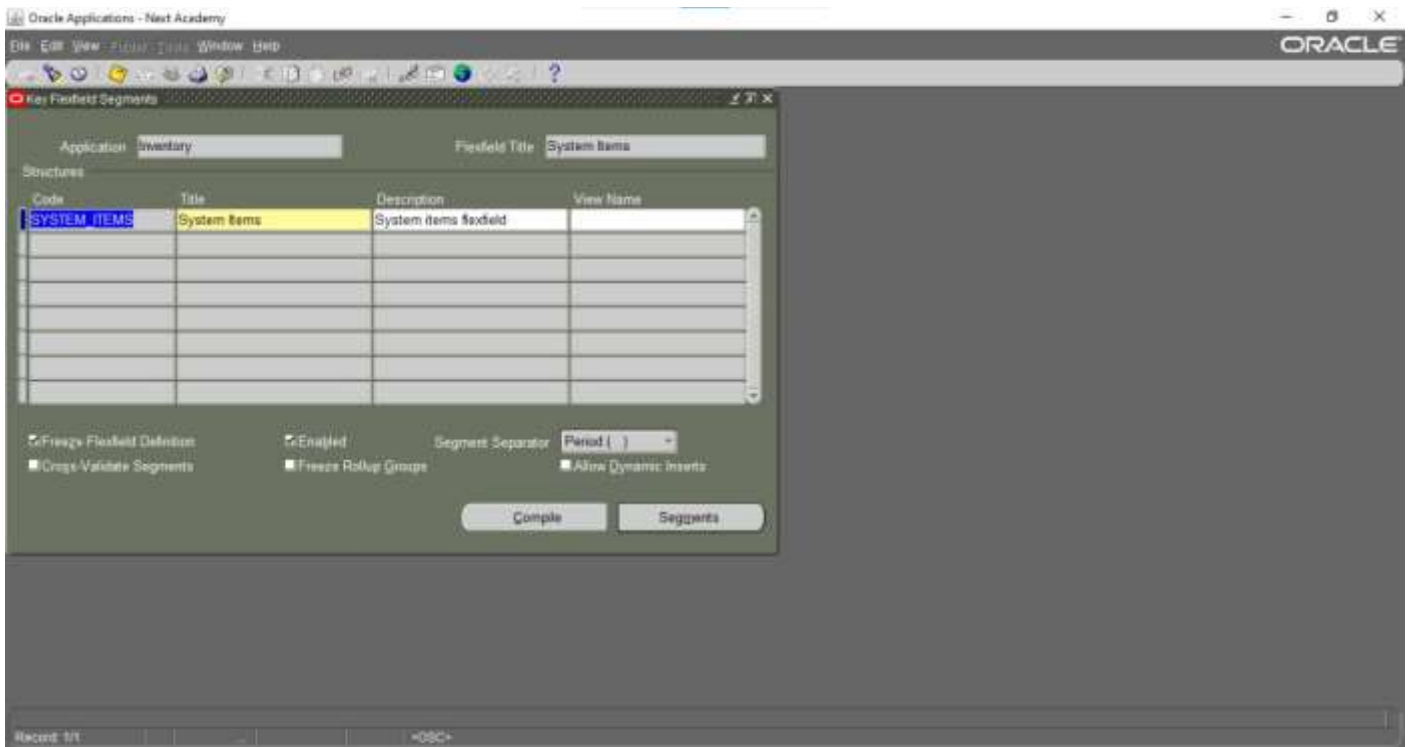
*What is the path?*

1. **Log in** with System Administrator or Inventory responsibility.
2. Go to:  
**Application Developer > Flexfield > Key > Segments**



Now choose System Items to understand the structure of the Flexfield

Then press segments



Oracle Applications - Next Academy

File Edit View Functions Window Help

Key Flexfield Segments

Application: Inventory Flexfield Title: System Items

Structures

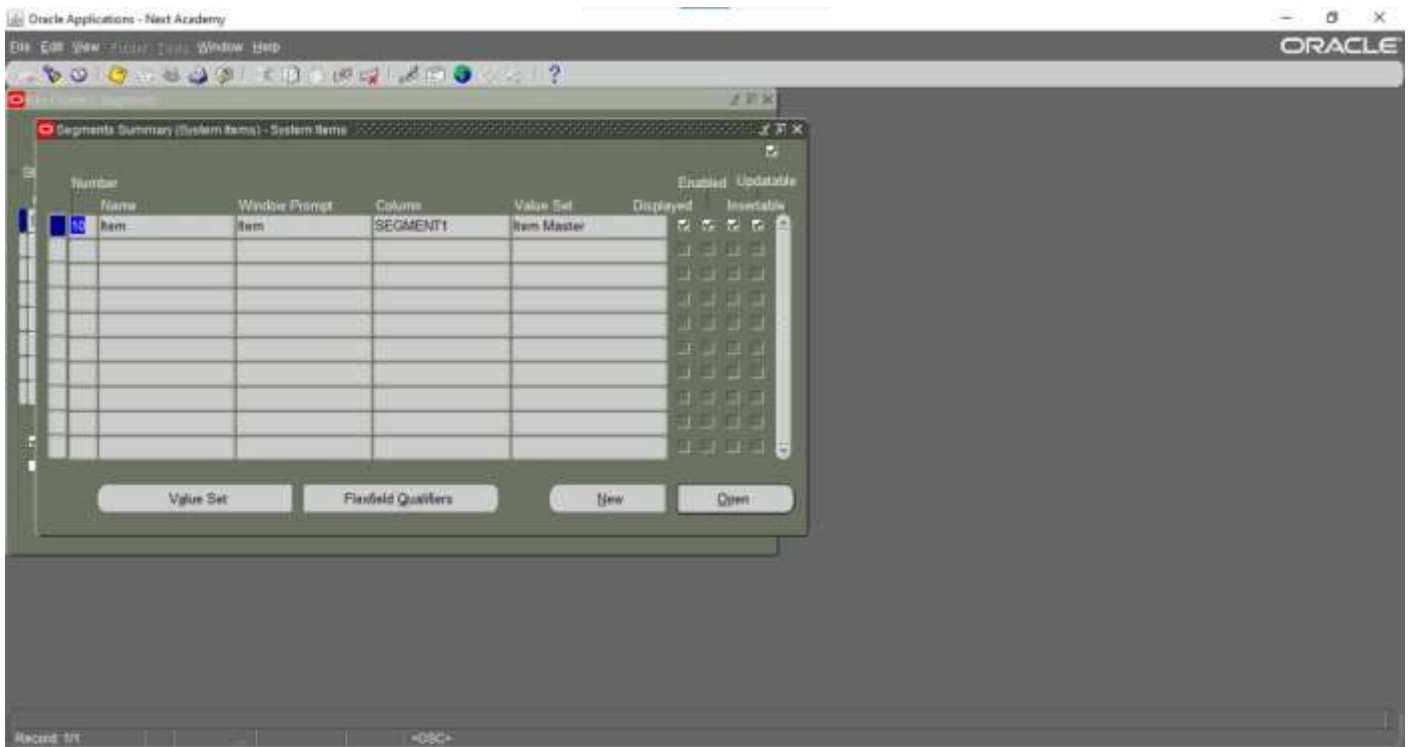
| Code         | Title        | Description            | View Name |
|--------------|--------------|------------------------|-----------|
| SYSTEM ITEMS | System Items | System items flexfield |           |
|              |              |                        |           |
|              |              |                        |           |
|              |              |                        |           |
|              |              |                        |           |
|              |              |                        |           |
|              |              |                        |           |

☐ Freeze Flexfield Definition   
 ☐ Enabled   
 Segment Separator: Period ( )   
 ☐ Freeze Rollup Groups   
 ☐ Allow Dynamic Inserts

Complete Segments

Record: 1/1

You will see that it is made of one segment only and you cannot edit it:



Oracle Applications - Next Academy

File Edit View Functions Window Help

Segments Summary (System Items) - System Items

| Number | Name | Window Prompt | Column   | Value Set   | Enabled                             | Updatable                           |
|--------|------|---------------|----------|-------------|-------------------------------------|-------------------------------------|
| 1      | Item | Item          | SEGMENT1 | Item Master | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
|        |      |               |          |             |                                     |                                     |
|        |      |               |          |             |                                     |                                     |
|        |      |               |          |             |                                     |                                     |
|        |      |               |          |             |                                     |                                     |
|        |      |               |          |             |                                     |                                     |
|        |      |               |          |             |                                     |                                     |

Value Set Flexfield Qualifiers New Open

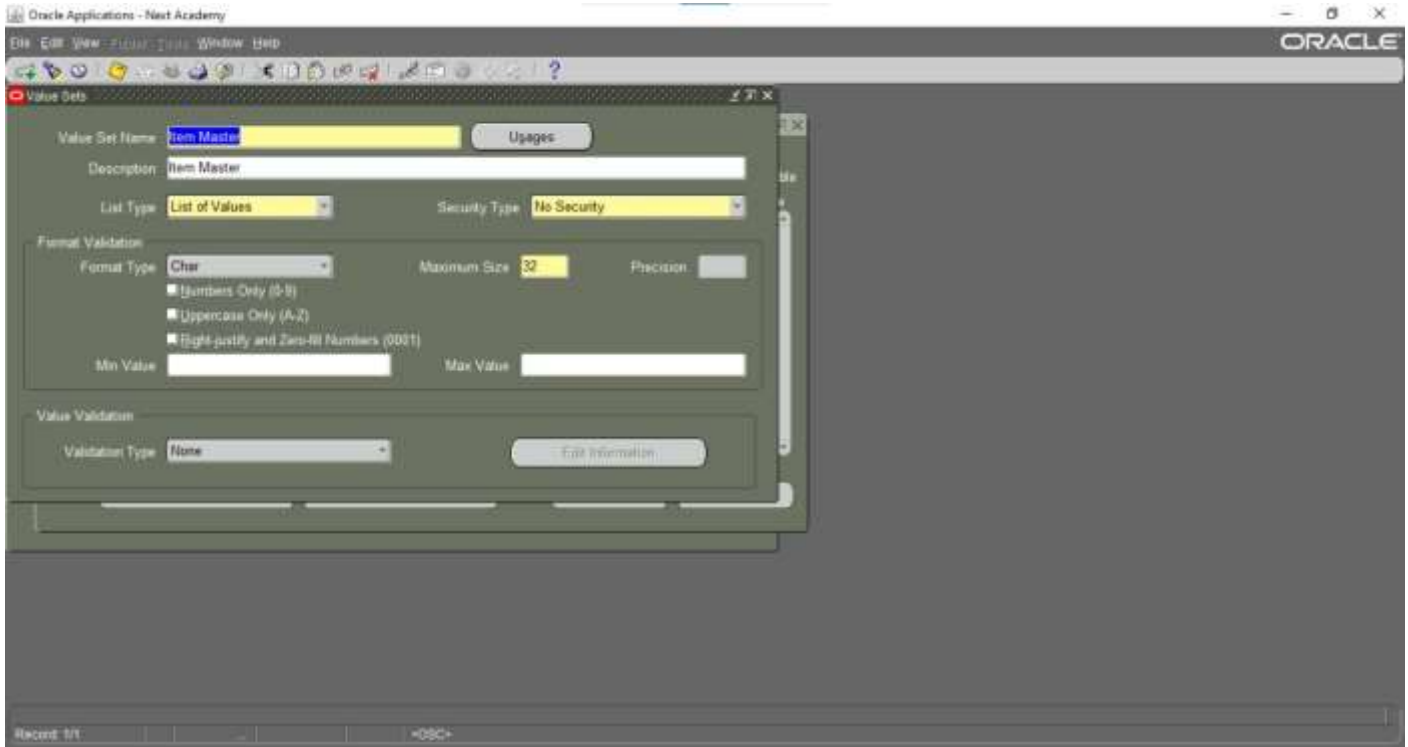
Record: 1/1



Now press Value set to see details about this segment:

You will notice that item codes are characters and the field takes up to 32 characters

You can allow numbers only by checking the box



Oracle Applications - Next Academy

File Edit View Window Help

Value Sets

Value Set Name: **Item Master** Usages

Description: **Item Master**

List Type: **List of Values** Security Type: **No Security**

Format Validation

Format Type: **Char** Maximum Size: **32** Precision:

☐ Numbers Only (0-9)

☐ Uppercase Only (A-Z)

☐ Right-justify and Zero-fill Numbers (0001)

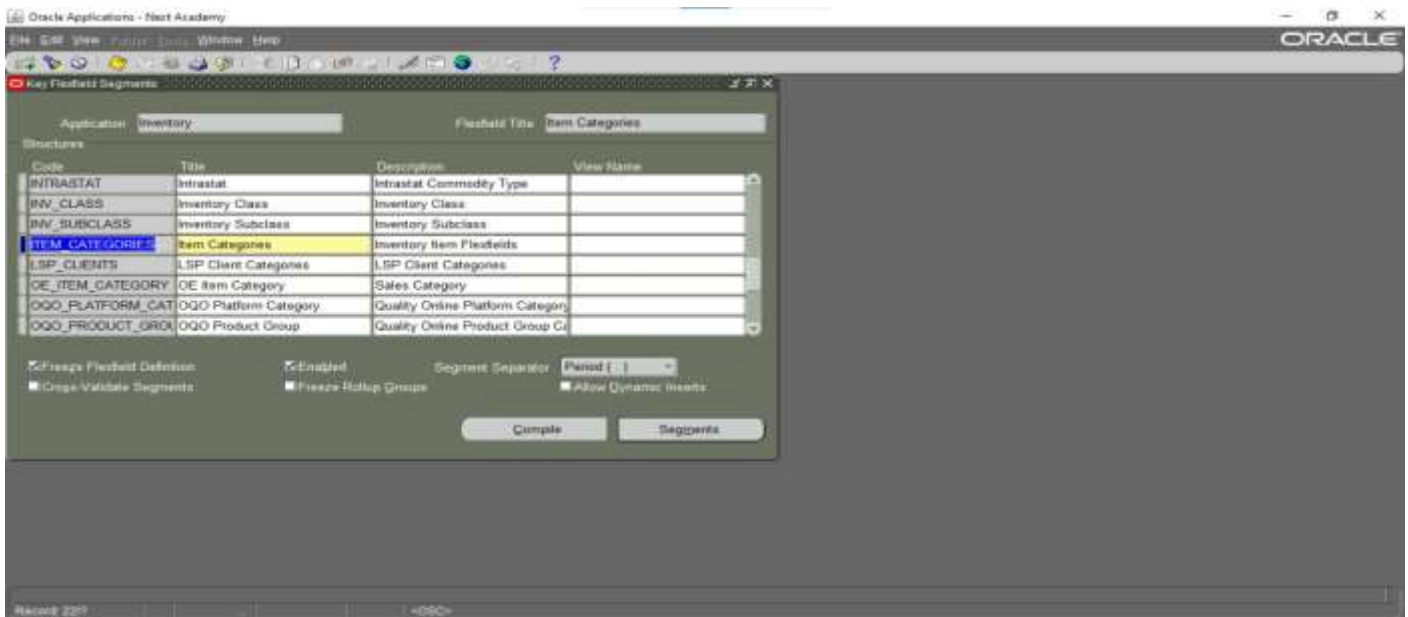
Min Value: Max Value:

Value Validation

Validation Type: **None** Edit Information

Record: 1/1

Now, let us take a tour in the categories flex fields:



Oracle Applications - Next Academy

File Edit View Window Help

Key Flexfield Segments

Application: **Inventory** Flexfield Title: **Item Categories**

| Code                 | Title                  | Description                           | View Name |
|----------------------|------------------------|---------------------------------------|-----------|
| INTRASTAT            | Intrastat              | Intrastat Commodity Type              |           |
| INV_CLASS            | Inventory Class        | Inventory Class                       |           |
| INV_SUBCLASS         | Inventory Subclass     | Inventory Subclass                    |           |
| <b>ITEM_CATEGORY</b> | <b>Item Categories</b> | <b>Inventory Item Flexfields</b>      |           |
| LSP_CLIENTS          | LSP Client Categories  | LSP Client Categories                 |           |
| OE_ITEM_CATEGORY     | OE Item Category       | Sales Category                        |           |
| OGO_PLATFORM_CAT     | OGO Platform Category  | Quality Online Platform Category      |           |
| OGO_PRODUCT_GRP      | OGO Product Group      | Quality Online Product Group Category |           |

☒ Freeze Flexfield Definition ☒ Enabled Segment Separator: **Period ( )**

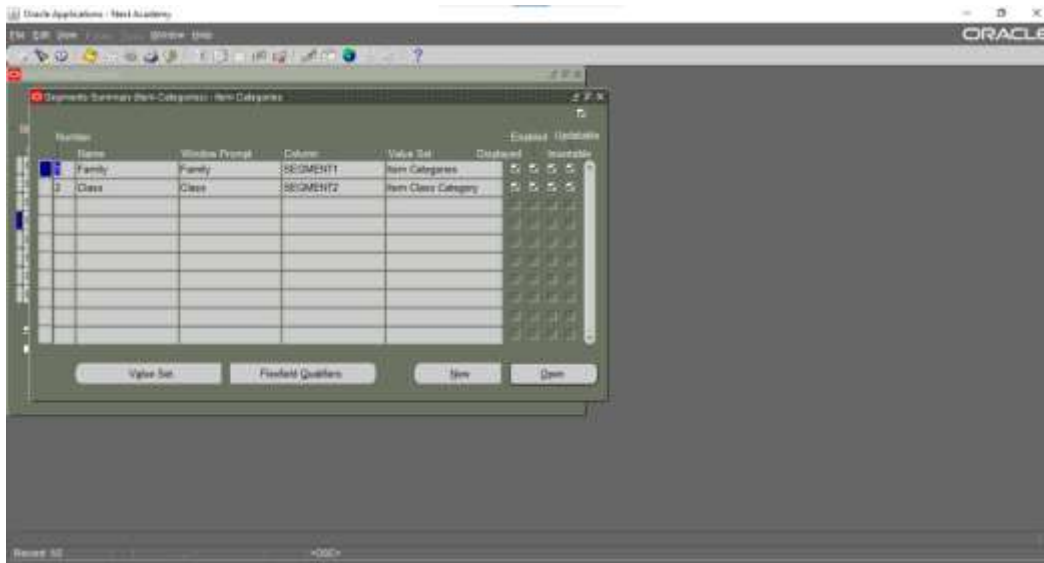
☐ Freeze Rollup Groups ☐ Allow Dynamic Members

Compile Segment

Record: 22/2

You will notice that : it has many structures, meaning you can insert your own structure by copying from another one.

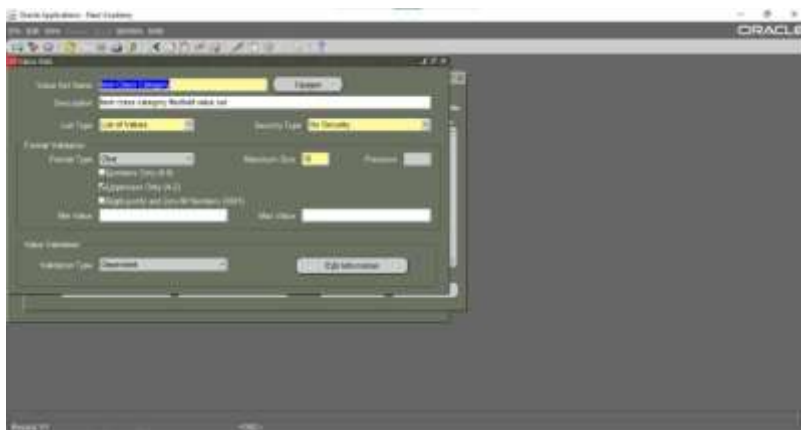
**Your Item categories flex field is made up of 2 segments: Item Categories & Item Class Category**



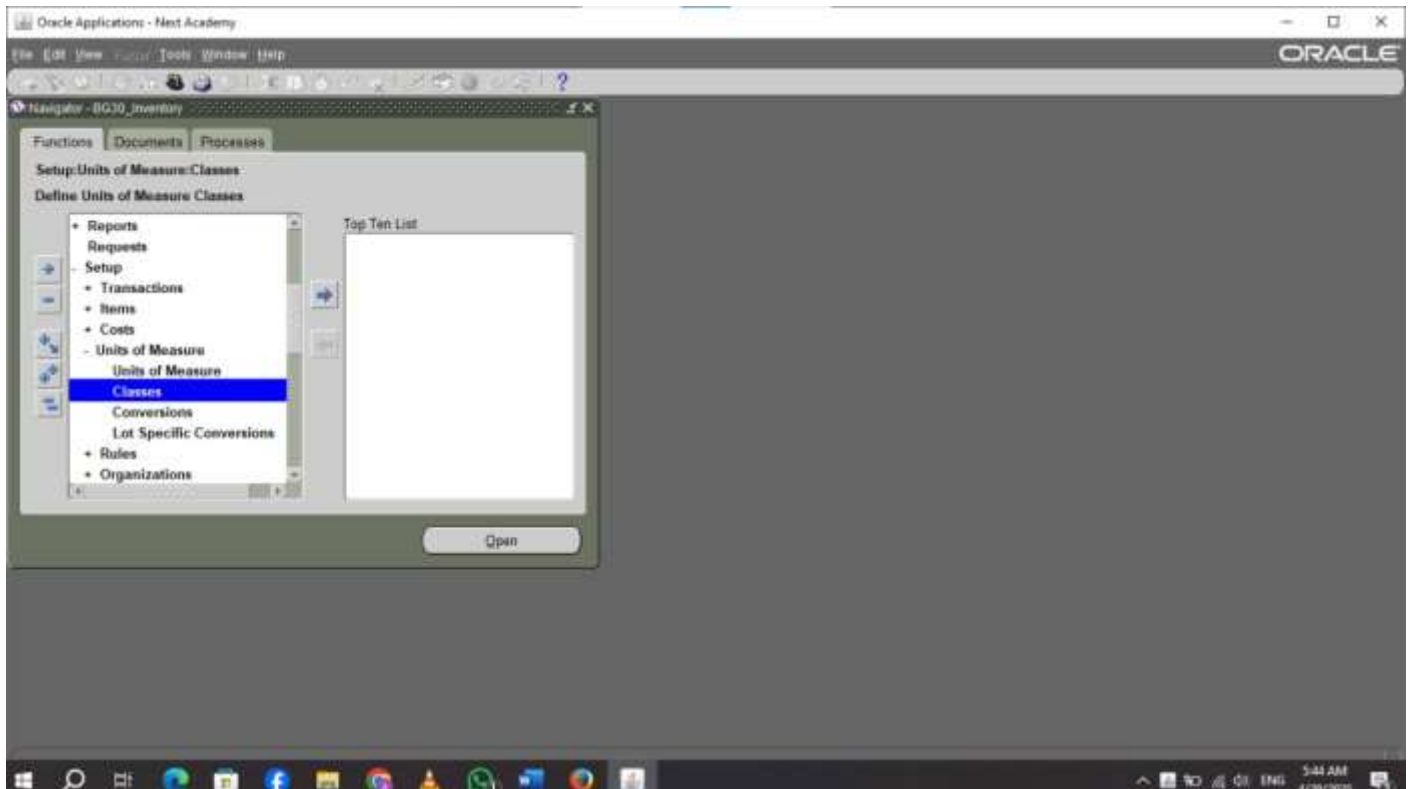
**The item category: accepts upper case only and accommodates up to 10 characters**



**The Item Class Category: accepts upper case only and accommodates up to 10 characters**

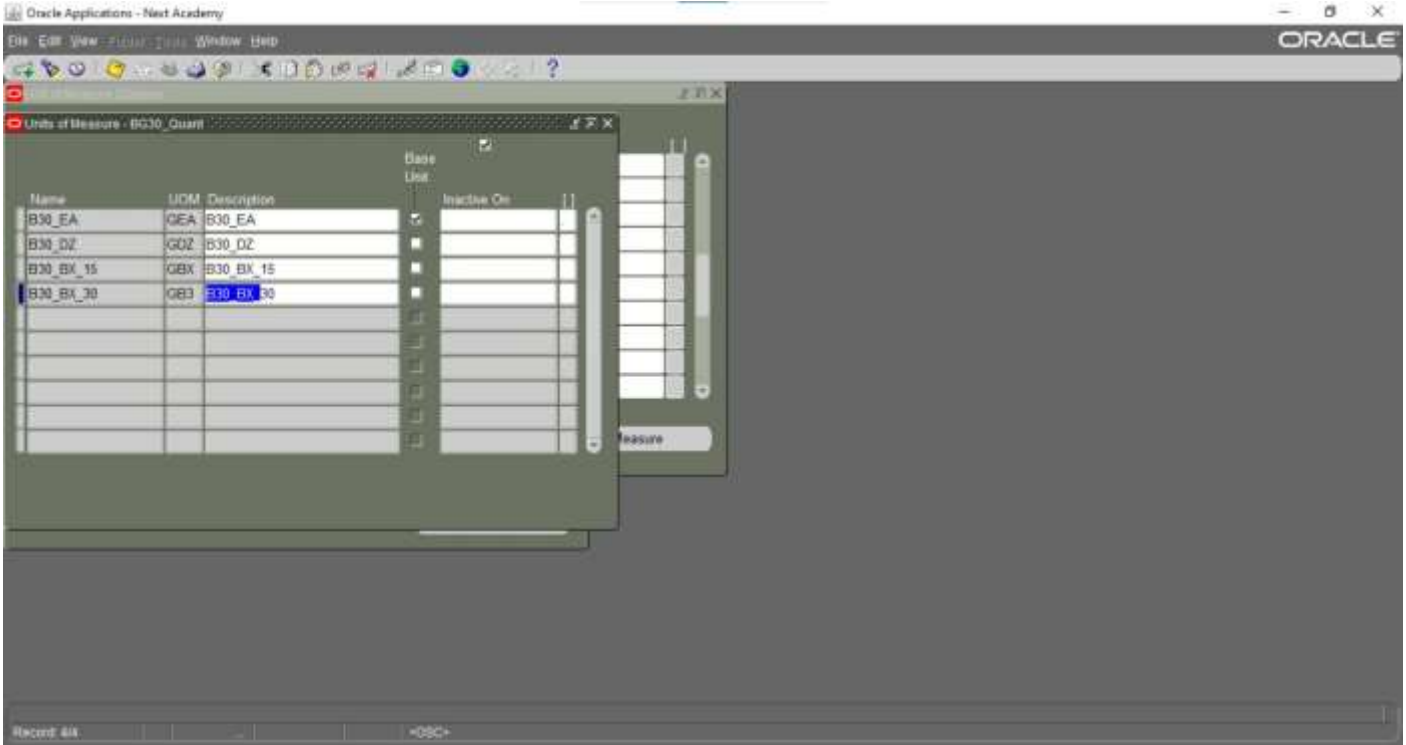


## Defining the Units of Measure (UOM)



### 1- Define Unit of Measure

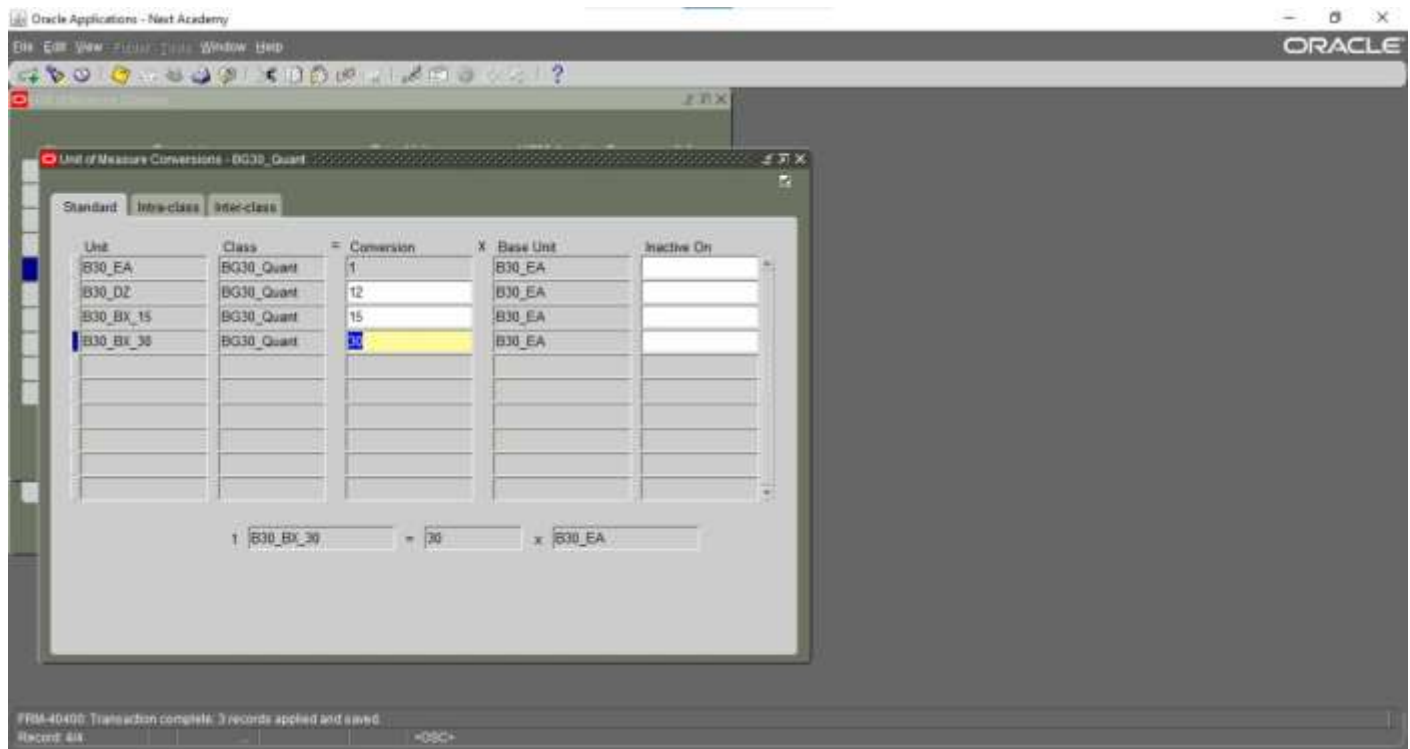
Inventory Responsibility → Setup → Units of Measure → Units of Measure



| Name      | UOM | Description | Class | Unit | Inactive On |
|-----------|-----|-------------|-------|------|-------------|
| B30_EA    | GEA | B30_EA      |       |      |             |
| B30_DZ    | GDZ | B30_DZ      |       |      |             |
| B30_BX_15 | GBX | B30_BX_15   |       |      |             |
| B30_BX_30 | GB3 | B30_BX_30   |       |      |             |

- 1- Go to the Units of Measure form.
- 2- Enter the UOM Code (e.g., BOX, PACK, EACH).
- 3- Enter the Description.
- 4- Assign the UOM Class (e.g., Quantity, Length, Weight).
- 5- Optionally set Base UOM for the class.
- 6- Save your changes.

## UNITS OF MEASURE CONVERSIONS



| Unit      | Class      | Conversion | X Base Unit | Inactive On |
|-----------|------------|------------|-------------|-------------|
| B30_EA    | BG30_Quant | 1          | B30_EA      |             |
| B30_DZ    | BG30_Quant | 12         | B30_EA      |             |
| B30_BX_15 | BG30_Quant | 15         | B30_EA      |             |
| B30_BX_30 | BG30_Quant | 30         | B30_EA      |             |

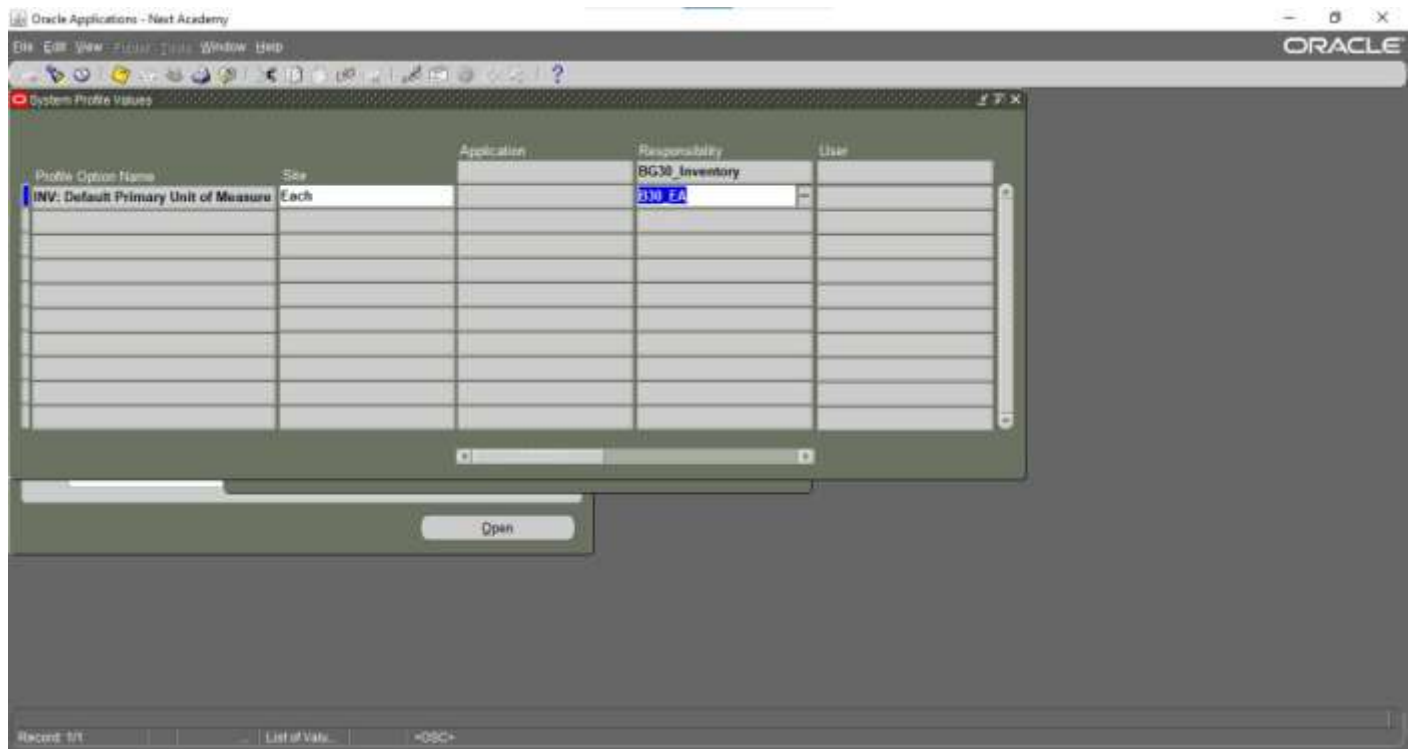
1 B30\_BX\_30 = 30 x B30\_EA

FIRM-40400: Transaction complete. 3 records applied and saved.

The path : Inventory Responsibility → Setup → Units of Measure → UOM Conversions

- 1- Choose the UOM Class (e.g., Quantity).
- 2- Specify From UOM and To UOM.
- 3- Enter the conversion rate referring to the base UOM.

## Profile Option to Change Default Primary UOM



### Profile Option: INV: Default Primary UOM

This is not a standard profile that lets you pick any UOM freely, but instead, UOM defaulting is typically determined at the item level during item creation.

To change the default Primary UOM of an item:

Navigation Path:

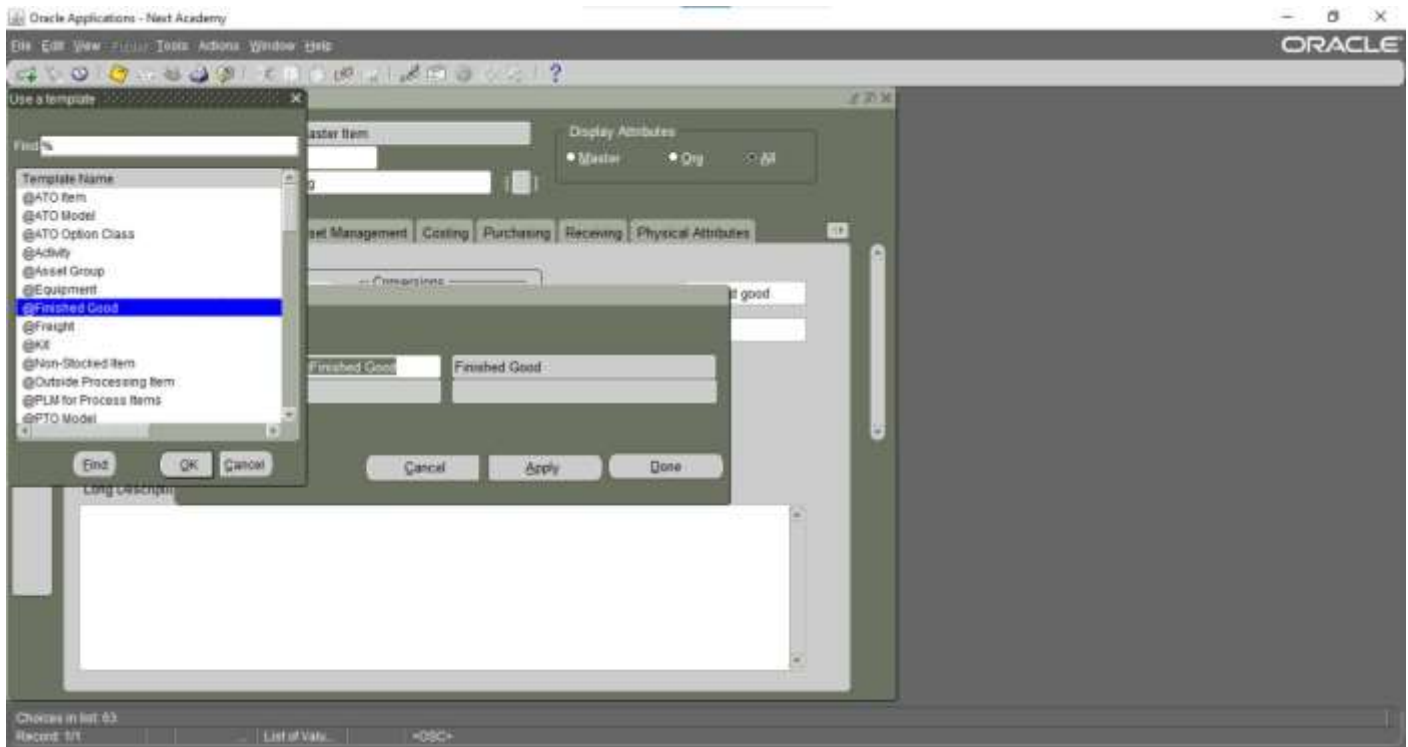
Inventory Responsibility → Items → Master Items → (Query or Create Item)

Steps:

1. Under the Main tab, set the Primary Unit of Measure.
2. This will become the default UOM for all transactions for this item.

## Define a No-Lot-Control / Lot-Control Finished Good Item

### 1. Copy Item Attributes from "Finished Good" Template



Path : Inventory Responsibility → Items → Master Items

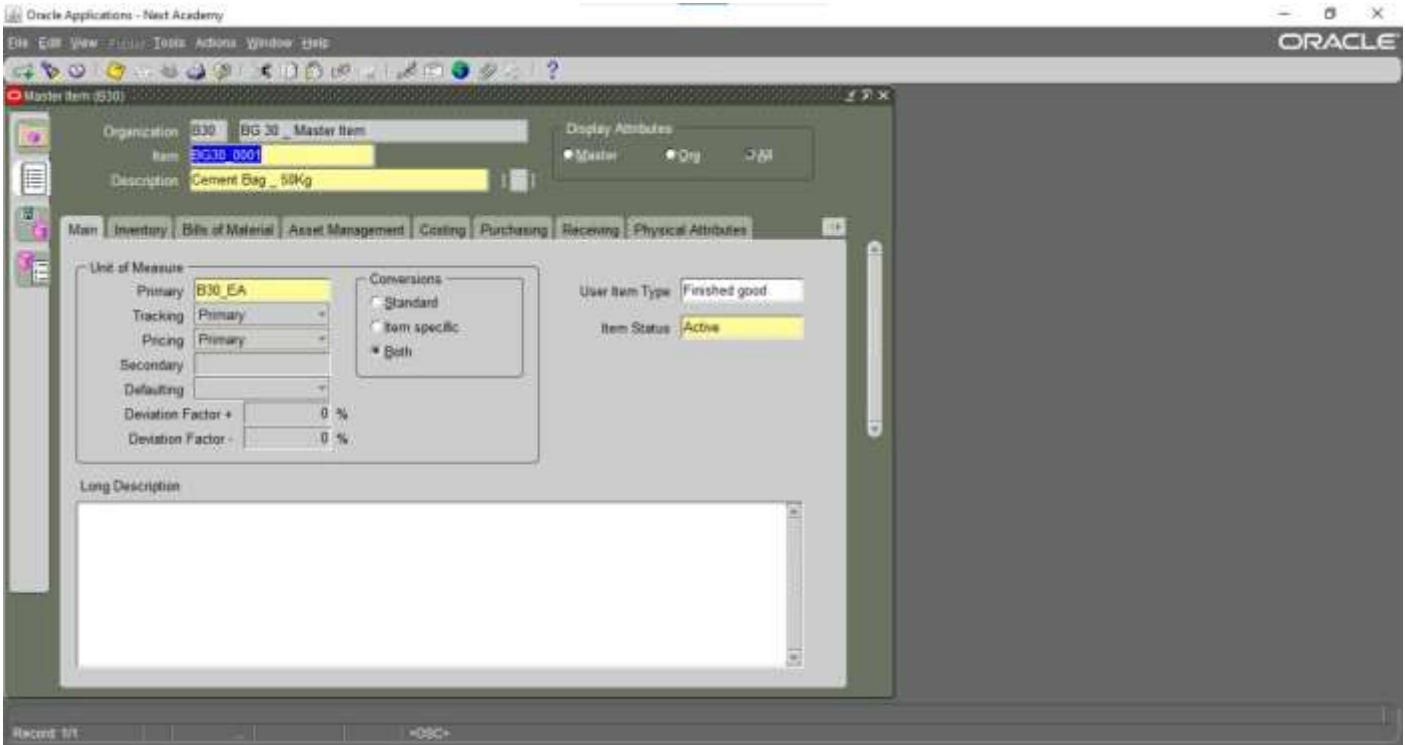
#### Steps:

1. Open the **Master Items** form.
2. Click the **New** icon or enter a new **Item Number**.
3. In the **Template** field (under Tools menu), choose Finished Good.
4. Apply the template:

Tools → Copy From Template → Finished Good

5. Oracle will auto-fill most attribute values (e.g., Inventory, OM, Costing, etc.)

## 2. Define Item with Copied Attributes (with No Lot Control)



Oracle Applications - Next Academy

File Edit View Window Help

Master Item (B30)

Organization: B30 BG 30 Master Item

Item: B30\_0001

Description: Cement Bag - 50Kg

Display Attributes: Master Org

Main Inventory Bills of Material Asset Management Costing Purchasing Receiving Physical Attributes

Unit of Measure: Primary B30\_EA

Tracking: Primary

Pricing: Primary

Secondary:

Defaulting:

Deviation Factor +: 0 %

Deviation Factor -: 0 %

Conversions: Standard Item specific Both

User Item Type: Finished good

Item Status: Active

Long Description:

Record: 1/1

### a. Main Tab

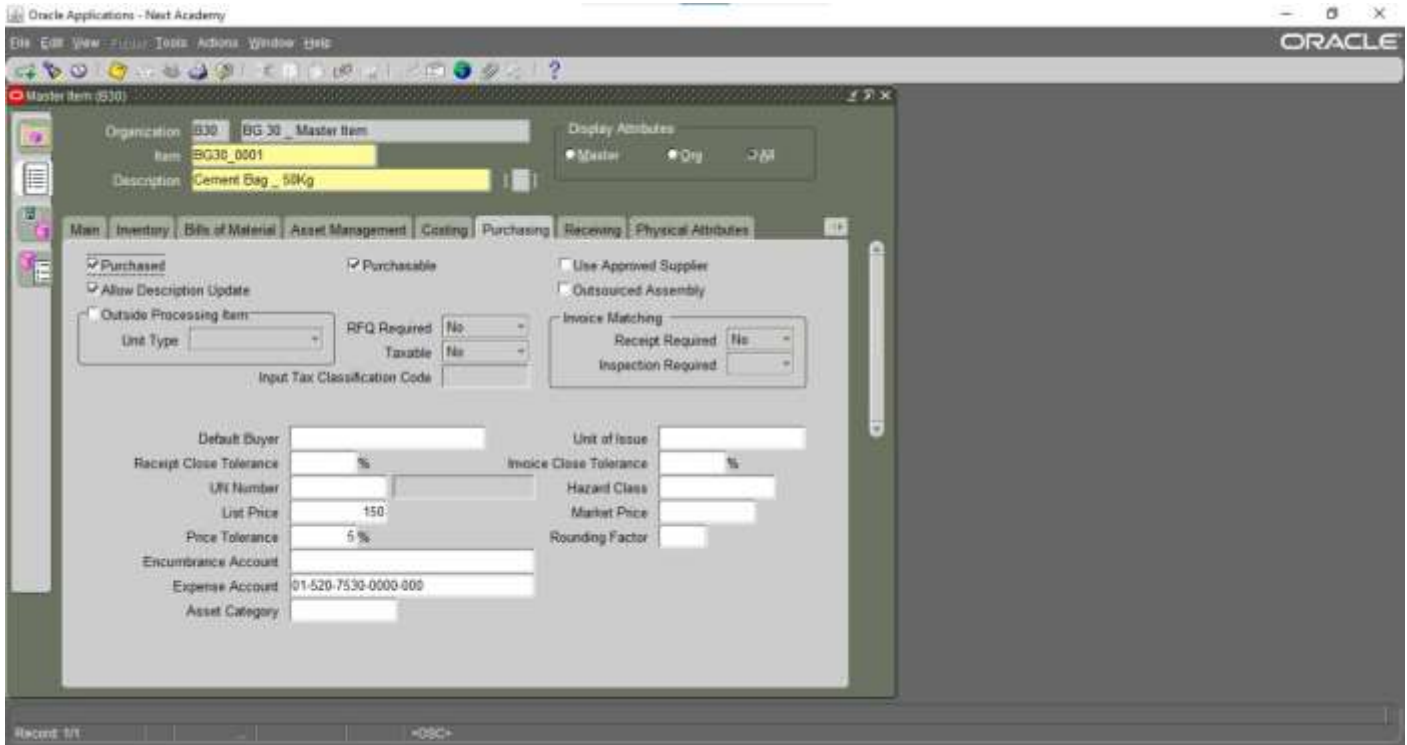
- Enter **Description**.
- Set **Primary Unit of Measure** (e.g., EACH).
- **Item Catalog Group** (optional).
- **Inventory Item**: ☒ Checked
- **Stockable**: ☒ Checked
- **Transactable**: ☒ Checked

### b. Inventory Tab

- **Inventory Asset Value**: ☒ Checked
- **Lot Control**: Set to No Control
  - This disables lot tracking for the item.
- **Shelf Life Control**: None
- **Reservable**: ☒ Checked (optional)



### 3. Set Purchasing Attributes



Oracle Applications - Next Academy

File Edit View Tools Actions Window Help

Master Item (BG30)

Organization: BG30 BG 30 - Master Item

Item: BG30\_0001

Description: Cement Bag - 50Kg

Display Attributes: Master (selected) Org

Man Inventory Bills of Material Asset Management Costing **Purchasing** Receiving Physical Attributes

☒ Purchased ☒ Purchasable ☐ Use Approved Supplier

☒ Allow Description Update ☐ Outsourced Assembly

☐ Outside Processing Item RFQ Required: No Taxable: No

Unit Type: Input Tax Classification Code: Invoice Matching: Receipt Required: No Inspection Required: No

Default Buyer: Receipt Close Tolerance: % Unit of Issue: Invoice Class Tolerance: %

U/I Number: List Price: 150 Hazard Class: Market Price: Rounding Factor: %

Price Tolerance: 5 % Encumbrance Account: Expense Account: 01-520-7530-0000-000 Asset Category:

Record: 1/1 -OSC-

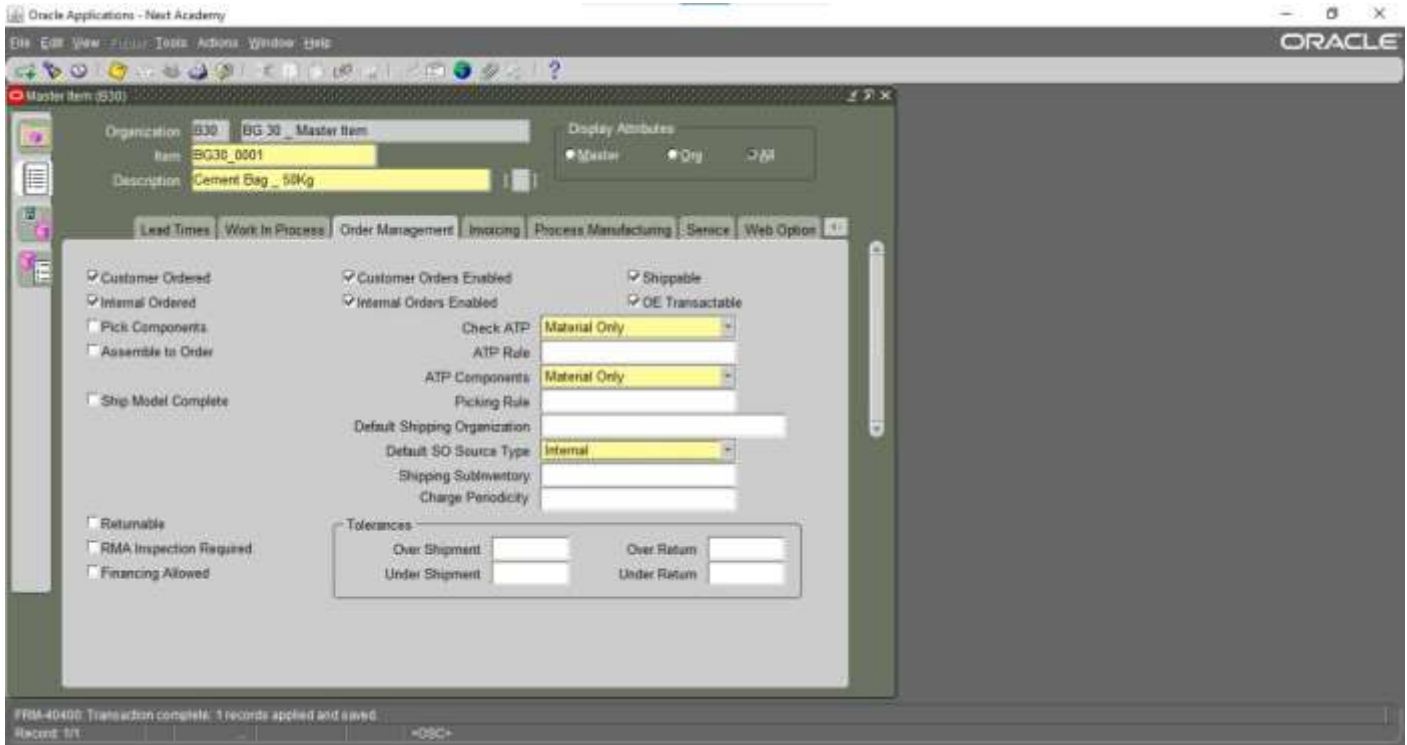
#### Tab: Purchasing

Ensure the following:

- **Purchasable:** ☒ Checked
- **List Price:** Enter the default price
- **Price Tolerance** and **Receipt Close Tolerance:** Optional
- **Outside Processing:** Unchecked unless needed
- **Invoice Matching:** 2-Way or 3-Way (based on business process)
- **Use Approved Supplier:** If applicable

This makes the item available for use in **Purchase Requisitions** and **Purchase Orders**.

#### 4. Set Order Management Attributes



Oracle Applications - Next Academy

File Edit View Window Help

Master Item (BG30)

Organization: BG30 BG 30 - Master Item

Item: BG30\_0001

Description: Cement Bag - 50Kg

Display Attributes: Master Org

Lead Times Work In Process Order Management Invoicing Process Manufacturing Service Web Option

Customer Ordered ☒ Internal Ordered ☒ Pick Components ☐ Assemble to Order ☐ Ship Model Complete ☐ Returnable ☐ RMA Inspection Required ☐ Financing Allowed ☐

Customer Orders Enabled ☒ Internal Orders Enabled ☒

Shippable ☒ OE Transactable ☒

Check ATP: Material Only

ATP Rule: Material Only

ATP Components: Material Only

Picking Rule: Internal

Default Shipping Organization: Internal

Default SO Source Type: Internal

Shipping Subinventory:

Charge Periodicity:

Tolerances:

Over Shipment:  Over Return:

Under Shipment:  Under Return:

FRM-4040B: Transaction complete. 1 records applied and saved.

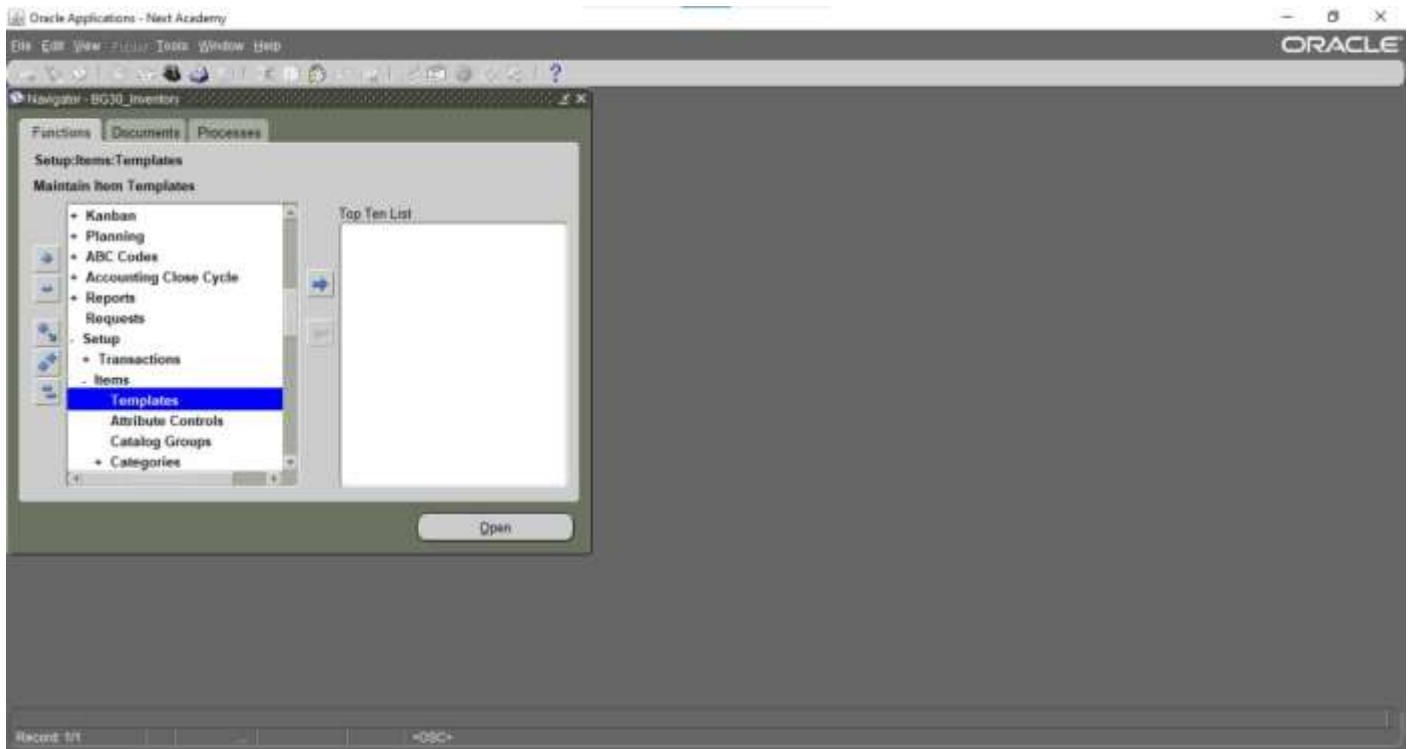
Record: 1/1

##### Tab: Order Management

- **Customer Ordered:** ☒ Checked
- **Customer Orders Enabled:** ☒ Checked
- **Shippable:** ☒ Checked
- **Returnable:** ☒ Checked (if applicable)
- **OE Transactable:** ☒ Checked

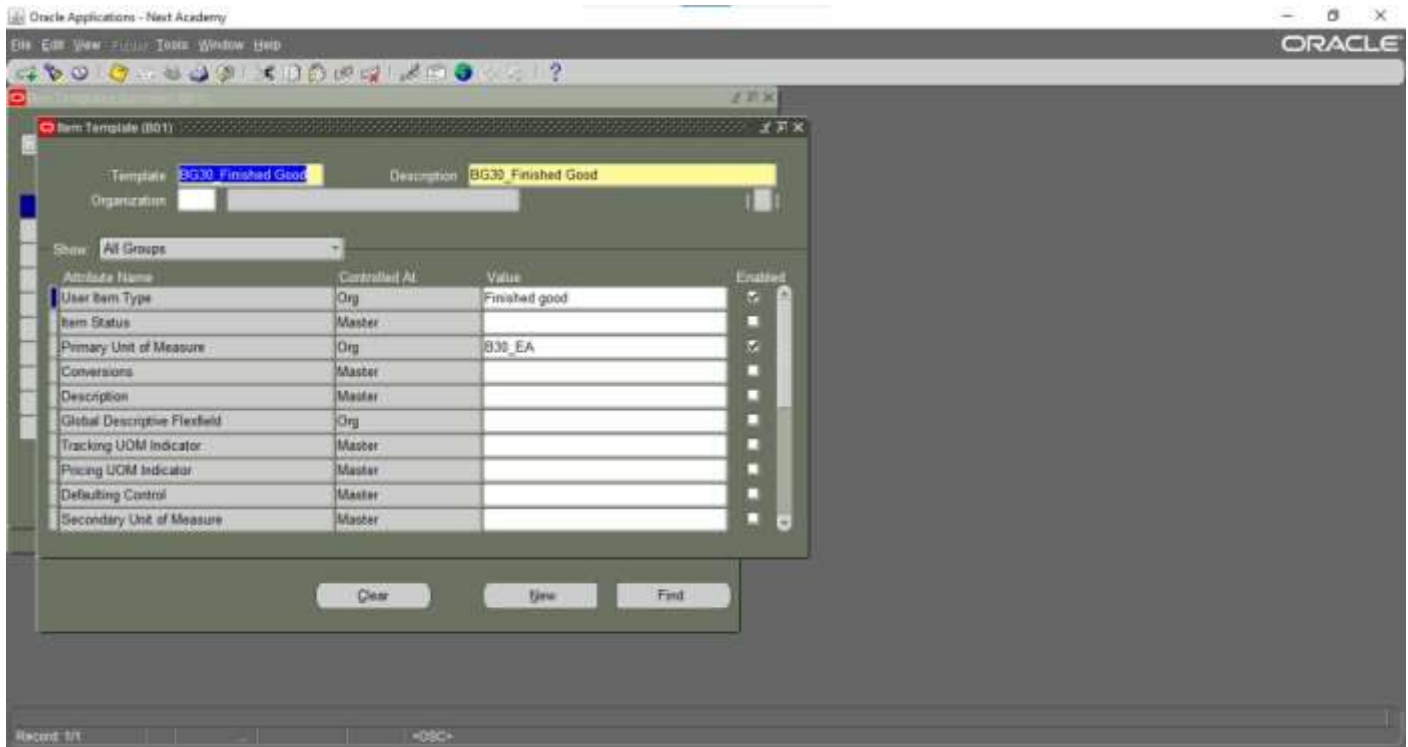
This enables the item for **Sales Orders** and **Shipping Execution**.

## Steps to create Item Attributes Template



### Open the Templates Form

- Go to: Inventory → Setup → Items → Templates
- The **Item Templates** window will open.



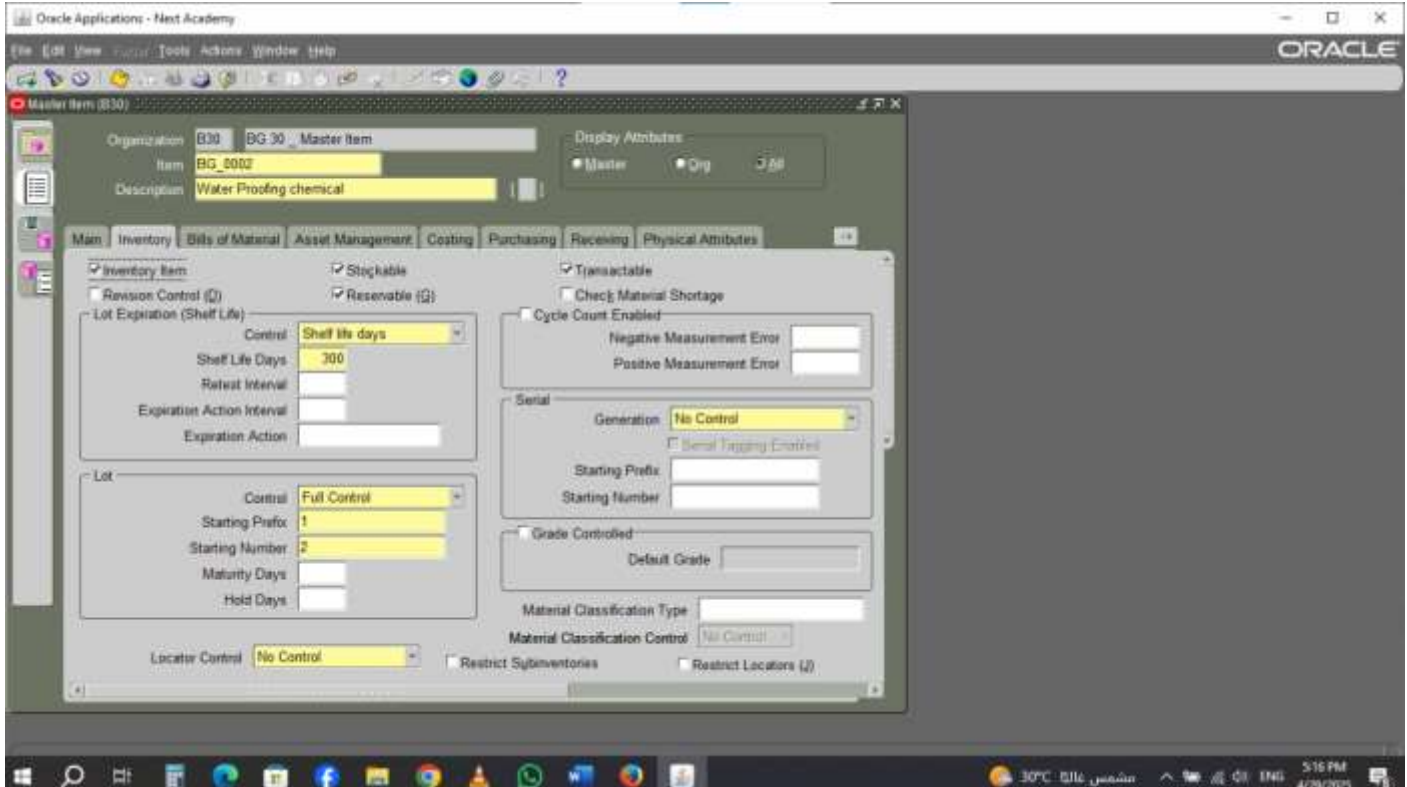
## Create New Template

- In the **Template** field, enter a unique **name** (e.g., NO\_LOT\_FINISHED\_GOOD)
- Enter a **description** (e.g., Finished Good without Lot Control).

## Select Attribute Groups

## Set Attribute Values

## Define Lot-Control Item



### Create or Query the Item

- Go to the **Master Items** form.
- Enter a new **Item Number**, or query an existing one to modify.
- Enter **Description** and **Primary Unit of Measure** (e.g., EACH).

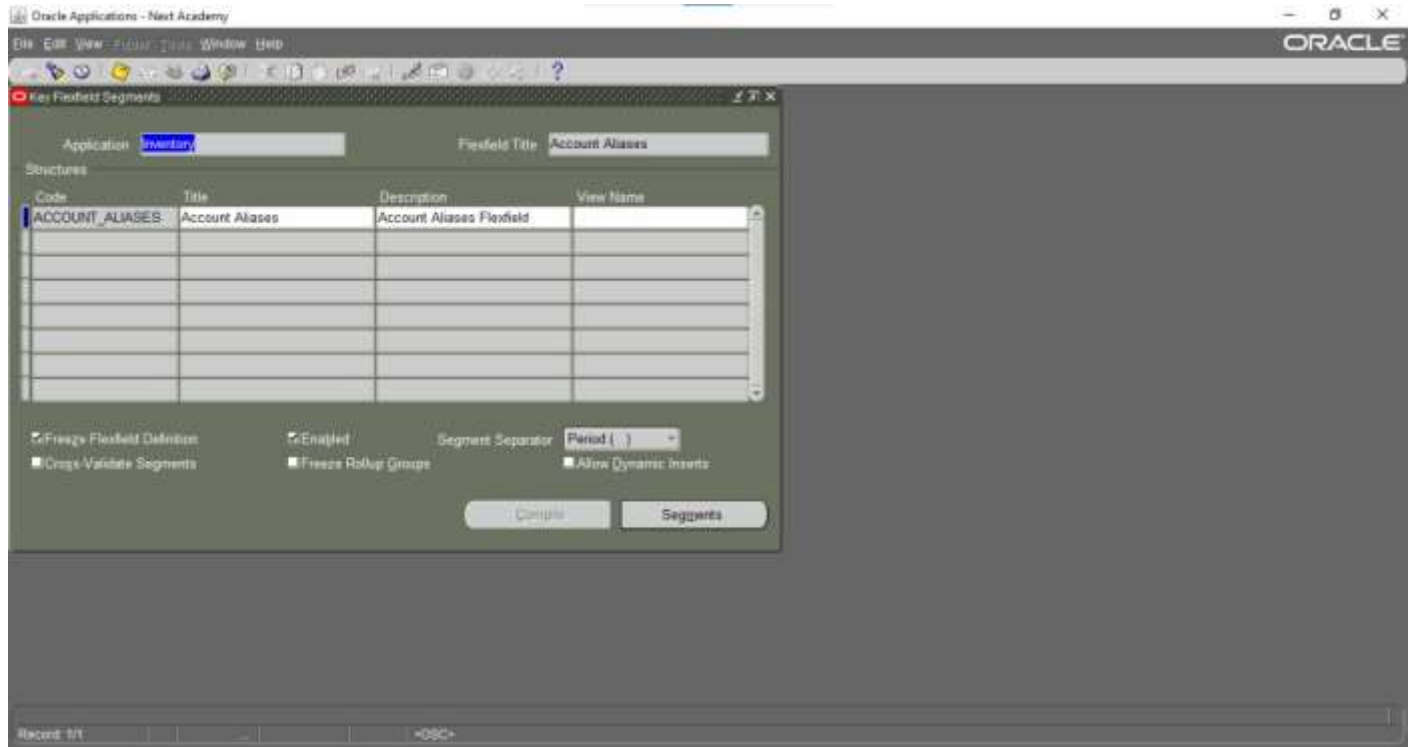
### Set Lot Control Attributes

#### Go to: Inventory Tab

Key fields:

| Field                      | Value                 | Notes   |
|----------------------------|-----------------------|---|
| <b>Lot Control</b>         | Full Control          | Required for lot tracking. Options: No Control / Full Control / Partial Control |
| <b>Lot Prefix</b>          | (Optional) e.g., LOT- | Auto-generates lot numbers with this prefix                                     |
| <b>Lot Starting Number</b> | e.g., 1000            | First number Oracle uses if auto-generation is enabled                          |

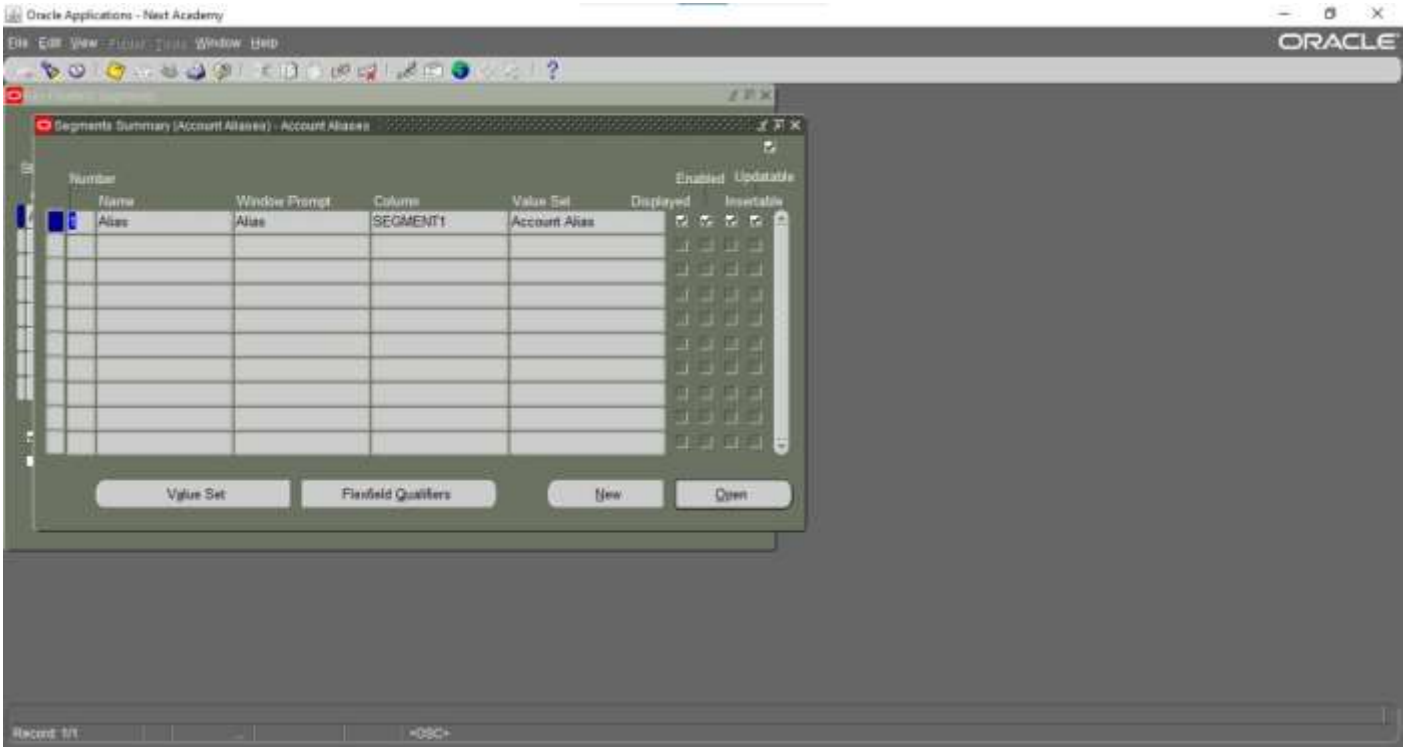
## Define an Account Alias in Oracle Inventory



### Step 1: Check the Account Alias Flexfield (KFF) Setup

Path: Inventory > Setup > Flexfields > Key > Segments

- Choose Flexfield Title: *Account Aliases*
- Ensure:
  - The structure is compiled.
  - It's enabled and frozen.
  - Segment labels and value sets are assigned to each segment (e.g., Company, Cost Center, Account).
- If any segment is missing a value set or definition, define it here.

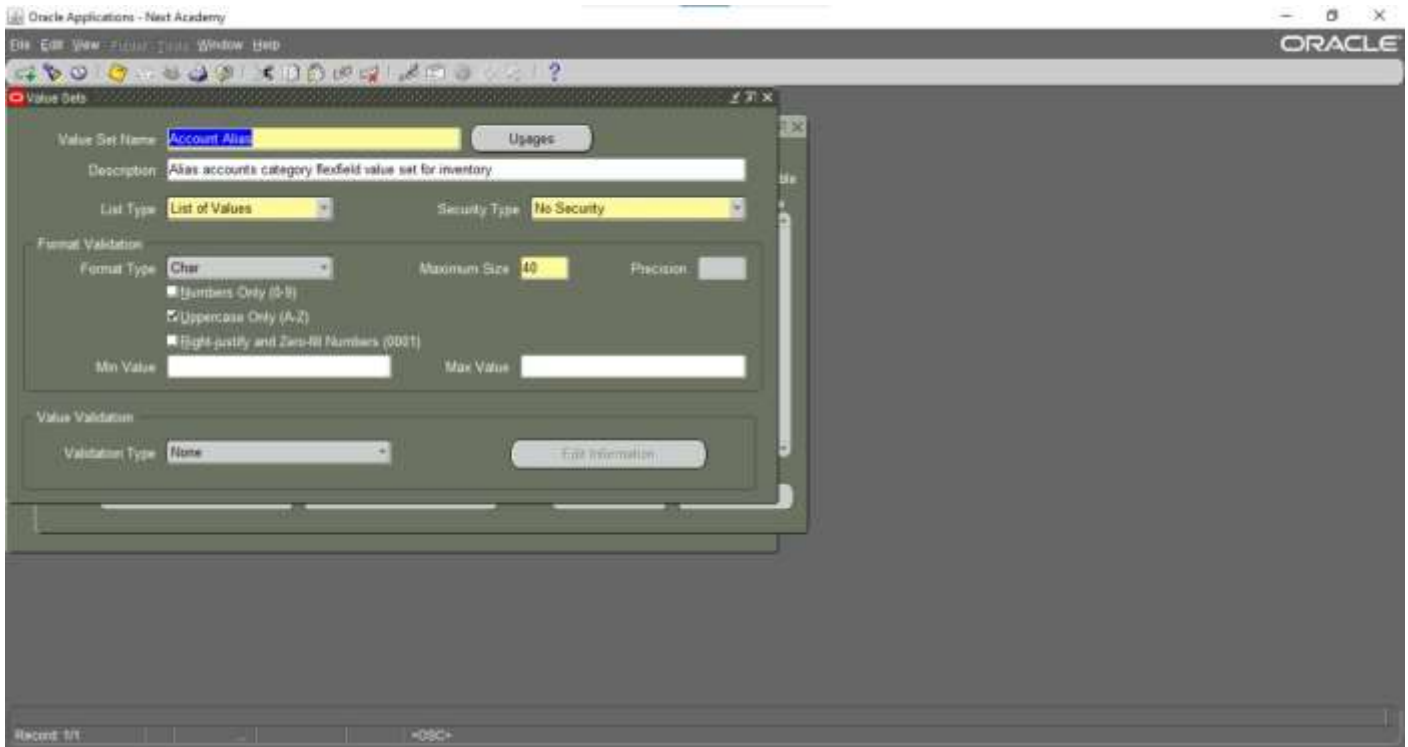


## Step 2: Define Account Alias Segments

**Still under:** Inventory > Setup > Flexfields > Key > Segments

- Select the structure (e.g., *Vision Operations*).
- For each segment:
  - Define **Name**, **Prompt**, **Column**, **Value Set**, **Default Type/Value** if needed.
- Use **Value Sets** like:
  - Company code (e.g., 01)
  - Department (e.g., 200)
  - Account (e.g., 5010)

Remember to **compile** the flexfield after changes.

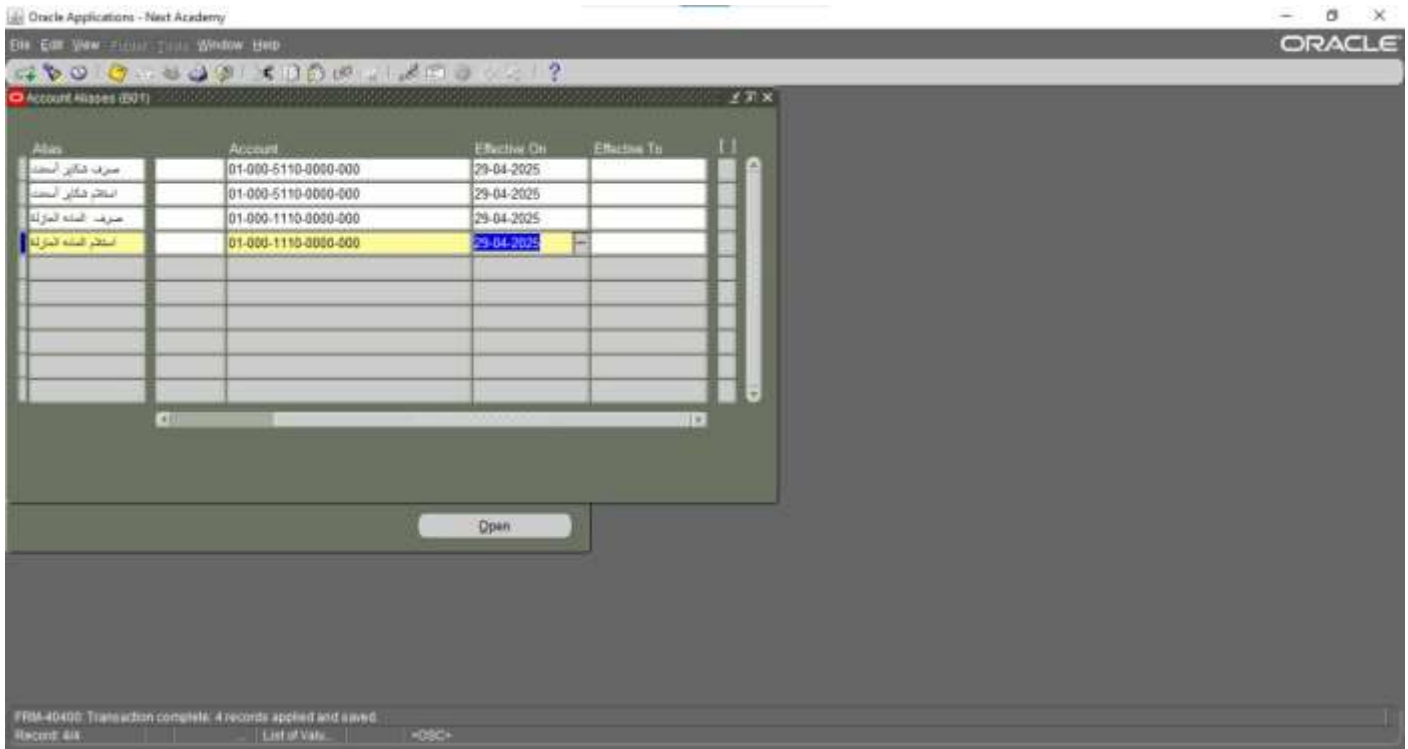


### Step 3: Define/Assign Value Sets

**Navigation:** Inventory > Setup > Flexfields > Validation > Sets

- For each segment used in the Account Alias structure:
  - Create or modify a **Value Set**
  - Define the **validation type**:
    - Independent
    - Dependent
    - Table-based
- Define **values** using: Inventory > Setup > Flexfields > Validation > Values





#### Step 4: Create the Account Alias

**Navigation:** Inventory > Setup > Transactions > Account Aliases

- Click **New Record**
- Enter:
  - **Alias Name** (صرف شكايير أسمنت)
  - **Description** (optional)
  - **Account Code Combination:** Use the flexfield window to choose the appropriate code segments.
- Save the record.

Once created, the alias can now be used in transactions like **Miscellaneous Issue, Receipt, or Subinventory Transfer**.