General ledger in Carrefour

Ministry of Communications and Information Technology

NEXT CAREER DEVELOPMENT ACADEMY

ORACLE

Digital Egypt Pioneers

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Group code : NXT12_ONL2_ERP4_G1

Analyzing the Problem, It's effects and Importance Steps To Solve The Problem(solution implementation):-

- Testing
- Development
- Maintenance

How to solve the problem (solution design) About GL Module

Introduction

Project Overview: Oracle System Upgrade for Carrefour

Expected output:
Enhance efficiency, accuracy, and compliance in financial reporting by optimizing/upgrading the Oracle system to reduce errors, delays, and costs.
Scope of Work:
Assess current system inefficiencies.
Upgrade / configure Oracle for automation and accuracy.
Redesign month-end closing process.
Test, train staff, and deploy with support.
Stakeholders:
Finance Team, IT Dept., Oracle Vendor, Compliance Team, Top Management.
Timeline:
5-8 months
Planning & ANALYZING:
1-2 month | Design: 2-3 month | Testing/Training: 1-2 month | Deployment: 1 month
Benefits:
Faster reporting, lower costs, compliance, informed decision-making

Problem Analyzing (Disadvantages of the current system and expected solutions to updated the system)

- **Resulting from the old system of oracle in Carrefour, it seems to face inefficiencies and errors. These issues can lead to inaccuracies, delays, and increased operational costs.**

Current Status Analysis	Expected Out Come Requirement Analysis
1. Increased Risk of Errors : incorrect amounts or misclassifications, resulting in financial inaccuracies.	1. Increase Control (batch) and Integration and Validation
2. Inefficiencies and Delays : these tasks are time-consuming, they can cause delays in the month-end closing process, leading to late financial reports and decisions being made on outdated information due to the increased business scale	2. Rapid and on Spot Reports Cut the time from Days to minutes to End the Periodical Closing Process
3. Higher Operational Costs : increases the cost of operations. More time spent on reconciliation and error correction also consumes valuable resources	3. Decrease the Wasted Time On Daily Repeated Process To give time To Higher Managerial Designing Quality Design
4. Financial Reporting Requirement : incomplete financial reports, making it harder for management to make informed decisions	4. Accurate Complete Financial Reporting Sets Fill the Current Gap
5. Compliance Risks : Carrefour may face challenges in maintaining compliance with accounting standards and regulatory requirements	5. Providing Drill Down analysis and Audit Trails

To solve the problem, we need to implement GL module , but What Is GL Module

The General Ledger (GL) module in Oracle is a core component of Oracle's financial management suite, which helps organizations manage and record all financial transactions within their accounting system.

It acts as the central repository for financial data and supports the creation of financial statements and reports.

Expected Benefits and Features :-

1. Centralized Financial Data Repository
2. Compliance with Accounting Standards and Regulations
3. Effective Financial Control
4. Accuracy in Financial Reporting
5. Audit Trail and Transparency
6. Facilitates Accurate Reconciliation
7. Supports Business Decision-Making
8. Internal Control and Risk Management
9. Integration with Other Systems

General Ledger Implementation Proposal

er the internal analysis of the company and the analysis of the internal system of the gene edger system, it was found that it needs to update some of the following systems:

1. Defining User	2. Greeting Chart of Accounts (COA)	3. Creating calendar	4. Greeting currency	5. Creating Accounting Setups
6. Journal Entry	7. Reverse Entry	8. Suspense Entry	9. Currency Conversion Rate Type	10. Mass Allocation
11. Journal Approval	12. Recurring and Formula Journal Creation	14. Budgeting	15. Journal Import	16. Financial Statement Generator (FSG)

but the rest of the system is working well and does not need to be updated.

Time & Budget plan

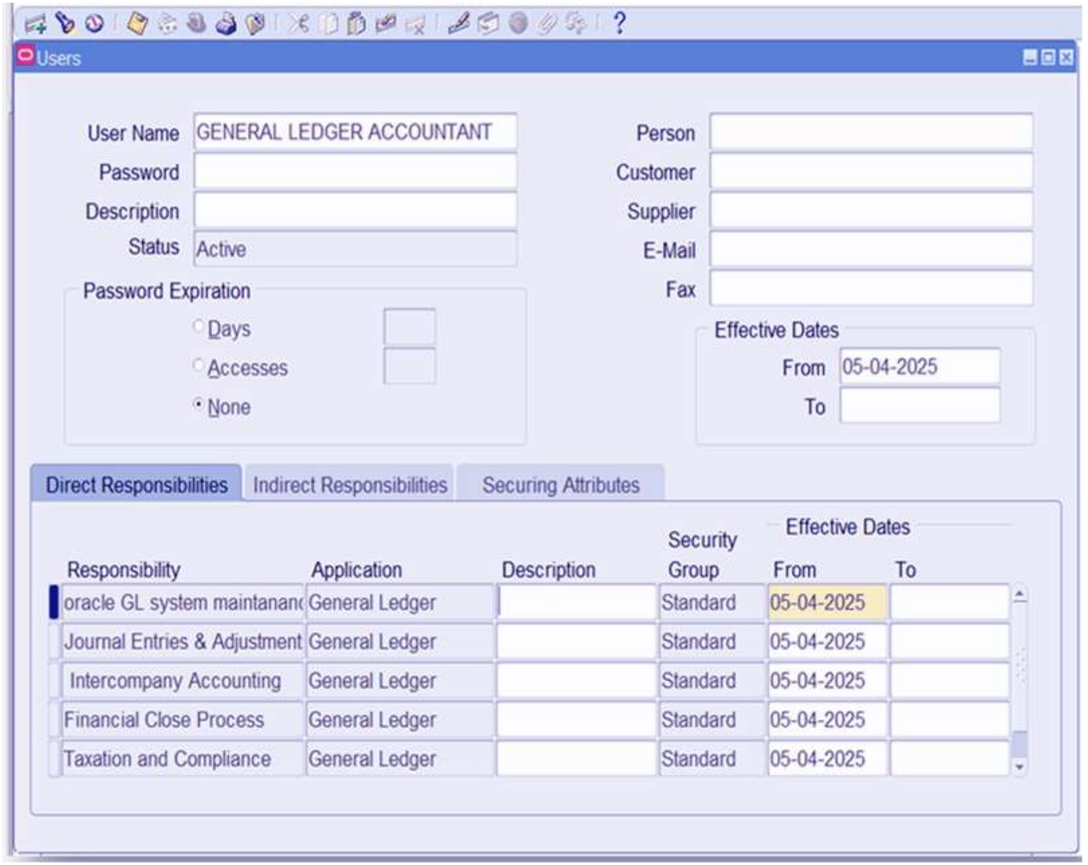
Task		
Defining User	2-5 days	3
Creating Chart of Accounts (COA)	5-15 days	8
Creating Calendar	2-3 days	2
Creating Currency	2-3 days	2
Creating Accounting Setups	5-10 days	7
Journal Entry	3-7 days	4
Reverse Entry	2-3 days	2
Suspense Entry	3-5 days	3
Currency Conversion Rate Type	3-5 days	4
Mass Allocation	5-10 days	6
Journal Approval	5-10 days	5
Recurring and Formula Journal Creation	5-7 days	4
Budgeting	10-20 days	15
Journal Import	7-14 days	7
Financial Statement Generator (FSG)	10-15 days	12
Total Estimate	64 - 116 days	92

Task and duties

Members Name	Task In Implementation	Act As In Project
Mariam Amr Abd El Khaleq Goda	Creating Chart of Accounts (COA)- Creating Users - Calendar - Currency	Project Manager : Planning, coordinating, and managing the entire project
Mariam Zakaria Mohamed Ahmed	Creating Accounting Setups - Mass Allocation	System Engineer Tuning the system and preparing configurations Integration
Reham Ahmed Khattab Khattab	Budgeting	Oracle Consultant : Design and implement the system, and provide recommendations
Aya Gamal El-Sayed Sharara	Journal Import	Administrator Ensuring system integration with other systems
Walaa Mohsen Abdel Hamid Mohamed	Financial Statement Generator (FSG)	Change and Training Manager Training users and ensuring successful adoption
Esraa Mamdouh Mohamed	Journal Approval - Recurring and Formula Journal Creation	Database Administrator Data management and migration
Muhammad Fathi Awadallah Afifi	Journal Entry - Reverse Entry - Suspense Entry - Currency Conversion Rate Type	Business Analyst : Gathering requirements, preparing process documentation

Functional Implementation Steps After Environment setup

- The first thing is to open the system
- enter the user's name and password
- System Administrator → Security → Users → Define



Frist : creating users:

General manager: oversees the overall management of the GL process, ensuring accurate and timely financial reporting. They lead the team in month-end and year-end closings, account reconciliations, and compliance with accounting standards.

General accountant is responsible for recording and posting journal entries, managing period-end closes, and ensuring accurate financial reporting. They reconcile accounts, maintain the chart of

How Does Journal Approval Work?

Step 1 :

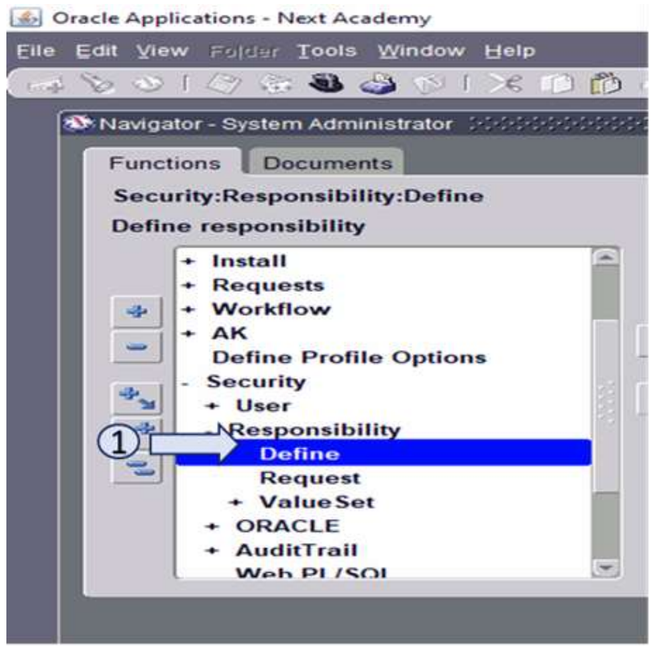
- Create New Responsibility ”Carfour-HRMS Manager” And Adding to Users:-

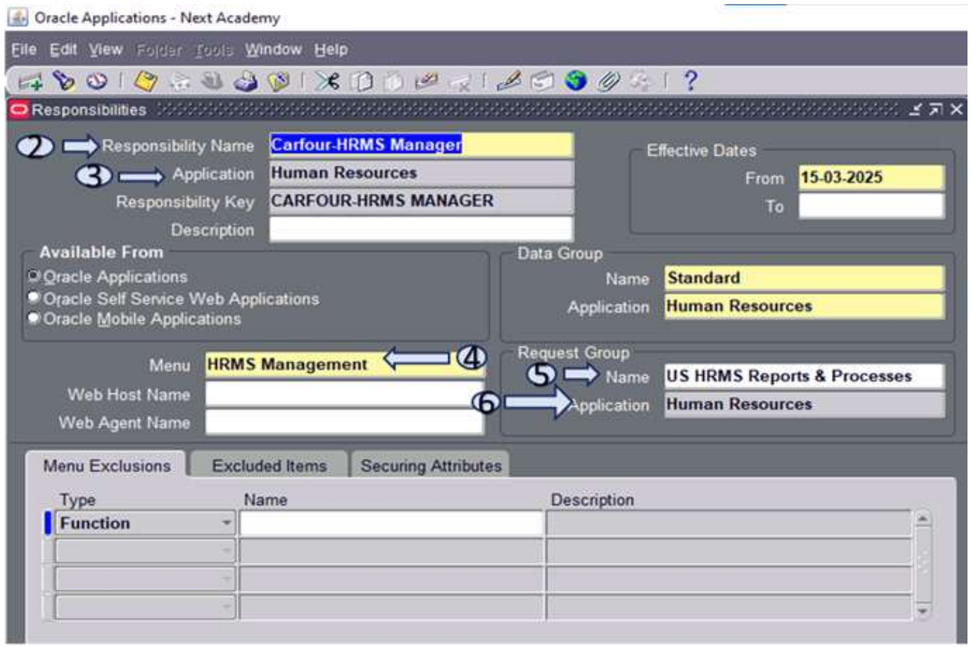
1-System Administrator >Security > Responsibility >Define

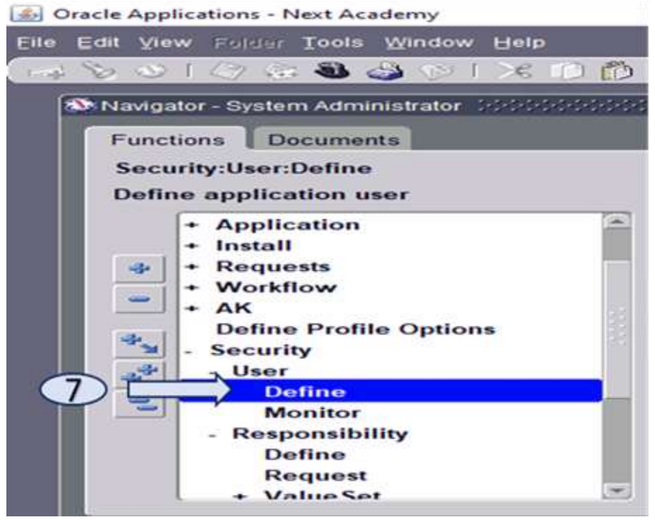
2- Click on New and ” Shift +F5”

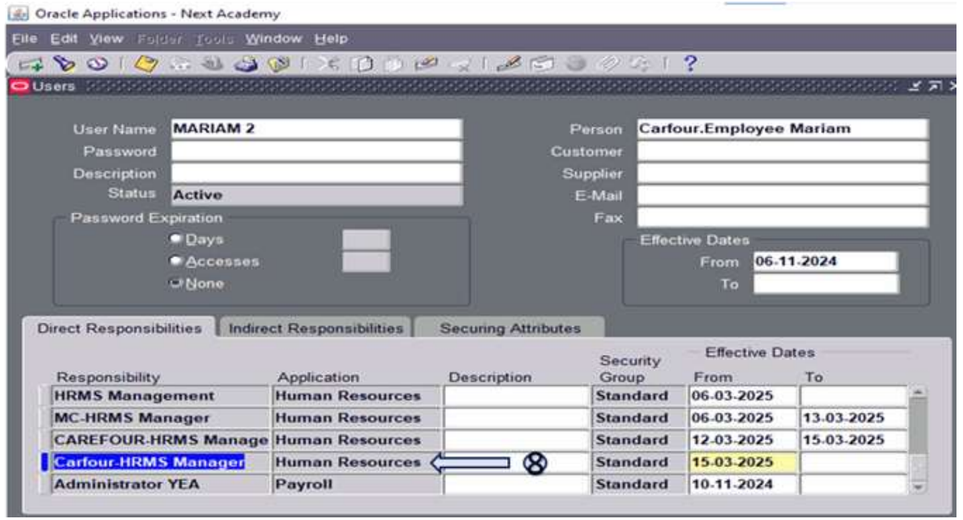
3-Add Responsibility to User:

Security > User >Define





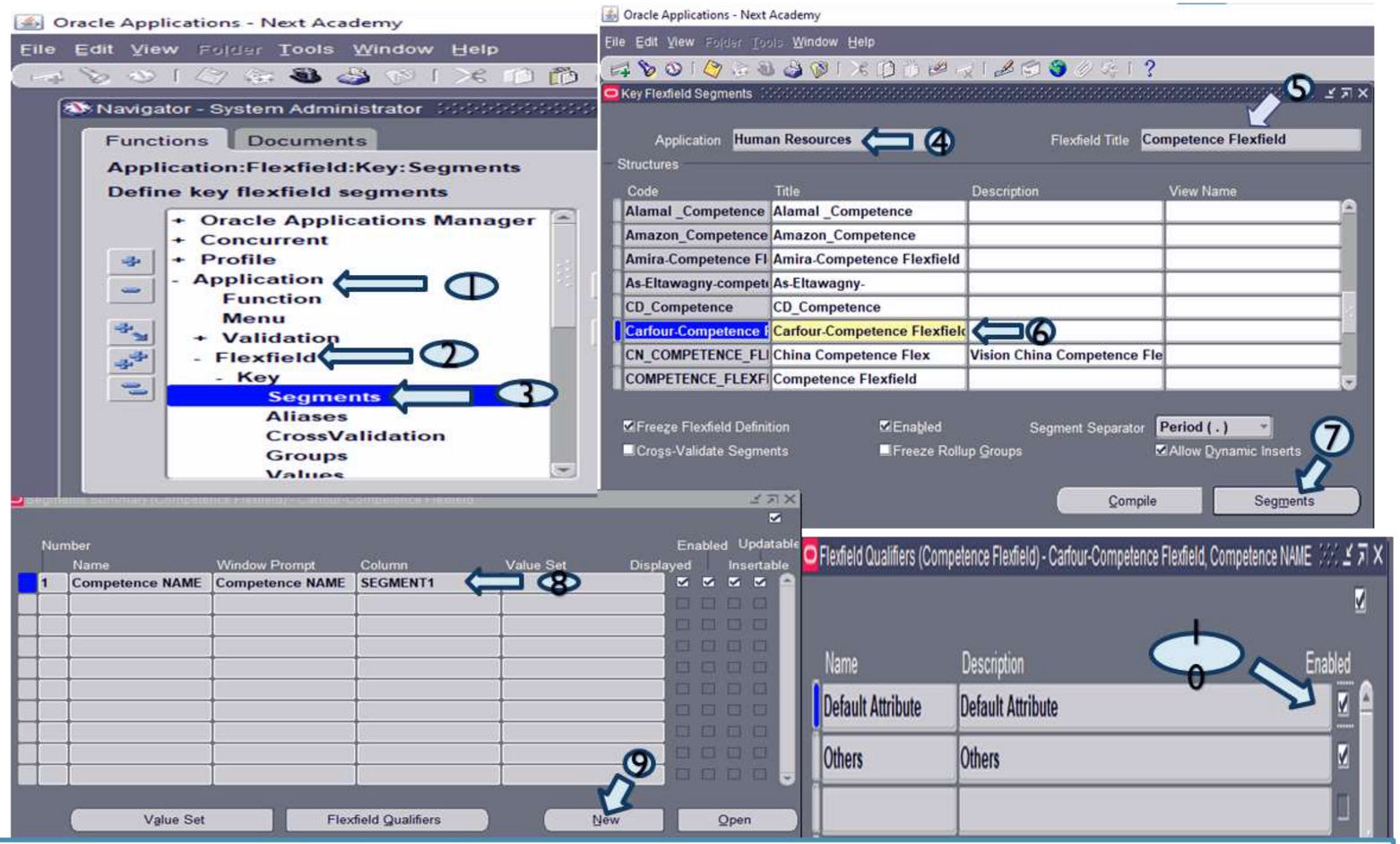




How Does Journal Approval Work?

Step 2 :

- 1- Creating Chart Of Accounts:
- Navigator > System Administrator > Application > Flexfield >Key > Segments
- 2-Query Application as Human Resources and Flexfield Title as Competence Flexfield
- 3-Enter the new structure name
- 4-Click on Segment Button and Compile



***NOTES:**

1-CREATE A NEW SEGMENT "APPLICATION AS HUMAN RESOURCES AND FLEXFIELD TITLE AS JOB FLEXFIELD

2-CREATE A NEW SEGMENT "APPLICATION AS HUMAN RESOURCES AND FLEXFIELD TITLE AS POSITION FLEXFIELD

3-CREATE A NEW SEGMENT "APPLICATION AS PAYROLL AND FLEXFIELD TITLE AS PEOPLE GROUP FLEXFIELD

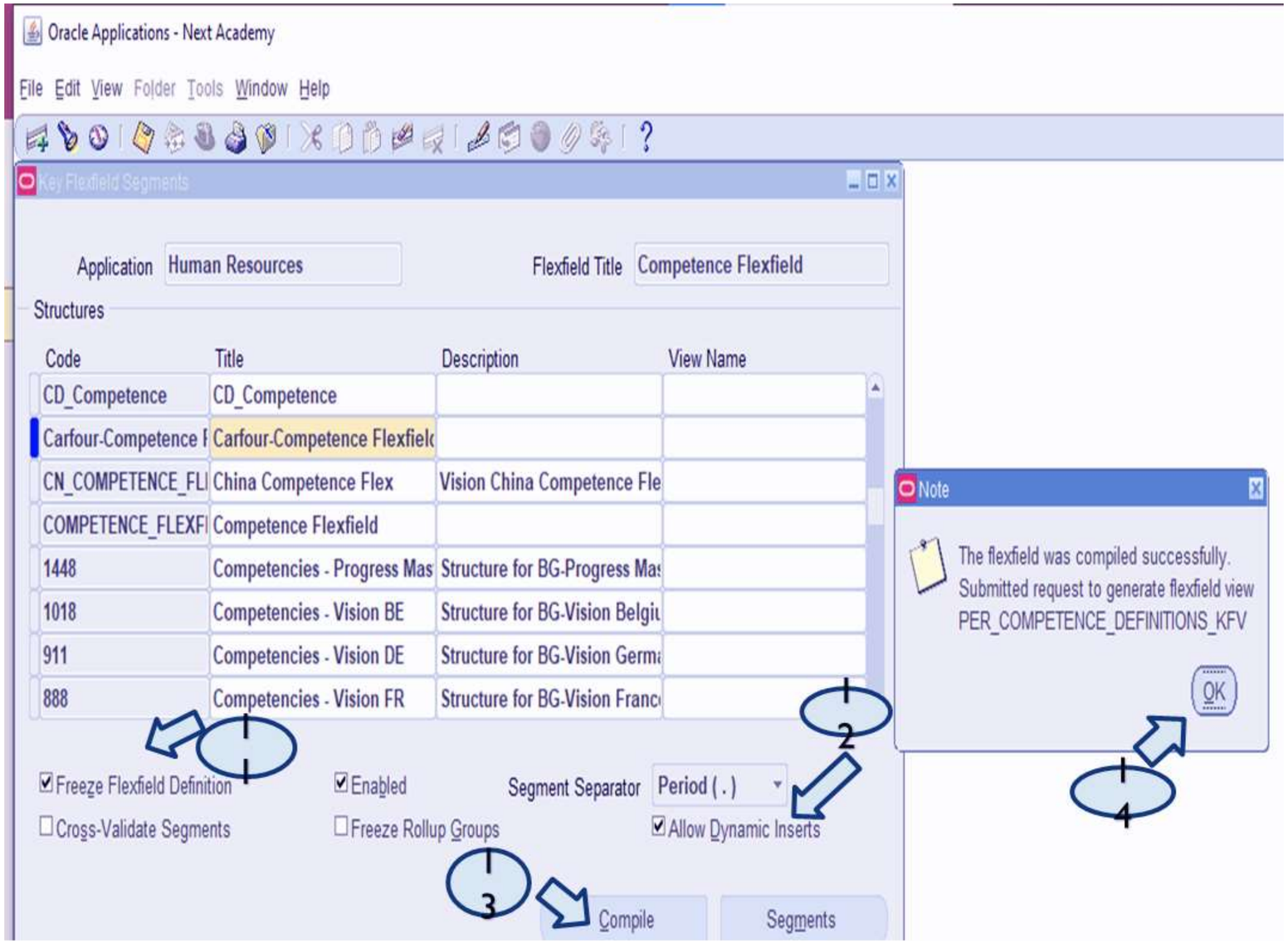
How Does Journal Approval Work?

*Notes:

1-Create a new segment "Application as Human Resources and Flexfield Title as "Job Flexfield"

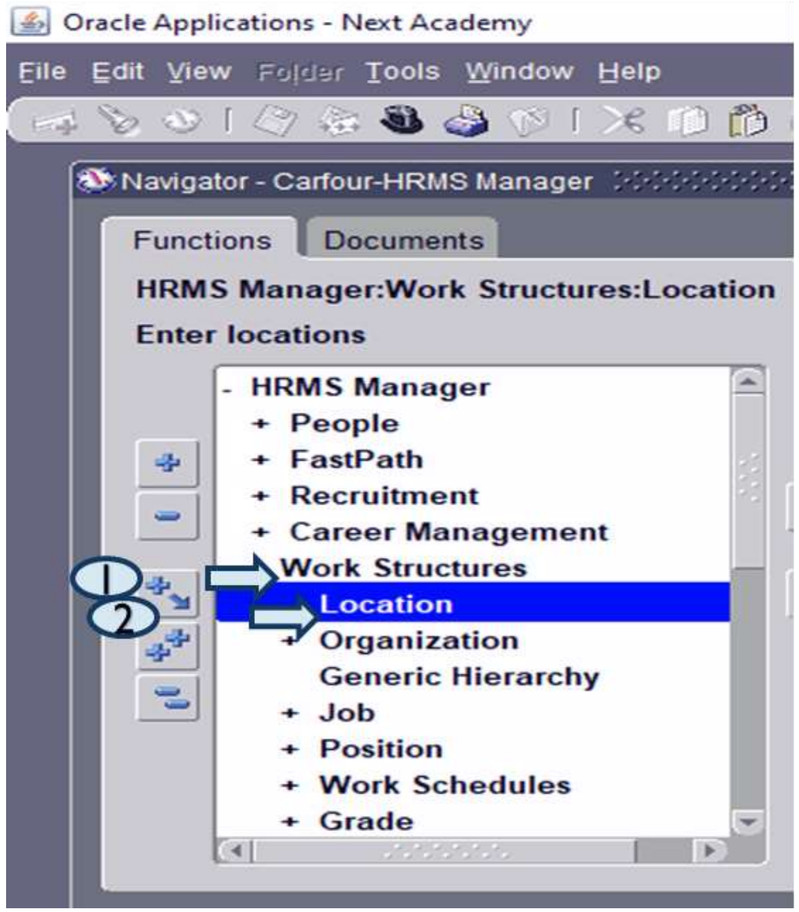
2-Create a new segment "Application as Human Resources and Flexfield Title as "Position Flexfield"

3-Create a new segment "Application as Payroll and Flexfield Title as "People Group Flexfield" .

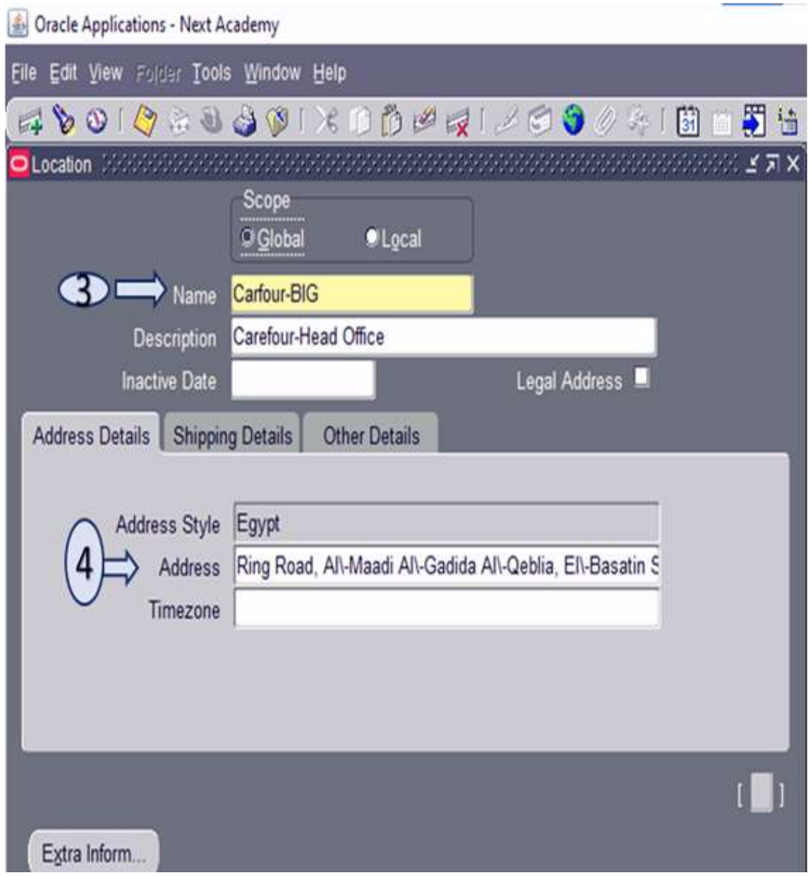


* Step 3:

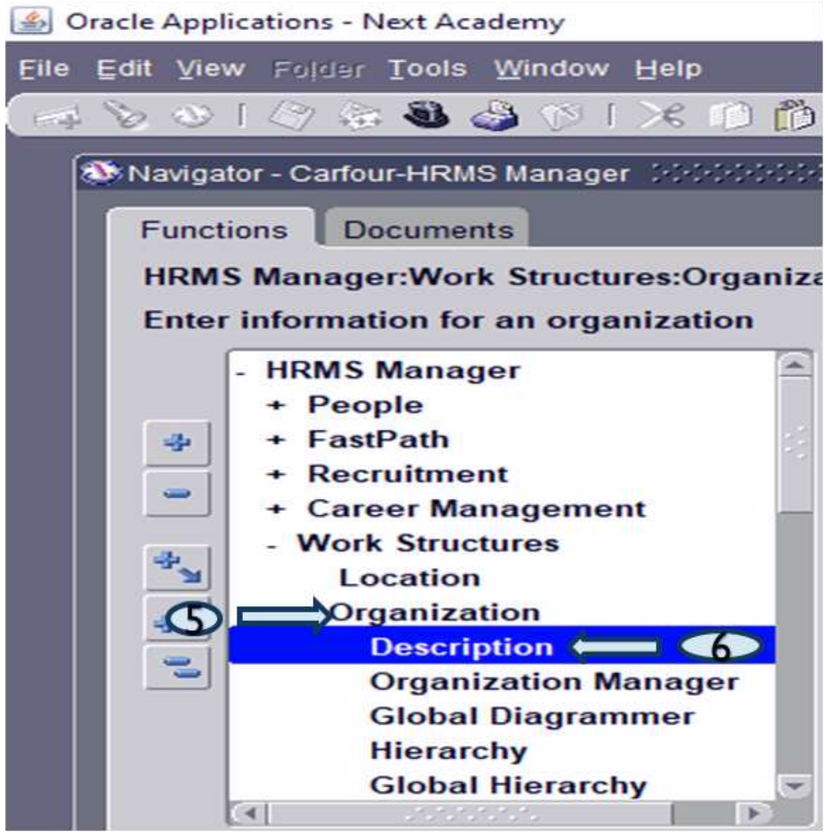
1-Carfour HRMS Manager >Work Structures >Location



2-Enter a New Location "Carfour. BIG" And Address.



3-Carfour HRMS Manager >Work Structures >Organizations >Description



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File Edit View Folder Tools Window Help

Organization

7 Name: Carfoure-BIG Type: Business Group

Dates

From: 22-01-2010 To:

Location: Carfour-BIG 8 Internal or External: Internal

9 Location Address: Ring Road, Al\-Maadi Al\-Gadida Al\-Qeblia, El\-Basatin Sharkeya-Cairo-Egypt.-EG

Internal Address:

Organization Classifications

Name	Enabled
Business Group 10	☑
HR Organization	☑
	☐

Others 11

Additional Organization Information

Business Group Info.

Carfour|Automatic|Automatic|Automatic|Carfour-Grade Flexfield|Carfour-People G

12

OK

Business Group Info.

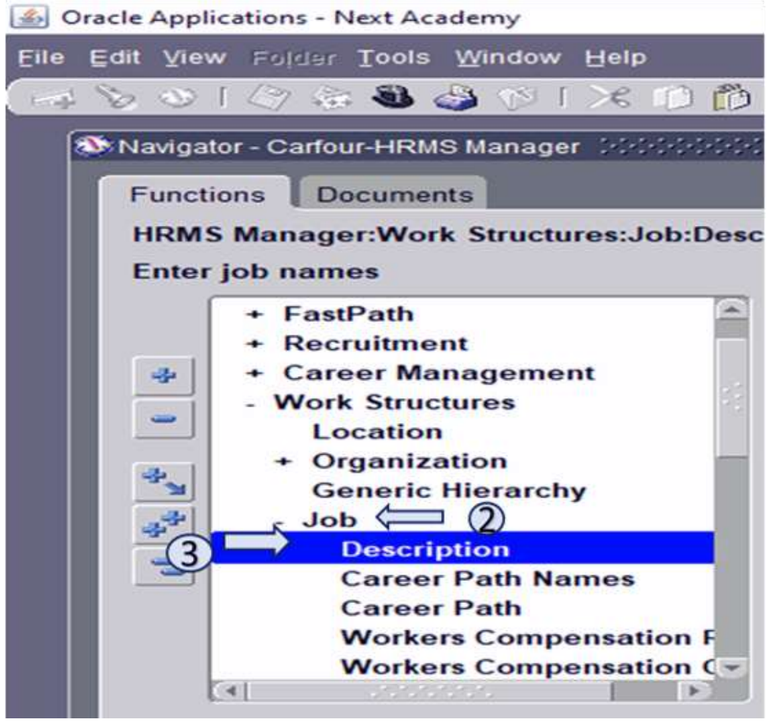
Short Name	Carfour	13
Employee Number Generation	Automatic	14
Applicant Number Generation	Automatic	15
Contingent Worker Number Generation	Automatic	16
Grade Flexfield Structure	Carfour-Grade Flexfield	17
Group Flexfield Structure	Carfour-People Group Flexfield	18
Job Flexfield Structure	Carfour-Job Flexfield	19
Costing Flexfield Structure	Carf-Cost Allocation Flexfield	20
Position Flexfield Structure	Carfour-Position Flexfield	21
Competence Flexfield Structure	Carfour-Competence Flexfield	22
Legislation Code	Egypt	23
Currency	EGP	Egyptian Pound
Fiscal Year Start		
Minimum Working Age		
Maximum Working Age		

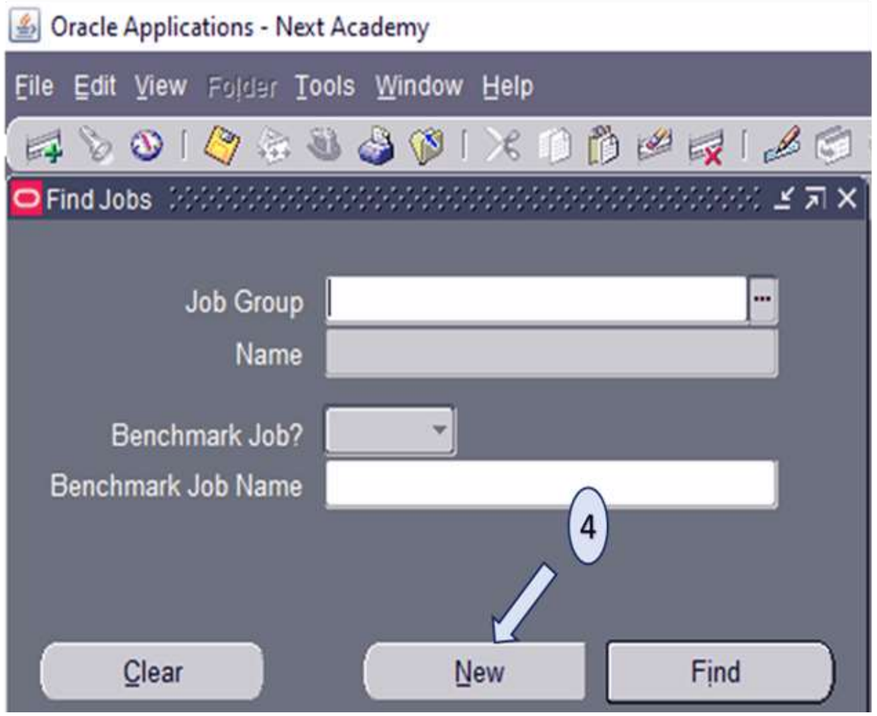
OK Cancel Clear Help

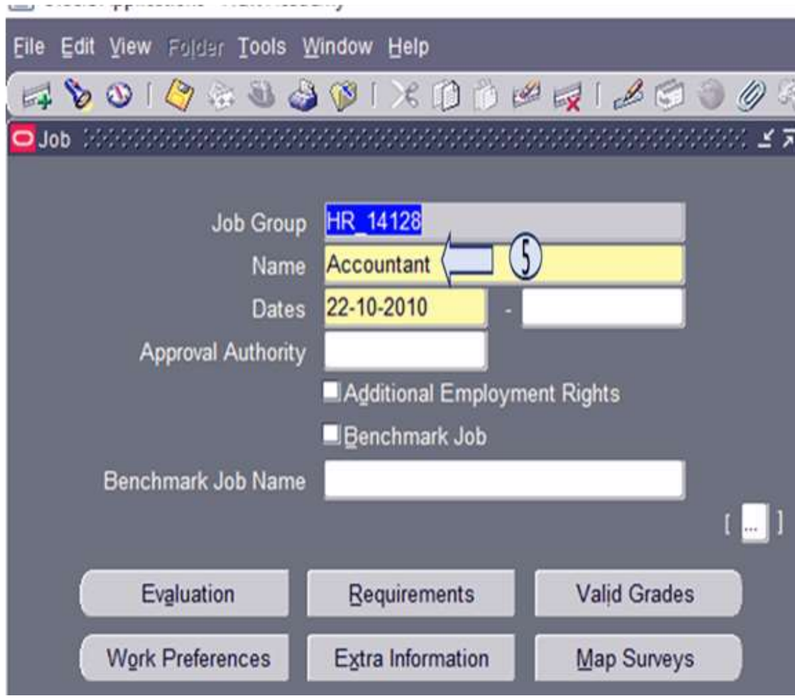
*Step 4:

Navigator > Carfour –HRMS Manager > Work structures >Job > Description

Click on “New Button” , Enter The Name ”Accountant and Manager” and save.

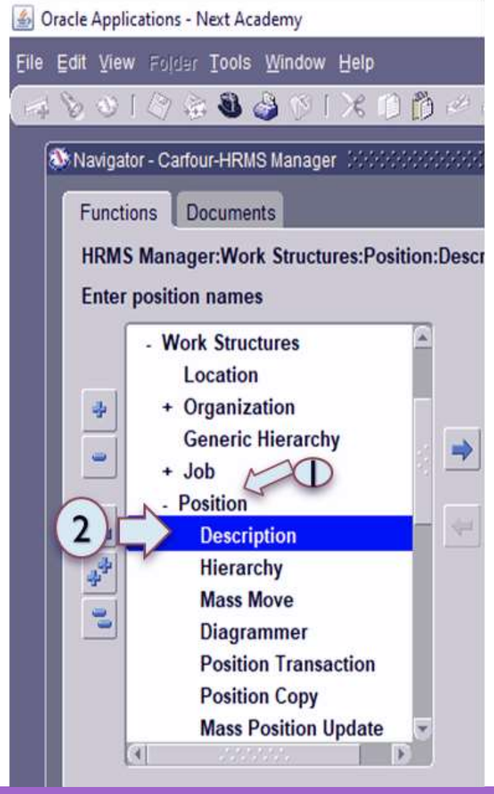


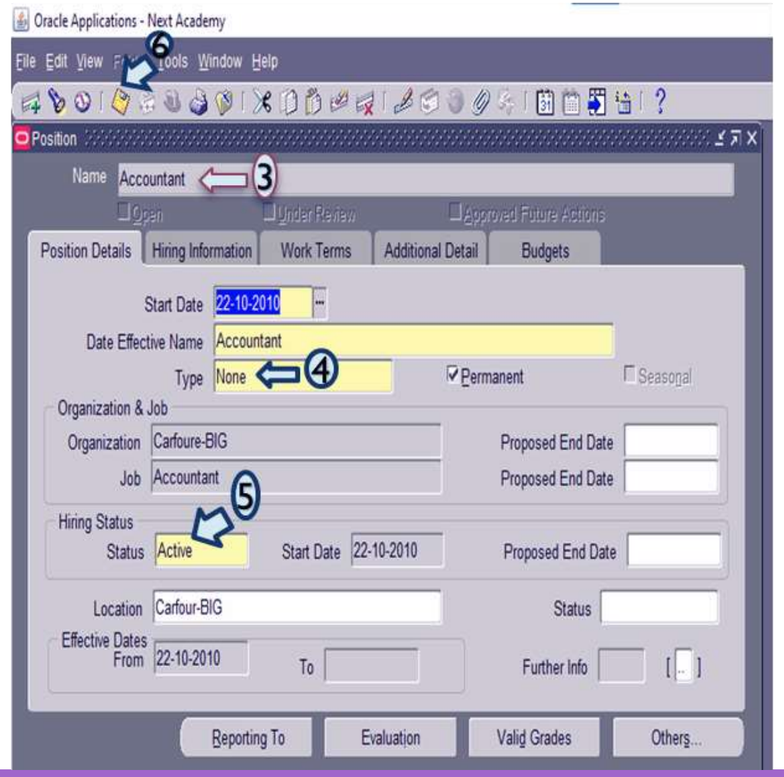




Step 5:

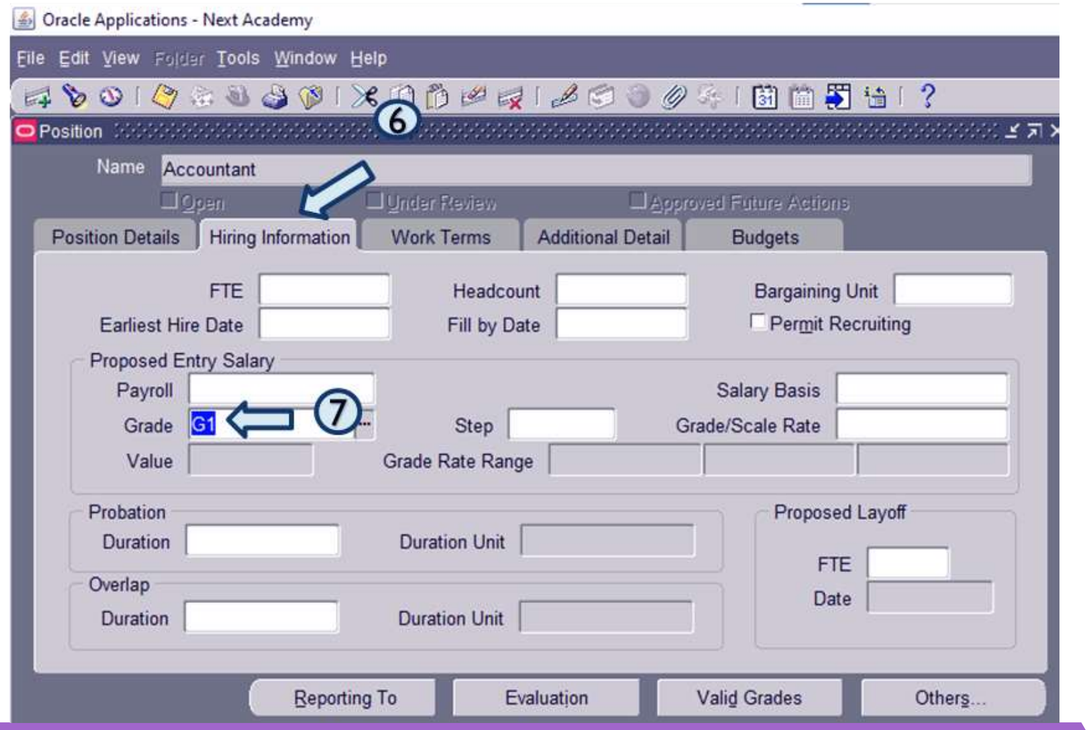
Navigator > Carfour –HRMS Manager > Work structures >Position > Description
Enter " Name of Position"





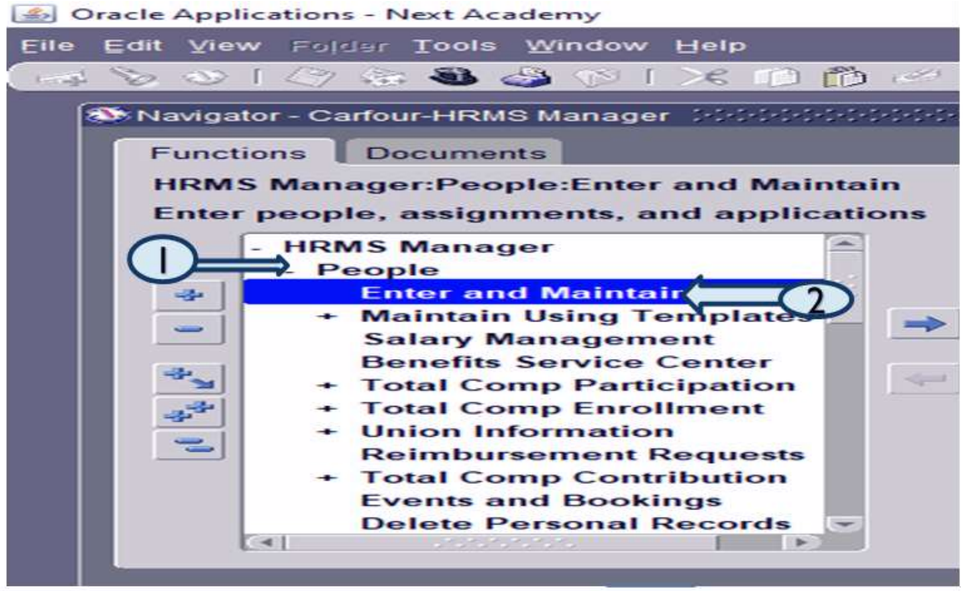
*Step 6:

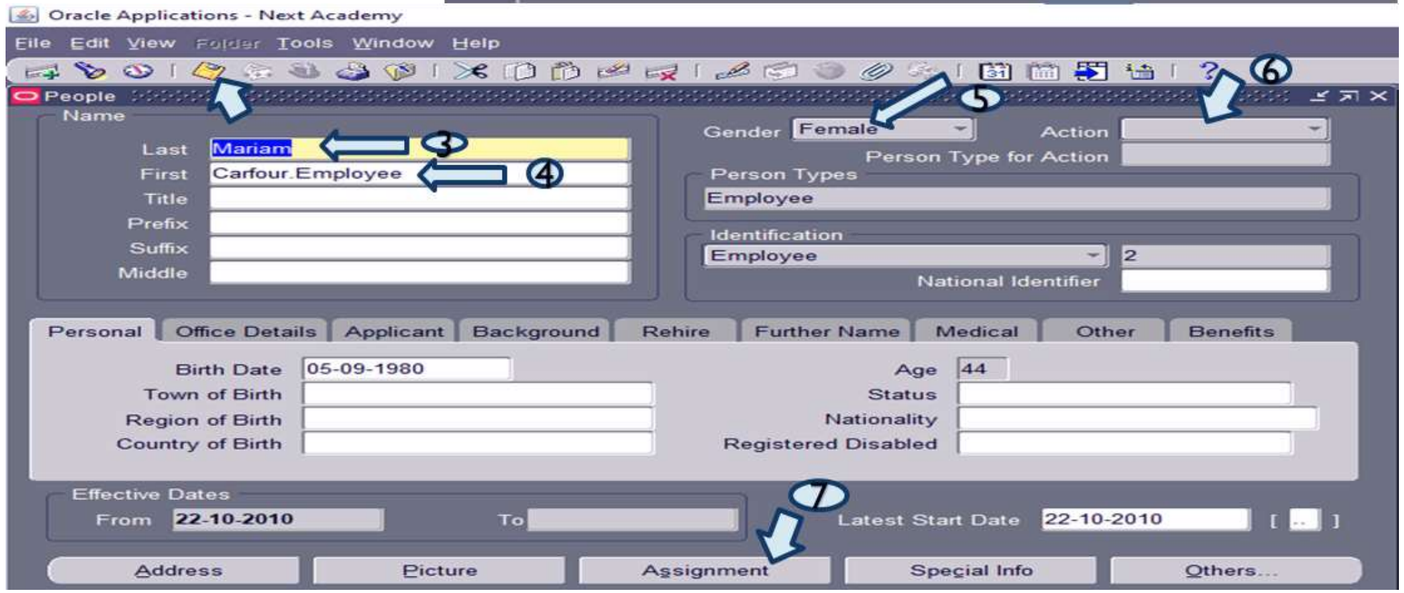
Navigator > Carfour –HRMS Manager > Work structures >Grade > Description
Create new Grade.
Go to The position , Click on " Hiring information And Choose from Grade



* Step 7:

1-Navigator > Carfour –HRMS Manager > People> Enter and Maintain
2-Enter “New Employee” ,Determine The Gender , choose From Action “Create Employment” and save.
3-Choose Assignment , Defining Employee Job and Position
4-Click on "Supervisor" and choose the employee’s direct manager And Save.
5- Go To System Administrator> Security > User>Define search the user “MARIAM 2” And Link the employee to the user account by Box “Person”





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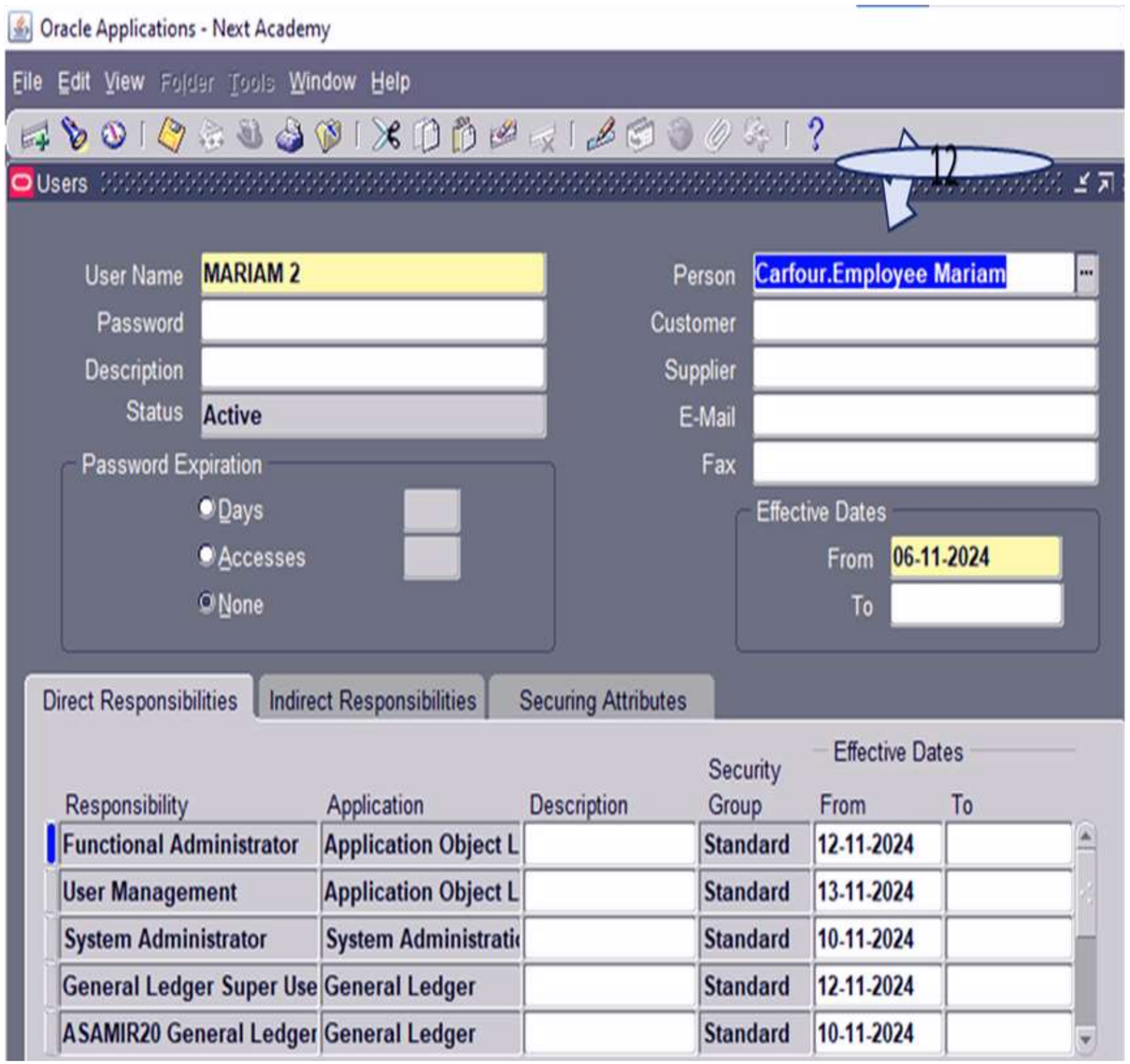
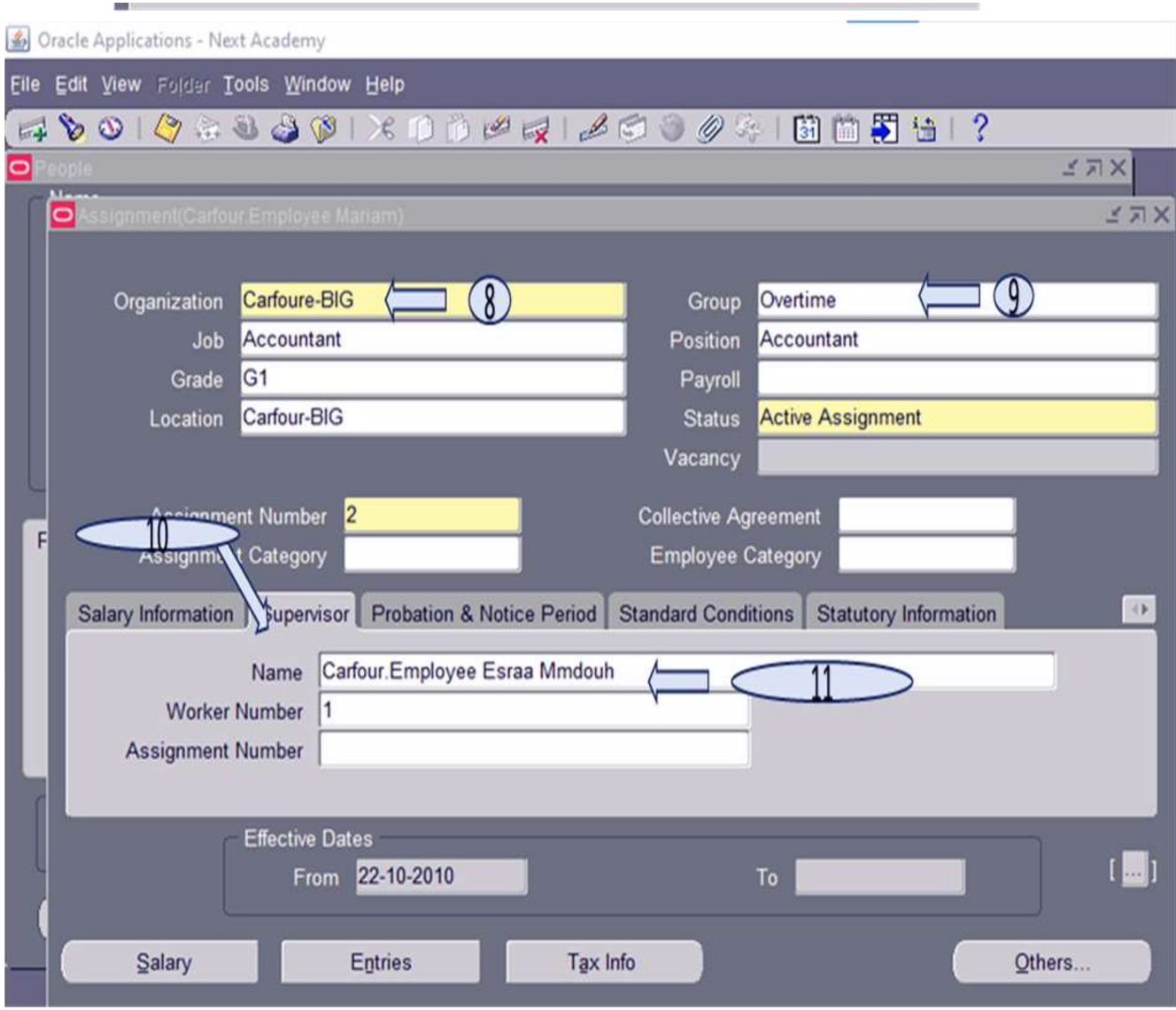
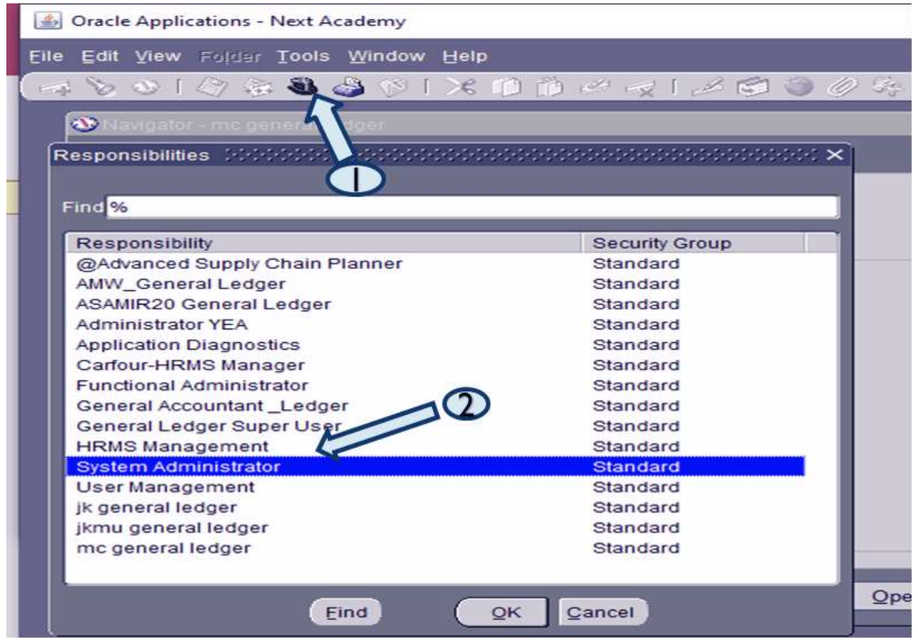
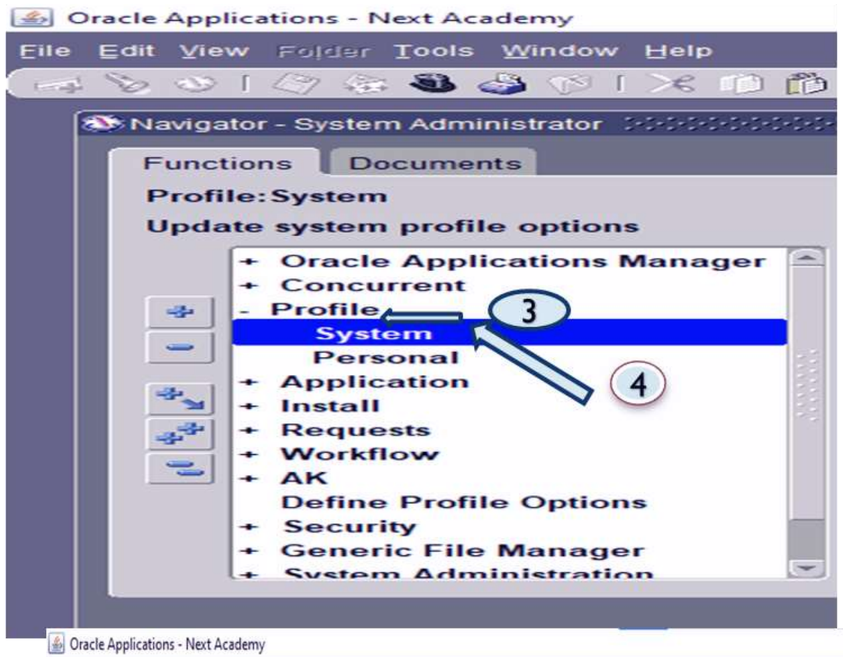

Oracle Applications - Next Academy
File Edit View Folder Tools Window Help
Users
12
User Name MARIAM 2
Password
Description
Status Active
Person Carfour.Employee Mariam
Customer
Supplier
E-Mail
Fax
Password Expiration
Days
Accesses
None
Effective Dates
From 06-11-2024
To
Direct Responsibilities
Indirect Responsibilities
Securing Attributes
Responsibility Application Description Security Group Effective Dates From To
Functional Administrator Application Object L Standard 12-11-2024
User Management Application Object L Standard 13-11-2024
System Administrator System Administrati Standard 10-11-2024
General Ledger Super Use General Ledger Standard 12-11-2024
ASAMIR20 General Ledger General Ledger Standard 10-11-2024

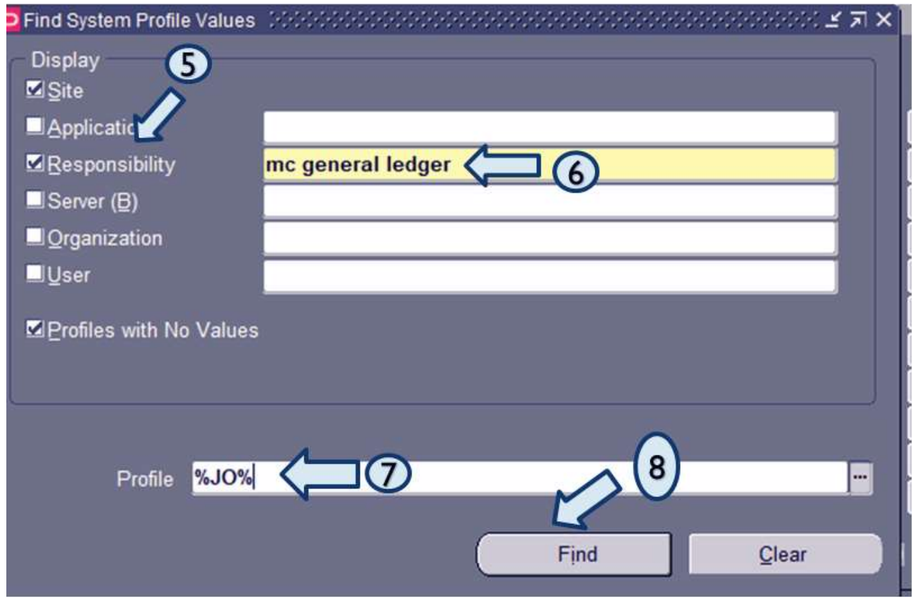

Oracle Applications - Next Academy
File Edit View Folder Tools Window Help
People
Assignment(Carfour.Employee Mariam)
Organization Carfoure-BIG
8
Job Accountant
Grade G1
Location Carfour-BIG
Group Overtime
9
Position Accountant
Payroll
Status Active Assignment
Vacancy
Assignment Number 2
10
Assignment Category
Collective Agreement
Employee Category
Salary Information
Supervisor
Probation & Notice Period
Standard Conditions
Statutory Information
Name Carfour.Employee Esraa Mmdouh
11
Worker Number 1
Assignment Number
Effective Dates
From 22-10-2010
To
Salary
Entries
Tax Info
Others...

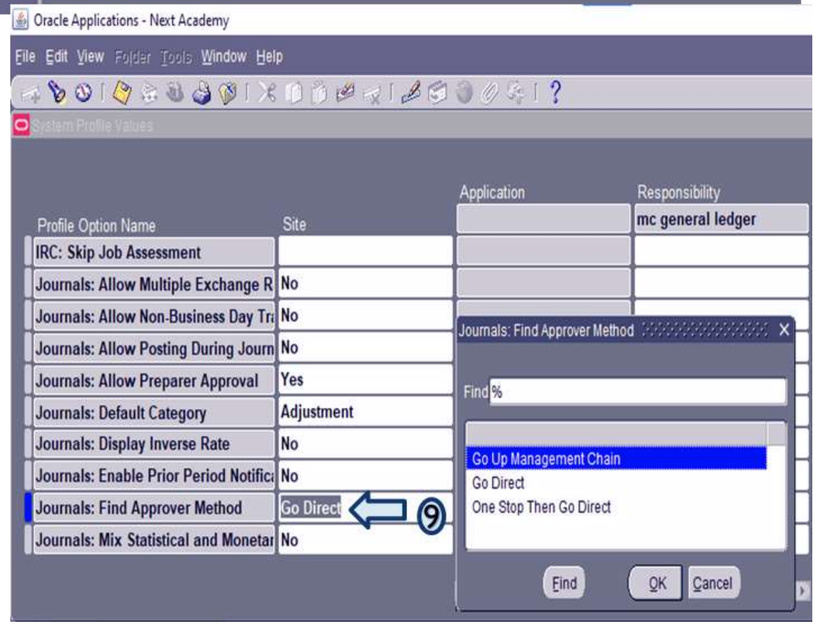
*Step 8:

Enable Direct Approve:
N> System Administrator > Profile >System
Choose Responsibility Search in Profile Share Box AS%JO% Search about Journal: Find Approve method And choose Go Direct.



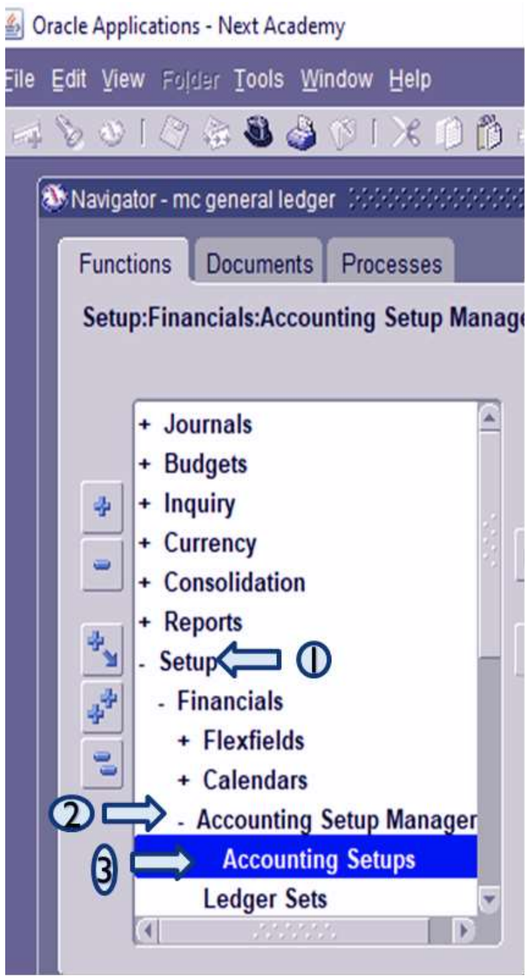


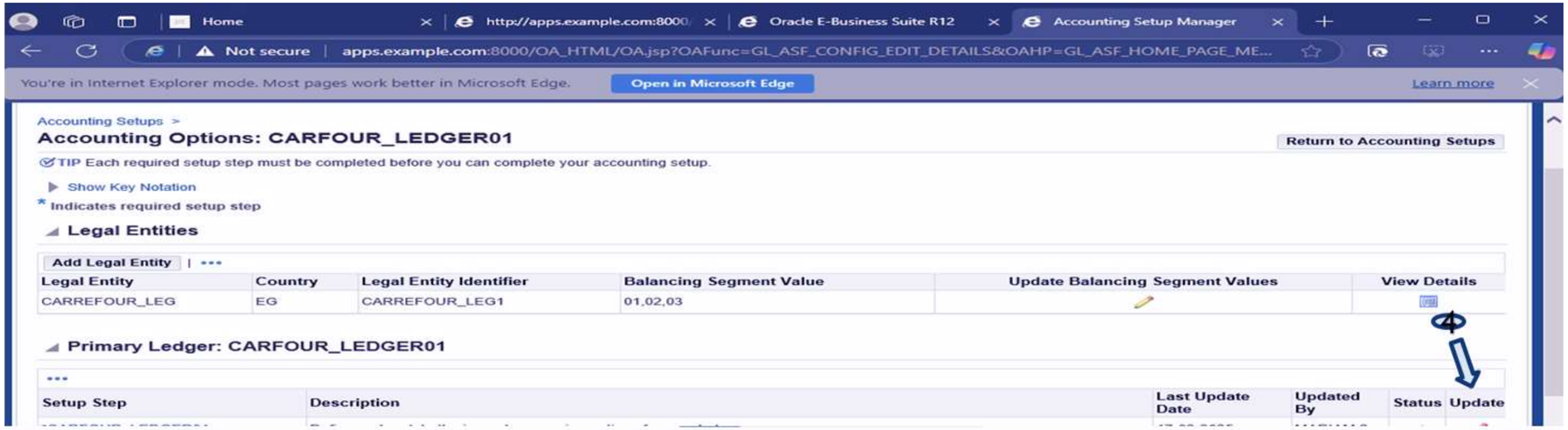


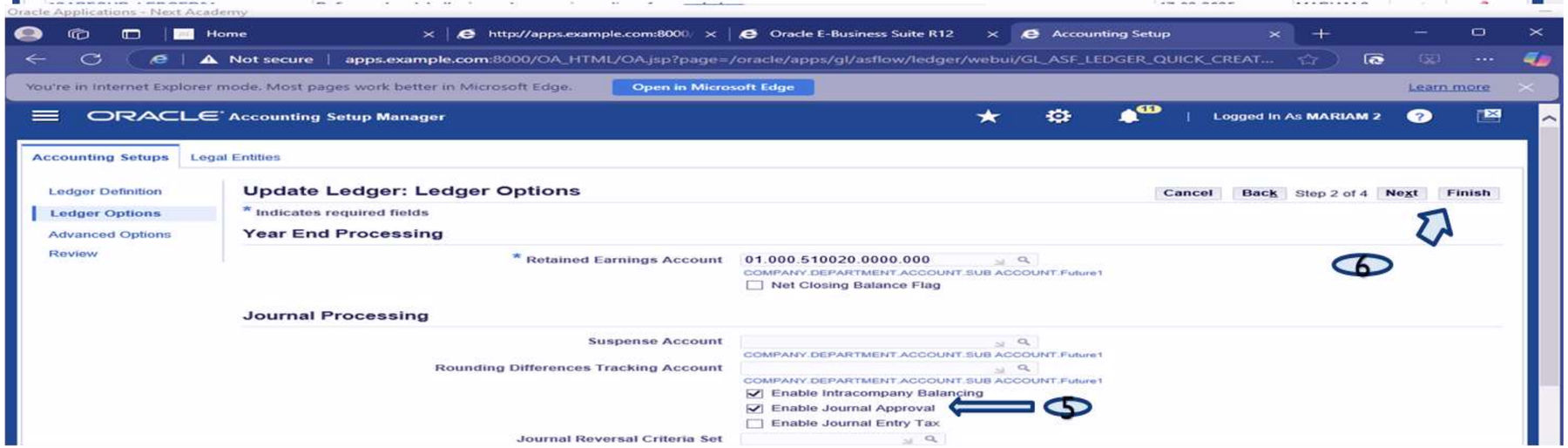


*Step 9:

TO Setup Journal "Enable Journal Approval":
Navigator >mc General ledger > Setup >Financials >Accounting Setup Manager > Accounting Setups
Click on "Enable Journal Approval" And Finish.

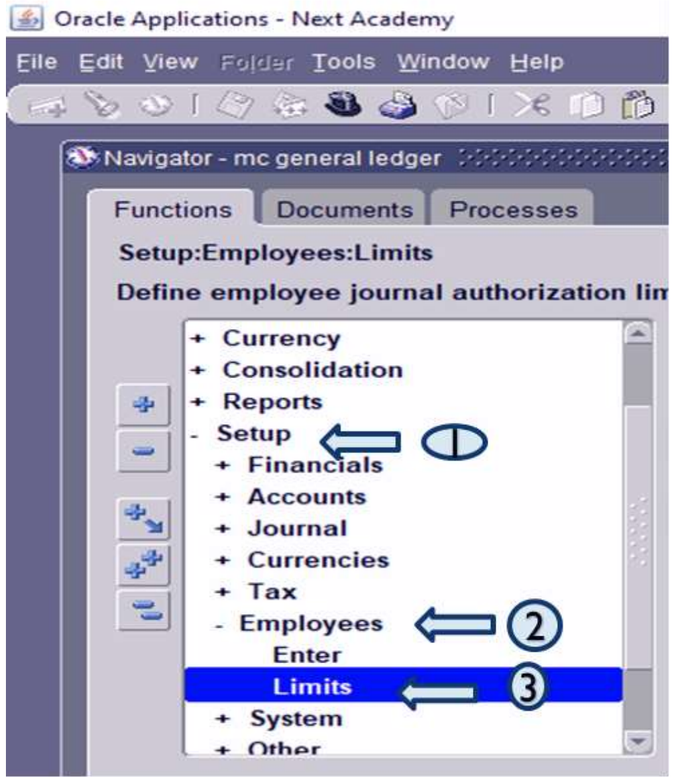


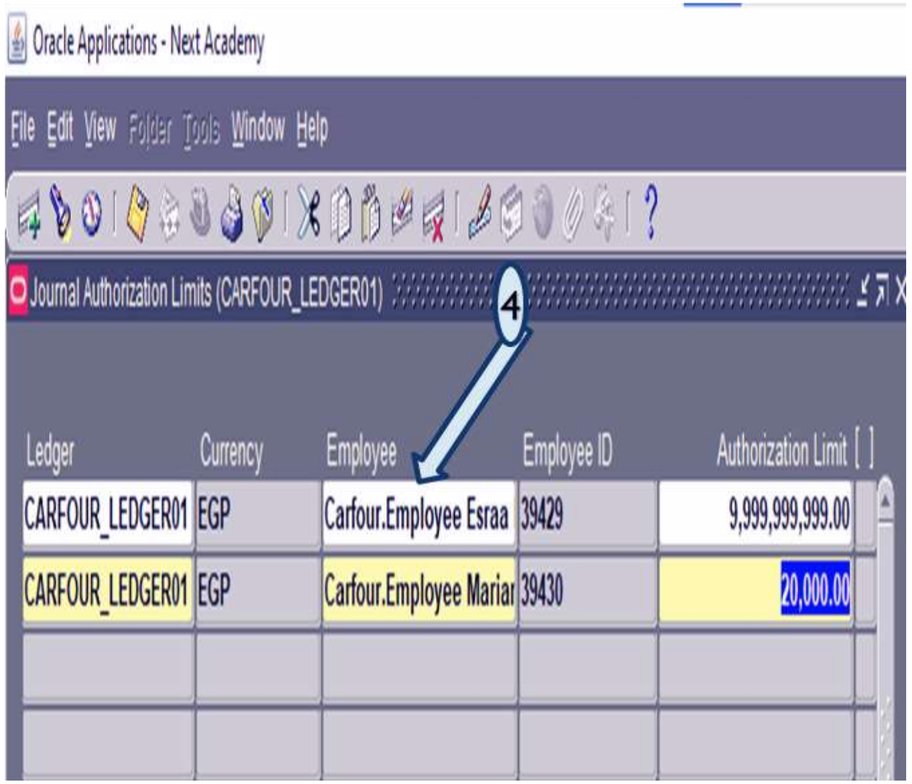




* Step 10:

1-Navigator > mc-General Ledger > Setup> Employees > Limits
2- Click on “New”, Select the Ledger” CARFOUR-LEDGER01, Currency, Employee and Limit Once The employee is defined Then we have to define the authorization limit on the general approval limit.





How To create journal approval rules that either automatically approve a journal batch OR that route the batch for approval based on the ledger and journal amounts

In this example , to create approval rules for the Mc general ledger:

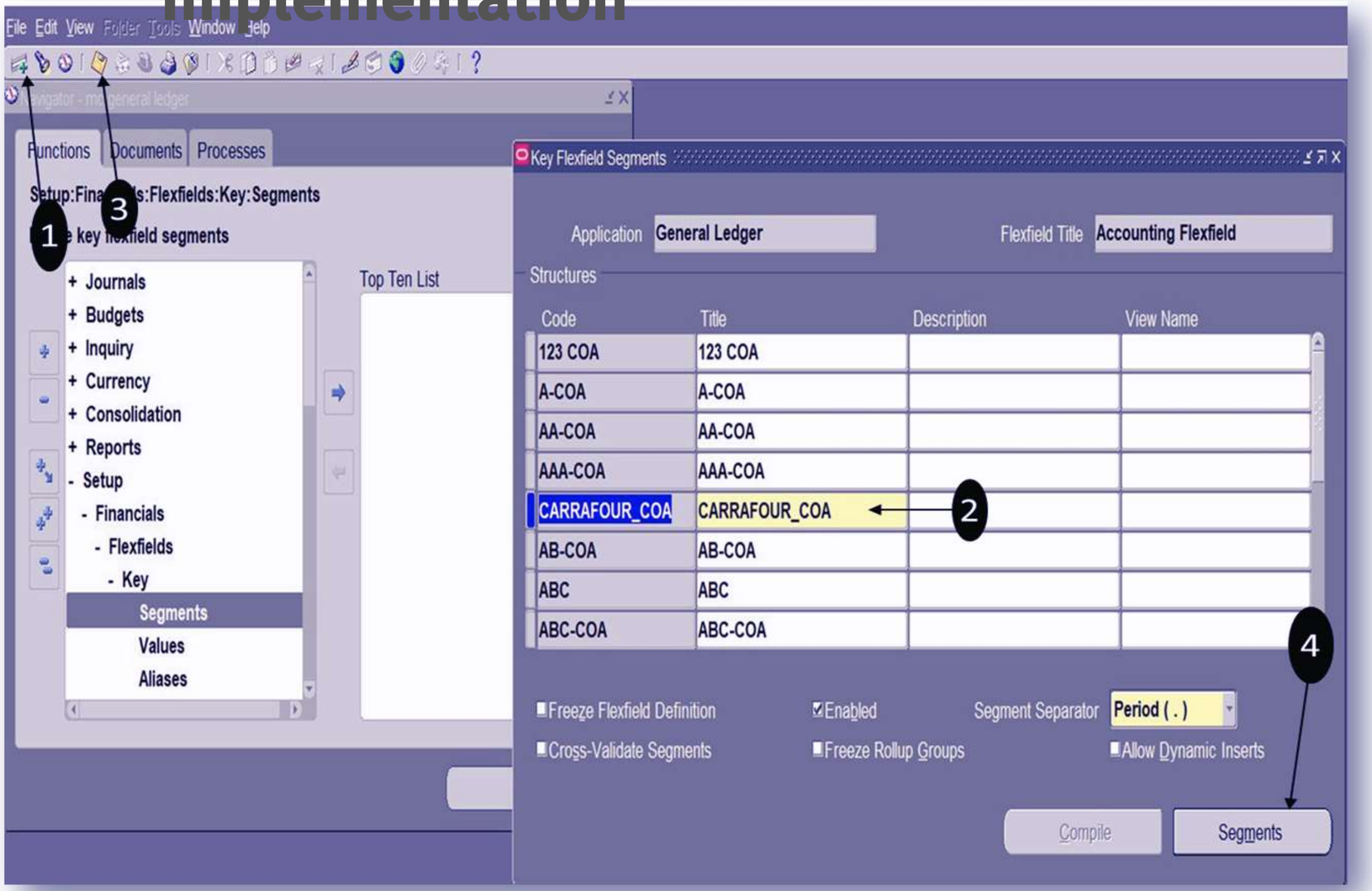
*If the largest journal amount in a journal batch is 20000 or less the batch doesn’t require approval or it’s automatically approved.

*If the largest journal amount in a journal batch is more than 20000 , the level of supervisory approval are required.

Second : COA Implementation Setup Value Set Implementation

1- Define Value Sets
Navigate to General Ledger > Setup > Financials > Flex fields > Key > Segments.

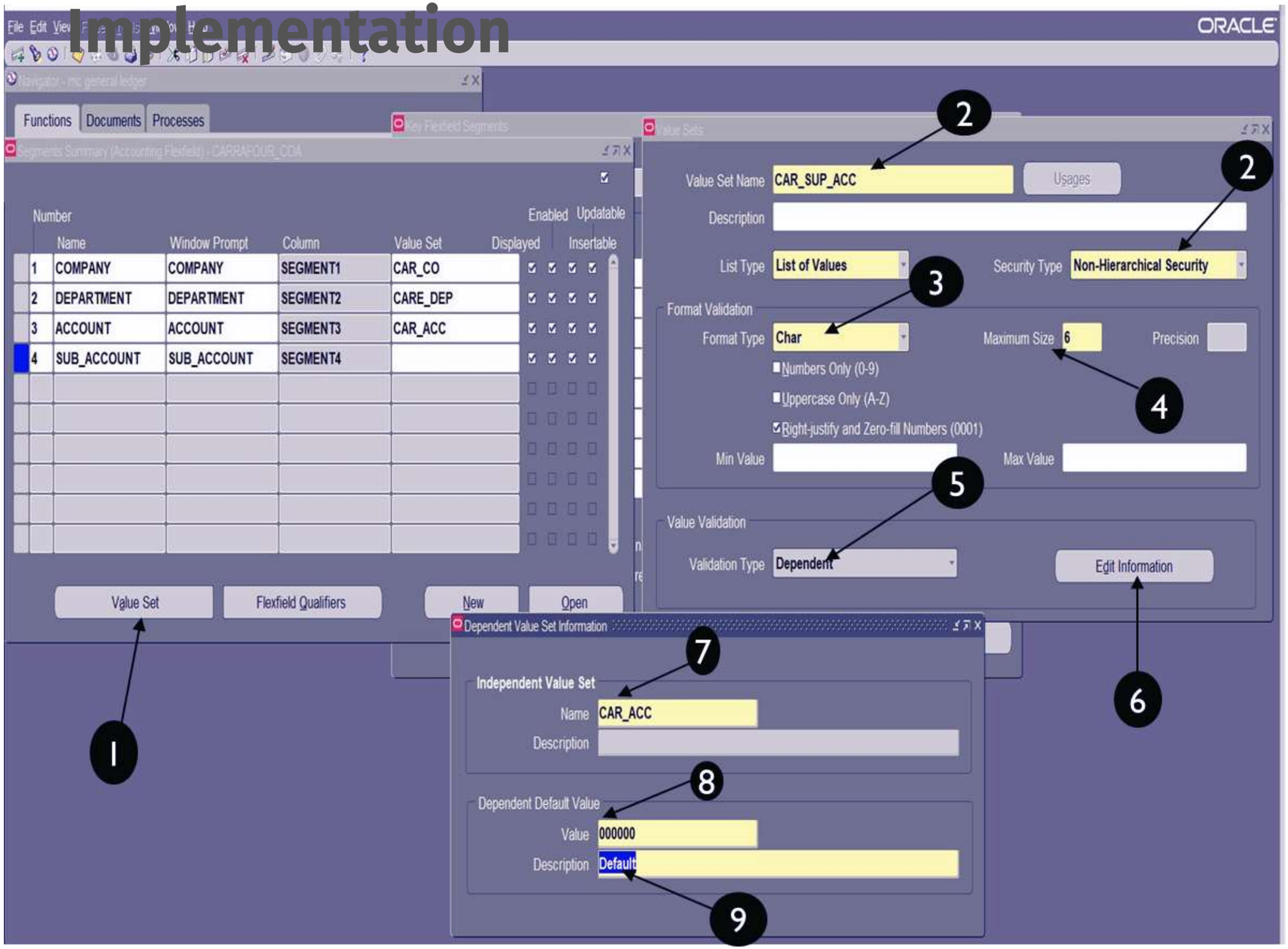
2-Create value sets for each segment.
Frist press on Crtl + F11 to show all general ledger chart of account then press on any one this charts then Click on the icon in the bar at the top of the file with the plus sign below it to create a new one (CARREFOUR_COA) , Click on segment icon



COA Implementation Setup-Value Set Implementation

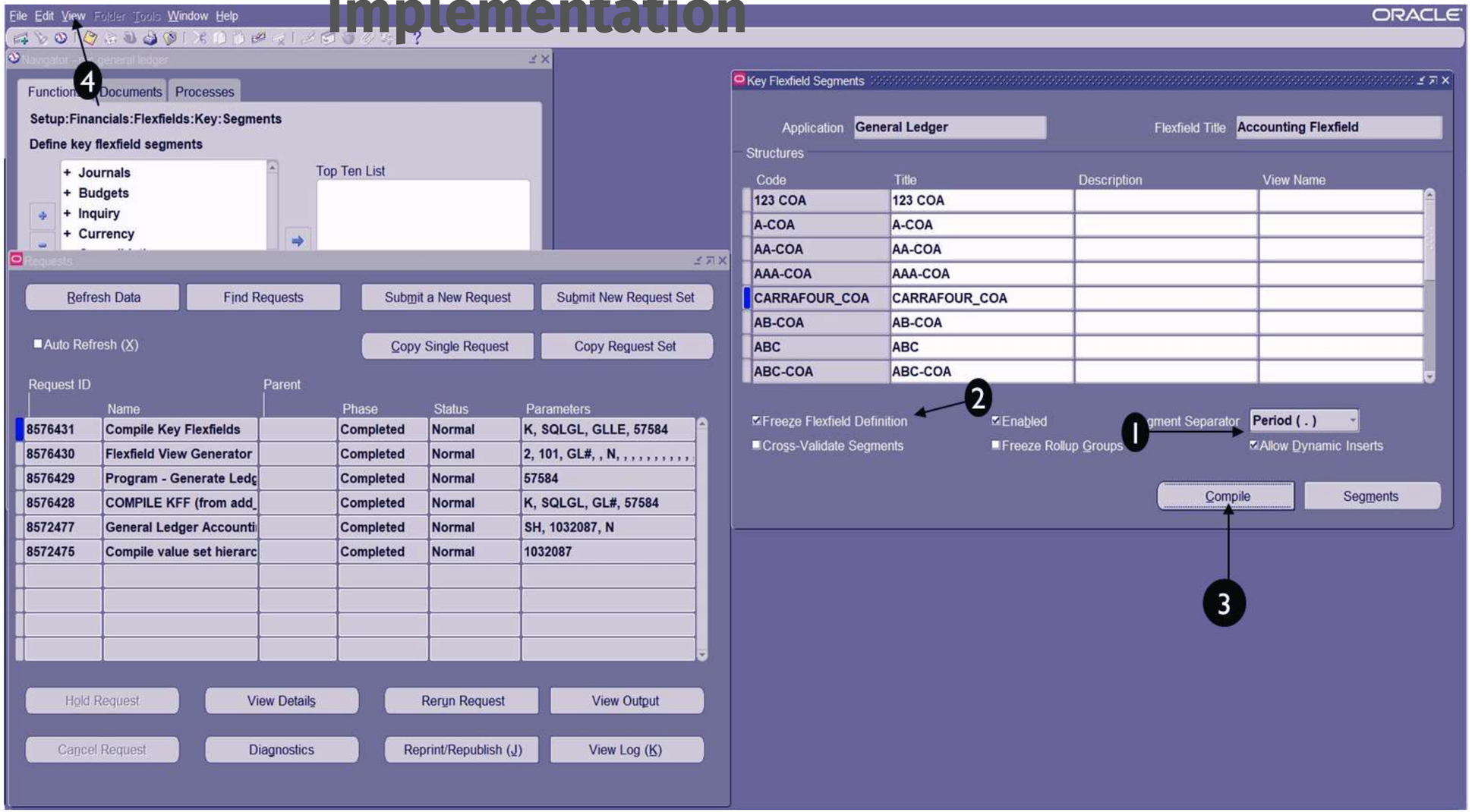
3-First, we create a company and put the word “company” in the first and second cells, and in the third, we choose the segment number. Then, to fill in the fourth cell, we must first click on the word value set .Then we fill in the data as follows, then we save it, and when we return to the main screen, we choose flex field qualifiers, choose the type of segment then save.

5-Be careful when creating subaccount to choose “Dependent” then choose edit information then fill out the following table Where in the first box we explain the account on which the subaccount depends We explain the default value and its description



COA Implementation Setup-Value Set Implementation

Choose “allow dynamic insert” then choose “freeze rollup groups” then choose company so the system make sure that all is correct then from the tape above choose “view” then “requests” there is a box will be shown choose find to make sure that all is correct as the following table show

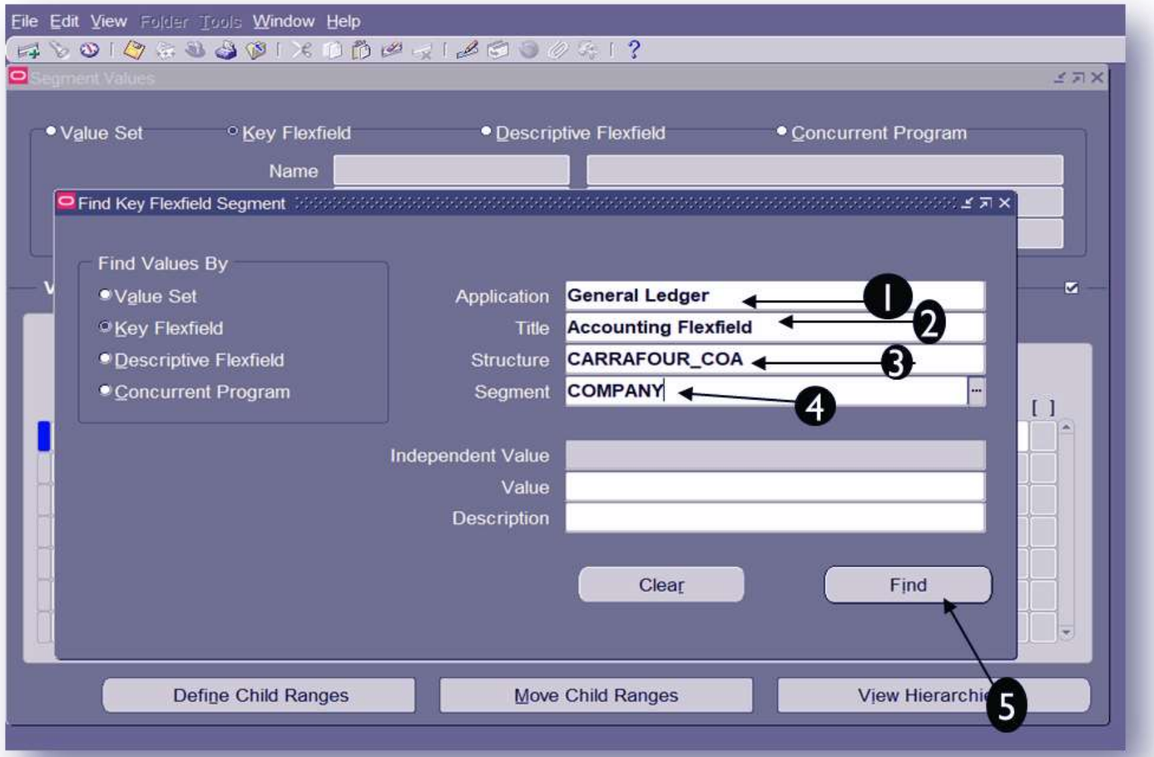


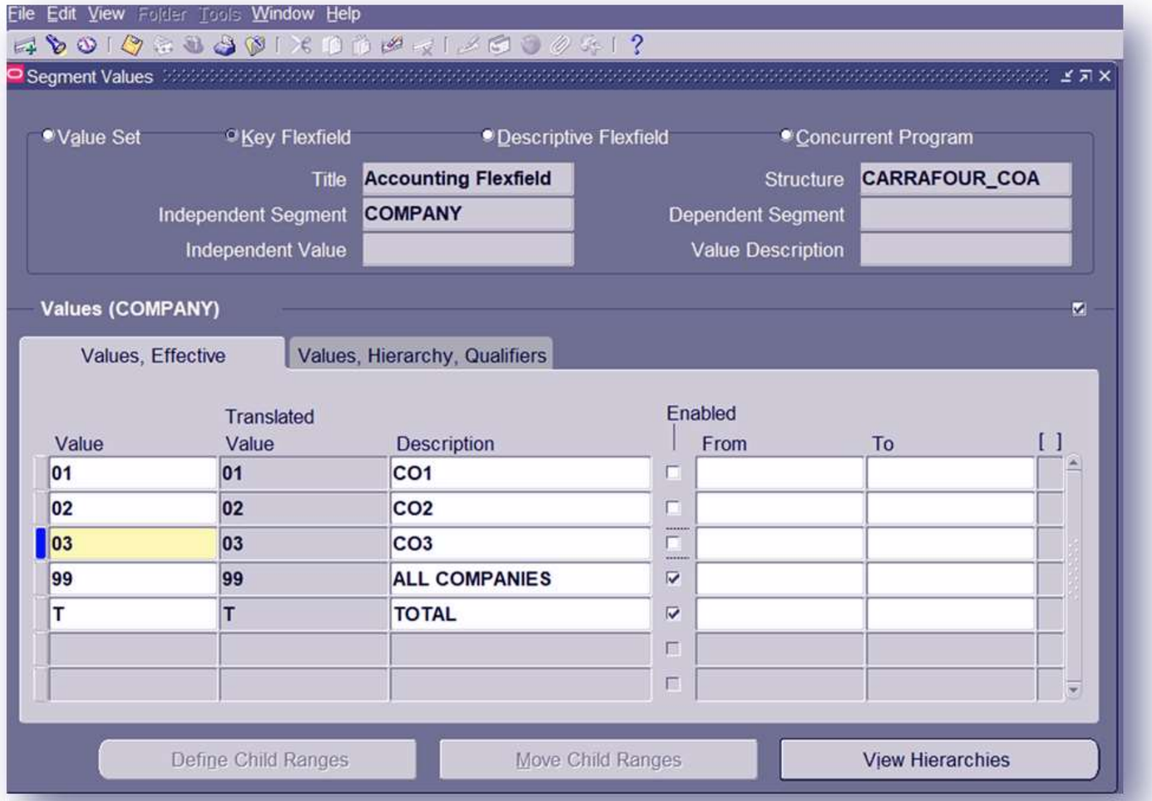
COA Implementation Steps- Downloading COA

To download the chart of accounts:

- “setup” < “financials” < “Flexfield” < key” < “ values”

2. In the beginning, we define all the branches of the companies that we have, then in the end we open an account that brings them all together in one company called 99 and the T account. All expenses are collected in the T account for the budget. What is the 99 account? We deal with it as a company that brings together all the companies and the rest of the companies fall under it. And save it

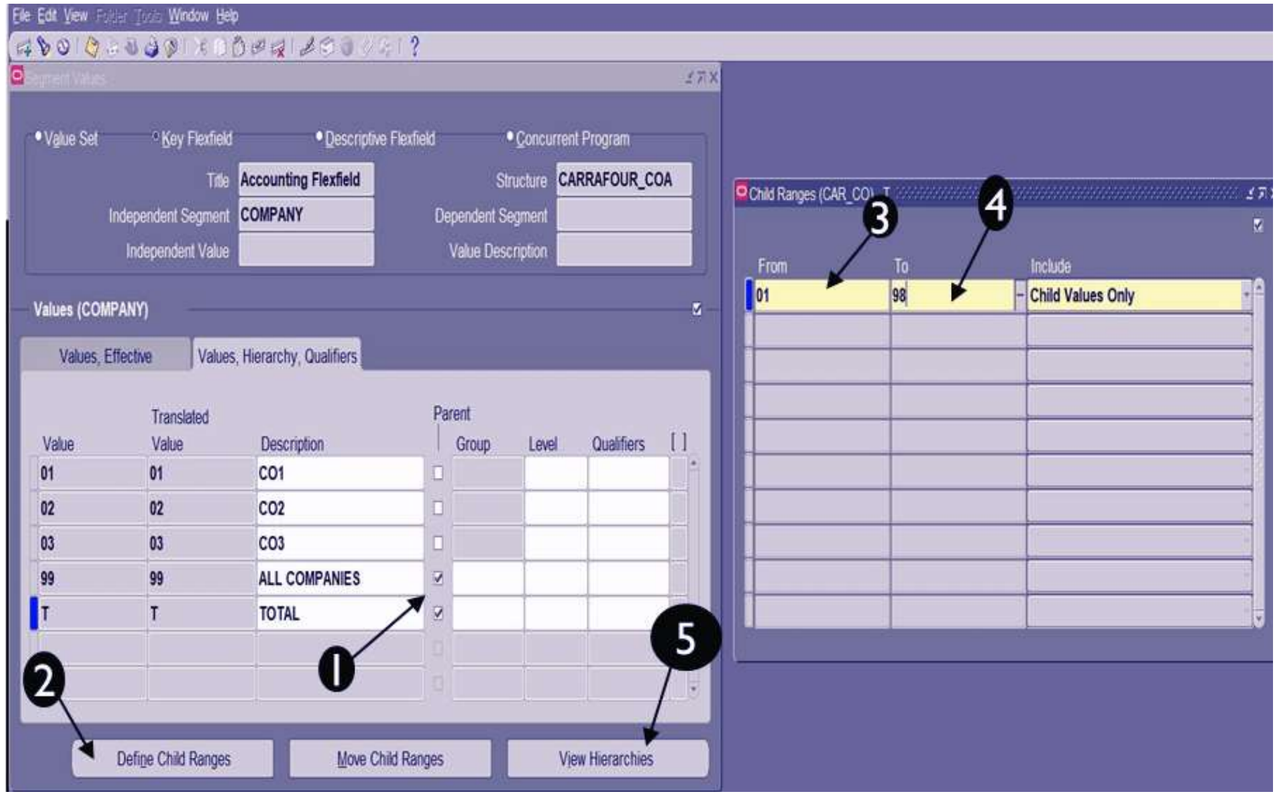


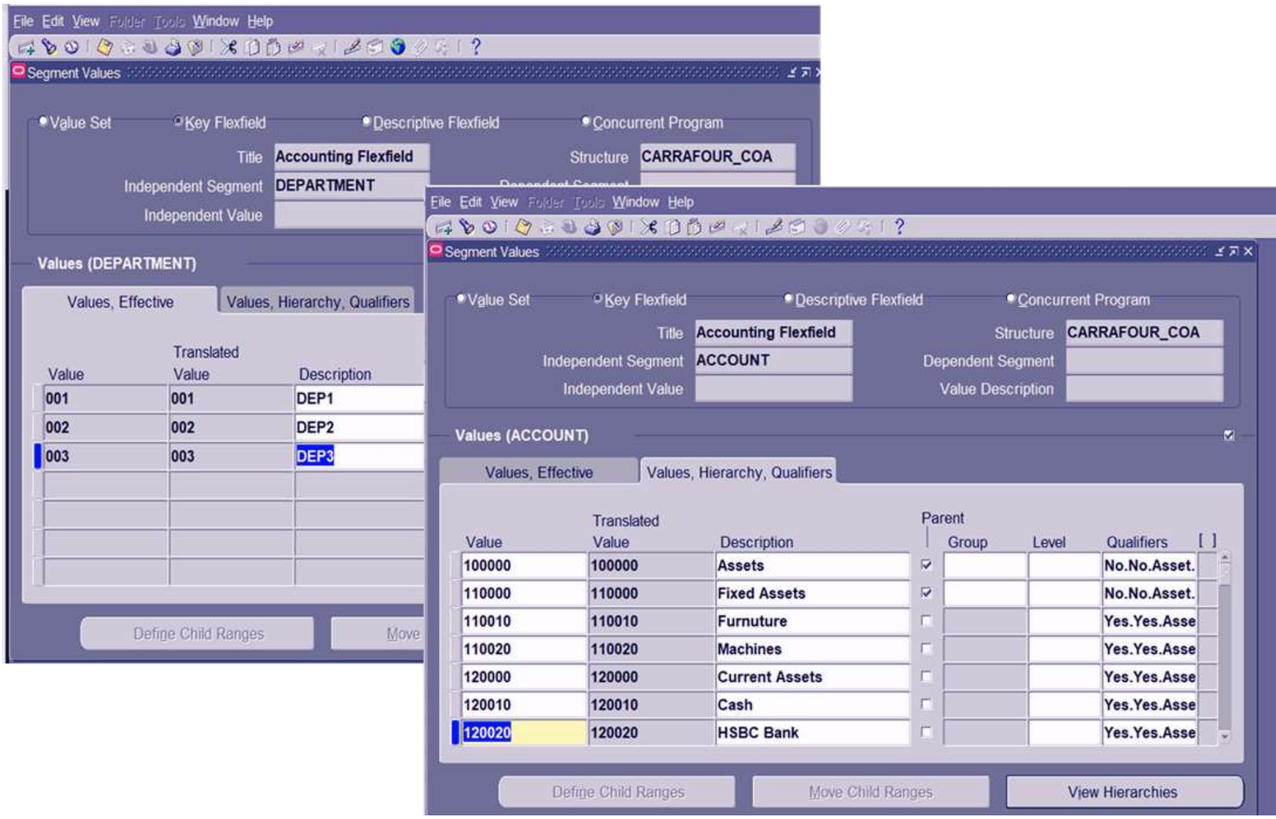


COA Implementation Steps- Downloading COA

Then we choose “Values, hierarchy, qualifiers” , then active “99” and “T” only and choose define child ranges in the small screen “from 01” , “to 98” and save it

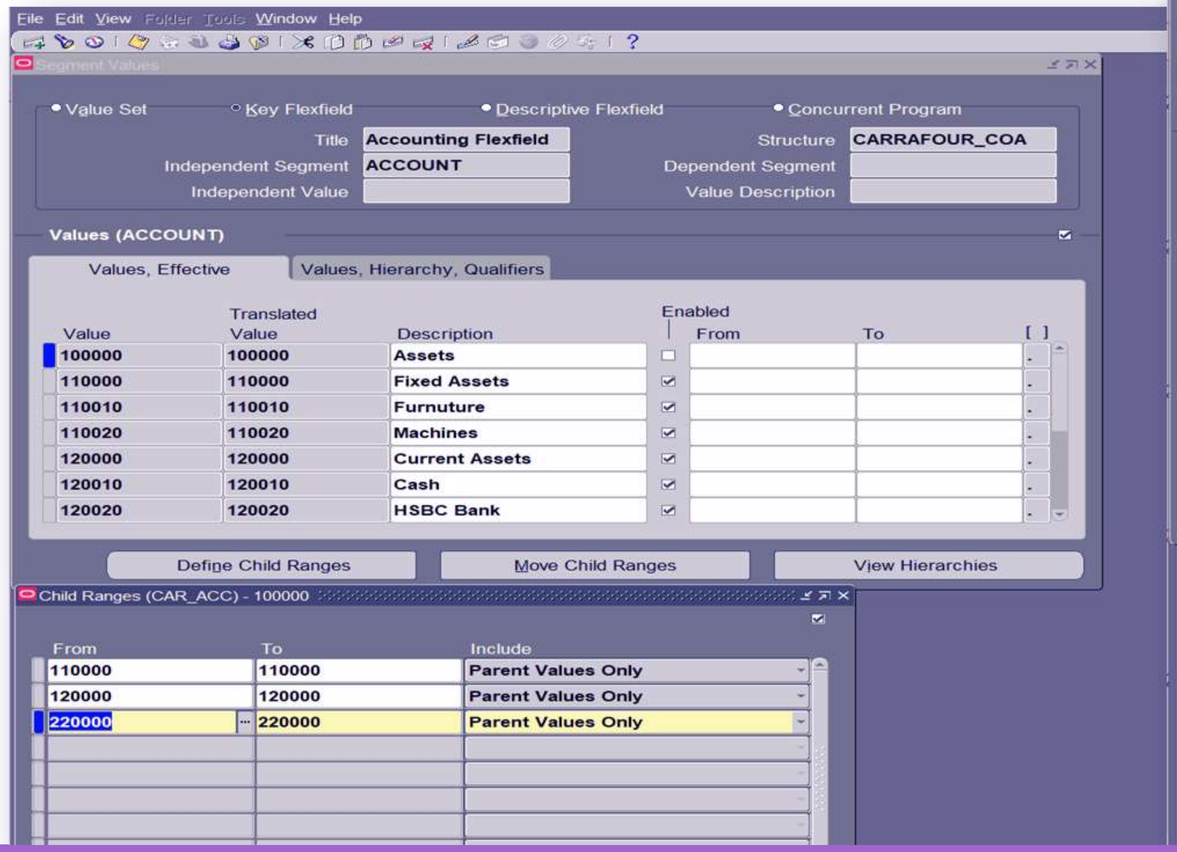
For the department, we define the number of department required. In the account, we raise the chart of accounts to fill the accounts accurately

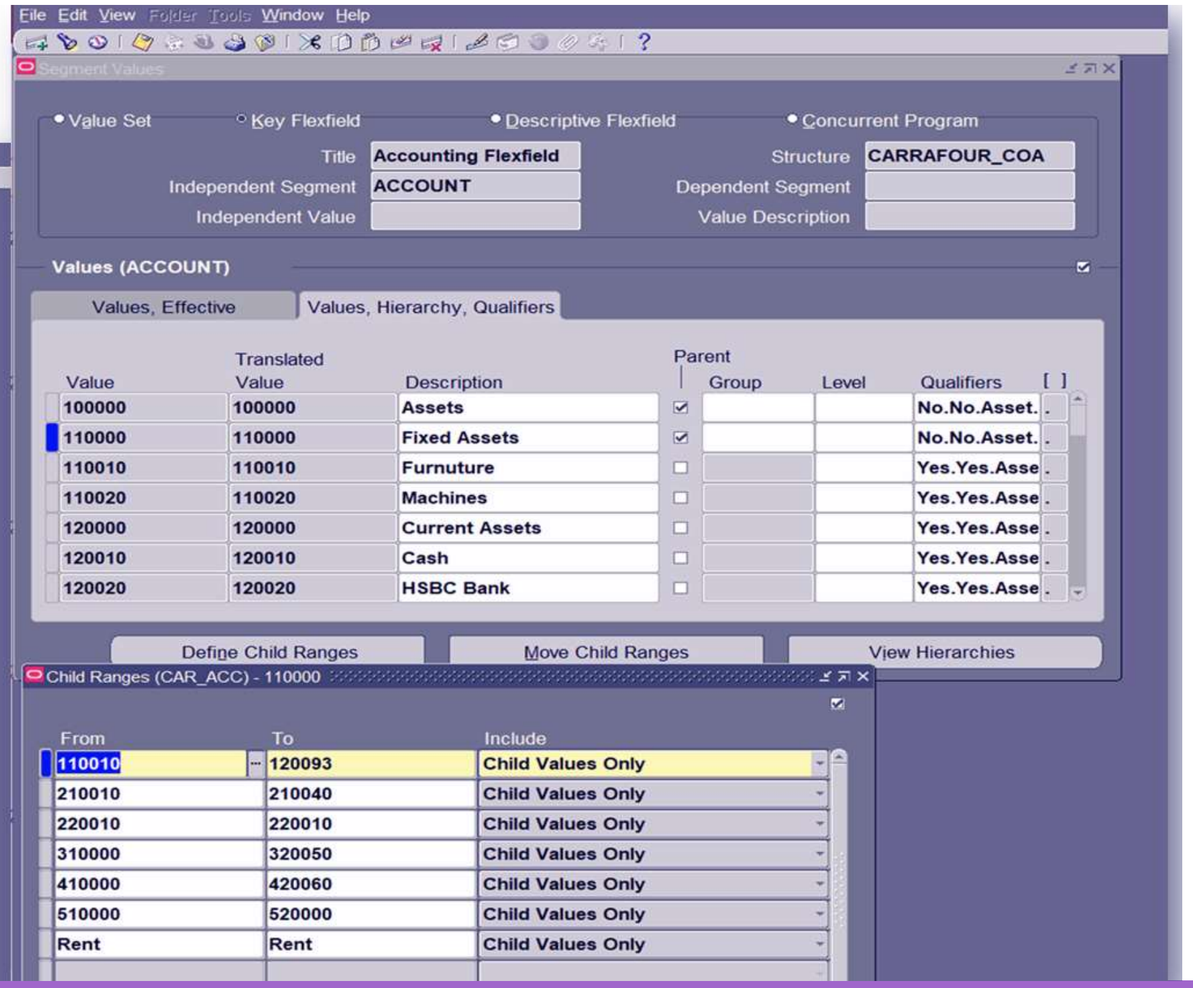




COA Implementation Steps- Downloading COA

Then we defining the “Current Assets” , “Fixed Assets” , “Long term liability “ and “ short term liability “ as “parent values” and defining the other accounts as “Child account”





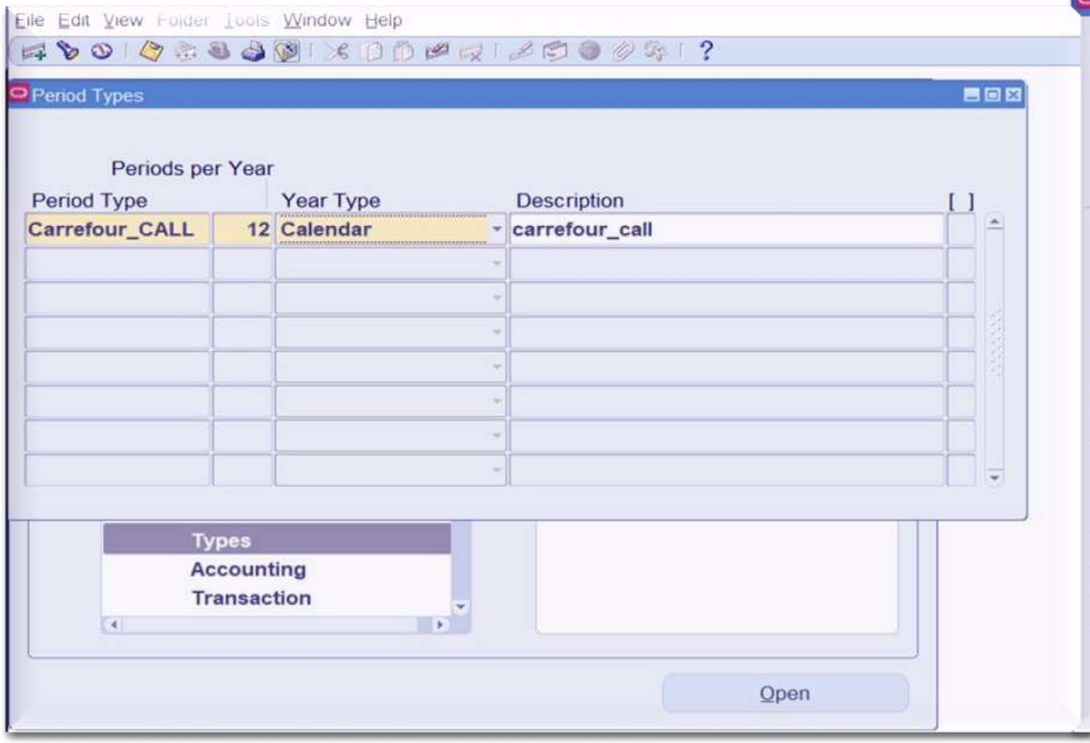
Third : creating calendar

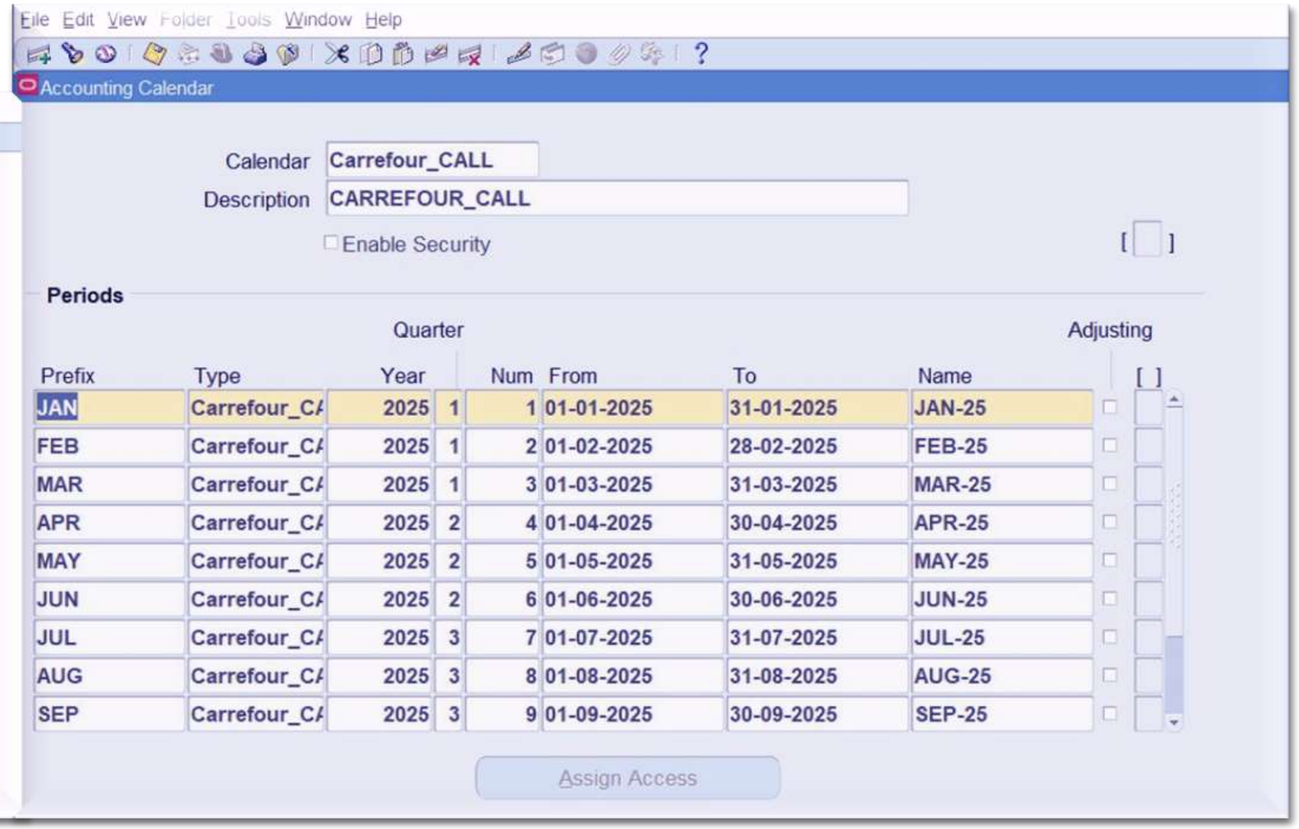
Calendars-> Types

1. Setup-> Financials-> First, we define the name of the calendar , the number of periods, and the type of year.

2. Setup-> Financials-> Calendars-> Accounting

We start to define the months, the beginning of the month, the end, and even the end of the year.





Fourth : Creating Currency

1. Setup-> Currencies-> Define

First, we specify the name of the currency and which country it is from. If we want to put a description for it, we put it, then we specify its symbol, the minimum number of decimal numbers, and the start and end date, . We put a check mark next to the word Enabled and the end date, then we save it.

How many digits after the decimal point with the main number?

How many digits after the decimal point are used in mathematical operations?

Minimum currency type to perform the calculation

Code	Name	Issuing Territory	Symbol	Precision	Extended Precision	Minimum Accountable Unit
US DOLLARE	DOLLARE	American Sam	US	3	5	
EGY BOUND	EGY	Egypt	EGYPT	2	5	
EURO	EURO	France	FRANCE	3	5	
RIYAL	RIYAL	Saudi Arabia		2	5	

Currencies

Effective Dates

Code	Name	fective	From	To	Enabled	[ ]
US DOLLARE	UNITED STATE		05-04-2025	10-12-2030	☑	
EGY BOUND	EGYPT		05-04-2025	10-12-2030	☑	
EURO	FRANCE		05-04-2025	10-12-2030	☑	
RIYAL	SAUDI ARABIA		05-04-2025	10-12-2030	☑	

Creating Accounting Set-Up in Oracle Financials (Oracle ERP)

What is Accounting set up

The Accounting Setup is the process of configuring the financial system within Oracle Financials to record and process all financial transactions systematically and accurately.
The purpose of the Accounting Setup is to ensure that all financial transactions are recorded consistently, accurately, and in compliance with accounting standards.

Key Components of Accounting Set-Up in Oracle Financial

1.General Ledger (GL)
- The core module for financial reporting.
- Set up chart of accounts, accounting calendars, and currencies
- journal entry and posting processes.

2.Accounts Payable (AP)
- Manages vendor invoices and payments.
- payment terms, supplier accounts

3.Accounts Receivable (AR)
- Handles customer invoices and receipts.
- customer profiles

4.Fixed Assets (FA)
- Tracks and manages company assets.
- Set up asset categories, depreciation methods

5.Cash Management
- Manages bank reconciliations and cash flow.

The Importance of Accounting Set-Up in Oracle Financials

1.Financial Accuracy and Reliability
- Ensuring Data Accuracy
- Reliable Reporting

.2Compliance with Laws and Regulations
- Local and Global Compliance
- Regulatory Reporting

.3Operational Efficiency
- Automating Routine Tasks
- Streamlining Processes

4. Cash and Cash Flow Management
- Liquidity Monitoring
- Bank Management

5. Integration with Other Systems
- Seamless Integration

6. Data Security and Protection
- Data Protection

7. Improved User Experience
- User-Friendly Interface

Uses of Oracle Financials in Accounting:

- Financial Consolidation: Combines financial data from multiple entities for consolidated reporting.
- Tax Management: Automates tax calculations and filings.
- Payables and Receivables: Streamlines invoice processing and collections.
- Asset Management: Tracks asset lifecycle from acquisition to disposal.
- Compliance Reporting: Generates reports for regulatory requirements (e.g., VAT, GST).
- Audit Trails: Maintains detailed records for internal and external audits.

2.Accounting Setup Manager:

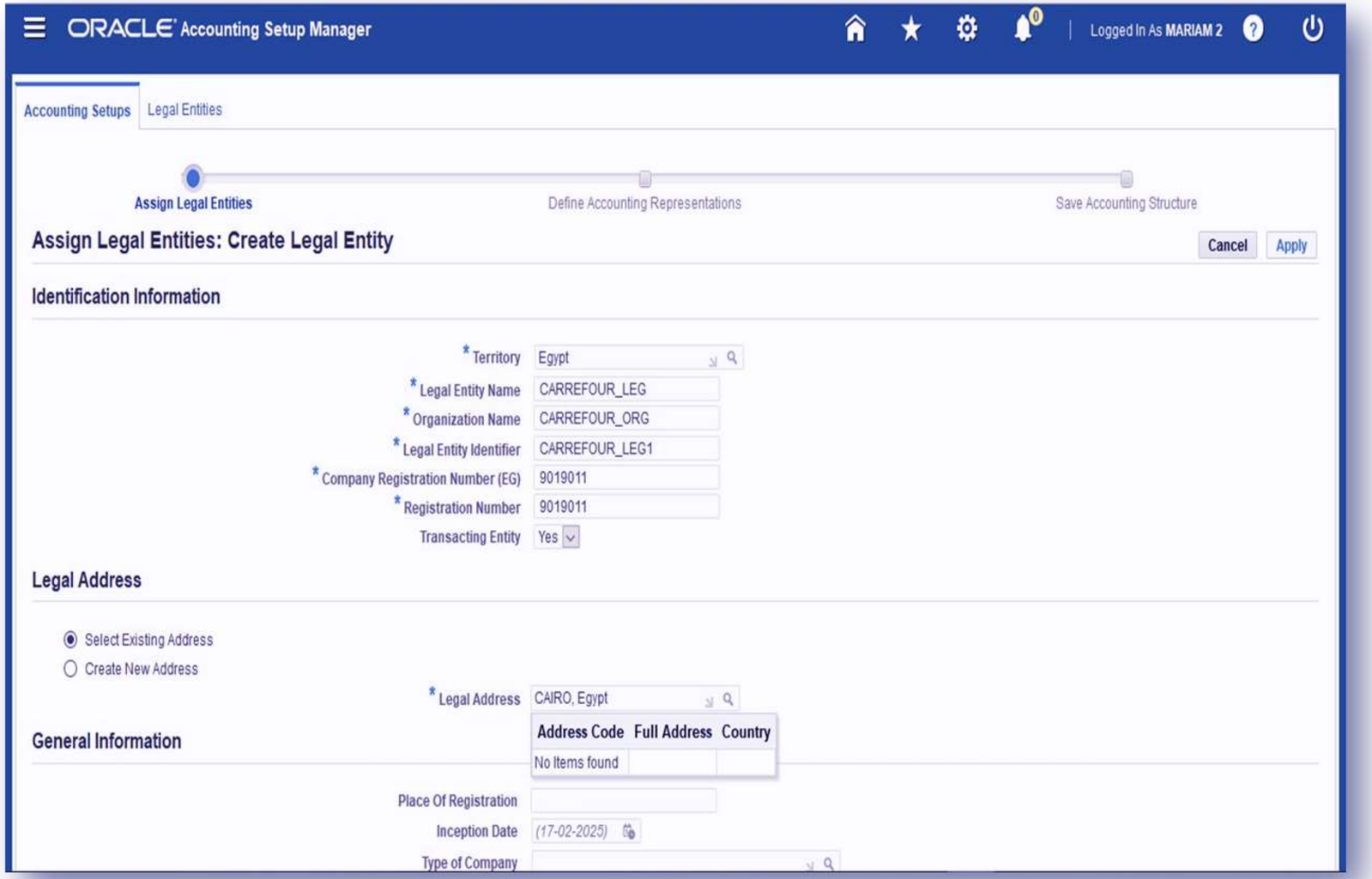
Ledgers (primary & Secondary)
Legal Entities
Reporting currency

SETUP PROCESS:
1.Create Accounting Setup Structure. Create Framework For Setting up Legal Entities, Ledger, Currency
2.Completion of Accounting Options.(Legal Options, Accounting Options, Reporting currency, subledger options, Intercompany accounts and intracompany balancing rules.
3.Complete the Accounting Setup.

Nav: Set Up > Financials > Accounting Setup Manager > Accounting Setup

*General Information:

Legal Entity Name
Registration Number
Legal Address
Inception Date
Company Type



*Why This Step Matters:

•**Accuracy**: Ensures error-free invoicing and reporting.

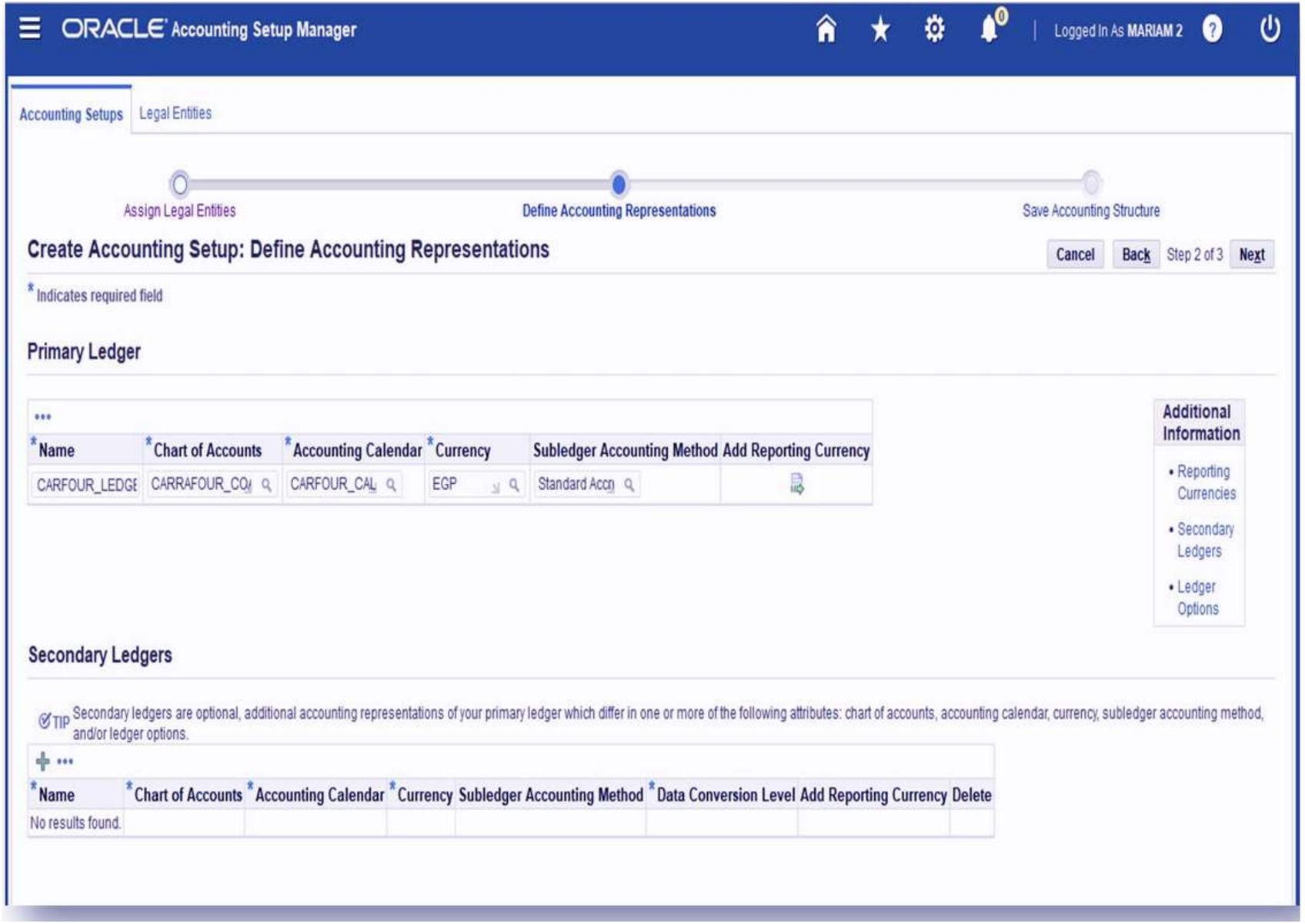
•**Compliance**: Links the entity to IDs for tax audits.

Column Functions:

- **Chart of Accounts:** Organizes financial accounts.
- **Accounting Calendar:** Defines fiscal periods.
- **Currency:** Base and reporting currencies (e.g., USD).

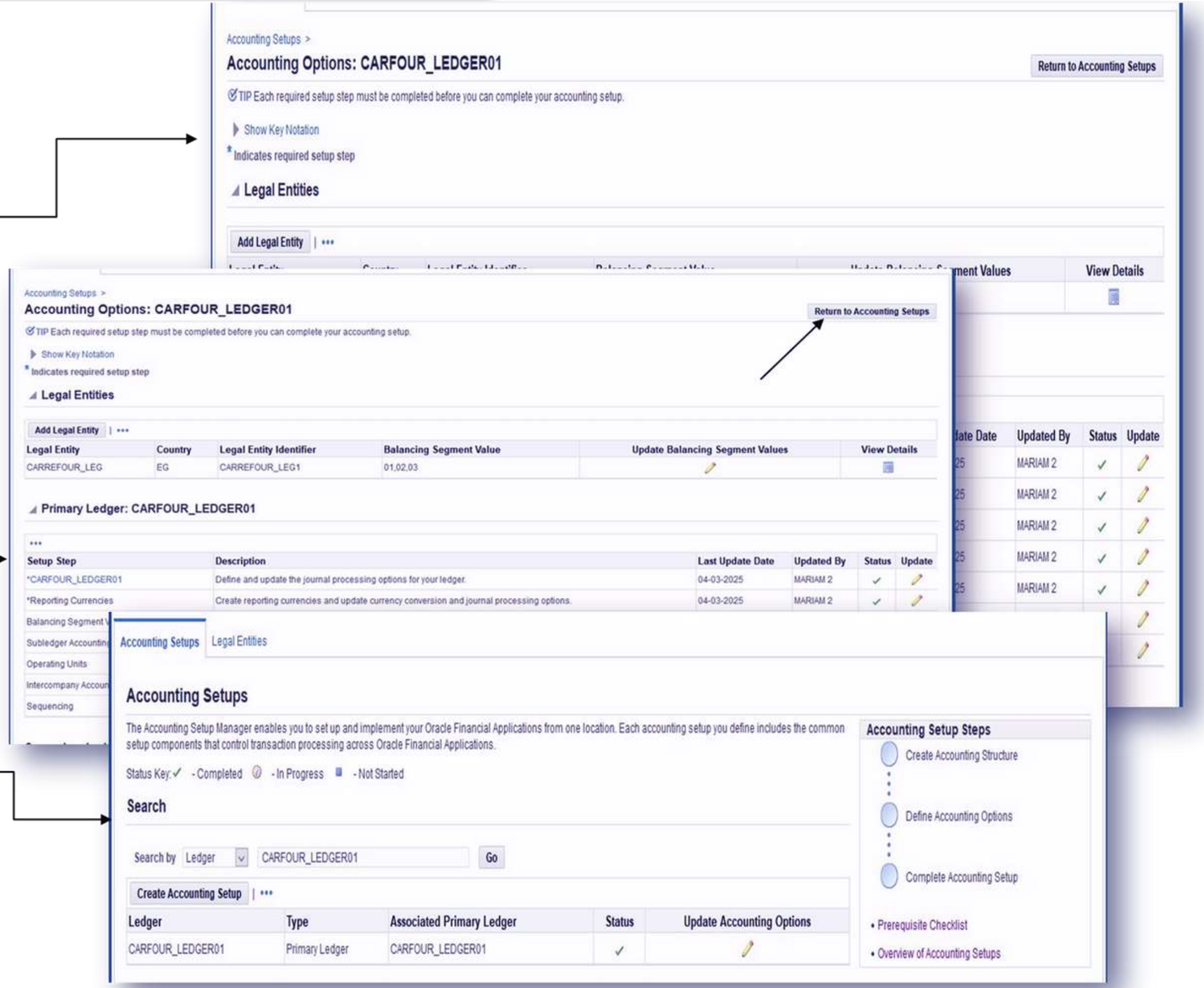
Importance:

- Submit accurate accounting and audit reports to regulators.
- Collaborate with the Board on:
  - Audit activities.
  - Calendar and currency updates.
  - Legal compliance (e.g., data conversion reviews).



Completion of Accounting Options

Check all the Setup step status are completed as

Click on „Return to Accounting Setups "button

Finally check the ledger status as completed