



ORACLE INTERFACE GUIDE

FOR

FINANCE SYSTEM ANALYST

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Chapter 1. Interface Overview

1.1 AR

1. Generate flat file. (Refer Chapter 2)
2. Upload flat file. (Refer Chapter 4)
3. Troubleshoot possible errors. (Refer Chapter 5)
4. If no more errors, proceed in preparing a Validation schedule. (Refer Chapter 3)
5. Inform users using the Validation schedule.

1.2 AP

1. Generate flat file. (Refer Chapter 2)
2. Validate the .301 and .302 using the RPI_MMSORA_VAL. (Refer Chapter 7)
3. Upload the flat file (Refer Chapter 4)
4. Troubleshoot possible errors. (Refer Chapter 5)
5. If no more errors, proceed in preparing a Validation schedule. (Chapter 3)
6. Inform users using the Validation schedule.

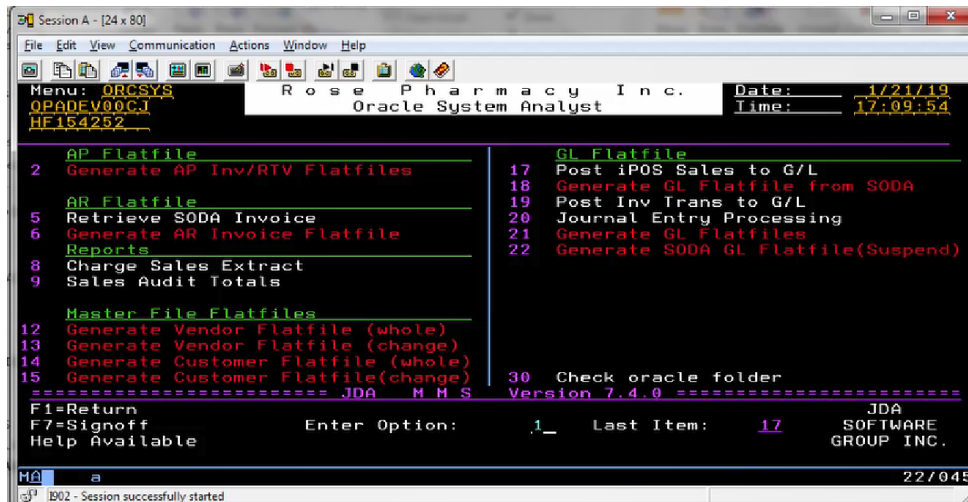
1.3 Inventory/Sales/SODA/HRPRO

1. Generating the flat file. (Refer Chapter 2)
2. Validate the flat file and prepare a Validation schedule. (Refer Chapter 3)
3. Upload the flat file. (Refer Chapter 4)
4. Troubleshoot possible errors. (Refer Chapter 5)
5. If no more errors, proceed in finishing the Validation Schedule for SUMMARY and DETAILS sheets. (Refer Chapter 3)
6. Check if all Debit and Credits of JDA, SUMMARY and DETAILS sheet is equal.
7. If all requisites below are satisfied you can now post using the batches using the ENTER JOURNAL window.
8. Inform users using the Validation schedule.

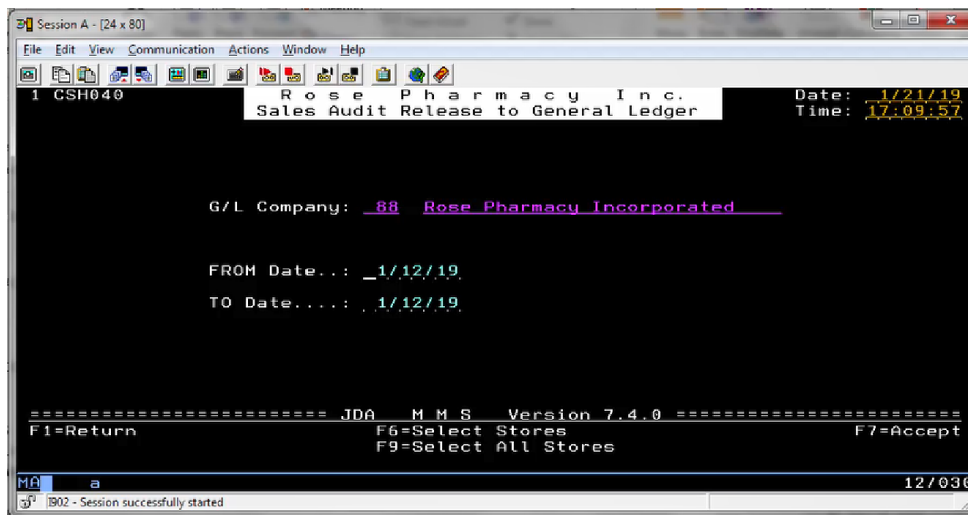
Chapter 2. How to generate flat file using JDA.

2.1 SALES

1. Wait for the Sales acceptance notification from Sales Audit.
2. Open JDA, and go to 17 Post iPOS Sales to G/L.



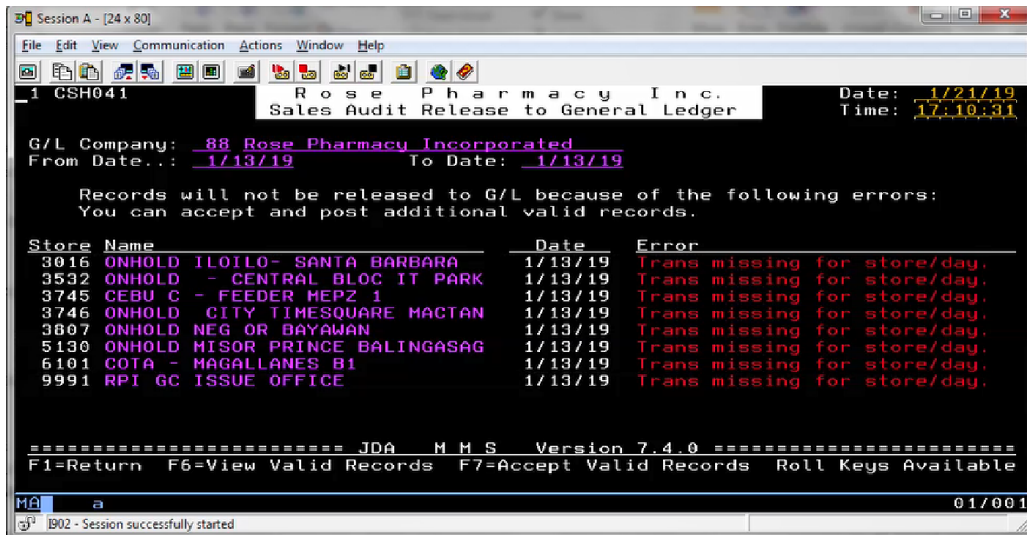
3. Enter the date.



4. Press F9 and down two times.
5. Press F7.
6. Press F7 again

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- Copy information of the Sales of the stores that have an "ONHOLD" on it and stores with no statuses indicated just like the store 3745 and 6101. Inform Sales Audit.



```

Session A - [24 x 80]
File Edit View Communication Actions Window Help
1 CSH041 Rose Pharmacy Inc. Date: 1/21/19
Sales Audit Release to General Ledger Time: 17:10:31

G/L Company: 88 Rose Pharmacy Incorporated
From Date: 1/13/19 To Date: 1/13/19

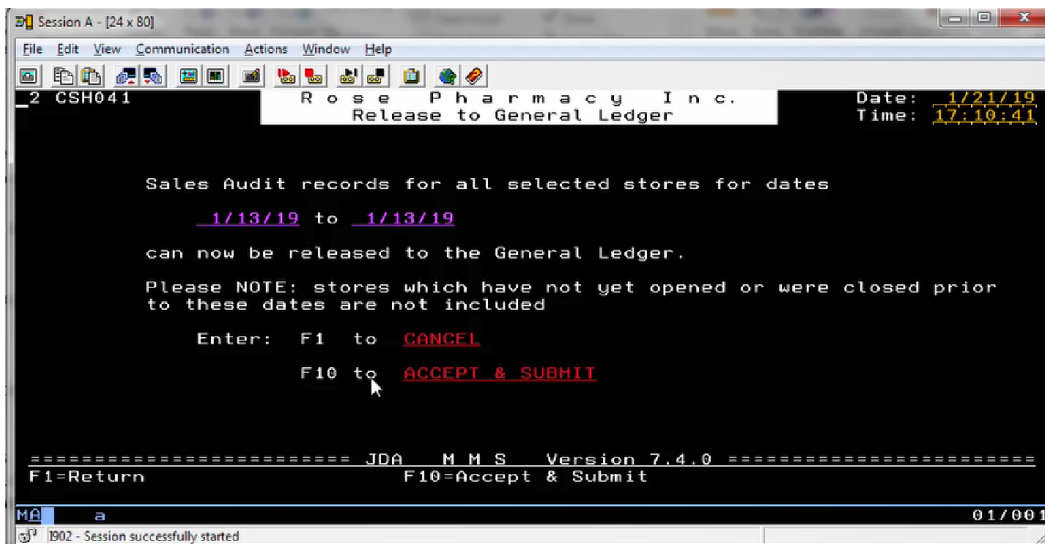
Records will not be released to G/L because of the following errors:
You can accept and post additional valid records.

Store Name Date Error
3016 ONHOLD ILOILO- SANTA BARBARA 1/13/19 Trans missing for store/day.
3532 ONHOLD - CENTRAL BLOC IT PARK 1/13/19 Trans missing for store/day.
3745 CEBU C - FEEDER MEPZ 1 1/13/19 Trans missing for store/day.
3746 ONHOLD CITY TIMESQUARE MACTAN 1/13/19 Trans missing for store/day.
3807 ONHOLD NEG OR BAYAWAN 1/13/19 Trans missing for store/day.
5130 ONHOLD HISOR PRINCE BALINGASAG 1/13/19 Trans missing for store/day.
6101 COTA - MAGALLANES B1 1/13/19 Trans missing for store/day.
9991 RPI GC ISSUE OFFICE 1/13/19 Trans missing for store/day.

===== JDA M M S Version 7.4.0 =====
F1=Return F6=View Valid Records F7=Accept Valid Records Roll Keys Available

MA a 01/001
1902 - Session successfully started
  
```

- Press F7 to accept.
- Press F10 to accept & submit.
- Press Enter.



```

Session A - [24 x 80]
File Edit View Communication Actions Window Help
2 CSH041 Rose Pharmacy Inc. Date: 1/21/19
Release to General Ledger Time: 17:10:41

Sales Audit records for all selected stores for dates
1/13/19 to 1/13/19
can now be released to the General Ledger.

Please NOTE: stores which have not yet opened or were closed prior
to these dates are not included

Enter: F1 to CANCEL
F10 to ACCEPT & SUBMIT

===== JDA M M S Version 7.4.0 =====
F1=Return F10=Accept & Submit

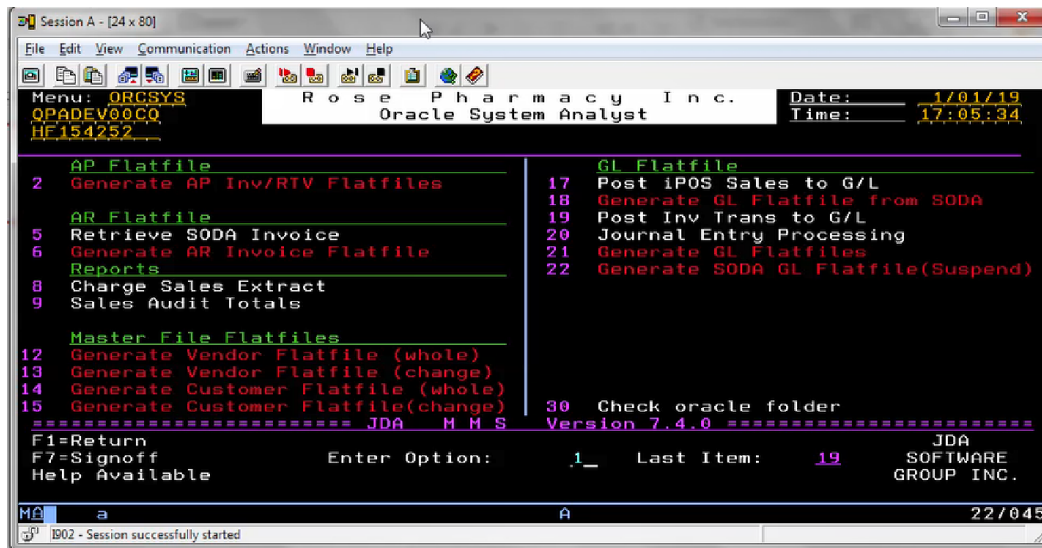
MA a 01/001
1902 - Session successfully started
  
```

- Choose 20 Journal Entry Processing to check if SA file have errors.
- Notify GL team to troubleshoot the errors.
- If done, Choose 21 Generate GL Flatfiles to generate the flat files.

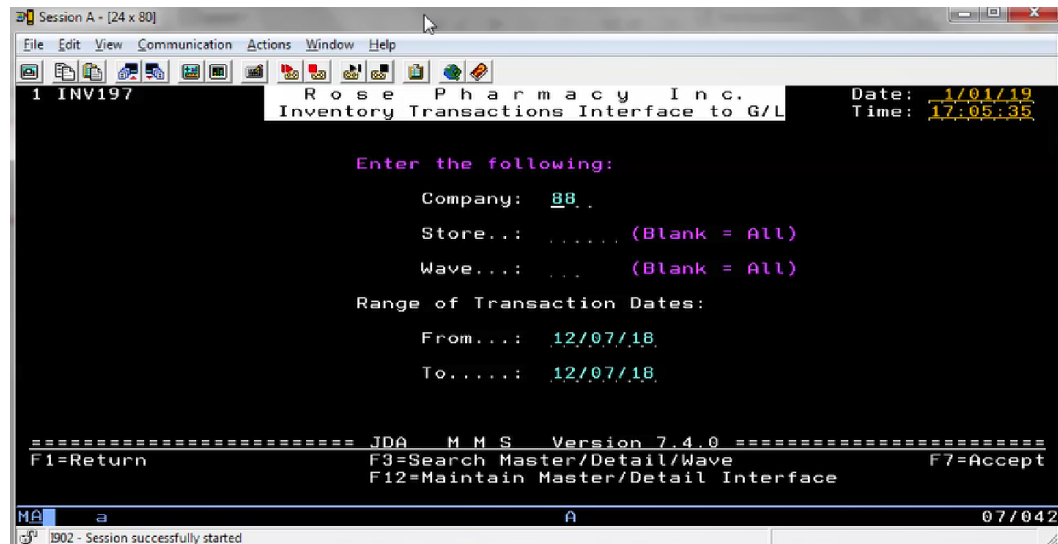
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2.2 INVENTORY

1. Open JDA, and choose 19 Post Inv Trans to G/L.

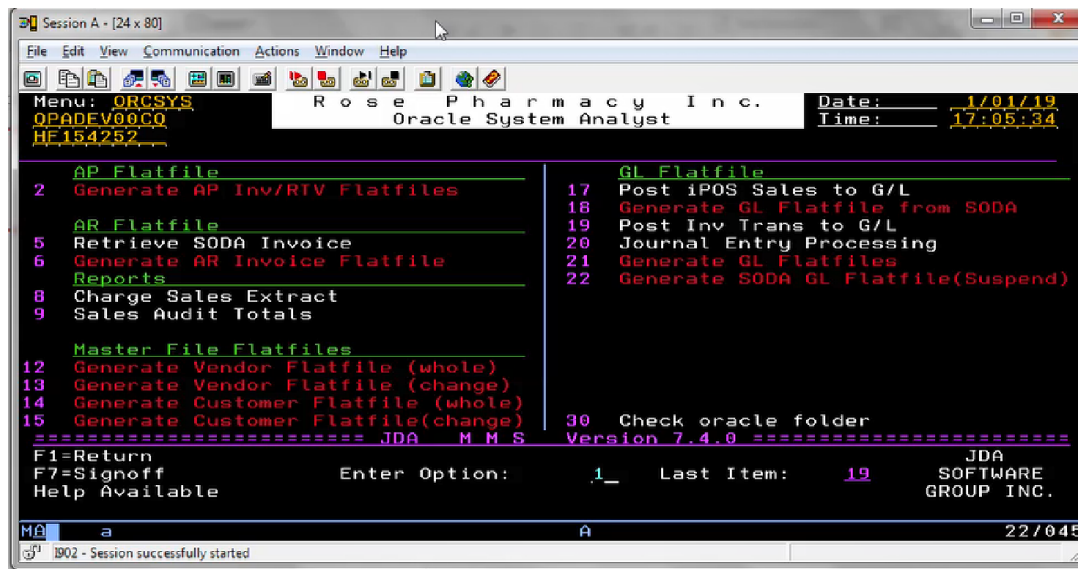


2. Fill up the company and date.



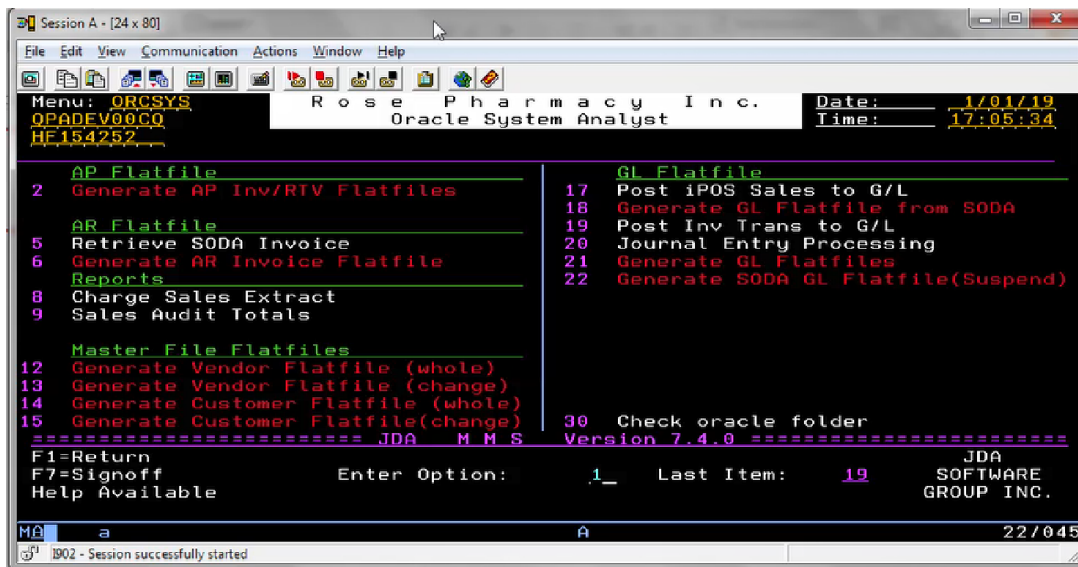
3. Press F7 and enter. Wait for several hours.
4. Choose 20 Journal Entry Processing to check if GI files have errors.
5. Notify GL team to troubleshoot the errors.
6. If done, Choose 21 Generate GL Flatfiles to generate the flat files.
7. Done.

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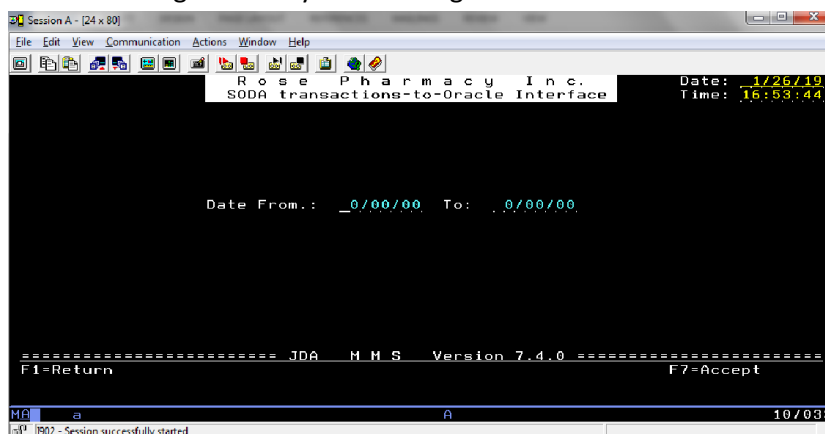


2.3 SODA

1. Open JDA, and choose 18 Generate GL Flatfile from SODA



2. Enter the range of date you want to generate.

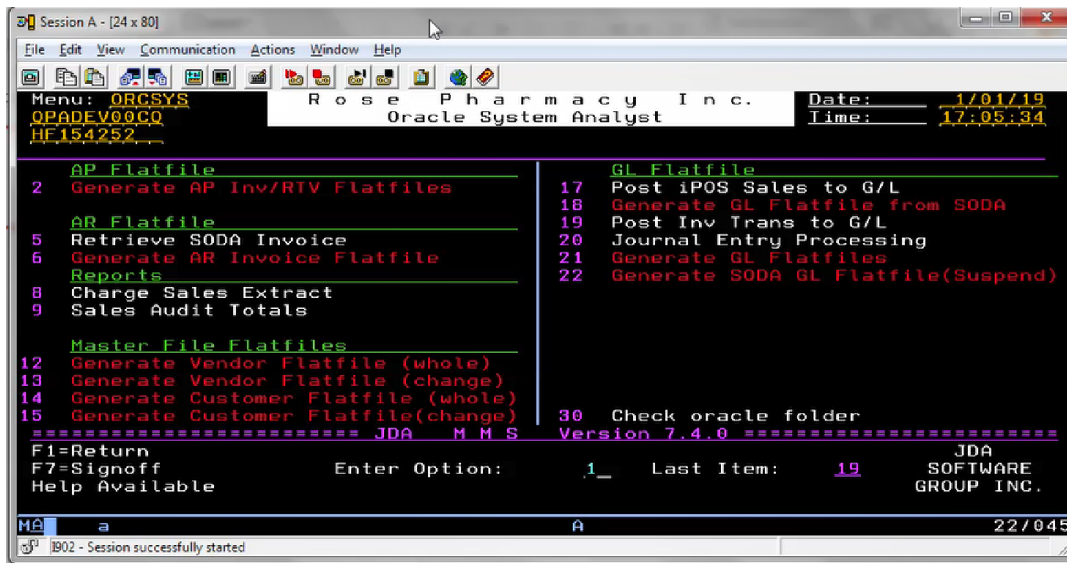


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3. Press F7.
4. Done.

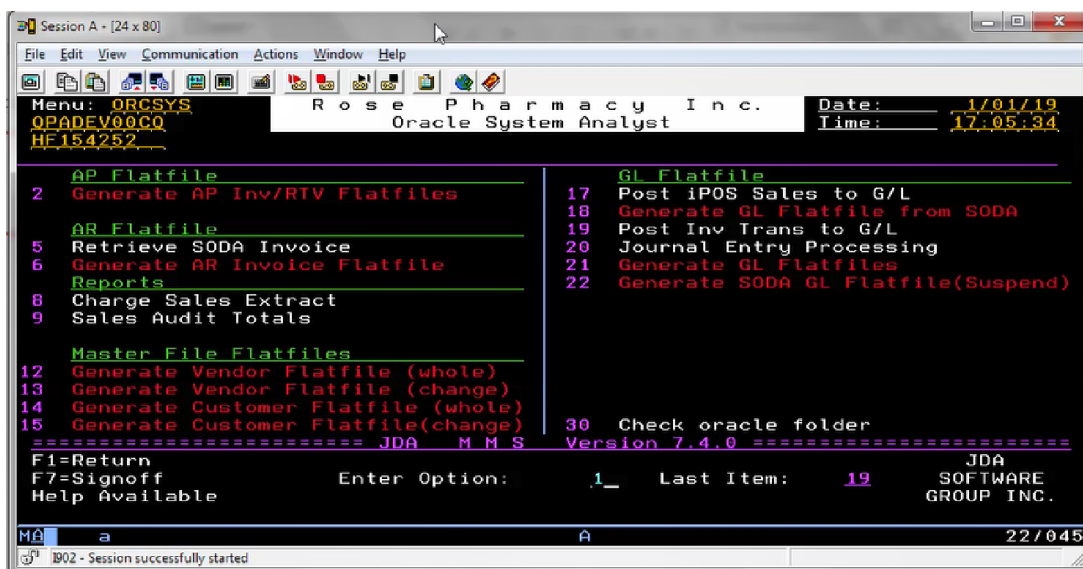
2.4 AP

1. Open JDA
2. Choose 2 Generate AP Inv/RTV Flatfiles



2.5 AR

1. Open JDA.
2. Choose 5 Retrieve SODA Invoice.
3. Wait for step 2 to be finished then Choose 6 Generate AR Invoice Flat file.



Chapter 3. How to prepare a Validation Schedule

3.1 AR and AP

1. Generate the RPI List Of AP invoices from interface for AP validation while RPI Corporate Sales Report for AR validation.
2. Open flat files uploaded.
3. Paste the flat files and reports generated. Get the necessary data for your validation. Example filter down the flat file name you want to validate.
4. Prepare sheets just like below. The following sheets contain the flat file and the reports generated for validation. JDA sheet has the consolidated data of all flat files.

AP

RPI080318_130207.301	RPI080318_130207.302	JDA	ORACLE
----------------------	----------------------	-----	--------

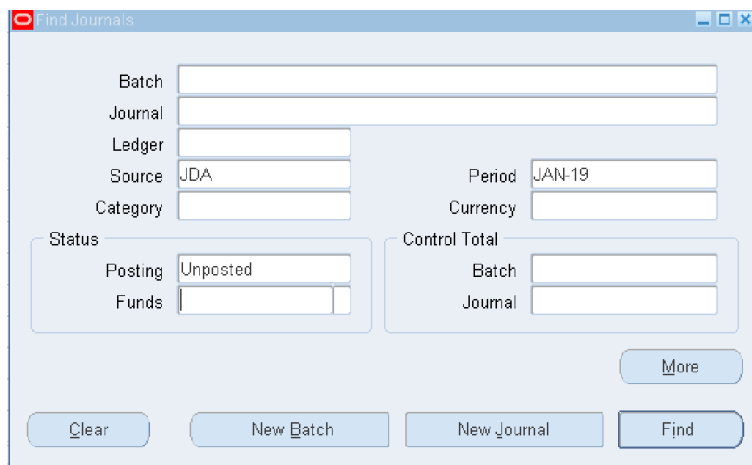
AR

RPI020419_105605.401_JDA	ORACLE
--------------------------	--------

5. The sum total for JDA and Oracle sheet should be equal.
6. Done.

3.2 Inventory/Sales/SODA/HRPRO

1. Paste the flat files in an excel file.
2. Check if Debit and Credit is equal.
3. Consolidate the flat file in JDA Sheet.
4. Upload the flat file.
5. Wait for the interface program to be completed.
6. Go to GL>Journals>Enter, find the data uploaded using the Find Journals.
7. Fill up the Source, Period and Posting fields.



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8. Export the data and paste the data in the Summary Sheet.

RPI050918_104922.501	RPI050918_104920.501	JDA	SUMMARY	DETAILS	ORACLE
----------------------	----------------------	-----	----------------	---------	--------

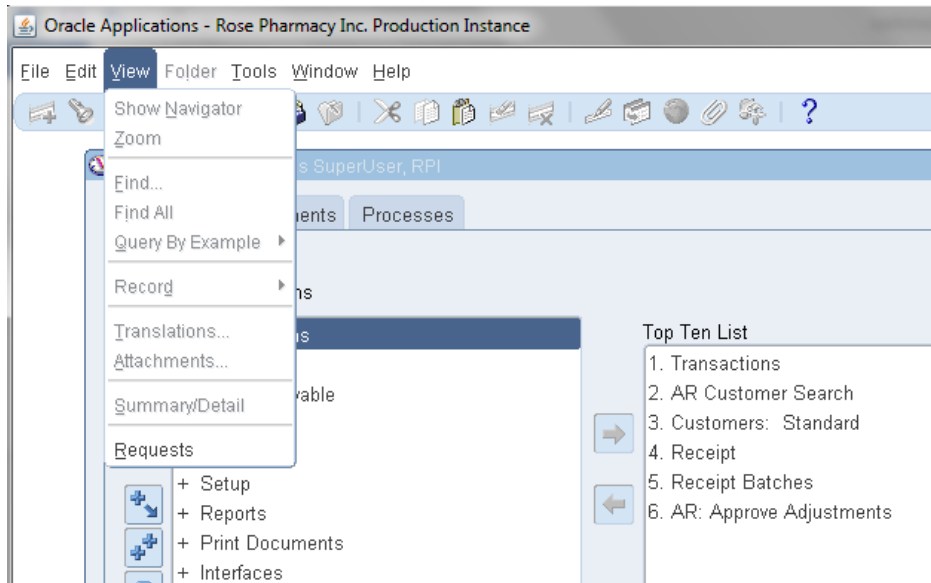
9. Generate RPI Journal Entries Report and paste the data in the Details Sheet.
10. Check if Debits and Credits are equal from JDA, SUMMARY and DETAILS sheet.
11. Check if all transactions that is using an Asset Account has a "00000000" location.
12. If 10 and 11 is satisfied you may proceed in posting.
13. Once done posting, Generate RPI Journal Entries Report for the Posted transaction.
14. Paste the Data in Oracle Sheet. Validate if Oracle sheet is equal to Details Sheet.
15. Done.

Chapter 4 How to generate reports related to interface and Running the Interface Program

4.1. AR

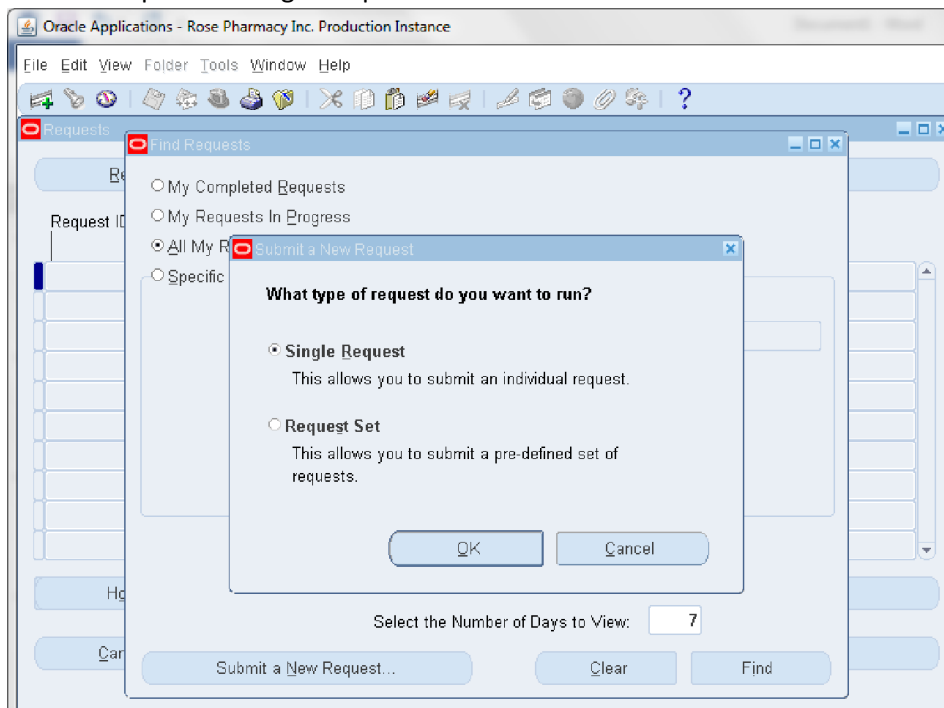
Step 1. Open the AR module.

Step 2. Click View.



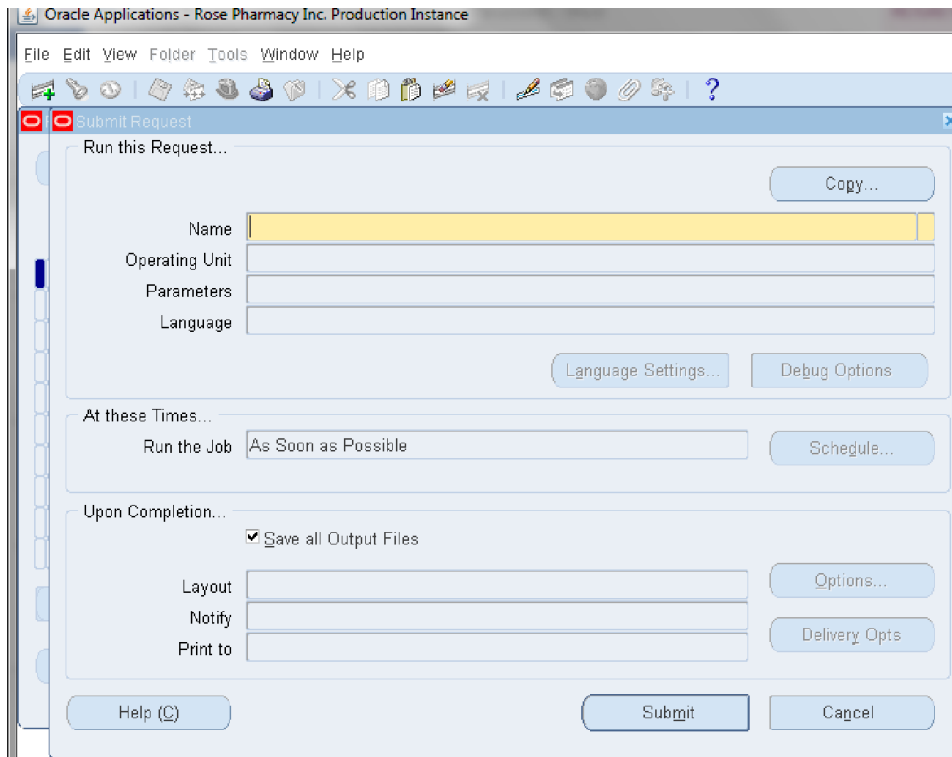
Step 3. Click Submit a New Request.

Step 4. Tick Single Request and Click Ok.



Step 5. Write the name of the report or the program.

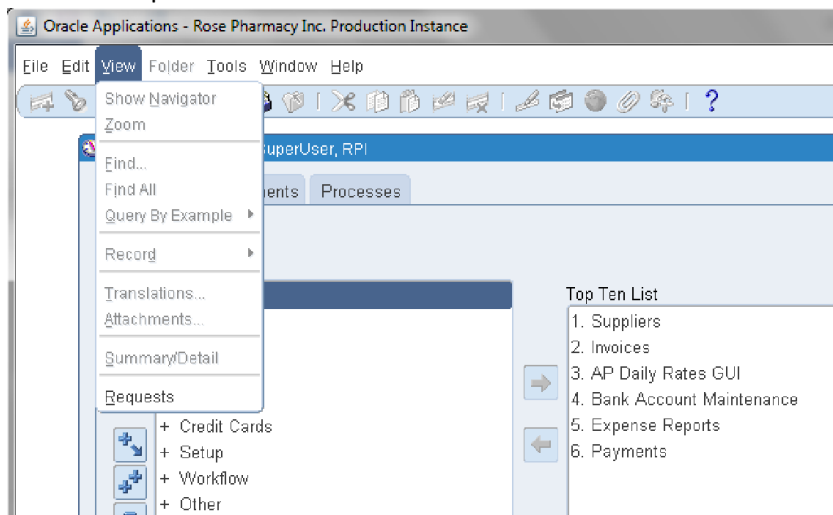
- RPI Corporate Sales Report = Report
- RPI AR Invoice Interface Main = Interface Program



4.2. AP

Step 1. Open the AP module.

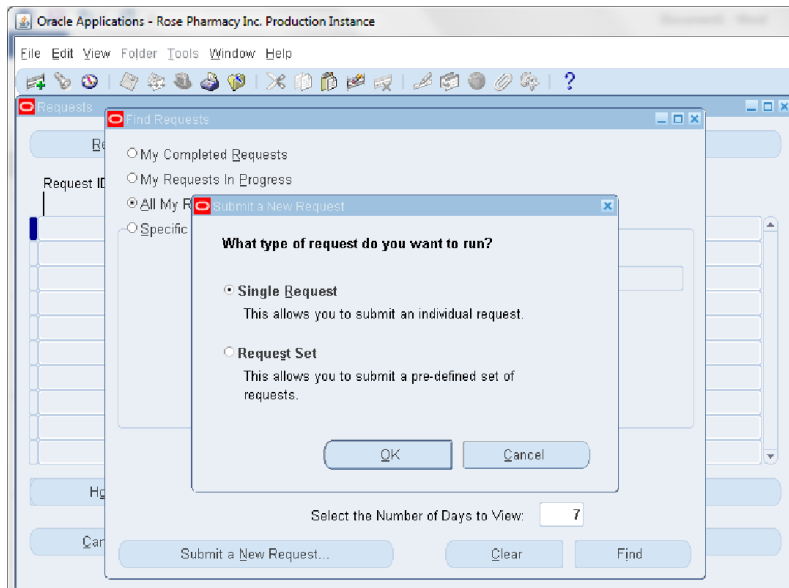
Step 2. Click View.



Step 3. Click Submit a New Request.

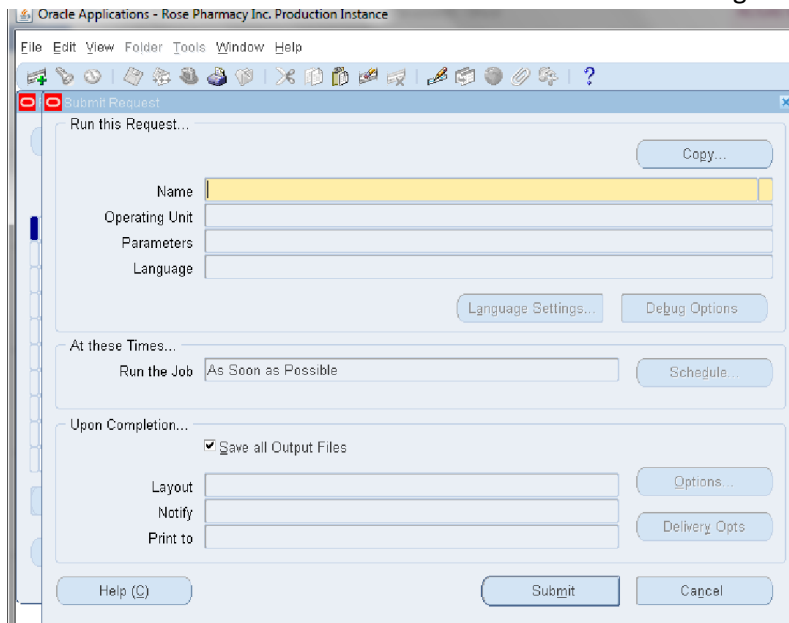
Step 4. Tick Single Request and Click Ok.

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Step 5. Write the name of the report or the program.

- RPI List Of AP invoices from interface = Report
- RPI AP Invoice Interface Main = Interface Program

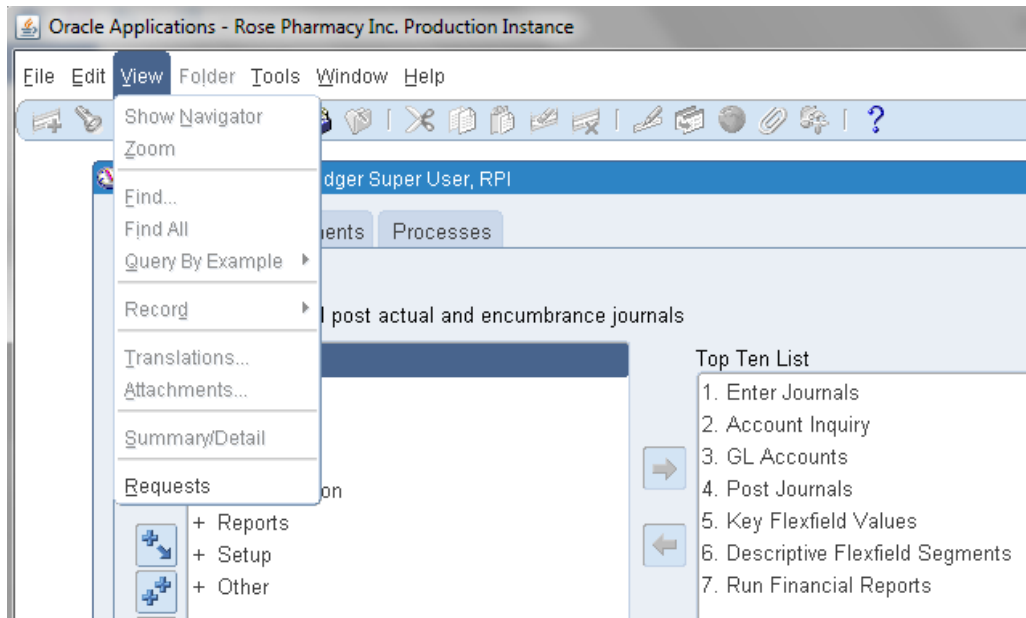


4.3 Inventory/Sales/SODA/HRPRO

Step 1. Open the GL module.

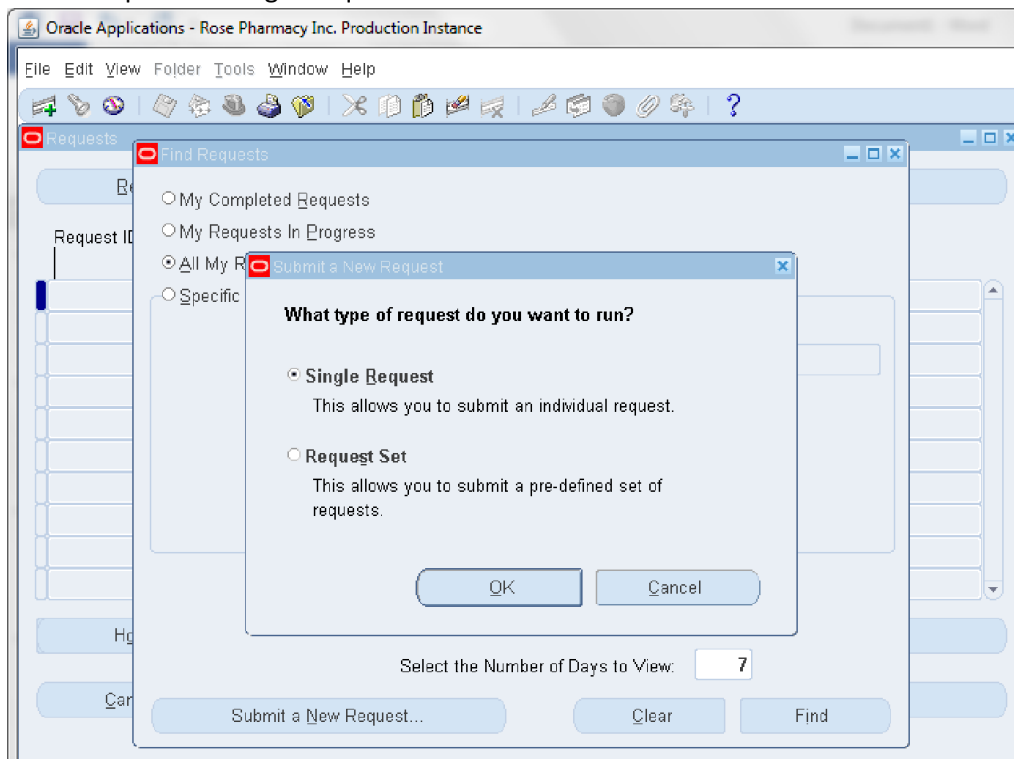
Step 2. Click View.

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Step 3. Click Submit a New Request.

Step 4. Tick Single Request and Click Ok.



Step 5. Write the name of the report or the program.

- RPI Journal Entries Report = Report
- RPI GL Journal Interface Main = Interface Program

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Oracle Applications - Rose Pharmacy Inc. Production Instance

File Edit View Folder Tools Window Help

Submit Request

Run this Request...

Copy...

Name

Operating Unit

Parameters

Language

Language Settings... Debug Options

At these Times...

Run the Job Schedule...

Upon Completion...

☒ Save all Output Files

Layout Options...

Notify Delivery Opts

Print to

Help (C) Submit Cancel

Chapter 5 Troubleshooting an error

7.1.AP errors

Cases

1. Supplier not existing
2. Supplier related errors
3. Invoice duplicates
4. Inactive suppliers

7.2.AR errors

Cases

1. Invoice duplicate
2. Customer not existing
3. Customer Site not existing
4. Inactive customers

7.3.SALES/INVENTORY/SODA

Cases

1. GL account code combination error
2. GL debits and credits is not equal

Solutions:

GL Account Combination error.

1. Go to GL module SETUP>ACCOUNTS>COMBINATIONS.
2. GL Account window should appear. The GL Account function is to define new accounts by creating new combinations of account segment values.
3. Create a new GL combination base on the error.
 - a. If the Account Code is an Asset or starts with 1, 2 or 3.
 - i. Create the new GL combination and add an effective date field "from" and "to".
 - ii. Add a new Alternate Account using a new combination but the location should be "00000000".
 - iii. The Alternate Account will be used instead of the newly created GL combination.

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GL Accounts (RPI)

enabled

Preserved

New GL combination

Date to deactivate the GL code combination

Effective Dates

Account	Type	From	To
88.110321.35363627.0000.00.0000	Asset	01-MAR-2018	01-MAR-2018

Accounting Flexfield

Company 88 RPI

Account Code 110321 PAYMaya Receivable

Location 35363627 CEBU B - HWAY ARGAO

Department 0000 NONE

Employee ID 00 NONE

Future2 0000 NONE

Alternate Account

Reconcile

Alternate Account
88.110321.00000000.0000.00.0000

Alternate Account

Company 88 RPI

Account Code 110321 PAYMaya Re

Location 00000000 NONE

Department 0000 NONE

Employee ID 00 NONE

Future2 0000 NONE

- b. If the Account Code is other than Asset or doesn't starts with 1, 2 or 3.
 - i. Create the new GL combination and add an effective date field "from". Leave to effective date "to" blank.

GL debits and credits is not equal

1. GL debits and Credits is not equal because of a missing field in the flat file.
2. Find the missing field.
3. Ask GL team to fill up the missing field.
4. Update the flat file.
5. Upload.
6. Done.

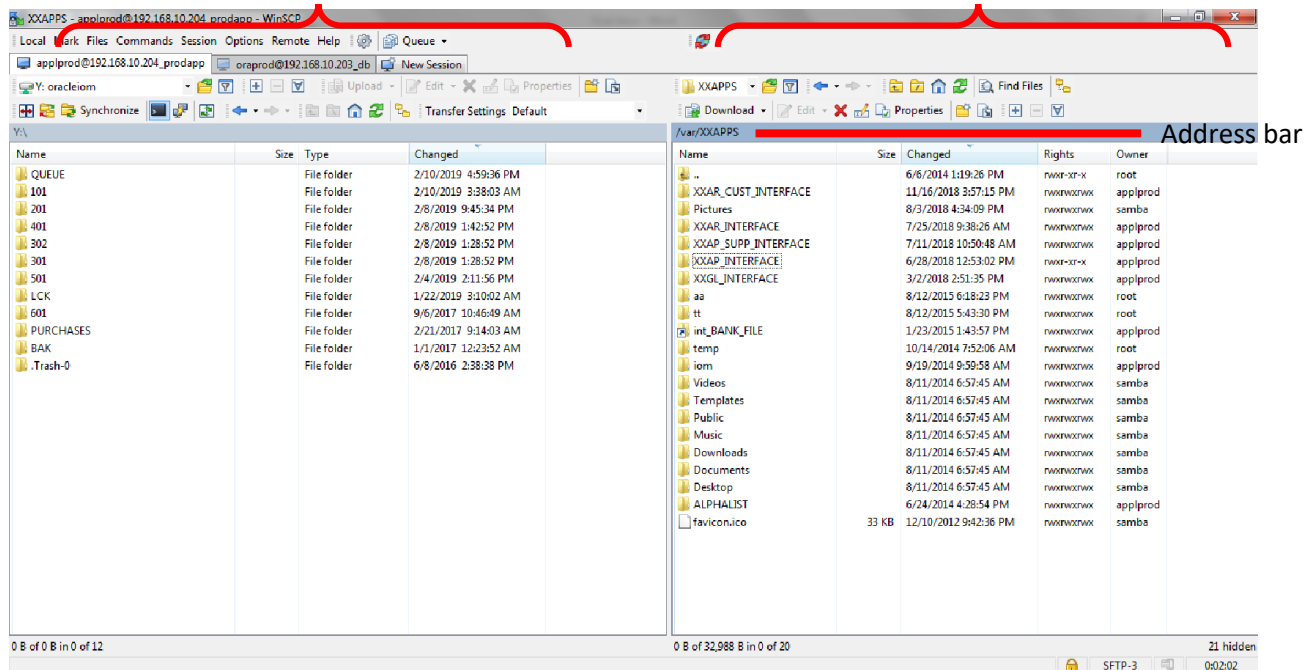
Chapter 6 Navigating WINSCP

Desktop User Interface

-Generated flat files will appear here.

Oracle User Interface

-Generated flat file will be moved here automatically for upload



Address where the flat files should be move for upload.

- /var/XXAPPS/XXAR_INTERFACE/invoice/RPI/data - .401 file or AR flat files
- /var/XXAPPS/XXAP_INTERFACE/invoice/RPI/data - .301 and .302 file or AP flat files
- /var/XXAPPS/XXGL_INTERFACE/invoice/RPI/data - .501 file and .hrpro or Inventory/Sales/SODA/HRPRO flat files
- /var/XXAPPS/XXAP_SUPP_INTERFACE/invoice/RPI/data - .201 file or Supplier flat files
- /var/XXAPPS/XXAR_CUST_INTERFACE/invoice/RPI/data - .101 file or Customer flat files

Chapter 7 Validation using RPI_MMSORA_VAL.

- 7.1. Open the RPI_MMSORA_VAL.
- 7.2. Change the date at today's date.

RPI - MMS Validation

7.2

Month End **11-Feb-19** <-- remember to change this before you click the button

7.3

Validate AP 301, 302

Validate AR 401

7.11

Create file AP 301, 302

Create file AR 401

MMS File	New MMS File name
RPI021119_130423.301	RPI021119_130423.301

Select folder for new MMS files

7.13

agaarevalo C:\Users\agaarevalo\Desktop\Interfa

- 7.3. Click the "Validate AP 301, 302"
- 7.4. Select the flat file to be validated.
- 7.5. Go to errors sheet to review the errors.
- 7.6. Troubleshoot the errors.
 - 7.6.1. Dates

Solution: Change the date into the 1st day of the latest open period.

- 7.6.2. Header and Detail amount is not equal.

Solution: Edit the Header. Make sure the Detail and Header is equal. The two ways to edit the header are to delete a row and edit the header columns.

- 7.7. Edit the column G, combine the last 4 digits of location in column Q and column G. Refer below for a sample.

<3791> AP885786 3082406/3032644
- 7.8. Edit the Column Q to "00000000" if Column P start with 1, 2, or 3.
- 7.9. Go back to System sheet.
- 7.10. Put the file name below the New MMS File name.
- 7.11. Click "Create file AP 301, 302" to create the flat file.
- 7.12. If there are still errors repeat step 7.6.
- 7.13. If no errors the flat file will be created in the address you assigned using "Select folder for new MMS files".
- 7.14. Done. The flat file is now ready for upload.