

# Sales Interface Process

## 1. Purpose

1.1. To have a standard navigational instruction to IT in the **Sales Interface Process**.

## 2. Scope

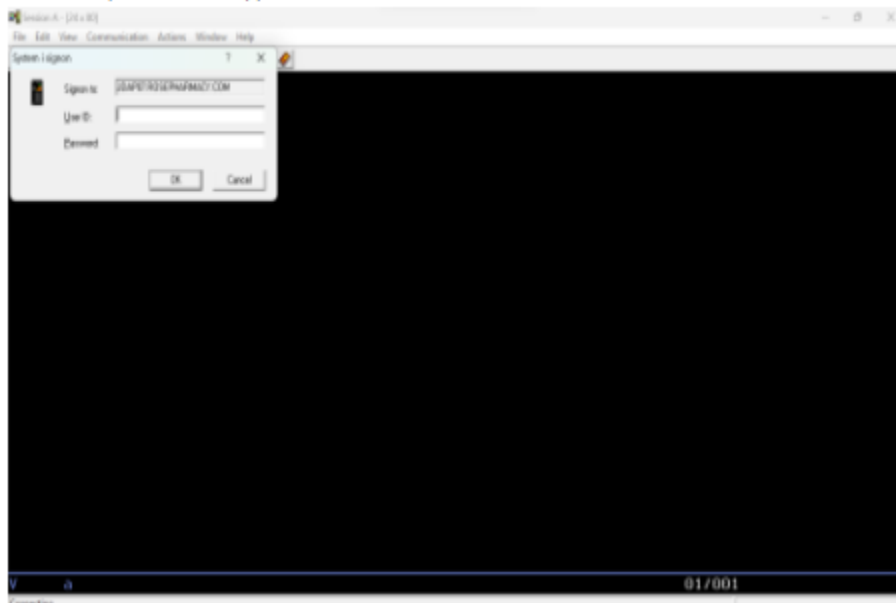
2.1. IT and Sales Audit

## 3. Implementing Guidelines

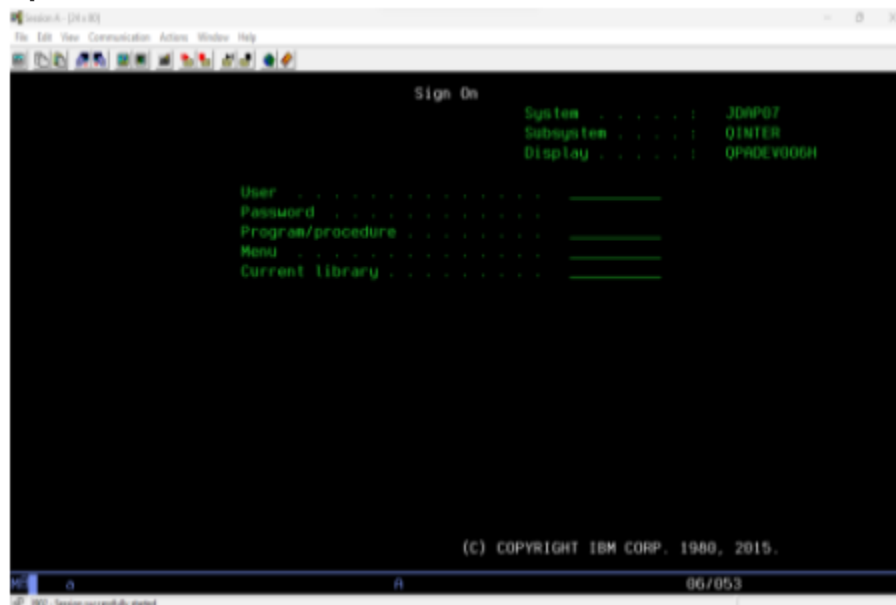
3.1. Refer accounting manual for detailed policy.

## 4. Navigation Procedures

4.1. Open JDA MMS application. Enter credentials for USER ID and Password.



Input User and Password. Press Enter.

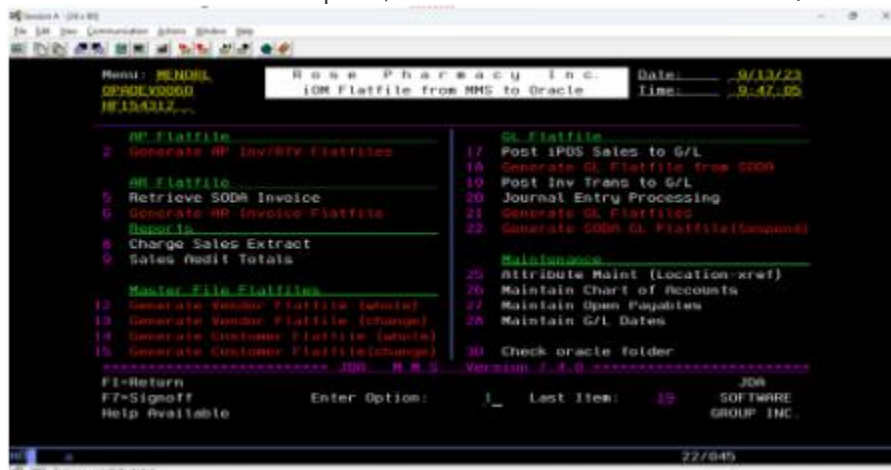


\*System name: JDAP07.ROSEPHARMACY.COM

4.2. Under Environment, input RPI. **Press Enter.**



4.3. Under Enter Option, choose **17** to Post iPOS Sales to G/L

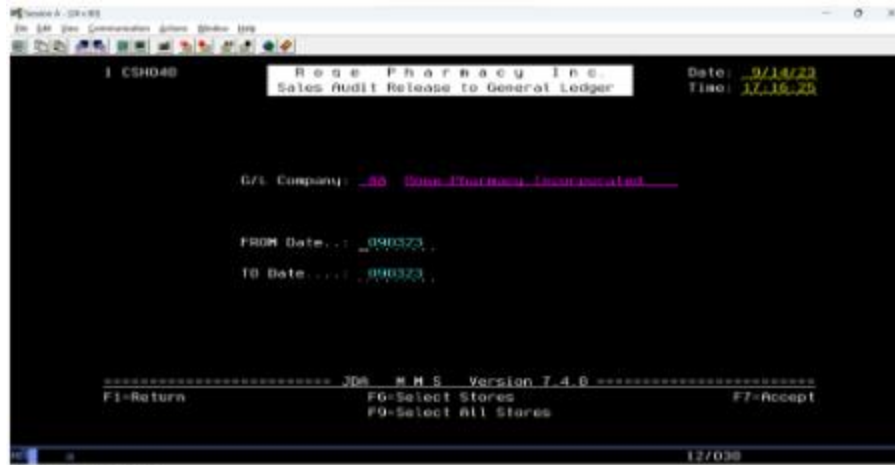


**Note:** Release Sales upon request of Sales Audit team

4.4. Fill up the fields for Range of Transaction Dates:

**From:** date of transaction

**To:** same date of transaction as the From field

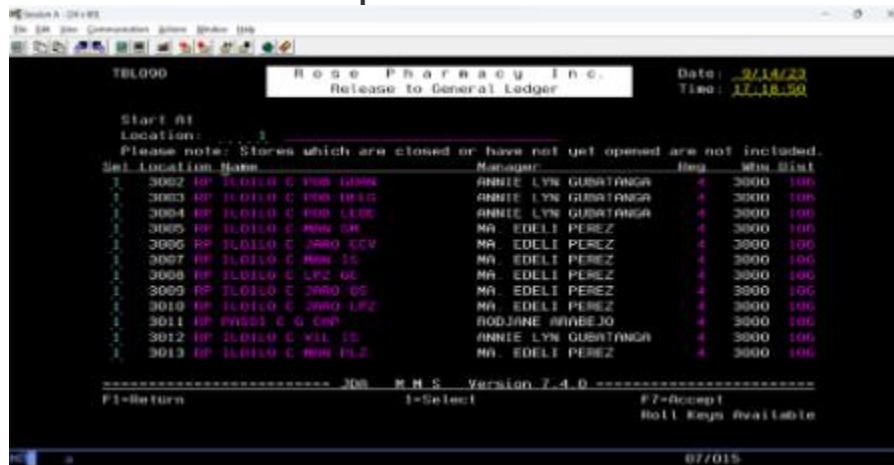


**Press F9 to Select All Stores.**

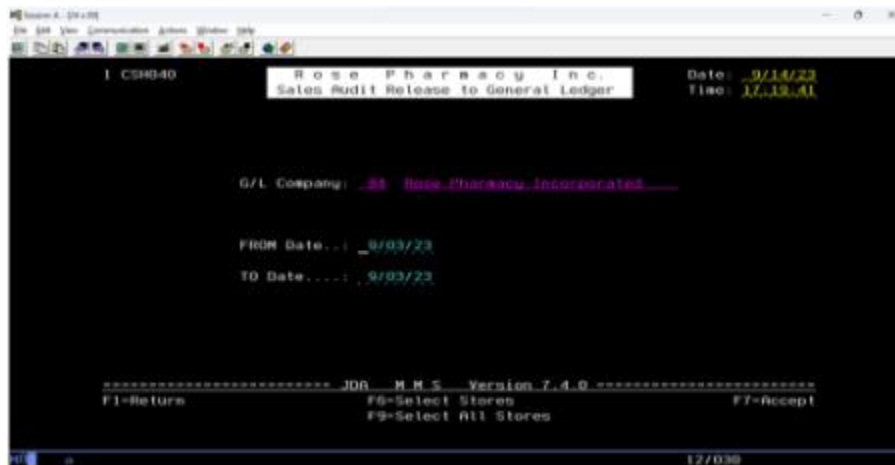
Note: Transaction date is on a per day basis, depending on the accepted sales dates by Sales Audit.

\*No sales can be released if there are no Sales transactions accepted by Sales Audit in JDA.

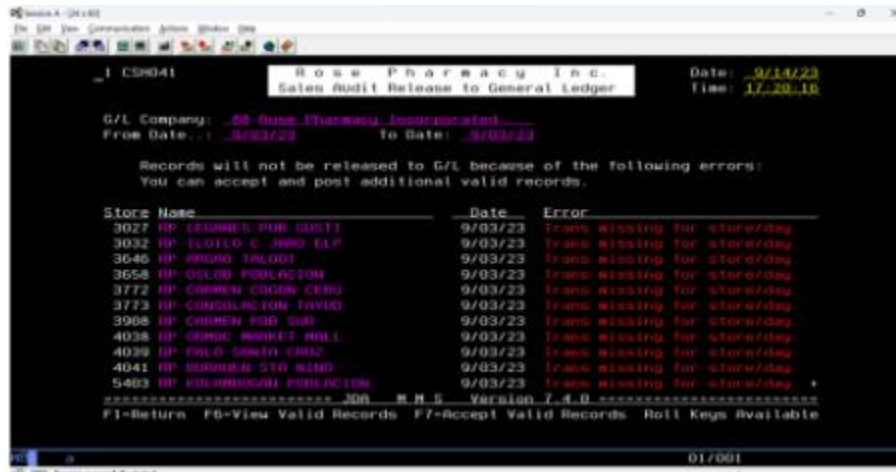
#### 4.5. Press F7 to Accept.



#### 4.6. Press F7.

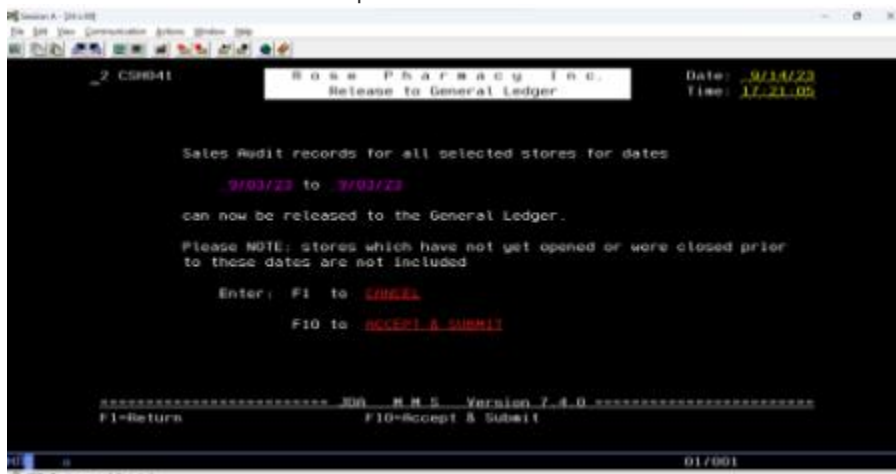


#### 4.7. Press F7 to accept valid records.

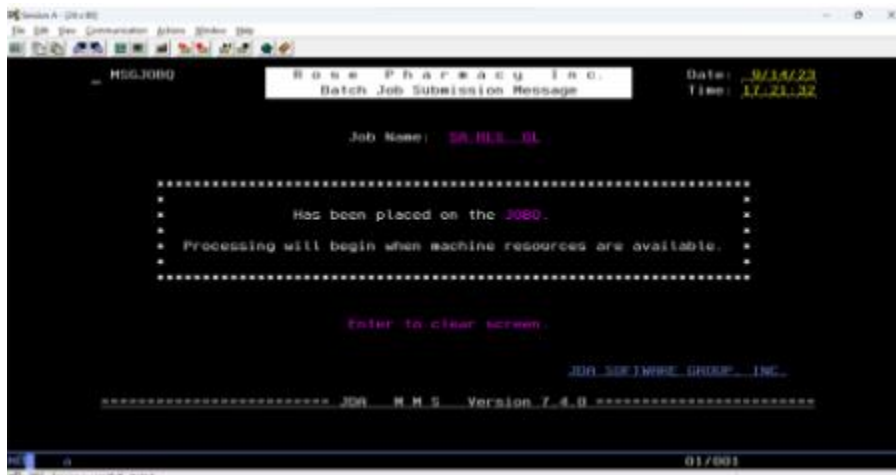


**Note:** Ensure that error should only be "Trans missing for store/day". If there is a different error, contact Sales Audit team to check. Exit window by pressing F1 and wait for feedback by team before proceeding with sales release process.

#### 4.8. Press F10 to accept & submit.

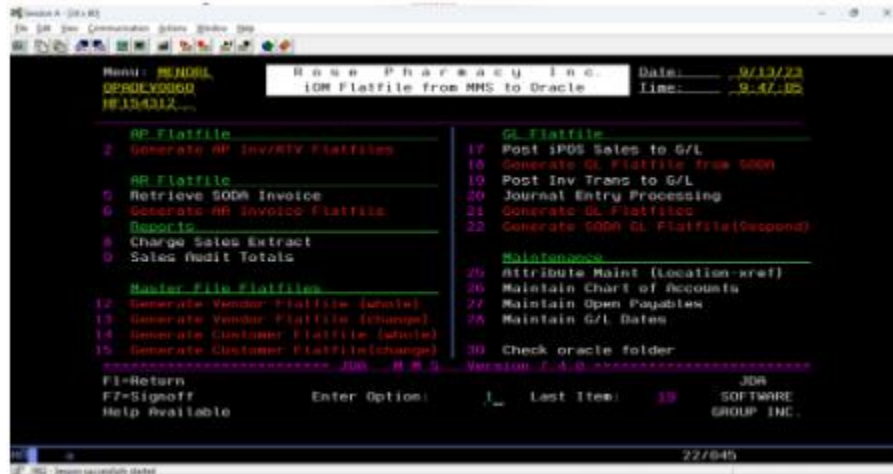


To redirect to Batch Job Submission Message screen:

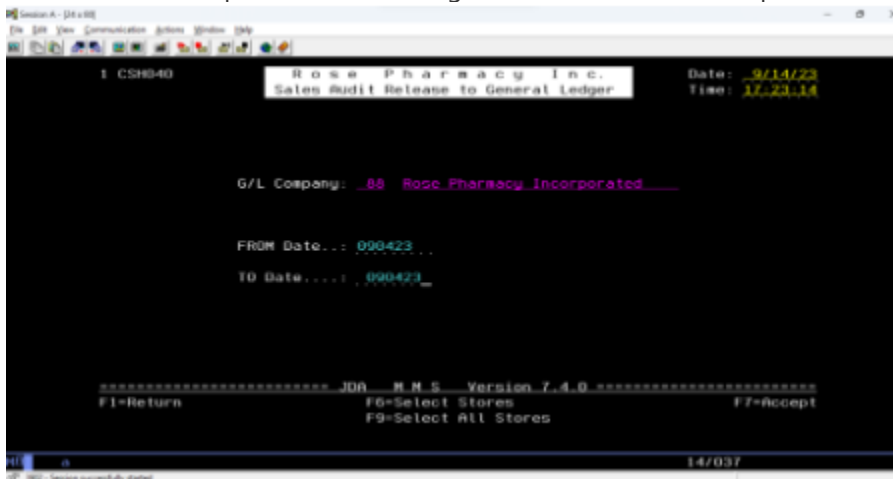


Press Enter to clear screen.

4.9. The main menu will appear again. In the Enter Option field, choose 17 to Post iPOS Sales to G/L.



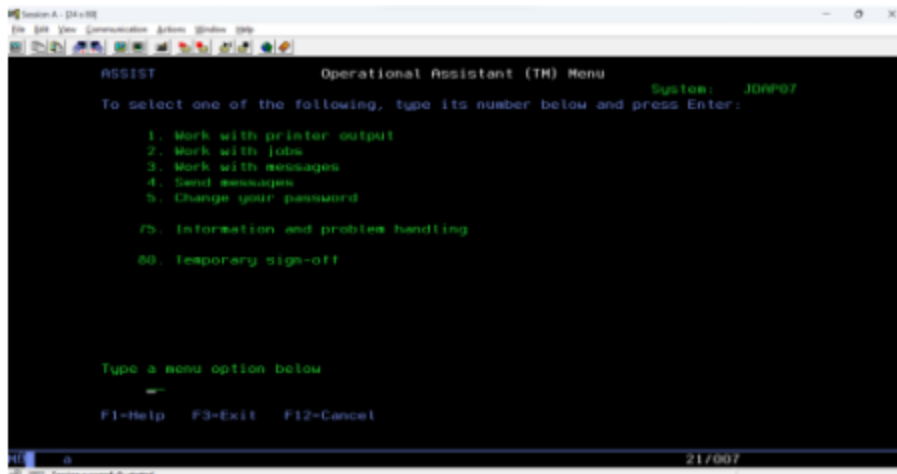
4.10. Fill up the fields for Range of Transaction Dates. Input the next accepted sales date.



Repeat the process until you reach the last accepted sales date.

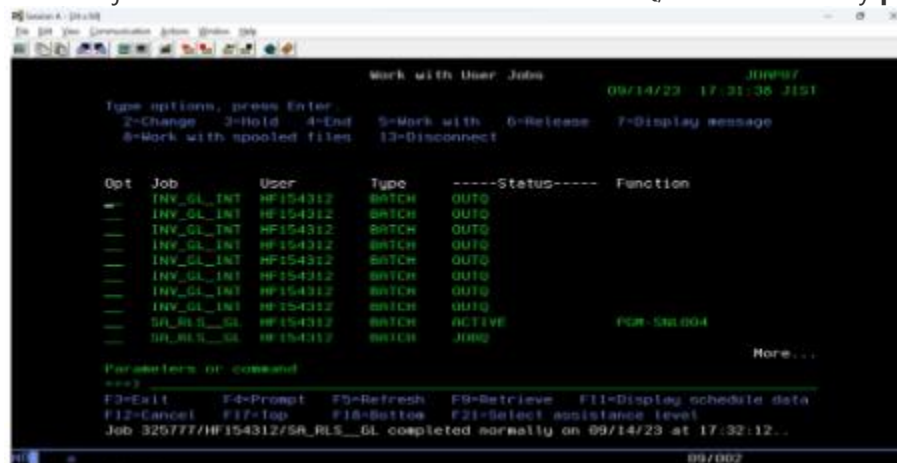
To reiterate, only release sales date that have been accepted by Sales Audit.

4.11. To check on the running SA jobs, **press Esc on keyboard**.  
Redirected to Operational Assistant Menu:



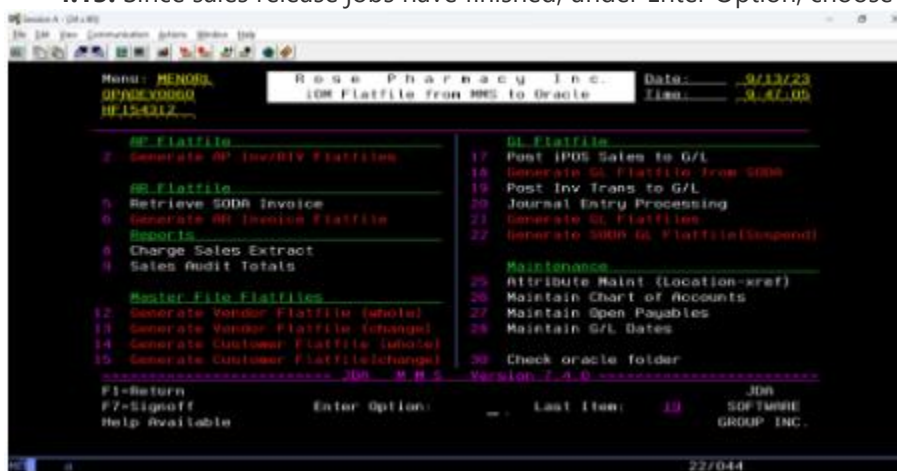
Type in 2 in field. **Press Enter.**

**4.12.** In the Work with User Jobs screen, check if there is JOBQ in the Status column under SA\_RLS\_GL Job. If all jobs under sales release have the status OUTQ, exit this menu by **pressing F3.**

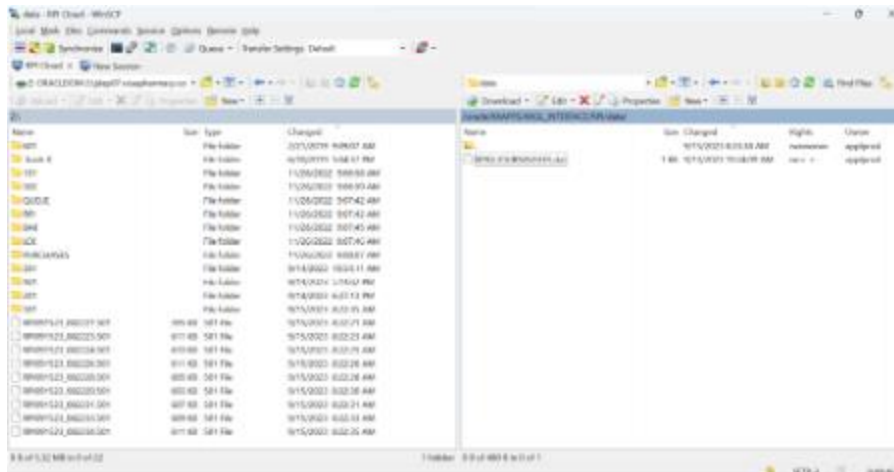


**Note:** JOBQ = ongoing or running job; OUTQ = completed job

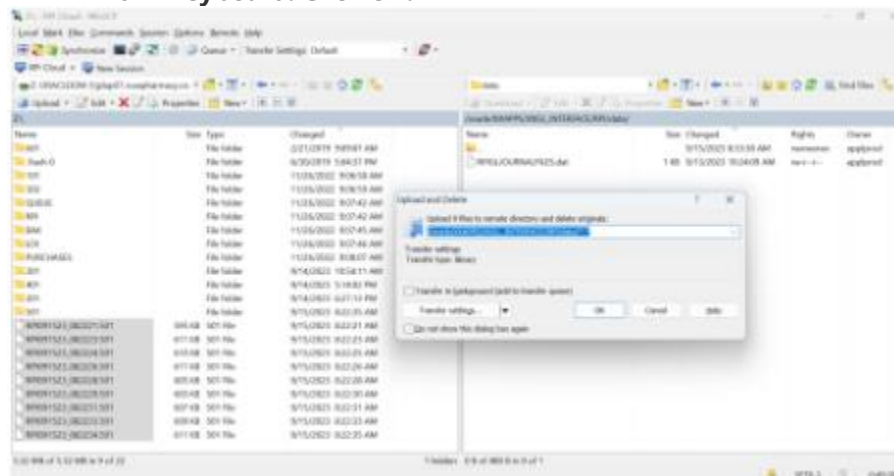
**4.13.** Since sales release jobs have finished, under Enter Option, choose 21 to Generate GL Flatfiles



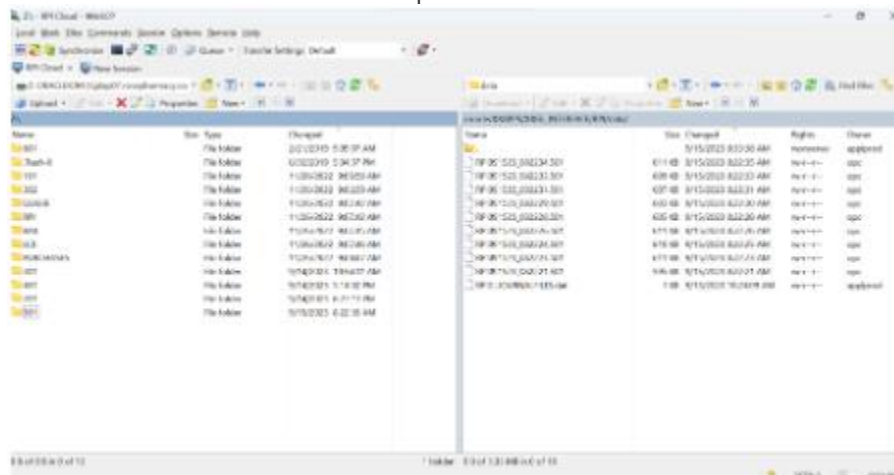
**4.14.** Go to WinSCP and open ORACLEIOM (\\jdp07.rosepharmacy.com) directory to access the generated .501 flat files. Wait for 30 mins before transferring flat file to ensure completeness of data.



**4.15.** Transfer .501 flat files to file path /oracle/XXAPPS/XXGL\_INTERFACE/RPI/data/ by **clicking F6 in keyboard. Click OK.**

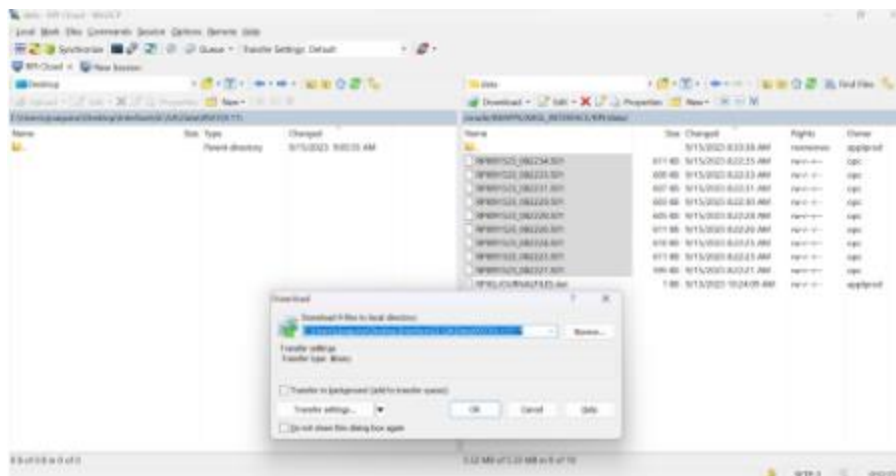


.501 flat files are transferred to file path:

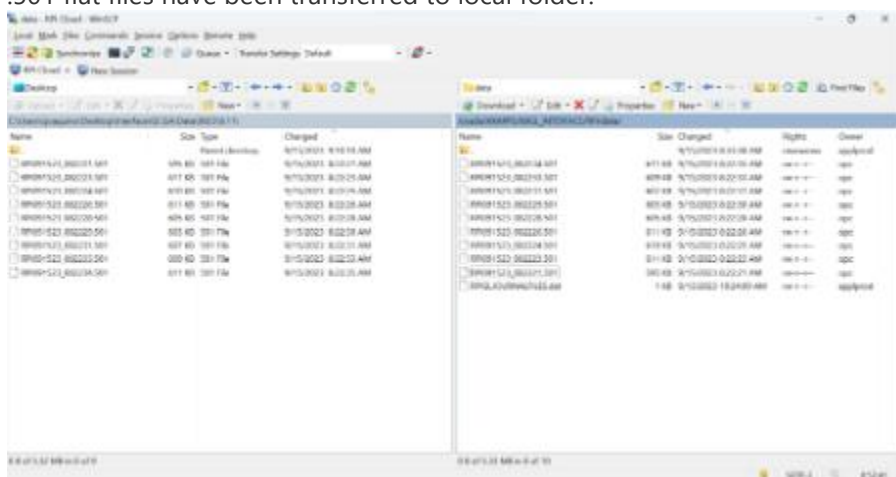


**4.16.** Transfer .501 flat files to local folder by **clicking F5 in keyboard. Click OK.**





.501 flat files have been transferred to local folder:

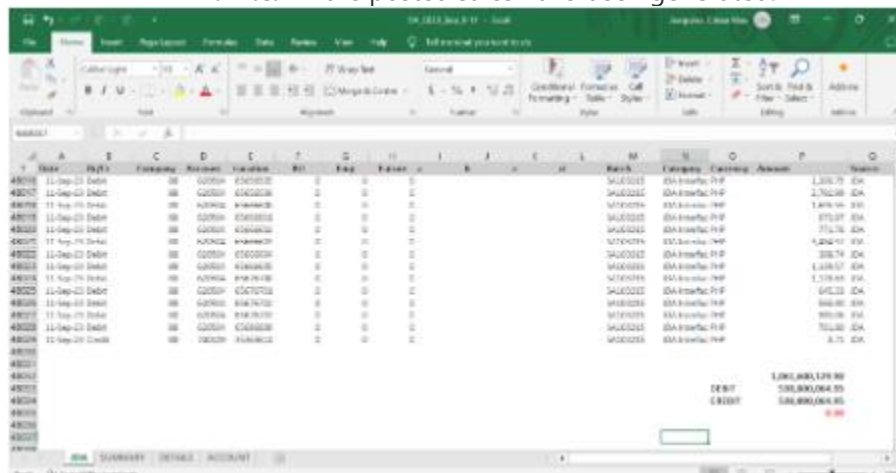


**4.17.** Prepare a validation file. Copy the contents of the .501 flat files to an Excel file. In the **JDA sheet**, validate file:


**4.17.a.** Debit and credit amounts are equal.

**4.17.b.** There are no missing accounts. Filter Account, Location. There should be no blanks. If there are blanks, send to GL team for validation so they could provide the GL account combination. Manually add to Excel file and to .501 flat file.

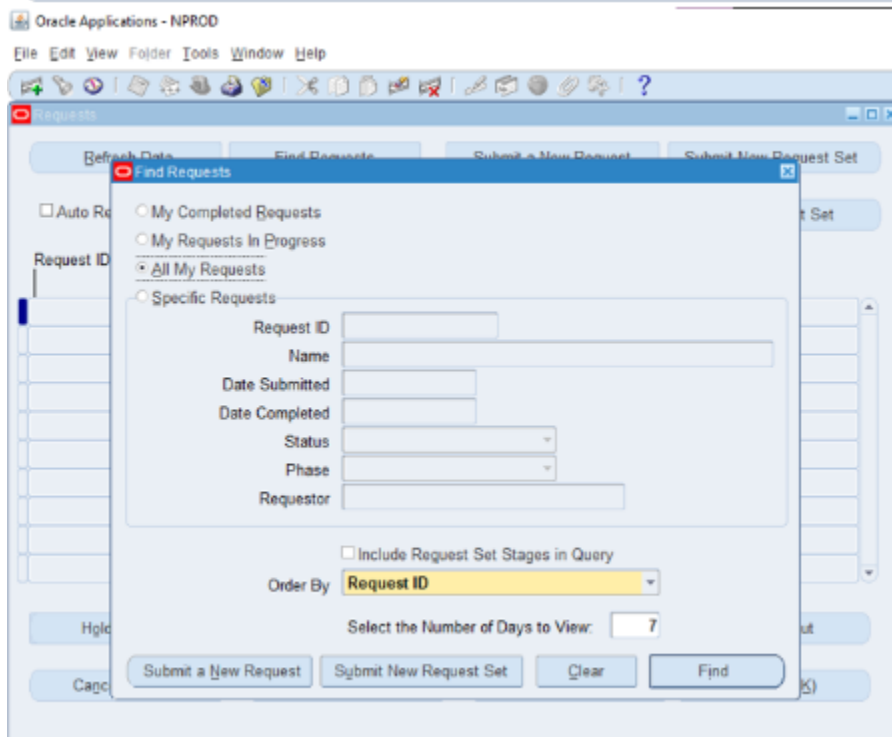
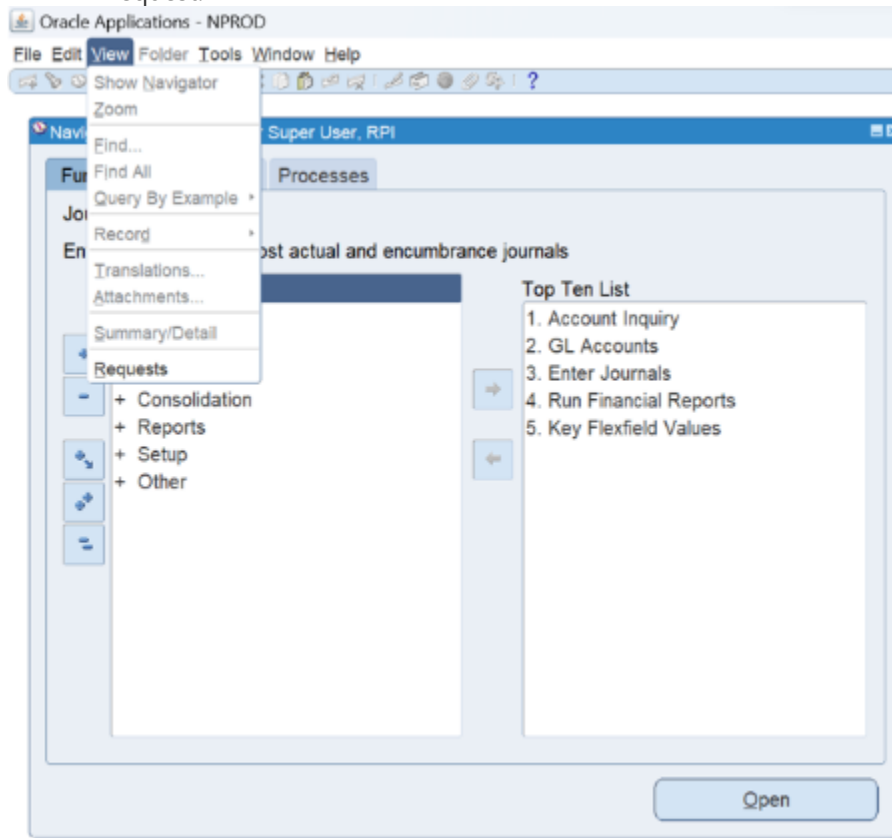
**4.17.c.** All the posted sales have been generated.



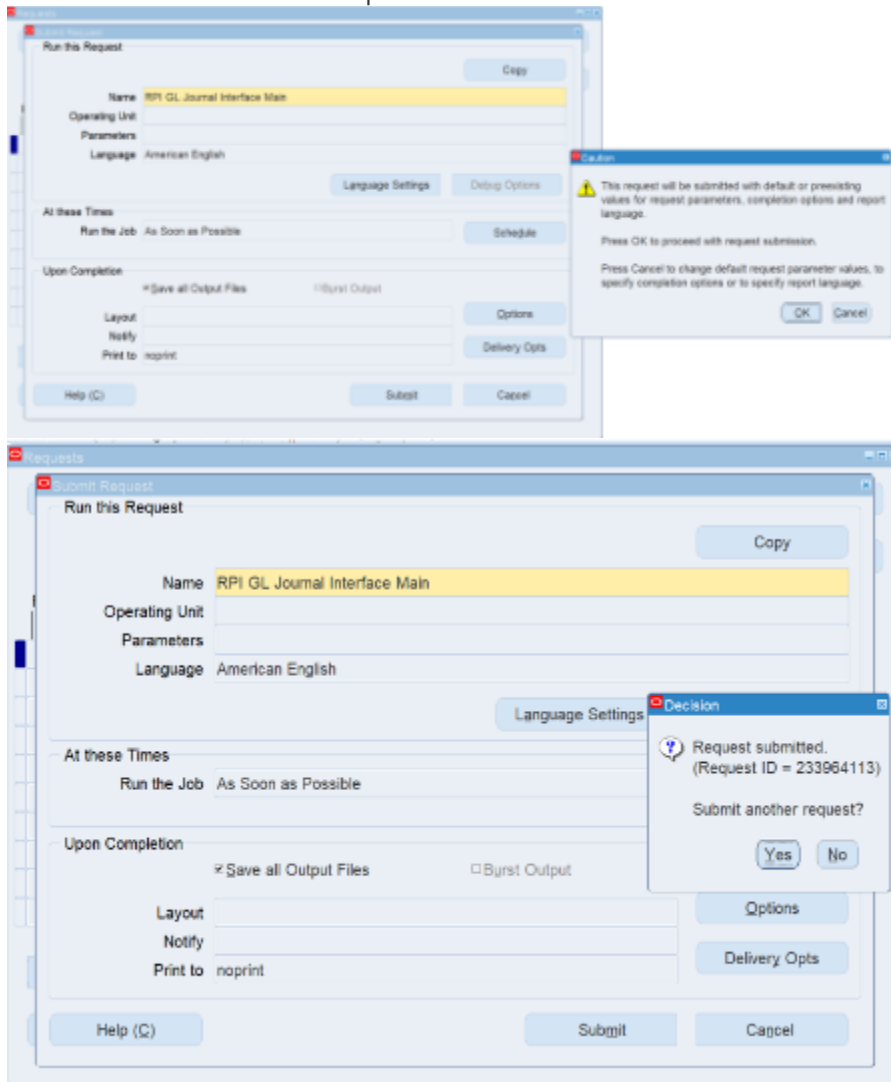


**4.18.** In WinSCP, click the Refresh  button.

**4.19.** In Oracle, under the General Ledger module, click View, then Requests. Click Submit a New Request.



**4.20.** Under Submit Request, type RPI GL Journal Interface Main. Click Submit and OK. Choose No for Submit another request.



**4.21.** Click Find to view the running request.

Oracle Applications - NPROD

File Edit View Folder Tools Window Help

Requests

Refresh Data Find Requests Submit a New Request Submit New Request Set

☐ Auto Refresh (X)

Request ID

Find Requests

☐ My Completed Requests  
☐ My Requests In Progress  
☒ All My Requests  
☐ Specific Requests

Request ID  
 Name  
 Date Submitted  
 Date Completed  
 Status  
 Phase  
 Requestor

☐ Include Request Set Stages in Query

Order By Request ID

Select the Number of Days to View: 7

Submit a New Request Submit New Request Set Clear Find

Requests

Refresh Data Find Requests Submit a New Request Submit New Request Set

☐ Auto Refresh (X)

Copy Single Request Copy Request Set

Request ID	Name	Parent	Phase	Status	Parameters
233966043	RPI (GL Journal Interface)		Running	Normal	2762, 81,
233966042	RPI (GL Journal Interface -		Completed	Normal	RPJGLFILES.dat, \$GL_TOP/b
233966041	RPI (GL Journal - upload to		Completed	Normal	/oracle/XXAPPS/XXGL_INTEF
233966040	RPI (GL Journal - Get Files		Completed	Normal	/oracle/XXAPPS/XXGL_INTEF
233966039	RPI GL Journal Interface fr		Running	Normal	2762, 81, 1000

4.22. If the request status is Completed - Error, click View Output on the request ID with Completed – Error status.

Requests					
Refresh Data		Find Requests		Submit a New Request	
Auto Refresh (X)		Copy Single Request		Copy Request Set	
Request ID	Name	Parent	Phase	Status	Parameters
233966043	RPI (GL Journal Interface)		Completed	Error	2762, \$1.
233966042	RPI (GL Journal Interface -		Completed	Normal	RPIGLFILES.dat, \$GL_TOP/b
233966041	RPI (GL Journal - upload te		Completed	Normal	/oracle/XXAPPS/XXGL_INTEF
233966040	RPI (GL Journal - Det Files		Completed	Normal	/oracle/XXAPPS/XXGL_INTEF
233966039	RPI GL Journal Interface M		Completed	Error	2762, \$1, 1000
233965573	RPI Customer Listing		Completed	Normal	
233965571	RPI (Customer Interface - I		Completed	Normal	RPIARFILES.txt, /oracle/XXAF
233965557	DQM Serial Sync Index Prt		Completed	Normal	
233965556	RPI (Customers Interface)		Completed	Normal	2762, \$1.
233965555	RPI (Customer Interface - I		Completed	Normal	RPIARFILES.txt, \$AR_TOP/bi
Hold Request		View Details		ReRun Request	
Cancel Request		Diagnostics		Reprint/Republish (J)	
				View Log (K)	

4.23. In the browser, check the errors and the flat files that were not uploaded due to these errors.

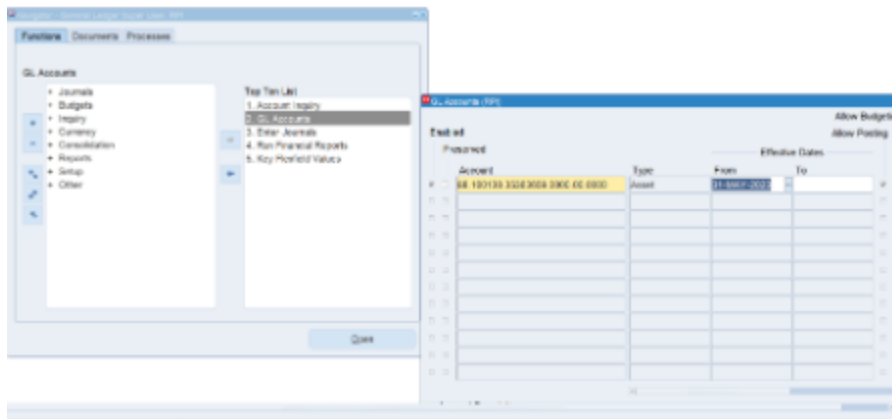
```

<-- GL JOURNAL AUDIT LOG REPORT -->

-- ERROR Text File: /oracle/XXAPPS/XXGL_INTERFACE/RPI/data/RPI091523_082223.501
-- ERROR Text File: /oracle/XXAPPS/XXGL_INTERFACE/RPI/data/RPI091523_082224.501
-- ERROR Text File: /oracle/XXAPPS/XXGL_INTERFACE/RPI/data/RPI091523_082226.501
-- ERROR Text File: /oracle/XXAPPS/XXGL_INTERFACE/RPI/data/RPI091523_082228.501
-- ERROR Text File: /oracle/XXAPPS/XXGL_INTERFACE/RPI/data/RPI091523_082229.501
-- ERROR Text File: /oracle/XXAPPS/XXGL_INTERFACE/RPI/data/RPI091523_082231.501
-- ERROR Text File: /oracle/XXAPPS/XXGL_INTERFACE/RPI/data/RPI091523_082233.501
-- ERROR Text File: /oracle/XXAPPS/XXGL_INTERFACE/RPI/data/RPI091523_082234.501

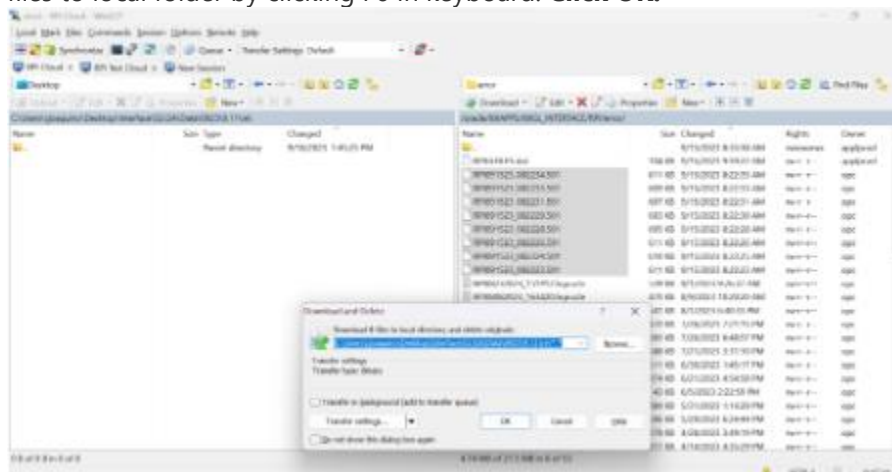
```

4.24. In Oracle, set up the not existing GL code combinations. Go to GL Accounts.

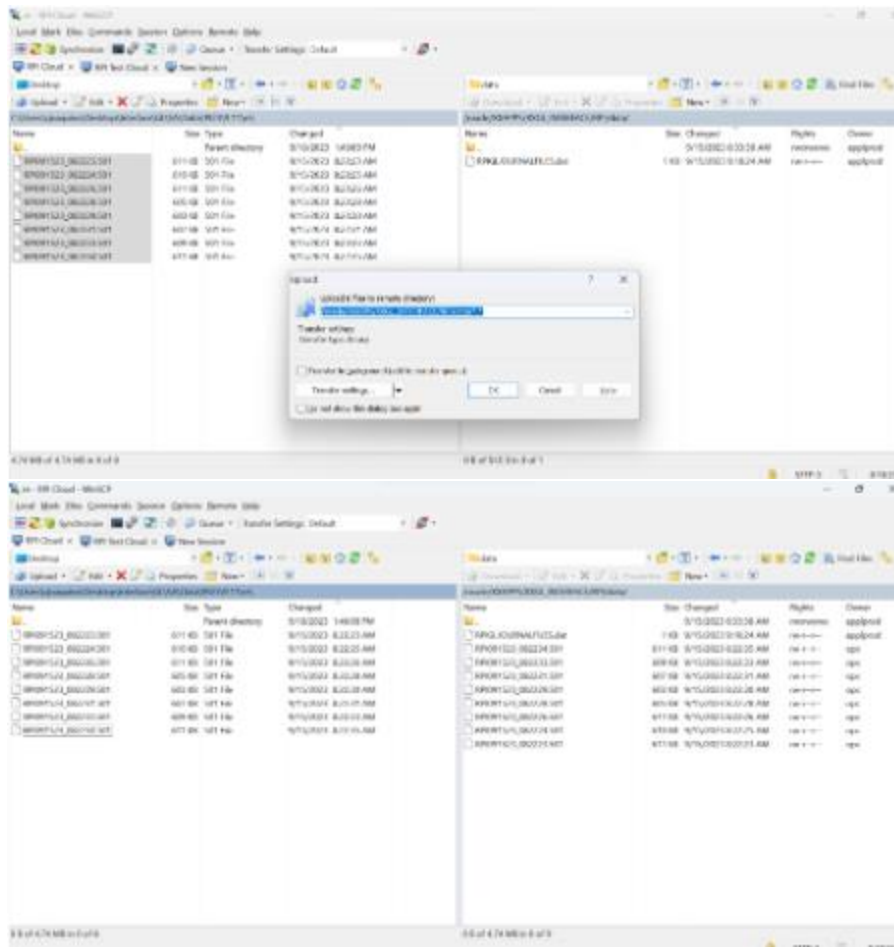


- If the Account code starts with 1, 2 or 3...
  - It should have an alternate account e.g. 88.110302.35363604.0000.00.0000 - > 88.110302.00000000.0000.00.0000
  - It has an end date. Copy Effective Date From and paste to To field.
  - Click save.
- If the Account code starts with 4, 5, 6 or 7...
  - It does not have an alternate account. After inputting the Account combination, save.

**4.25.** In WinSCP, go to file path /oracle/XXAPPS/XXGL\_INTERFACE/RPI/error/ and transfer .501 flat files to local folder by clicking F6 in keyboard. **Click OK.**



**4.26.** Transfer .501 flat files to file path /oracle/XXAPPS/XXGL\_INTERFACE/RPI/data/ by clicking F5 in keyboard. **Click OK.**



**4.27.** Click the Refresh  button.

**4.28.** In Oracle, Submit a New Request for RPI GL Journal Interface Main.

**4.29.** Once the program has finished running (Completed – Normal), click Submit a New Request to extract the uploaded data.

Requests

Refresh Data Find Requests Submit a New Request Submit New Request Set

Auto Refresh (X) Copy Single Request Copy Request Set

Request ID	Name	Parent	Phase	Status	Parameters
233968366	RPI (GL Journal - Move Fil		Completed	Normal	RPIGLFILES.dat, /oracle/XXA
233968365	Journal Import		Completed	Warning	154225, 1000, N, , N, Y, Y
233968364	RPI (Program - Import Jou		Completed	Normal	1000, 1, 2021, , N, N, Y
233968340	RPI (GL Journal Interface)		Completed	Normal	2762, 81,
233968339	RPI (GL Journal Interface -		Completed	Normal	RPIGLFILES.dat, \$GL_TOP/b
233968338	RPI (GL Journal - upload tr		Completed	Normal	/oracle/XXAPPS/XXGL_INTEF
233968336	RPI (GL Journal - Get Files		Completed	Normal	/oracle/XXAPPS/XXGL_INTEF
233968335	RPI GL Journal Interface Iv		Completed	Normal	2762, 81, 1000
233968324	RPI List Of AP Invoices fro		Completed	Normal	, 81, 2023/09/14 00:00:00, 20:
233968323	RPI (AP Invoice Interface -		Completed	Normal	RPIAPFILES.txt, /oracle/XXAF

Hold Request View Details Rerun Request View Output

Cancel Request Diagnostics Reprint/Republish (J) View Log (K)

**4.30.** Submit request for RPI Journal Entries Report. Input Journal Source (1), Status (U) and GL date of uploaded data. **Click OK, then Submit.**

Run this Request

Name: RPI Journal Entries Report

Operating Unit:

Parameters:

Language: American Eng

At these Times:

Run the Job: As Soon as P

Upon Completion:

Save all Out

Layout: RPI\_JE\_REP

Notify:

Print to: noprint

Delivery Opt

Help (C) Submit Cancel

Parameters

Journal Source: 1 JDA

Status (U/P): U

Account from:

Account to:

Date From: 01-SEP-2023

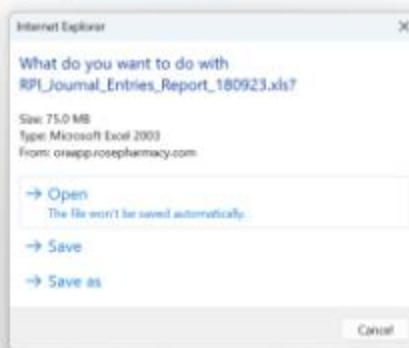
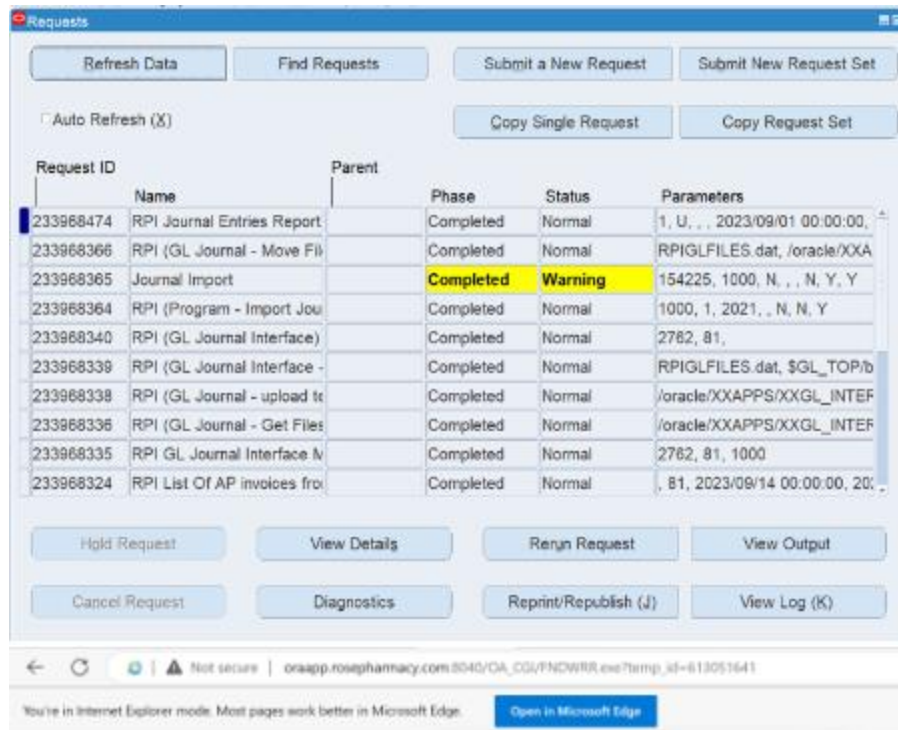
Date To: 12-SEP-2023

OK Cancel Clear Help

Request ID	Name	Parent	Phase	Status	Parameters
233968474	RPI Journal Entries Report		Running	Normal	1, U, , 2023/09/01 00:00:00,

**4.31.** Click View Output. Redirected to browser, click Open.





**4.32.** Check the uploaded data in the report and transfer to the **Details sheet** in the validation file to confirm if the data in the .501 flat files have been completely interfaced.

**4.32.a.** Debit and credit amounts are equal to the debit and credit amounts in JDA sheet.

**4.32.b.** All the posted sales have been uploaded.

**4.32.c.** Filter Account codes.

-If the account code starts with 1-3, then the Location and BU/Dept should be zero (0). Line Description should have alternate accounts e.g. "88.110302.35363604.0000.00.0000: EF01, WF01: Journal Import Created"

\*If the Location and BU/Dept is NOT zero...

a. correct the GL code combination in **General Ledger Superuser, RPI > GL Accounts**

b. correct the GL code combination and Line Description in **General Ledger Superuser, RPI**

**> Enter Journals > Input in Find Journals the GL batch with wrong GL code combination > Find**

**> Review Journal > Put cursor in Lines > F11 > Input the wrong GL combination in Account > Ctrl +**

**F11 > Revise Account and Description > Save**

Oracle Applications - NFR00

File Edit View Folder Tools Window Help

Oracle Journals (RPI)

Batch Status	Source	Category	Period	Batch Name	Journal Name	Currency	Journal Debit	Journal Credit
Posted	JDA	JDA Interface	SEP-23	88 SA103008 JDA A 2	88 SA103008 JDA Intx	PHP	63,477,401.84	63,477,401.84

Find Journal

Batch: %SA103008%  
 Journal:  
 Ledger:  
 Source: JDA  
 Category:  
 Status:  
 Posting: Posted  
 Funds:  
 Period: SEP-23  
 Currency:  
 Control Total:  
 Batch:  
 Journal:

More

Clear New Batch New Journal Find

Review Journal Review Batch Post Reverse Batch Requery

New Journal New Batch Tax Batch Approve AutoCopy...

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Oracle Applications - NFR00

File Edit View Folder Tools Window Help

Oracle Journals (RPI)

Batch Status	Source	Category	Period	Batch Name	Journal Name	Currency	Journal Debit	Journal Credit
Posted	JDA	JDA Interface	SEP-23	88 SA103008 JDA A 2	88 SA103008 JDA Intx	PHP	63,477,401.84	63,477,401.84

Journal (RPI): 88 SA103008 JDA A 233999999

Journal: 88 SA103008 JDA Interface PHP User 1  
 Description: Journal Import 233999999  
 Ledger: RPI  
 Period: SEP-23  
 Balance Type: Actual  
 Clearing Company:  
 Category: JDA Interface  
 Effective Date: 01-SEP-2023  
 Document Number: 13312875  
 Tax: Not Required  
 Control Total:

Conversion:  
 Currency: PHP  
 Date: 01-SEP-2023  
 Type: User  
 Rate: 1

Reverse:  
 Date:  
 Period:  
 Method: Switch Dr/Cr  
 Status: Not Reversed  
 Reverse

Lines Other Information

Line	Account	Debit (PHP)	Credit (PHP)	Description
1	88.100130.00000000.0000.00.0000		0.05	88.100130.01019995.0000.00.0000: EF01, WFO1: Journal Impo
2	88.100130.00000000.0000.00.0000		25.60	88.100130.30303002.0000.00.0000: EF01, WFO1: Journal Impo
3	88.100130.00000000.0000.00.0000		327.36	88.100130.30303003.0000.00.0000: EF01, WFO1: Journal Impo
4	88.100130.00000000.0000.00.0000		171.02	88.100130.30303004.0000.00.0000: EF01, WFO1: Journal Impo
5	88.100130.00000000.0000.00.0000	45.82		88.100130.30303005.0000.00.0000: EF01, WFO1: Journal Impo
6	88.100130.00000000.0000.00.0000	74.10		88.100130.30303006.0000.00.0000: EF01, WFO1: Journal Impo
7	88.100130.00000000.0000.00.0000		18.71	88.100130.30303007.0000.00.0000: EF01, WFO1: Journal Impo
8	88.100130.00000000.0000.00.0000	16.57		88.100130.30303008.0000.00.0000: EF01, WFO1: Journal Impo
		63,477,401.84	63,477,401.84	

Record 8/8

c. generate RPI Journal Entries Report to validate if the GL code combination and Line Description have been corrected

-If the account code starts with 4-7, then the Location has 8-digit store location and BU/Dept may or may not have 4-digit department code. Line Description should indicate "Journal Import Created"

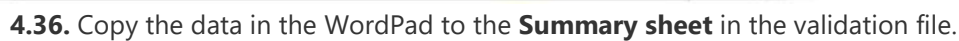
Line	Batch	Source	Category	Period	Batch Name	Journal Name	Currency	Journal Debit	Journal Credit	Line Description
4350	JDA	JDA Interface	JDA Interface	SEP-23	88 SA103206 JDA A 2 88 SA103206 JDA Int PHP	88 SA103206 JDA Int PHP	USD	58,129,344.85	58,129,344.85	Journal Int PHP
4351	JDA	JDA Interface	JDA Interface	SEP-23	88 SA103207 JDA A 2 88 SA103207 JDA Int PHP	88 SA103207 JDA Int PHP	USD	81,900,889.18	81,900,889.18	Journal Int PHP
4352	JDA	JDA Interface	JDA Interface	SEP-23	88 SA103208 JDA A 2 88 SA103208 JDA Int PHP	88 SA103208 JDA Int PHP	USD	80,129,776.17	80,129,776.17	Journal Int PHP
4353	JDA	JDA Interface	JDA Interface	SEP-23	88 SA103209 JDA A 2 88 SA103209 JDA Int PHP	88 SA103209 JDA Int PHP	USD	58,189,882.87	58,189,882.87	Journal Int PHP
4354	JDA	JDA Interface	JDA Interface	SEP-23	88 SA103211 JDA A 2 88 SA103211 JDA Int PHP	88 SA103211 JDA Int PHP	USD	57,202,840.22	57,202,840.22	Journal Int PHP
4355	JDA	JDA Interface	JDA Interface	SEP-23	88 SA103212 JDA A 2 88 SA103212 JDA Int PHP	88 SA103212 JDA Int PHP	USD	59,997,351.63	59,997,351.63	Journal Int PHP
4356	JDA	JDA Interface	JDA Interface	SEP-23	88 SA103213 JDA A 2 88 SA103213 JDA Int PHP	88 SA103213 JDA Int PHP	USD	82,848,891.12	82,848,891.12	Journal Int PHP
4357	JDA	JDA Interface	JDA Interface	SEP-23	88 SA103214 JDA A 2 88 SA103214 JDA Int PHP	88 SA103214 JDA Int PHP	USD	53,648,123.97	53,648,123.97	Journal Int PHP
4358	JDA	JDA Interface	JDA Interface	SEP-23	88 SA103215 JDA A 2 88 SA103215 JDA Int PHP	88 SA103215 JDA Int PHP	USD	80,955,255.14	80,955,255.14	Journal Int PHP

4.33. Go to Enter Journals. Enter Source, Period, Posting status (Unposted). Click Find.

Enter Journals window:

Batch Status	Source	Category	Period	Batch Name	Journal Name	Currency	Journal Debit	Journal Credit
Unposted	JDA	JDA Interface	SEP-23	88 SA103206 JDA A 2 88 SA103206 JDA Int PHP	88 SA103206 JDA Int PHP	USD	58,129,344.85	58,129,344.85
Unposted	JDA	JDA Interface	SEP-23	88 SA103207 JDA A 2 88 SA103207 JDA Int PHP	88 SA103207 JDA Int PHP	USD	81,900,889.18	81,900,889.18
Unposted	JDA	JDA Interface	SEP-23	88 SA103208 JDA A 2 88 SA103208 JDA Int PHP	88 SA103208 JDA Int PHP	USD	80,129,776.17	80,129,776.17
Unposted	JDA	JDA Interface	SEP-23	88 SA103209 JDA A 2 88 SA103209 JDA Int PHP	88 SA103209 JDA Int PHP	USD	58,189,882.87	58,189,882.87
Unposted	JDA	JDA Interface	SEP-23	88 SA103211 JDA A 2 88 SA103211 JDA Int PHP	88 SA103211 JDA Int PHP	USD	57,202,840.22	57,202,840.22
Unposted	JDA	JDA Interface	SEP-23	88 SA103212 JDA A 2 88 SA103212 JDA Int PHP	88 SA103212 JDA Int PHP	USD	59,997,351.63	59,997,351.63
Unposted	JDA	JDA Interface	SEP-23	88 SA103213 JDA A 2 88 SA103213 JDA Int PHP	88 SA103213 JDA Int PHP	USD	82,848,891.12	82,848,891.12
Unposted	JDA	JDA Interface	SEP-23	88 SA103214 JDA A 2 88 SA103214 JDA Int PHP	88 SA103214 JDA Int PHP	USD	53,648,123.97	53,648,123.97
Unposted	JDA	JDA Interface	SEP-23	88 SA103215 JDA A 2 88 SA103215 JDA Int PHP	88 SA103215 JDA Int PHP	USD	80,955,255.14	80,955,255.14

4.34. Click File, then Export.



Date	Batch Name	Journal No	Currency	Journal Debit	Journal Credit
1-Jan-24	Debit	80	USD	36,156,643.78	36,156,643.78
1-Jan-24	Credit	80	USD		36,156,643.78
				0.00	0.00

4.37. For the **Account sheet**:

4.37.a. Add Debit and Credit columns after the Amount column in JDA sheet.

Date	Batch	Category	Amount	Debit	Credit
1-Jan-24	Debit	80	36,156,643.78	36,156,643.78	
1-Jan-24	Credit	80	36,156,643.78		36,156,643.78
			0.00	0.00	0.00

**Note:** Use IF formula; e.g. for Debit column: =IF(Dr/Cr column data="Debit",Amount data,"")

4.37.b. Highlight then pivot the data in JDA sheet. **Click OK.**

Account	Debit	Credit
1-Jan-24	36,156,643.78	36,156,643.78
1-Jan-24	0.00	0.00
	0.00	0.00

4.37.c. In the new sheet, drag Account field to Rows; Debit and Credit fields to Values.





**PivotTable Fields**

Choose fields to add to report:

- Sum of Debit
- Sum of Credit

Place fields below report:

- Rows: Account
- Columns: Sum of Debit, Sum of Credit

Account	Sum of Debit	Sum of Credit
100100	52165.08	27838.85
100106	17320875.25	0
100108	0	1517486.8
100109	83468.75	0
100110	2338803.54	0
100111	353154.08	0
100112	82867.34	0
100113	4454.43	0
100114	2548.75	0
100115	0	536267.8
100116	0	3662894.1
100117	0	388185.74
100118	0	4892.35
100119	20864.68	0
100120	88507.48	0
100121	47657.5	0
100122	0	68345.68
100123	1718.88	0

**PivotTable Fields**

Choose fields to add to report:

- Sum of Debit
- Sum of Credit

Place fields below report:

- Rows: Account
- Columns: Sum of Debit, Sum of Credit

Account	Sum of Debit	Sum of Credit
100100	52165.08	27838.85
100106	17320875.25	0
100108	0	1517486.8
100109	83468.75	0
100110	2338803.54	0
100111	353154.08	0
100112	82867.34	0
100113	4454.43	0
100114	2548.75	0
100115	0	536267.8
100116	0	3662894.1
100117	0	388185.74
100118	0	4892.35
100119	20864.68	0
100120	88507.48	0
100121	47657.5	0
100122	0	68345.68
100123	1718.88	0

4.37.f. Repeat process for Details sheet, to be copied under Oracle in Account sheet. Ensure that the amounts are equal.

**PivotTable Fields**

Choose fields to add to report:

- Sum of Debit
- Sum of Credit

Place fields below report:

- Rows: Account
- Columns: Sum of Debit, Sum of Credit

Account	Sum of Debit	Sum of Credit
100100	52165.08	27838.85
100106	17320875.25	0
100108	0	1517486.8
100109	83468.75	0
100110	2338803.54	0
100111	353154.08	0
100112	82867.34	0
100113	4454.43	0
100114	2548.75	0
100115	0	536267.8
100116	0	3662894.1
100117	0	388185.74
100118	0	4892.35
100119	20864.68	0
100120	88507.48	0
100121	47657.5	0
100122	0	68345.68
100123	1718.88	0



ACCOUNT	DEBIT	CREDIT	ACCOUNT	DEBIT	CREDIT
100000	5,114,881	0.00	100000	5,114,881	0.00
200000	27,331,679.25	0.00	200000	27,331,679.25	0.00
300000	0.00	5,114,881	300000	0.00	5,114,881
400000	82,488.71	0.00	400000	82,488.71	0.00
500000	0.00	0.00	500000	0.00	0.00
600000	0.00	0.00	600000	0.00	0.00
700000	0.00	0.00	700000	0.00	0.00
800000	0.00	0.00	800000	0.00	0.00
900000	0.00	0.00	900000	0.00	0.00
1000000	0.00	0.00	1000000	0.00	0.00
1100000	0.00	0.00	1100000	0.00	0.00
1200000	0.00	0.00	1200000	0.00	0.00
1300000	0.00	0.00	1300000	0.00	0.00
1400000	0.00	0.00	1400000	0.00	0.00
1500000	0.00	0.00	1500000	0.00	0.00
1600000	0.00	0.00	1600000	0.00	0.00
1700000	0.00	0.00	1700000	0.00	0.00
1800000	0.00	0.00	1800000	0.00	0.00
1900000	0.00	0.00	1900000	0.00	0.00
2000000	0.00	0.00	2000000	0.00	0.00
2100000	0.00	0.00	2100000	0.00	0.00
2200000	0.00	0.00	2200000	0.00	0.00
2300000	0.00	0.00	2300000	0.00	0.00
2400000	0.00	0.00	2400000	0.00	0.00
2500000	0.00	0.00	2500000	0.00	0.00
2600000	0.00	0.00	2600000	0.00	0.00
2700000	0.00	0.00	2700000	0.00	0.00
2800000	0.00	0.00	2800000	0.00	0.00
2900000	0.00	0.00	2900000	0.00	0.00
3000000	0.00	0.00	3000000	0.00	0.00
3100000	0.00	0.00	3100000	0.00	0.00
3200000	0.00	0.00	3200000	0.00	0.00
3300000	0.00	0.00	3300000	0.00	0.00
3400000	0.00	0.00	3400000	0.00	0.00
3500000	0.00	0.00	3500000	0.00	0.00
3600000	0.00	0.00	3600000	0.00	0.00
3700000	0.00	0.00	3700000	0.00	0.00
3800000	0.00	0.00	3800000	0.00	0.00
3900000	0.00	0.00	3900000	0.00	0.00
4000000	0.00	0.00	4000000	0.00	0.00
4100000	0.00	0.00	4100000	0.00	0.00
4200000	0.00	0.00	4200000	0.00	0.00
4300000	0.00	0.00	4300000	0.00	0.00
4400000	0.00	0.00	4400000	0.00	0.00
4500000	0.00	0.00	4500000	0.00	0.00
4600000	0.00	0.00	4600000	0.00	0.00
4700000	0.00	0.00	4700000	0.00	0.00
4800000	0.00	0.00	4800000	0.00	0.00
4900000	0.00	0.00	4900000	0.00	0.00
5000000	0.00	0.00	5000000	0.00	0.00
5100000	0.00	0.00	5100000	0.00	0.00
5200000	0.00	0.00	5200000	0.00	0.00
5300000	0.00	0.00	5300000	0.00	0.00
5400000	0.00	0.00	5400000	0.00	0.00
5500000	0.00	0.00	5500000	0.00	0.00
5600000	0.00	0.00	5600000	0.00	0.00
5700000	0.00	0.00	5700000	0.00	0.00
5800000	0.00	0.00	5800000	0.00	0.00
5900000	0.00	0.00	5900000	0.00	0.00
6000000	0.00	0.00	6000000	0.00	0.00
6100000	0.00	0.00	6100000	0.00	0.00
6200000	0.00	0.00	6200000	0.00	0.00
6300000	0.00	0.00	6300000	0.00	0.00
6400000	0.00	0.00	6400000	0.00	0.00
6500000	0.00	0.00	6500000	0.00	0.00
6600000	0.00	0.00	6600000	0.00	0.00
6700000	0.00	0.00	6700000	0.00	0.00
6800000	0.00	0.00	6800000	0.00	0.00
6900000	0.00	0.00	6900000	0.00	0.00
7000000	0.00	0.00	7000000	0.00	0.00
7100000	0.00	0.00	7100000	0.00	0.00
7200000	0.00	0.00	7200000	0.00	0.00
7300000	0.00	0.00	7300000	0.00	0.00
7400000	0.00	0.00	7400000	0.00	0.00
7500000	0.00	0.00	7500000	0.00	0.00
7600000	0.00	0.00	7600000	0.00	0.00
7700000	0.00	0.00	7700000	0.00	0.00
7800000	0.00	0.00	7800000	0.00	0.00
7900000	0.00	0.00	7900000	0.00	0.00
8000000	0.00	0.00	8000000	0.00	0.00
8100000	0.00	0.00	8100000	0.00	0.00
8200000	0.00	0.00	8200000	0.00	0.00
8300000	0.00	0.00	8300000	0.00	0.00
8400000	0.00	0.00	8400000	0.00	0.00
8500000	0.00	0.00	8500000	0.00	0.00
8600000	0.00	0.00	8600000	0.00	0.00
8700000	0.00	0.00	8700000	0.00	0.00
8800000	0.00	0.00	8800000	0.00	0.00
8900000	0.00	0.00	8900000	0.00	0.00
9000000	0.00	0.00	9000000	0.00	0.00
9100000	0.00	0.00	9100000	0.00	0.00
9200000	0.00	0.00	9200000	0.00	0.00
9300000	0.00	0.00	9300000	0.00	0.00
9400000	0.00	0.00	9400000	0.00	0.00
9500000	0.00	0.00	9500000	0.00	0.00
9600000	0.00	0.00	9600000	0.00	0.00
9700000	0.00	0.00	9700000	0.00	0.00
9800000	0.00	0.00	9800000	0.00	0.00
9900000	0.00	0.00	9900000	0.00	0.00
10000000	0.00	0.00	10000000	0.00	0.00

4.38. In Oracle, in the Enter Journals screen, **click Post**.

Batch Status	Source	Category	Period	Batch Name	Journal Name	Currency	Journal Debit	Journal Credit
Unposted	JDA	JDA Interface	SEP-23	88 SA103206 JDA A 2 88 SA103206 JDA Int PHP	88 SA103206 JDA Int PHP		58,129,344.65	58,129,344.65
Unposted	JDA	JDA Interface	SEP-23	88 SA103207 JDA A 2 88 SA103207 JDA Int PHP	88 SA103207 JDA Int PHP		81,900,989.18	81,900,989.18
Unposted	JDA	JDA Interface	SEP-23	88 SA103208 JDA A 2 88 SA103208 JDA Int PHP	88 SA103208 JDA Int PHP		60,129,775.17	60,129,775.17
Unposted	JDA	JDA Interface	SEP-23	88 SA103209 JDA A 2 88 SA103209 JDA Int PHP	88 SA103209 JDA Int PHP		58,189,882.87	58,189,882.87
Unposted	JDA	JDA Interface	SEP-23	88 SA103211 JDA A 2 88 SA103211 JDA Int PHP	88 SA103211 JDA Int PHP		57,202,640.22	57,202,640.22
Unposted	JDA	JDA Interface	SEP-23	88 SA103212 JDA A 2 88 SA103212 JDA Int PHP	88 SA103212 JDA Int PHP		59,997,351.63	59,997,351.63
Unposted	JDA	JDA Interface	SEP-23	88 SA103213 JDA A 2 88 SA103213 JDA Int PHP	88 SA103213 JDA Int PHP		62,648,891.12	62,648,891.12
Unposted	JDA	JDA Interface	SEP-23	88 SA103214 JDA A 2 88 SA103214 JDA Int PHP	88 SA103214 JDA Int PHP		53,648,133.97	53,648,133.97
Unposted	JDA	JDA Interface	SEP-23	88 SA103215 JDA A 2 88 SA103215 JDA Int PHP	88 SA103215 JDA Int PHP		60,955,355.14	60,955,355.14

4.39. Upload validation file to Finance sharepoint.

Name	Modified	Modified By
SA_2024_June_12.xlsx	Tuesday at 8:38 PM	Liam Lincro
SA_2024_June_3.xlsx	June 6	Liam Lincro
SA_2024_June_5.xlsx	June 9	Liam Lincro
SA_2024_June_9.xlsx	June 13	Liam Lincro

4.40. Send email to Sales Audit team to notify of successful upload.

Re: **SALES FOR RELEASE** Sep 20-25.2023

Re: **SALES FOR RELEASE**\_Sep 20-25.2023



Joaquino, Crissa Mae

To: Niña Mae A. Yaon

Cc: Shiela Bolotaulo; Decena, Jasmir; Villar, Margie; Christian Paul O. Garrido



Thu 9/28/2023 9:46 PM

Hello Ms. Nina,

Kindly be advised that the **Sep 16-25, 2023 Sales** related entries have been placed in the shared folder.  
Complete details saved in the shared folder below.



Thanks,  
Crissa

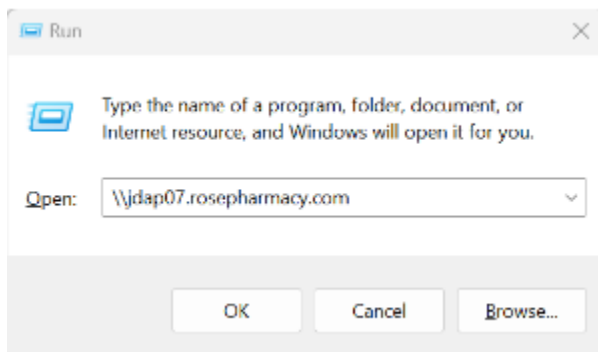
## 5. Access Permissions

**5.1.** JDA MMS credentials (user and password) are provided by IT Helpdesk team.

**5.2.** To access the generated flat files in ORACLEIOM ([\\jdap07.rosepharmacy.com](http://\\jdap07.rosepharmacy.com)) directory, user must map this directory:

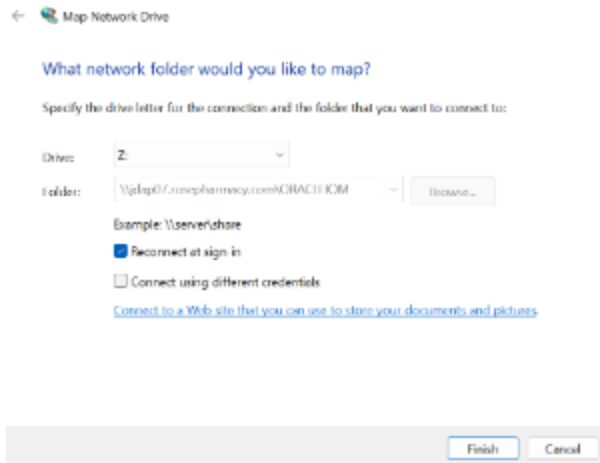
**5.2.a.** Go to Run

**5.2.b.** Input \\jdap07.rosepharmacy.com in field. **Click OK.**

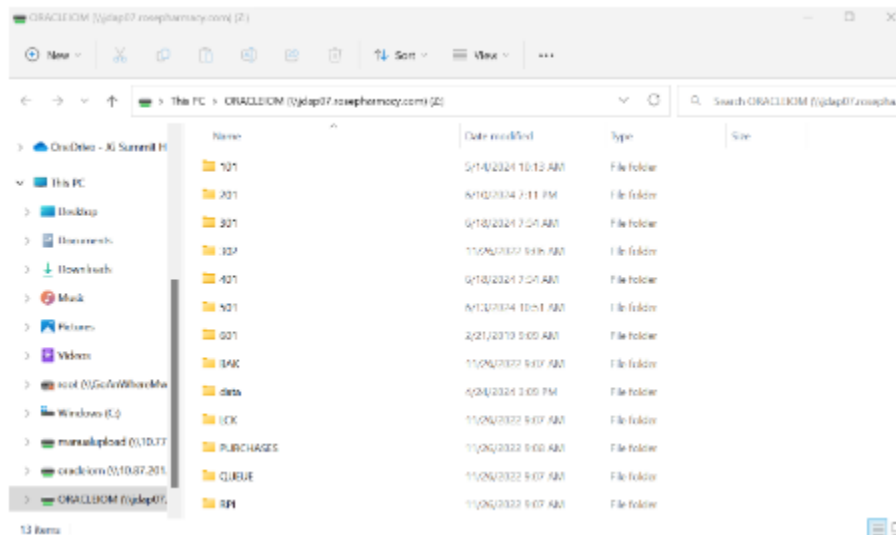


**5.2.c.** Enter JDA credentials then **click OK.**

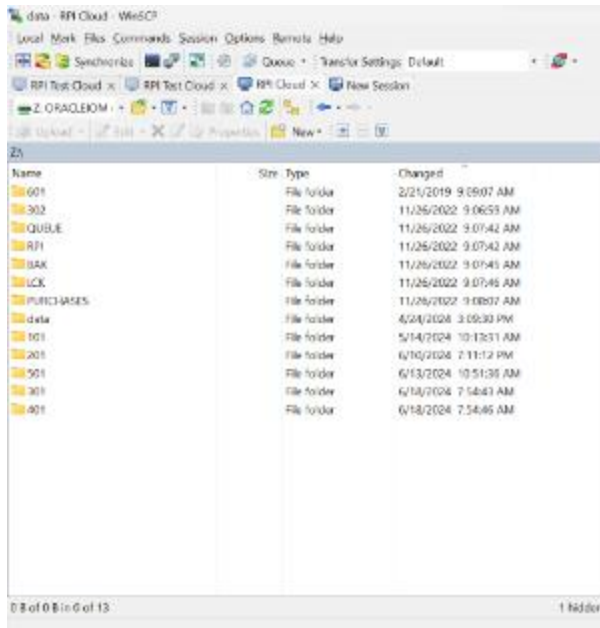




**5.2.f.** The OracleIOM folder shall open. Close this window and check WinSCP if the directory can be accessed.



WinSCP:

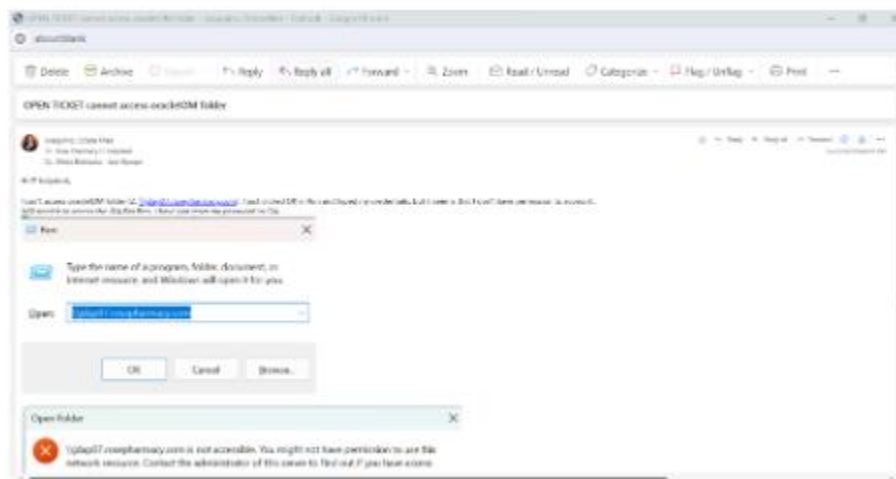


**5.3.** If an error is encountered when trying to access the ORACLEIOM ([\\dap07.rosepharmacy.com](http://idap07.rosepharmacy.com)) directory, send a ticket to IT Helpdesk.

**Subject:** OPEN TICKET: cannot access oracleIOM folder

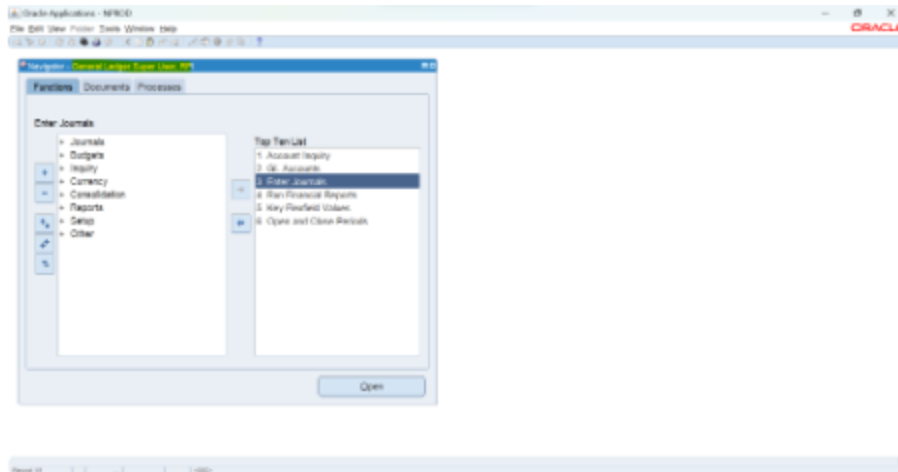
**To:** Rose Pharmacy IT Helpdesk <ithelpdesk@rosepharmacy.com.ph>

**cc:** Shiela Bolotaulo <shiela.bolotaulo@rosepharmacy.com.ph> ; Joan Espepe  
[joan.espepe@rosepharmacy.com.ph](mailto:joan.espepe@rosepharmacy.com.ph)



**5.4.** Oracle credentials (user and password) are provided by IT - Oracle Applications team via email.

**5.5.** User must have access to the General Ledger Super User, RPI responsibility to be able to interface the .501 flat files. This is assigned by IT - Oracle Applications team.



## 6. File Structure

### 6.1. .501 flat file

No	Column Name	Description	Data Type	Req?
1	ACCTG DATE	Accounting Date	Date	Y
2	ACCOUNT TYPE	"Debit" or "Credit"	VARCHAR2 (10)	Y
3	SEGMENT1	Company	VARCHAR2 (25)	Y
4	SEGMENT2	Account	VARCHAR2 (25)	Y
5	SEGMENT3	Location	VARCHAR2 (25)	Y
6	SEGMENT4	Department	VARCHAR2 (25)	Y
7	SEGMENT5	Employee ID	VARCHAR2 (25)	Y
8	SEGMENT6	Future	VARCHAR2 (25)	Y
9	SEGMENT7	Extra field only	VARCHAR2 (25)	N
10	SEGMENT8	Extra field only	VARCHAR2 (25)	N
11	SEGMENT9	Extra field only	VARCHAR2 (25)	N
12	SEGMENT10	Extra field only	VARCHAR2 (25)	N
13	JOURNAL NAME	Journal Name	VARCHAR2 (100)	Y
14	CATEGORY NAME	Category Name	VARCHAR2 (100)	Y
15	CURRENCY CODE	Currency Code	VARCHAR2 (15)	Y
16	AMOUNT	Amount	NUMBER	Y
17	SOURCE REFERENCE	Source Reference (JDA)	VARCHAR2 (100)	Y
18	FILENAME	Text Filename	VARCHAR2 (100)	Y

Y = required field

## 7. Schedule

**7.1.** SA Interface is performed **per sales acceptance by Sales Audit.**

**7.2.** Generation of .501 flat files is done after sales posting in JDA by IT. IT uploads the .501 flat files the same day. Email notification of successful upload on the same day.

## 8. Troubleshooting

**8.1.** When checking the JDA sheet, if there are blank GL account combinations:

Date	Dr/Cr	Company	Amount	Location	RII	Imp	Future	a	b	c	d	Batch	Category	Future	Amount	Debit	Credit	Source	File No
1-Jan-21 Debit		86	100.00	1212100		0	0	0				0000001	SA Interface RPI		100.00	100.00		SA	000012
1-Jan-21 Debit		86	100.00	1212100		0	0	0				0000001	SA Interface RPI		100.00	100.00		SA	000012
1-Jan-21 Debit		86	100.00	1212100		0	0	0				0000001	SA Interface RPI		100.00	100.00		SA	000012

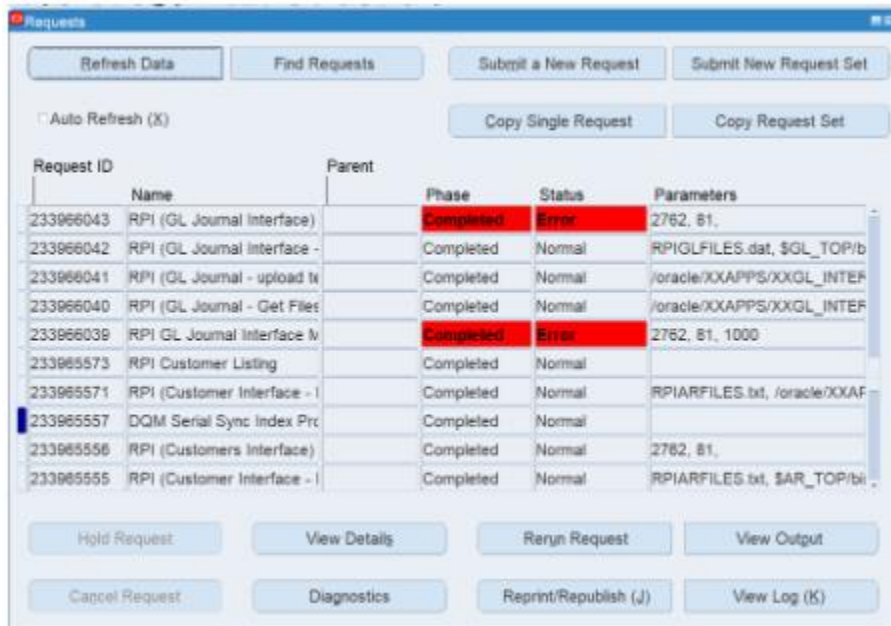
**8.1.a.** Send to GL team for validation so they could provide the GL account combination.

**8.1.b.** Go to WinSCP. Open the .501 flat file with the blank account combination, then copy the correct account combination and edit Batch name (should follow the Batch name of the other lines).

**8.1.c.** Use the revised flat file when uploading.

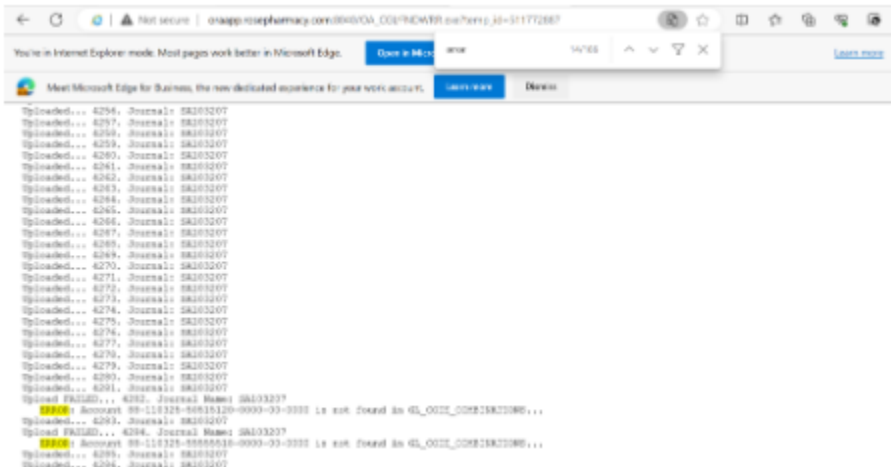
**8.2.** If running the RPI GL Journal Interface Main, the program returns **Completed - Error:**

**8.2.a.** Highlight the line with the error, then click View Output.



Request ID	Name	Parent	Phase	Status	Parameters
233966043	RPI (GL Journal Interface)		Completed	Error	2762, 81,
233966042	RPI (GL Journal Interface -		Completed	Normal	RPIGLFILES.dat, \$GL_TOP/b
233966041	RPI (GL Journal - upload to		Completed	Normal	/oracle/XXAPPS/XXGL_INTEF
233966040	RPI (GL Journal - Get Files		Completed	Normal	/oracle/XXAPPS/XXGL_INTEF
233966039	RPI GL Journal Interface M		Completed	Error	2762, 81, 1000
233965573	RPI Customer Listing		Completed	Normal	
233965571	RPI (Customer Interface - I		Completed	Normal	RPIARFILES.txt, /oracle/XXAF
233965557	DQM Serial Sync Index Pro		Completed	Normal	
233965556	RPI (Customers Interface)		Completed	Normal	2762, 81,
233965555	RPI (Customer Interface - I		Completed	Normal	RPIARFILES.txt, \$AR_TOP/bi

**8.2.b.** Go to browser. The sales transactions with error can be found there.



Transaction ID	Journal Name	GL Code Combinations	Status
6274	Journal Name: SKI3207		Normal
6275	Journal Name: SKI3207		Normal
6276	Journal Name: SKI3207		Normal
6277	Journal Name: SKI3207		Normal
6278	Journal Name: SKI3207		Normal
6279	Journal Name: SKI3207		Normal
6280	Journal Name: SKI3207		Normal
6281	Journal Name: SKI3207		Normal
6282	Journal Name: SKI3207		Normal
6283	Journal Name: SKI3207		Normal
6284	Journal Name: SKI3207		Normal
6285	Journal Name: SKI3207		Normal
6286	Journal Name: SKI3207		Normal
6287	Journal Name: SKI3207		Normal
6288	Journal Name: SKI3207		Normal
6289	Journal Name: SKI3207		Normal
6290	Journal Name: SKI3207		Normal
6291	Journal Name: SKI3207		Normal
6292	Journal Name: SKI3207		Normal
6293	Journal Name: SKI3207		Normal
6294	Journal Name: SKI3207		Error

**8.2.c.** Find the errors:

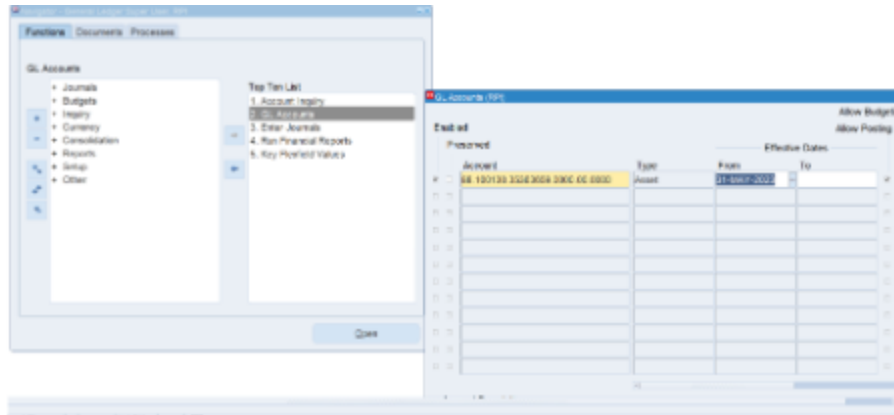
- by pressing Ctrl + F in keyboard in the page and inputting ERROR
- or copying the data to an Excel file and filtering ERROR

**8.2.d.** If the error is -

-ERROR: Account is not found in GL\_CODE\_COMBINATIONS...

Set up the not existing GL code combinations. Go to GL Accounts.





Run the RPI GL Journal Interface Main for these flat files again.

-ERROR: Journal name already exists in main table...

```
... 1. Processing file: RPI362024_141330.501
Upload FAILED... 1. Journal Name: SAll6638
ERROR: Journal name already exists in main table...
Upload FAILED... 2. Journal Name: SAll6638
ERROR: Journal name already exists in main table...
Upload FAILED... 3. Journal Name: SAll6638
ERROR: Journal name already exists in main table...
Upload FAILED... 4. Journal Name: SAll6638
ERROR: Journal name already exists in main table...
Upload FAILED... 5. Journal Name: SAll6638
ERROR: Journal name already exists in main table...
Upload FAILED... 6. Journal Name: SAll6638
ERROR: Journal name already exists in main table...
Upload FAILED... 7. Journal Name: SAll6638
ERROR: Journal name already exists in main table...
```

The .501 flat file has already been uploaded. Exclude from the interface. Confirm by searching for the journal name in Enter Journals.

**8.2.e.** For issues like the RPI GL Journal Interface Main taking time to upload (>1 hr) and other technical issues, contact IOM for support by submitting a ticket to iOM Help in <https://support.iomphilippines.com/help/135183837> and sending an email to Oracle EBS Support <[ebs.support@iomphilippines.com](mailto:ebs.support@iomphilippines.com)>