

# **SLA Setup for transferring Payroll Costs to Fusion GL**

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## **1 SLA Setup**

### **1.1 Feature Description**

*Transfer to SLA process* will transfer all Payroll Costing details to Sub-Ledger Accounting (SLA) module. Once *Transfer to SLA process* is complete, user has to run *Create Accounting process* to transfer all the data from SLA to GL Journal Entries.

Transfer of data to Journal Entries can be done in two modes -

(i) **DRAFT Mode** : User can run the process more than once in DRAFT Mode and view the details on Journal Entry UI. If user wants to correct any details he/she can take corrective actions and then re-run the process again.

(ii) *FINAL Mode* : User once run the process in FINAL Mode, he/she will not be able to re-run the process again for the same period (same set of data)

To run Transfer to SLA process and Create Accounting process we need to do setup in Sub-Ledger Accounting Application (SLA) & General Ledger Application (GL). This document provides the details of the setup that is required for running TSLA process.

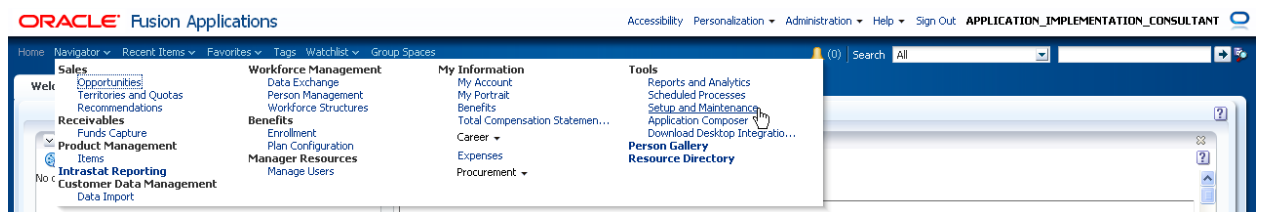
- Launch the Fusion Applications Home Page

Example - <http://fusionsystemtest-controlled-z->

[fs.us.oracle.com/homePage/faces/AtkHomePageWelcome](http://fs.us.oracle.com/homePage/faces/AtkHomePageWelcome) (Login:

APPLICATION\_IMPLEMENTATION\_CONSULTANT /Welcome1)

- From the home page, navigate to Navigator >> Setup and Maintenance



## 1.2 Pre-requisites

- Cost Key Flexfield should be attached to Legislative Data Group
- One of more of the following processes should be complete results to Transfer to SLA
  - Costing Process should be complete → To Transfer costing details to SLA
  - Costing of Payments Process should be complete → To Transfer payment costing details to SLA
  - Partial Period Accrual Process should be complete → To Transfer Estimate costing details to SLA
  - Costing Adjustments should be complete → To Transfer Adjusted costing details to SLA
  - Retro Costing Process should be complete → To Transfer Retro costing details to SLA

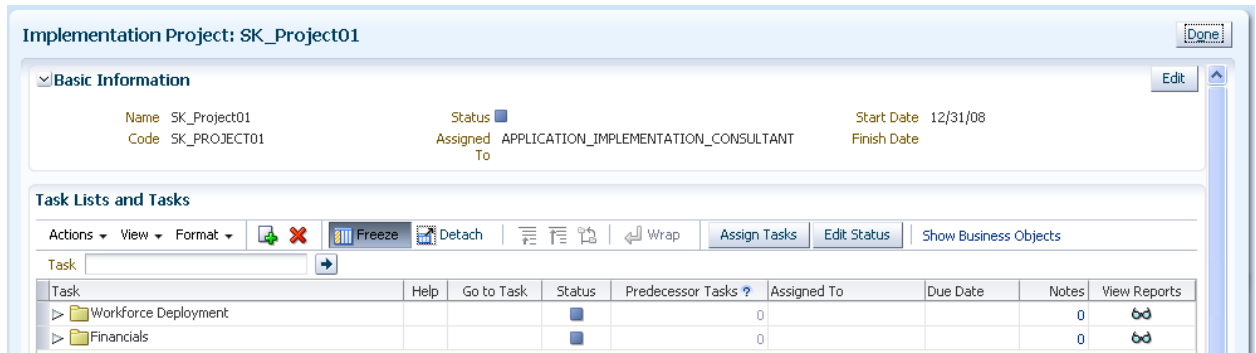
## 1.3 Steps

Launch Manage Implementation Projects UI

Navigate to Tasks >> Implementations >> Manage Implementation Projects



Create a Project by selection following two Modules  
 Workforce Deployment  
 Financials



Note: For more details on how to create Project refer to document on FSM

### 1.3.1 Setting up of Scope













Before accessing any of the SLA UIs we need to setup the scope. Here scope is Payroll Application.

Navigate to Workforce Deployment >> Define Payroll >> Define Payroll Costing

Click on the “Go to Task” icon corresponding to “Define Subledger Accounting Rules”

Select “Payroll” from the LOV.

Next time when we open this project again the scope we have set will remain. So need to set the scope every time we open the project.

Task	Help	Go to Task
▼ Workforce Deployment		
▶ *Define Common Applications Configuration for		
▶ *Define Common HCM Configuration		
▶ Define Payroll Legislations		
▼ Define Payroll		
▶ Define Payroll Business Definitions		
▶ Define Pay Frequency		
▶ Define Fast Formulas		
▶ Define Balance Definitions		
▶ Define Earning and Deduction Definitions		
▶ Define Events		
▶ Define Payment Methods		
▼ Define Payroll Costing		
Manage Cost Allocation Key Flexfield		
▶ Define Subledger Accounting Rules		
Manage Costing of Payrolls		
Manage Costing of Elements		
Manage Costing of Payment Sources		

Note1: For more details on how to create Scope refer to document on FSM

Note2: In case you are not able to create Scope for “Define Subledger Accounting Rules” then go to search task & task list UI, search for “Manage Subledger Applications” task and select “Payroll”.

Once the scope is defined Tasks under that will only get displayed now as shown in the below image

Implementation Project: SK\_Project01 Done

---

**Basic Information** Edit

Name SK\_Project01 Status ■ Start Date 12/31/08  
 Code SK\_PROJECT01 Assigned To APPLICATION\_IMPLEMENTATION\_CONSULTANT Finish Date

Subledger Application Setup Payroll

---

**Task Lists and Tasks**

Actions View Format Assign Tasks Edit Status Select Feature Choices Show Business Objects

Task

Task	Help	Go to Task	Status	Predecessor Tasks ?	Assigned To	Due Date	Notes	View Reports
Define Subledger Accounting Rules			<span style="color: blue;">■</span>	0			0	
Define Subledger Application and Sources			<span style="color: blue;">■</span>	1			0	
Manage Subledger Application			<span style="color: blue;">■</span>	0			0	
Update Subledger Application Options			<span style="color: blue;">■</span>	0			0	
Manage Subledger Application Transaction Objects			<span style="color: blue;">■</span>	0			0	
Create and Assign Sources			<span style="color: blue;">■</span>	0			0	
Manage Sources			<span style="color: blue;">■</span>	0			0	
Manage Accounting Attributes			<span style="color: blue;">■</span>	0			0	
Define Subledger Accounting Methods			<span style="color: blue;">■</span>	1			0	
Manage Accounting Methods			<span style="color: blue;">■</span>	0	APPLICATION_IMPLEMENTATION_CC		0	
Manage Subledger Journal Entry Rule Sets			<span style="color: blue;">■</span>	0	APPLICATION_IMPLEMENTATION_CC		0	
Manage Journal Line Rules			<span style="color: blue;">■</span>	0	APPLICATION_IMPLEMENTATION_CC		0	
Manage Account Rules			<span style="color: blue;">■</span>	0	APPLICATION_IMPLEMENTATION_CC		0	
Manage Description Rules			<span style="color: blue;">■</span>	0			0	
Manage Supporting References			<span style="color: blue;">■</span>	0			0	
Manage Mapping Sets			<span style="color: blue;">■</span>	0	APPLICATION_IMPLEMENTATION_CC		0	
Activate Subledger Journal Entry Rule Set Assignments			<span style="color: blue;">■</span>	0			0	
Import Supporting Reference Initial Balances			<span style="color: blue;">■</span>	0			0	
Manage Subledger Accounting Options			<span style="color: blue;">■</span>	0			0	
Manage Accounting Class Usages			<span style="color: blue;">■</span>	0			0	
Manage Subledger Accounting Lookups			<span style="color: blue;">■</span>	0			0	
Manage Subledger Accounting Profile Options			<span style="color: blue;">■</span>	0			0	
Manage Subledger Accounting Descriptive Flexfields			<span style="color: blue;">■</span>	0			0	

## Create Account Rules

Navigate to Workforce Deployment >> Define Payroll >> Define Payroll Costing >> Define Subledger Accounting Rules >> Define Subledger Accounting Method >> Manage Account Rules

Task	Help	Go to Task
Define Subledger Accounting Rules		
Define Subledger Application and Sources		
Define Subledger Accounting Methods		
Manage Accounting Methods		
Manage Subledger Journal Entry Rule Sets		
Manage Journal Line Rules		
Manage Account Rules		
Manage Description Rules		
Manage Supporting References		
Manage Mapping Sets		
Activate Subledger Journal Entry Rule Set Assignments		

Accounting rules has to be created for each of the segment which is attached to the Chart of Account flexfield structure that is used

**Manage Account Rules: Payroll** Done

---

☒ **Search** Advanced | Saved Search | All Account Rules ▼

Name

Description

Status

Created by Application

---

☒ **Search Results**

Actions ▼ View ▼ Format ▼ Wrap

Name	Description	Status	Created By
SK_AR_APP	SK_AR_APPROPRIATION	Active	APPLICATION_IMPLEMENTATION_CONSULTANT
SK_AR_DEPT	SK_AR_DEPARTMENT	Active	APPLICATION_IMPLEMENTATION_CONSULTANT
SK_AR_FUND	SK_AR_FUND	Active	APPLICATION_IMPLEMENTATION_CONSULTANT
SK_AR_FUND_SOURCE	SK_AR_FUND_SOURCE	Active	APPLICATION_IMPLEMENTATION_CONSULTANT
SK_AR_OBJECT	SK_AR_OBJECT	Active	APPLICATION_IMPLEMENTATION_CONSULTANT
SK_AR_ORG	SK_AR_ORGANIZATION	Active	APPLICATION_IMPLEMENTATION_CONSULTANT
SK_AR_PROGRAM	SK_AR_PROGRAM	Active	APPLICATION_IMPLEMENTATION_CONSULTANT
SK_AR_PROJECT	SK_AR_PROJECT	Active	APPLICATION_IMPLEMENTATION_CONSULTANT

Make sure that right “Cost Segment” is selected in below UI. In the below example, “FUND is associated with Cost Allocation KFF Segment 1”. When we are creating accounting rules for FUND segment in Chart of Account KFF, “Cost Allocation KFF Segment 1” should be selected in Rules Section for “Source Value”. Similarly we have to select the corresponding segments of Cost KFF in “Source Value” for each segment of COA KFF

**Edit Key Flexfield Structure: PROG\_COST\_ALLOC** ?

Key Flexfield Code COST

Structure Code PROG\_COST\_ALLOC

\* Name Progress Cost Allocation

Description

\* Delimiter .

☒ Enabled

---

**Segments**

Actions ▼ View ▼ Format ▼ Freeze Detach Wrap

Sequence Number	Name	Segment Code	Column Name	Prompt
10	Fund	Fund	SEGMENT1	Fund
20	Appropriation	Appropriation	SEGMENT2	Appropriation
30	Funding Source	Funding Source	SEGMENT3	Funding Source
40	Department	Department	SEGMENT4	Department
50	Organization	Organization	SEGMENT5	Organization
60	Program	Program	SEGMENT6	Program
70	Object	Object	SEGMENT7	Object
80	Project	Project	SEGMENT8	Project
90	Grant	Grant	SEGMENT10	Grant

## Edit Account Rule

\* Name SK\_AR\_FUND

Short Name SK\_AR\_FUND

Description SK\_AR\_FUND

Chart of Accounts Progress Accounting Fle: ▼

Rule Type Segment ▼

Fund ▼

### Rules

Reorder rules to change priority.

Actions ▼	View ▼	Format ▼	+	×	↻	↑	↓	↶ Wrap
Prior	* Value Type	* Value						
1	Source ▼	Cost Allocation Key Flexfield Segment 1 ▼						

### Rule 1: Conditions

Enter a constant value and source directly, or select a source.

Rule Elements Source ( ) AND OR Operator ▼

"Assignments Payroll Name" Is not null

Validate

Conditions : "Assignments Payroll Name" Is not null

Click on Validate button to validate the condition

### Create Account Rule

\* Name SK\_AR\_FUND

\* Short Name SK\_AR\_FUND

Description SK\_AR\_FUND

Chart of Accounts Progress Accounting Fle: ▾

Rule Type Segment ▾

Fund ▾

▼ Rules

Reorder rules to change priority.

Actions ▾ View ▾ Format ▾ + × [icon] ↑ ↓ ↶ Wrap

Prior	* Value Type	* Value
1	Source ▾	Cost Allocation Key Flexfield Segment 1 ▾

▼ Rule 1: Conditions

Enter a constant value and source directly, or select a source.

Insert Source ( ) AND OR Operator ▾

"Assignments Payroll Name" Is not null

Validate

**Information**

Validation is complete.

OK

Click on "Save and Close" button

Once all the accounting rules are created we need to make sure that all these rules are ACTIVE as shown below



Manage Account Rules: Payroll

Search

Name

Description

Created

Search Results

Actions

View

Format

Wrap

Name	Description	Status	Created By
SK_AR_PROJECT	SK_AR_PROJECT	Active	APPLICATION_IMPLEM
SK_AR_OBJECT	SK_AR_OBJECT	Active	APPLICATION_IMPLEM
SK_AR_PROGRAM	SK_AR_PROGRAM	Active	APPLICATION_IMPLEM
SK_AR_ORG	SK_AR_ORG	Active	APPLICATION_IMPLEM
SK_AR_DEPT	SK_AR_DEPT	Active	APPLICATION_IMPLEM
SK_AR_FUND_SOURCE	SK_AR_FUND_SOURCE	Active	APPLICATION_IMPLEM
SK_AR_APP	SK_AR_Appropriation	Active	APPLICATION_IMPLEM
SK_AR_FUND	SK_AR_FUND	Active	APPLICATION_IMPLEM

## Create Accounting Rules

Navigate to Workforce Deployment >> Define Payroll >> Define Payroll Costing >> Define Subledger Accounting Rules >> Define Subledger Accounting Method >> Manage Subledger Journal Entry Rule Sets

Task	Help	Go to Task
<div> <div></div> <div>Define Subledger Accounting Rules</div> </div>	<a href="#">?</a>	<a href="#">Go to Task</a>
<div> <div></div> <div>Define Subledger Application and Sources</div> </div>	<a href="#">?</a>	<a href="#">Go to Task</a>
Manage Subledger Application		<a href="#">Go to Task</a>
Update Subledger Application Options		<a href="#">Go to Task</a>
Manage Subledger Application Transaction Objects		<a href="#">Go to Task</a>
Create and Assign Sources		<a href="#">Go to Task</a>
Manage Sources		<a href="#">Go to Task</a>
Manage Accounting Attributes		<a href="#">Go to Task</a>
<div> <div></div> <div>Define Subledger Accounting Methods</div> </div>		<a href="#">Go to Task</a>
Manage Accounting Methods		<a href="#">Go to Task</a>
Manage Subledger Journal Entry Rule Sets		<a href="#">Go to Task</a>
Manage Journal Line Rules		<a href="#">Go to Task</a>
Manage Account Rules		<a href="#">Go to Task</a>
Manage Description Rules		<a href="#">Go to Task</a>
Manage Supporting References		<a href="#">Go to Task</a>
Manage Mapping Sets		<a href="#">Go to Task</a>
Activate Subledger Journal Entry Rule Set Assignments		<a href="#">Go to Task</a>

For Create Accounting process to transfer the costing details we need to setup Journal Entry Rule Sets for each type of transaction process

**IMPORTANT – Create Journal Entry Rule Set in the UI from scratch and do not copy from the available template.**

From the below example you can see that Rules Sets are created for  
Costing Process, Retro Costing Process, Balance Adjustment Costing, Costing Adjustments →  
SK\_COST\_PROGRESS & SK\_RUNCOST\_PROCESS  
Partial Period Accrual Process → SK\_ESTCOST\_PROGRESS & SK\_RETROCOST\_PROCESS  
Costing of Payments Process → SK\_PAYMENT\_PROCESS

Manage Subledger Journal Entry Rule Sets: Payroll

Search

Name

Description

Created by Application

Status

Chart of Accounts

Search Results

Actions View Format

Name	Event Class	Event Type	Created By	Chart of Accounts
SK_COST_PROGRESS	Costs	All	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi
SK_ESTCOST_PROGRESS	Partial Period Accrual	All	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi
SK_PAYMENT_PROCESS	Payment Costs	All	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi
SK_RETROCOST_PROCESS	Partial Period Accrual	Partial Period Accrual Reversal	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi
SK_RUNCOST_PROCESS	Run Costs	All	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi

## Setup and Maintenance

### Edit Subledger Journal Entry Rule Set ?

Actions

\* Name SK\_COST\_PROGRESS  
Short Name SK\_COST\_PROGRESS  
Description SK\_COST\_PROGRESS

Subledger  
? E  
? E  
Chart of

#### > Details

#### > Journal Entry

? Accounting Date Accounted Date of Cost

? Descr

#### > Supporting References

#### > Journal Lines

Actions View Format + X Freeze Detach

* Line Type ?	* Journal Line Rule	Accounting Class	Account Combination Rule	Fund	Appropriation	Funding Source	Department	Segment
Credit	Credit Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT	
Debit	Debit Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT	

Columns Hidden 22 Columns Frozen 4

## Setup and Maintenance

### Edit Subledger Journal Entry Rule Set ?

Actions

\* Name SK\_ESTCOST\_PROGRESS  
Short Name SK\_ESTCOST\_PROGRESS  
Description SK\_ESTCOST\_PROGRESS

Subledger  
? E  
? E  
Chart of

#### > Details

#### > Journal Entry

? Accounting Date Accounting Event Date

? Descr

#### > Supporting References

#### > Journal Lines

Actions View Format + X Freeze Detach

* Line Type ?	* Journal Line Rule	Accounting Class	Account Combination Rule	Fund	Appropriation	Funding Source	Department	Segment
Credit	Credit Partial Period Accrual Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT	
Debit	Debit Partial Period Accrual Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT	

Columns Hidden 22 Columns Frozen 4

## Setup and Maintenance

### Edit Subledger Journal Entry Rule Set ?

Actions

\* Name SK\_PAYMENT\_PROCESS  
Short Name SK\_PAYMENT\_PROCESS  
Description SK\_PAYMENT\_PROCESS

Subledger

? E

? E

Chart of

#### > Details

#### Journal Entry

? Accounting Date Accounting Event Date

? Descr

#### > Supporting References

#### Journal Lines

Actions View Format + - Freeze Detach

* Line Type ?	* Journal Line Rule	Accounting Class	Account Combination Rule	Fund	Appropriation	Funding Source	Department
Credit	Credit Payment Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT
Debit	Debit Payment Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT

Columns Hidden 22 Columns Frozen 4

## Setup and Maintenance

### Edit Subledger Journal Entry Rule Set ?

Actions

\* Name SK\_RETROCOST\_PROCESS  
Short Name SK\_RETROCOST\_PROCESS  
Description SK\_RETROCOST\_PROCESS

Subledger

? E

? E

Chart of

#### > Details

#### Journal Entry

? Accounting Date Accounting Event Date

? Descr

#### > Supporting References

#### Journal Lines

Actions View Format + - Freeze Detach

* Line Type ?	* Journal Line Rule	Accounting Class	Account Combination Rule	Fund	Appropriation	Funding Source	Department
Credit	Credit Partial Period Accrual Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT
Debit	Debit Partial Period Accrual Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT

Columns Hidden 22 Columns Frozen 4

**Setup and Maintenance**

**Edit Subledger Journal Entry Rule Set ?**

\* Name SK\_RUNCOST\_PROCESS  
 Short Name SK\_RUNCOST\_PROCESS  
 Description SK\_RUNCOST\_PROCESS

**Details**

**Journal Entry**

Accounting Date Accounted Date of Cost

**Supporting References**

**Journal Lines**

Actions View Format + - Freeze Detach

* Line Type ?	* Journal Line Rule	Accounting Class	Account Combination Rule	Fund	Appropriation	Funding Source	Department
Credit	Credit Run Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT
Debit	Debit Run Cost	Cost		SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOURCE	SK_AR_DEPT

Columns Hidden 22 Columns Frozen 4

Once all the Rule Sets are created, Check if all the rule sets created are in ACTIVE Status.

**Manage Subledger Journal Entry Rule Sets: Payroll**

**Search**

Name  
 Description  
 Created by Application

Status  
Chart of Accounts

**Search Results**

Actions View Format

Name	Event Class	Event Type	Created By	Chart of Accounts
SK_COST_PROGRESS	Costs	All	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi
SK_ESTCOST_PROGRESS	Partial Period Accrual	All	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi
SK_PAYMENT_PROCESS	Payment Costs	All	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi
SK_RETROCOST_PROCESS	Partial Period Accrual	Partial Period Accrual Reversal	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi
SK_RUNCOST_PROCESS	Run Costs	All	APPLICATION_IMPLEMENTATION_CONSULTANT	Progress Accounting Flexfi

If any of Rule Sets are not in active status then edit the rule set and ACTIVATE.

Setup and Maintenance

Edit Subledger Journal Entry Rule Set ?

\* Name SK\_ESTCOST\_PROGRESS Subledg  
Short Name SK\_ESTCOST\_PROGRESS  
Description SK\_ESTCOST\_PROGRESS Char

> Details

Journal Entry

Accounting Date Accounting Event Date Deso

> Supporting References

Journal Lines

Actions View Format + - Freeze Detach

* Line Type	* Journal Line Rule	Accounting Class	Account Combination Rule	Segment Rules					
				Fund	Appropriation	Funding Source	Department	Organization	Prog
Credit	Credit Partial Period Acc Cost			SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOU	SK_AR_DEPT	SK_AR_ORG	SK
Debit	Debit Partial Period Accr Cost			SK_AR_FUND	SK_AR_APP	SK_AR_FUND_SOU	SK_AR_DEPT	SK_AR_ORG	SK

## Create Accounting Method

Navigate to Workforce Deployment >> Define Payroll >> Define Payroll Costing >> Define Subledger Accounting Rules >> Define Subledger Accounting Method >> Manage Accounting Methods

Task	Help	Go to Task
Define Subledger Accounting Rules		
Define Subledger Accounting Methods		
Manage Accounting Methods		
Manage Subledger Journal Entry Rule Sets		
Manage Journal Line Rules		
Manage Account Rules		
Manage Description Rules		
Manage Supporting References		
Manage Mapping Sets		
Activate Subledger Journal Entry Rule Set Assignments		
Import Supporting Reference Initial Balances		
Manage Subledger Accounting Options		
Manage Subledger Accounting Descriptive Flexfields		

Add Journal Entry Rule Sets which are created in the above step as per requirement. When Rules Sets are added make sure that all those rule sets are in ACTIVE state

**Edit Accounting Method** ? Actions Save

\* Name SK\_ACC\_METHOD Status  
Short Name SK\_ACC\_METHOD Created By  
Description SK\_ACC\_METHOD Creation Date  
Last Updated By  
Last Update Date

Chart of Accounts Progress Accounting Flexfield

**Journal Entry Rule Set Assignments**

**Payroll** Assets Cash Management Cost Management Payables Receivables A1 DS Test DS1 DS2

Status Active

Actions View Format + - Freeze Wrap

* Event Class	* Event Type	* Rule Set	Status
Costs	All	SK_COST_PROGRESS	Active
Partial Period Accrual	All	SK_ESTCOST_PROGRESS	Active
Payment Costs	All	SK_PAYMENT_PROCESS	Active
Run Costs	All	SK_RUNCOST_PROCESS	Active

After entering all the data, Click on SAVE Button

Once the details gets saved, now Accounting Method should be ACTIVATED.

Go to Actions >> Change Status >> Activate.

**Edit Accounting Method** ? Actions Save

\* Name SK\_ACC\_METHOD Status  
Short Name SK\_ACC\_METHOD Created By  
Description SK\_ACC\_METHOD Creation Date  
Last Updated By  
Last Update Date

Chart of Accounts Progress Accounting Flexfield

**Journal Entry Rule Set Assignments**

**Payroll** Assets Cash Management Cost Management Payables Receivables A1 DS Test DS1 DS2

Status Active

Actions View Format + - Freeze Wrap

* Event Class	* Event Type	* Rule Set	Status
Costs	All	SK_COST_PROGRESS	Active
Partial Period Accrual	All	SK_ESTCOST_PROGRESS	Active
Payment Costs	All	SK_PAYMENT_PROCESS	Active
Run Costs	All	SK_RUNCOST_PROCESS	Active

**Manage Accounting Methods: Payroll**





**Search**

Name  Status

Description  Created by Application

Chart of Accounts

**Search Results**

Actions View Format     Freeze Wrap

Name	Description	Chart of Accounts	Status
SK_ACC_METHOD	SK_ACC_METHOD	Progress Accounting Flexfield	Active

Note: Any changes done to Accounting Method, System will change the status of Accounting Method from ACTIVE to INCOMPLETE. User has to re-activate the method

## 2 GL Setup

Create Accounting Calendar

Navigate to “All Tasks” from Setup and Maintenance Overview Page

Search for “Manage Accounting Calendars”

**Overview**

Implementation Projects Assigned Implementation Tasks **All Tasks**

**Search**




Match ☒ All ☐ Any

Search

Name

Business Object

**Search Results**

View Format Freeze Detach    Wrap

Name	Business Objects
Manage Accounting Calendars	Accounting Calendar

Click on “Go To Task” and Create a New Calendar





Add Period Details as shown in the below figure

























**Create Accounting Calendar : Period Details** ?

\* Name SK\_Calendar  
Description SK\_Calendar  
Start Date 1/1/10

Period  
Adjusting Period






**Period Details**

View  

	Period Name	Year	Period Number	Quarter Number	Start Date		End Date	
>	Jan-10	2010	1	1	1/1/10		1/31/10	
>	Feb-10	2010	2	1	2/1/10		2/28/10	
>	Mar-10	2010	3	1	3/1/10		3/31/10	
>	Apr-10	2010	4	2	4/1/10		4/30/10	
>	May-10	2010	5	2	5/1/10		5/31/10	
>	Jun-10	2010	6	2	6/1/10		6/30/10	
>	Jul-10	2010	7	3	7/1/10		7/31/10	
>	Aug-10	2010	8	3	8/1/10		8/31/10	
>	Sep-10	2010	9	3	9/1/10		9/30/10	
>	Oct-10	2010	10	4	10/1/10		10/31/10	
>	Nov-10	2010	11	4	11/1/10		11/30/10	
>	Dec-10	2010	12	4	12/1/10		12/31/10	

Click on “Save and Close” button

**Manage Accounting Calendars** ?

View      Detach

SK%		
Name	Description	Latest Defined Period
SK_Calendar	SK_Calendar	Dec-10

## 2.1 Create Primary Ledger

Navigate to Implementation Project >> Financials >> Define Common Applications Configuration for Financials >> Define Ledgers >> Define Accounting Configurations >> Manage Primary Ledger

**Implementation Project: SK\_Project01**

**Basic Information**

Name SK\_Project01 Status

Code SK\_PROJECT01 Assigned To AF

**Task Lists and Tasks**

Actions View Format Freeze Detach

Task

Task	Help	Go to Task
▶ Workforce Deployment		
▼ Financials		
▼ *Define Common Applications Configuration for Financials		
▶ *Define Synchronization of Users and Roles from LDAP		
▶ *Define Implementation Users		
▶ *Define Enterprise Structures for Financials		
▼ *Define Ledgers		
*Define Accounting Configurations		
*Manage Primary Ledgers		
Assign Legal Entities		
*Specify Ledger Options		
Assign Balancing Segment Values to Legal Entities		
Assign Balancing Segment Values to Ledger		
Manage Reporting Currencies		
▶ Define Secondary Ledgers		
*Review and Submit Accounting Configuration		
*Open First Period		
▶ *Define General Ledger Options		

Enter the following data and Save the Ledger











Ledger Name : <SK\_Ledger01>

Chart of Accounts : Progress Accounting Flexfield

Currency : <LRD / USD>

## 2.2 Scope Selection for “Define Accounting Configuration”

Navigate to Implementation Project >> Financials >> Define Common Applications Configuration for Financials >> Define Ledgers >> Define Accounting Configurations

Task	Help	Go to Task
▶ Workforce Deployment		
▼ Financials		
▼ *Define Common Applications Configuration for Financials	?	
▶ *Define Synchronization of Users and Roles from LDAP		
▶ *Define Implementation Users	?	
▶ *Define Enterprise Structures for Financials	?	
▼ *Define Ledgers	?	
▼ *Define Accounting Configurations	?	
*Manage Primary Ledgers		
Assign Legal Entities		
*Specify Ledger Options		
Assign Balancing Segment Values to Legal Entities		
Assign Balancing Segment Values to Ledger		
Manage Reporting Currencies		
▶ Define Secondary Ledgers		
*Review and Submit Accounting Configuration		
*Open First Period		

On clicking “Go To Task” icon, System will prompt user to select the Ledger (here scope is Ledger Name)

Select the Ledger which has been created in earlier step

After selecting the scope Ledger name would get displayed on top section of Project as shown below.

**Implementation Project: SK\_Project01**

**Basic Information**





Name SK\_Project01
Code SK\_PROJECT01

Status
Assigned To AP












Primary Ledger SK\_Ledger01

**Task Lists and Tasks**

Actions
View
Format

Task

Task	Help	Go to Task
 ▼ *Define Accounting Configurations	?	
*Manage Primary Ledgers		
Assign Legal Entities		
*Specify Ledger Options		
Assign Balancing Segment Values to Legal Entities		
Assign Balancing Segment Values to Ledger		
Manage Reporting Currencies		
▶ Define Secondary Ledgers		
*Review and Submit Accounting Configuration		
*Open First Period		

## 2.3 Specify Ledger Options

Navigate to Define Accounting Configurations >> Manage Primary Ledger

**Implementation Project: SK\_Project01**

**Basic Information**

Name SK\_Project01 Status

Code SK\_PROJECT01 Assigned To AP

Primary Ledger SK\_Ledger01

**Task Lists and Tasks**

Actions View Format Freeze Detach

Task

Task	Help	Go to Task
*Define Accounting Configurations		
*Manage Primary Ledgers		
Assign Legal Entities		
*Specify Ledger Options		
Assign Balancing Segment Values to Legal Entities		
Assign Balancing Segment Values to Ledger		
Manage Reporting Currencies		
Define Secondary Ledgers		
*Review and Submit Accounting Configuration		
*Open First Period		

Enter the following data and Save the Ledger

Accounting Calendar, First Opened Period, No of Future Enterable Periods, Accounting Method, Journal Language, Retained Earnings Account and select Launch AutoReverse after period open

Retained Earnings Account for "Progress Accounting Flexfield" is 1001-0000-0000-0000-0000-000000-000000. If Retained Earnings Account is not available then user has to create one.

## Specify Ledger Options: SK\_Ledger01 ?

### General Information

\* Name SK\_Ledger01  
Description SK\_Ledger01

Chart of Accounts

### Accounting Calendar

Select a period after the first defined period in the ledger calendar to enable running translation. You cannot run translation in the first defined period of a ledger calendar.

Accounting Calendar SK\_Calendar  
First Opened Period Jan-10

\* Number of Future Enterable

### Subledger Accounting

Accounting Method SK\_ACC\_METHOD

\* Journal Line

### Period Close

\* Retained Earnings Account 10-0000-0000-0000-000000  
Cumulative Translation Adjustment Account

Default Period End Rate  
Default Period Average Rate

## Specify Ledger Options: SK\_Ledger01 ?

\* Retained Earnings Account 10-0000-0000-0000-000000  
Cumulative Translation Adjustment Account

Default Period End Rate  
Default Period Average Rate

### Journal Processing

#### Balancing

#### Entry

Enable Suspense ☐ General Ledger  
☐ Oracle Fusion Subledger Accounting  
Default Suspense Account  
Rounding Account  
Entered Currency Balancing Account  
Balancing Threshold Percent

#### Import

#### Intercompany

#### Reversal

☐ Enable intercompany accounting

Journal Reversal Criteria

Click on "Save and Close" button

Manage Primary Ledgers ?		
View	Format	
SK%		
Primary Ledger	Description	Chart of Accounts
SK_Ledger01	SK_Ledger01	Progress Accounting
Columns Hidden	1	

## 2.4 Assign Legal Entities

Navigate to Define Accounting Configurations >> Assign Legal Entities

### Implementation Project: SK\_Project01

Basic Information

Name SK\_Project01

Code SK\_PROJECT01

Status

Assigned To AP

Primary Ledger

SK\_Ledger01

#### Task Lists and Tasks

Actions

View

Format

Freeze

Detach

Task

Task	Help	Go to Task
*Define Accounting Configurations	?	
*Manage Primary Ledgers		
Assign Legal Entities		
*Specify Ledger Options		
Assign Balancing Segment Values to Legal Entities		
Assign Balancing Segment Values to Ledger		
Manage Reporting Currencies		
Define Secondary Ledgers		
*Review and Submit Accounting Configuration		
*Open First Period		

Add the legal entities in which you want the Ledger to get displayed

Assign Legal Entities: SK_Ledger01 ?			
View Format    Detach			
Legal Entity	Legal Entity Identifier ?	Country	Compar
ZPAY_Com_Legal Employer One_1PSU1LE_3 Tier	ZPAY_Com_Legal Employer One_1P	Liberia	<No Va
ZPAY_Com_Legal Employer Two_1PSU1LE_2 Tier	ZPAY_Com_Legal Employer Two_1P	Liberia	<No Va
ZPAY_Com_Legal Employer Three_1PSU1LE_3 Tier	ZPAY_Com_Legal Employer Three_	Liberia	<No Va
ZPAY_Com_US_LE1_1PSU1LE_3T	ZPAY_Com_US_LE1_1PSU1LE_3T	United States	<No Va
ZPAY_Com_US_LE2_1PSU1LE_2T	ZPAY_Com_US_LE2_1PSU1LE_2T	United States	<No Va
Columns Hidden 1			

## 2.5 Review and Submit Accounting Configuration

Navigate to Define Accounting Configurations >> Review and Submit Accounting Configuration

### Implementation Project: SK\_Project01

Basic Information

Name SK\_Project01

Code SK\_PROJECT01








Status

Assigned To AP
















Primary Ledger

SK\_Ledger01

#### Task Lists and Tasks

Actions View Format    Freeze  Detach   

Task


Task	Help	Go to Task
   *Define Accounting Configurations		
*Manage Primary Ledgers		
Assign Legal Entities		
*Specify Ledger Options		
Assign Balancing Segment Values to Legal Entities		
Assign Balancing Segment Values to Ledger		
Manage Reporting Currencies		
▶  Define Secondary Ledgers		
*Review and Submit Accounting Configuration		
*Open First Period		


Click on SUBMIT button

Review and Submit Accounting Configuration: SK\_Ledger01

Legal Entities

View ▾



 Detach

Name	Legal Entity Identifier	Cou
ZPAY_Com_Legal Employer One_1PSUnLE_3 Tier	ZPAY_Com_Legal Employer One_1P	Libe
ZPAY_Com_Legal Employer Two_1PSU1LE_2 Tier	ZPAY_Com_Legal Employer Two_1P	Libe
ZPAY_Com_Legal Employer Three_1PSU1LE_3 Tier	ZPAY_Com_Legal Employer Three_	Libe
ZPAY_Com_US_LE1_1PSU1LE_3T	ZPAY_Com_US_LE1_1PSU1LE_3T	Unit
ZPAY_Com_US_LE2_1PSU1LE_2T	ZPAY_Com_US_LE2_1PSU1LE_2T	Unit

Ledgers

Name	Ledger Type	Currency	Chart of Accounts	Accounting Calendar	A
SK_Ledger01	Primary Ledger	LRD	Progress Accounting Flexfield	SK_Calendar	

This will trigger Create Accounting Configuration process

Navigate to Navigator >> Scheduled Processes

Make sure that Create Accounting Configuration process is completed successfully

## 2.6 Open Periods

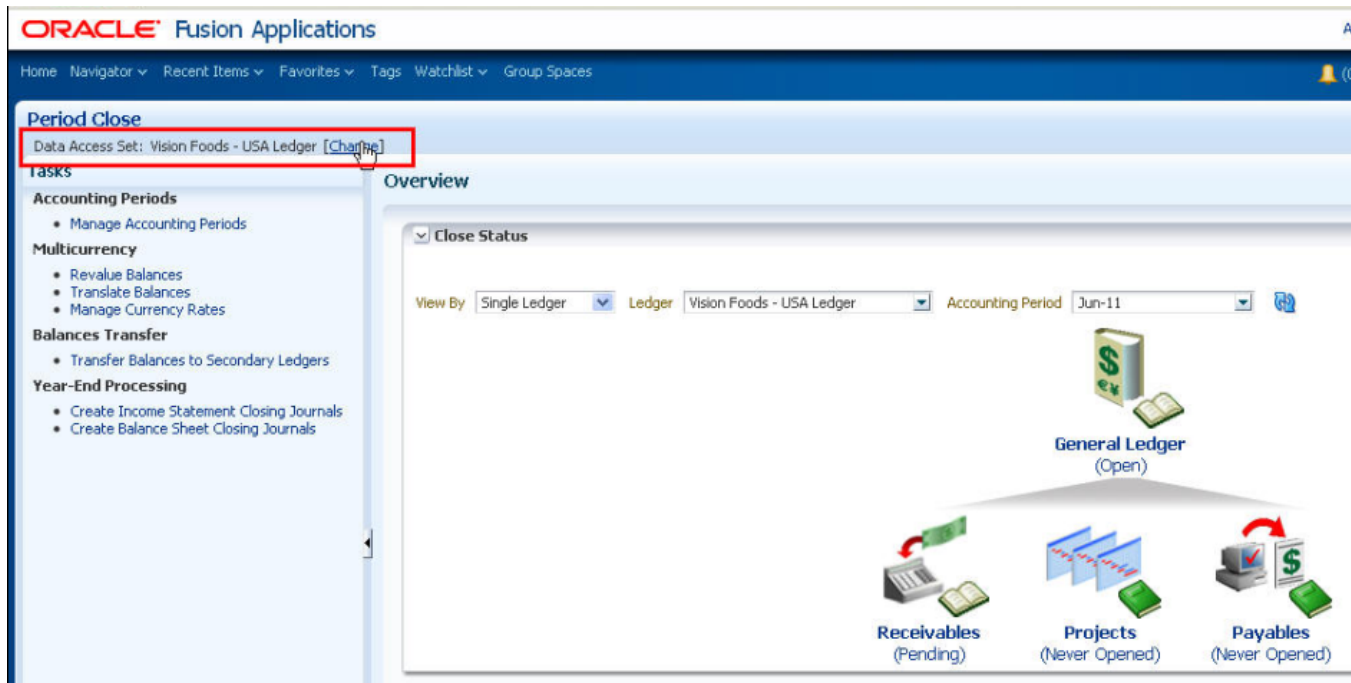
Login as <USER> / <PASSWORD>

Navigate to Navigator >> General Accounting >> Period Close

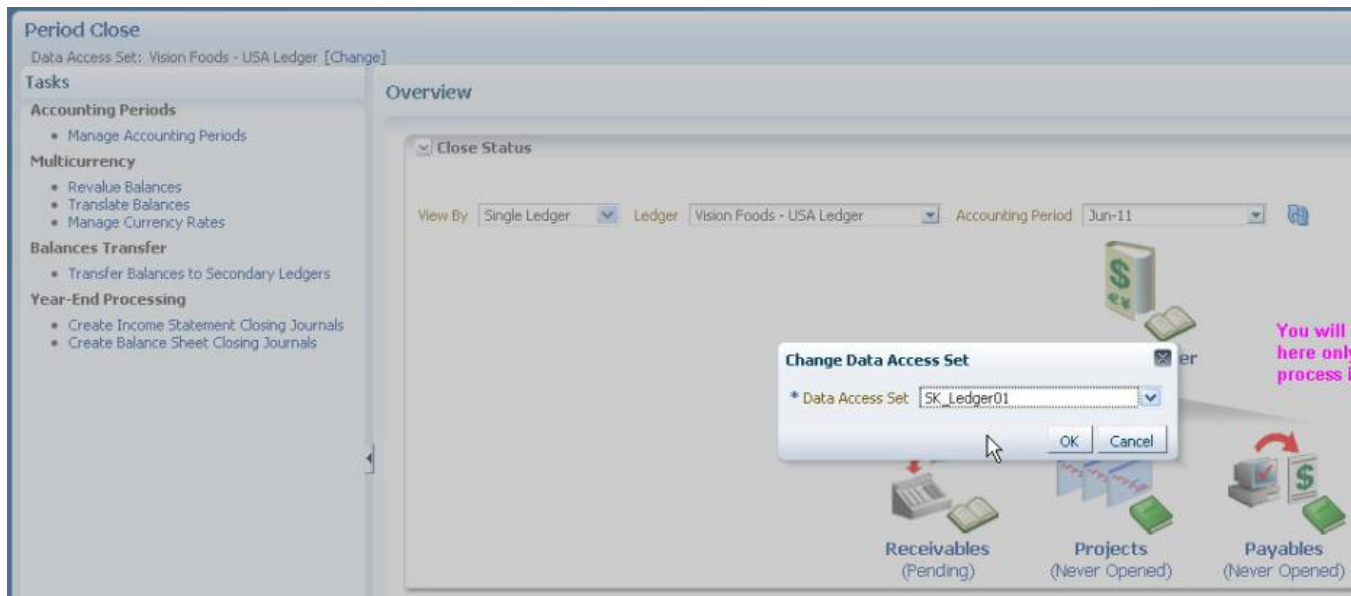


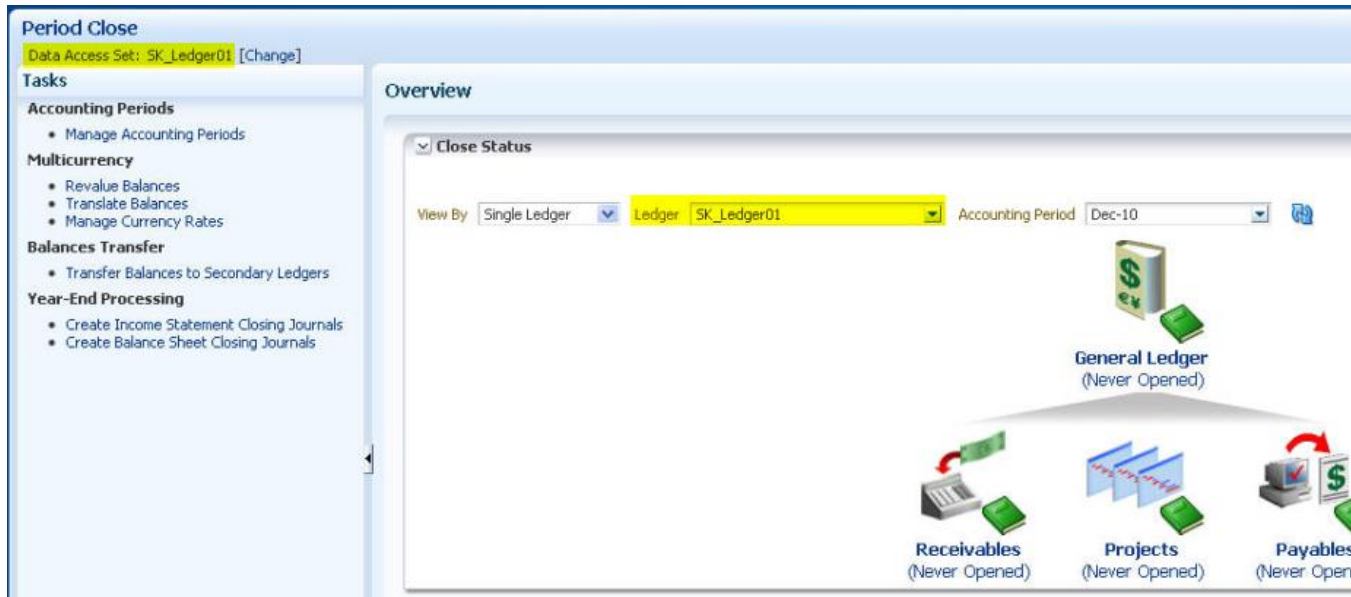
In Period Close UI, Data Access Set has to be changed to the Ledger created above



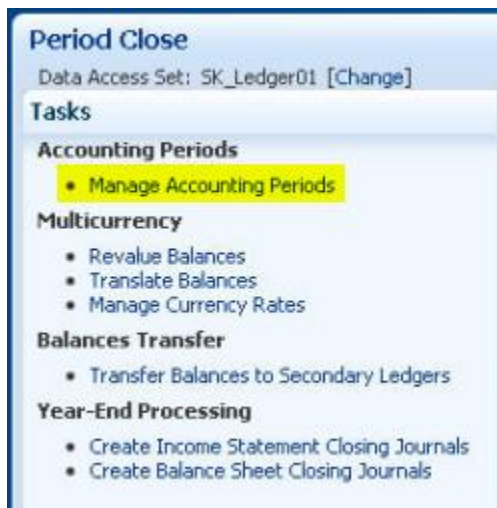


System pops-up to select “Data Access Set”. Select Ledger created in the above step  
Ledger created above will get displayed on if “Create Accounting Configuration” process completes successfully

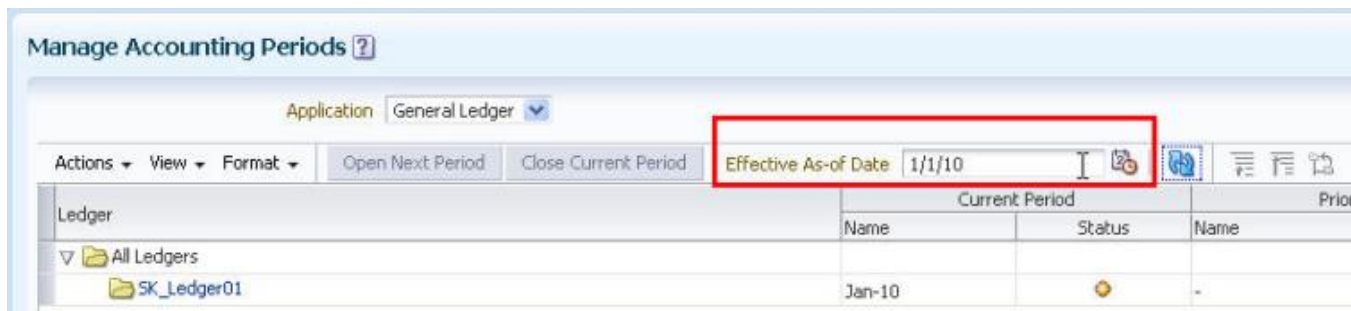




Now Navigate to Accounting Periods >> Manage Accounting Periods

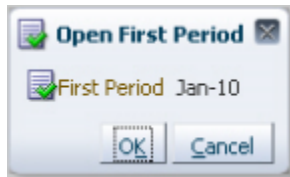


Enter the "Effective As of Date" to the Calendar start date and click on REFRESH button



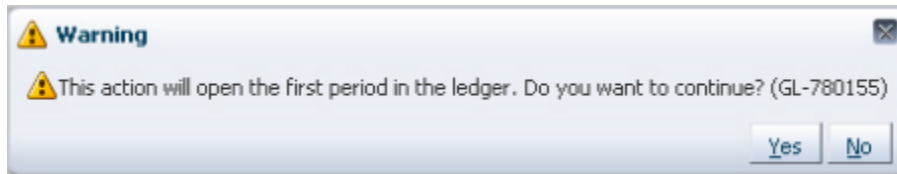
Click on the Ledger Link "SK\_Ledger01"

System will pop-up asking to open the first period



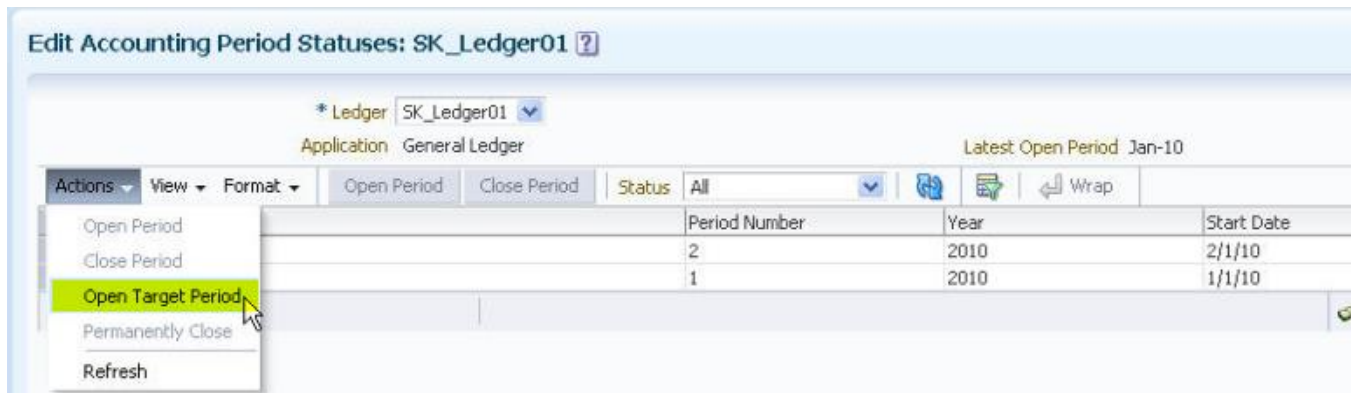
Click on OK button

System will now pop-up for confirmation

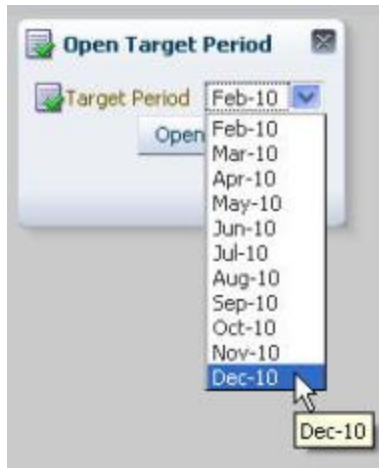


Click on YES Button

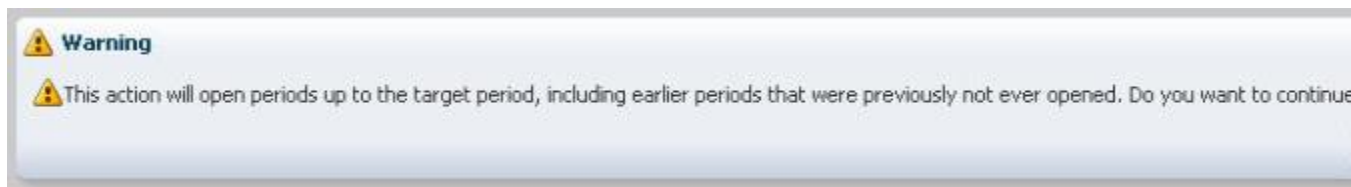
Now Navigate to Actions >> Open Target Period



Select the Target Period till which you want the Calendar Periods to get opened and click on OPEN button



Click on the Yes button in Warning message displayed



### 3 Setup to be done in Payroll Applications

Login as Payroll Manager (Example - <USER>/<PASSWORD>)

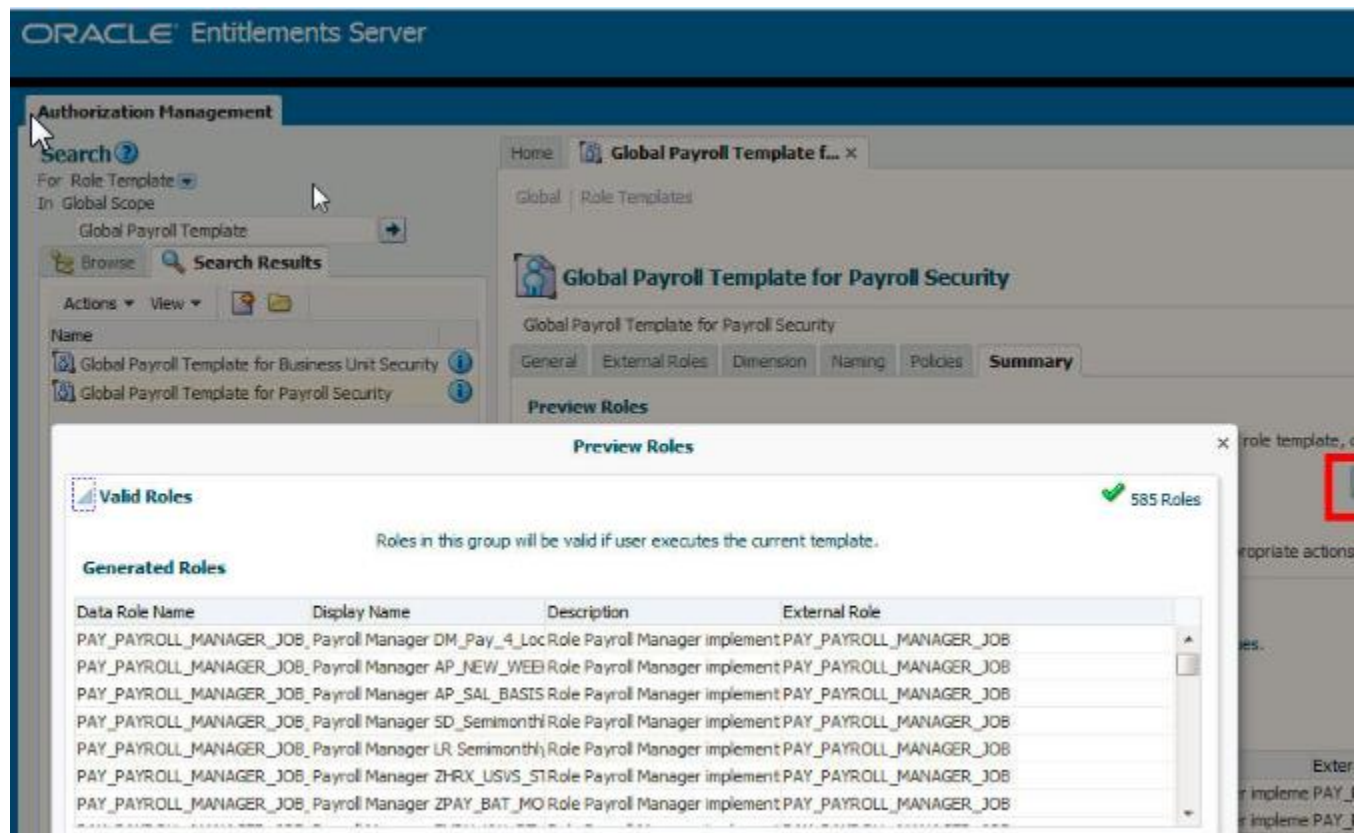
- Attach the above created Ledger to the Payroll for which you want to run “Transfer to SLA” and “Create Accounting” process
- Run Payroll Process
- Run Transfer to SLA Process

### 4 Run Create Accounting Process

#### 4.1 Security Pre-requisite

##### 4.1.1 Generate Data Roles

1. Login to APM Homepage
2. Search for the Security Template using the navigation Global > Role Template > Search for "Global Payroll Template for Payroll Security"
3. Open the "Global Payroll Template for Payroll Security" template
4. Click on Generate Roles button available on top right pane
5. You can also see the roles generated by clicking on Preview Roles button in Summary tab
6. Data roles are created in the  
PAY\_PAYROLL\_MANAGER\_JOB\_[PAYROLL\_NAME]\_[LEGISLATIVE DATA GROUP NAME]  
naming format



#### 4.1.2 Assign the role to the user

Data roles generated in the previous step needs to be assigned to the user who is going to run the Create Accounting process.

- Login to OIM
- Search User
- Click on the name and it will show the detail of the user
- Go to Roles tab and click the assign button

- Find the role generated above and add it as below

**Administration**

Search:

Action:

Display Name:

PAY\_MGR\_ALL\_BR  
PAY\_MGR\_ALL\_DE  
PAY\_MGR\_ALL\_ES  
PAY\_MGR\_ALL\_FR  
PAY\_MGR\_ALL\_IT  
PAY\_MGR\_ALL\_JA  
PAY\_MGR\_ALL\_NL  
PAY\_MGR\_ALL\_ZHS  
PAY\_MGR\_ALL\_ZHT

Welcome

The selected roles have been assigned successfully to the user.

Attributes Roles Resources Proxies Direct Reports Requests

Action:

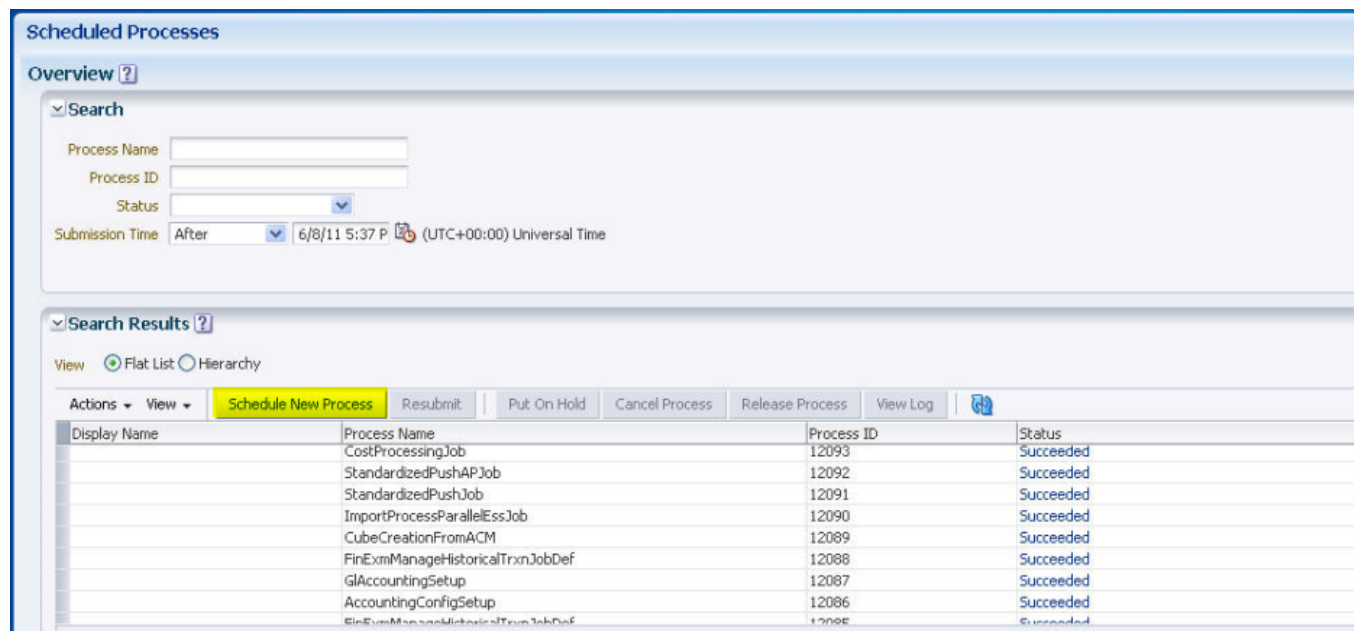
Display Name	Role Name
ALL USERS	ALL USERS
Employee	PER_EMPLOYEE_ABSTRACT
Line Manager	PER_LINE_MANAGER_ABSTRACT
Payroll Manager - View All	PAY_PAYROLL_MANAGER_VIEW_ALL_DATA
Payroll Manager ZHRX_US_COST_PDF ZHRX_US_COST_LDG	PAY_PAYROLL_MANAGER_JOB_ZHRX_US_...

## 4.2 Run the Process

Navigate to Navigator >> Scheduled Processes



Click on “Schedule New Process”



Search and select XLAFSNAPRPT (Create Accounting Process)

**Search and Select: Process Name**

▼ **Search** Basic

Process Name

Search Reset

Process Name	Display Name
XLAFSNAPRPT	Create Accounting

OK Cancel

**Schedule New Process**

Type ☒ Job ☐ Job Set

Process Name

Description Creates subledger journal entries.

OK Cancel

Enter the parameters for Create Accounting process as shown below and SUBMIT the process



**Process Details**

Process OptionsAdvancedSubmitCancel

Process Name>Create Accounting

DescriptionCreates subledger journal entries.

ScheduleAs soon as possible

☐ Print output

☐ Notify me when this process ends

Parameters

\* Subledger Application

Payroll

\* Ledger

SK\_Ledger01

Process Category

\* End Date

10/31/2010

\* Accounting Mode

Final

\* Process Events

All

\* Report Style

Detail

\* Transfer To General Ledger

Yes

\* Post in General Ledger

Yes

Journal Batch

CK\_V5\_PD2\_1010\_RCST\_TSLA\_Final1

\* Include User Transaction Identifiers

No

Close

Once the process gets complete a pdf file gets generated for this process which displays the transactions which got processed.

**Scheduled Processes**

argument12 Y  
 argument13 V5\_SLA\_PAYROLL\_JUL\_0101\_Pay3\_TSLA\_Draft1  
 argument14  
 argument15 N  
 argument16  
 argument17  
 argument18  
 argument19  
 argument20  
 argument21  
 argument22  
 argument23  
 argument24  
 argument25

**Log**  
 Attachment: ESS\_I\_72427

**Output**

Report Summary

Event Class	Number of Documents	Number of Events Processed	Number of Events with Warning	Number of Events in Error	Ledger
Run Costs	1	1	0	0	SK_Ledger01

Subledger Journal Entries

Event Class	Run Costs	Transaction Number
Event Type	Run Cost	Event Date
Event Number	1	
Ledger	SK_Ledger01	Ledger Currency LRD

Down load the pdf file to local folder and open. See the sample of pdf image given below

**ORACLE**  
 SK\_Ledger01

## Subledger Accounting Program Report

### Report Summary

Event Class	Number of Documents	Number of Events Processed	Number of Events with Warning	Number of Events in Error	Ledger
Costs	1	0	0	1	SK_Ledger01
Run Costs	2	2	0	0	SK_Ledger01

### Transfer to General Ledger Summary

Ledger	Journal Entries Transferred	Jou
SK_Ledger01	2	

### Journal Entry Errors and Warnings

Event Class	Event Type	Ledger	Transaction Number	Journal Entry Status	Journal Line Number	Error and Warning Message
Costs	Retroactive Cost	SK_Ledger01	3358	Invalid	1	A conversion date is required for the foreign currency j conversion date must be provided when entered curren currency.

#### Subledger Journal Entries

Event Class Run Costs  
Event Type Run Cost  
Event Number 1

Transaction Number 3356  
Event Date Oct 31,

Ledger SK\_Ledger01

Ledger Currency LRD

Account

#### Journal Entry Description

Line	Accounting Class	Account	Entered Currency	Entered Debit	Entered Credit	Account
1	Cost	4310-1010-1010-3710-1010-6530-51200-100003	USD	5,000.00		2
3	Cost	4310-1010-1010-3710-1010-6530-51200-222999	USD		5,000.00	

Total for Journal Entry 2

Event Class Run Costs  
Event Type Run Cost  
Event Number 1

Transaction Number 4317  
Event Date Nov 30

Ledger SK\_Ledger01

Ledger Currency LRD

Account

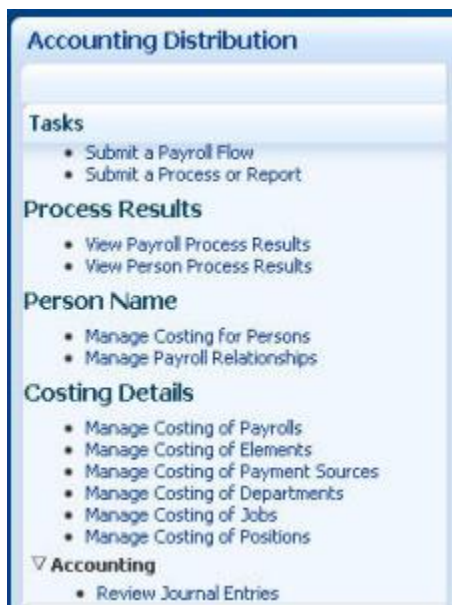
#### Journal Entry Description

Line	Accounting Class	Account	Entered Currency	Entered Debit	Entered Credit	Account
1	Cost	4310-1010-1010-3710-1010-6530-51200-100004	USD	5,000.00		2
3	Cost	4310-1010-1010-3710-1010-6530-51200-222999	USD		5,000.00	

Total for Journal Entry 2

## 4.3 Review Journal Entries

Navigate to Navigator >> Accounting Workarea >> Accounting >> Review Journal Entries



Enter the Mandatory fields in the "Review Journal Entries" UI and click on SEARCH button  
Sample Search results screen shots are given below

Overview

Review Journal Entries

Review Journal Entries

Journal Entries

Journal Entry Lines

Search: Journal Entries

Saved SearchAll Journal Entries

\* Ledger

Equals

SK\_Ledger01

\* Journal Source

Equals

Payroll

\* Date

Between

11/1/2009

-

11/30/2010

Transaction Number

Equals

Event Class

Equals

Event Type

Equals

Status

Equals

Search

Reset

Save...

Add Fields

Search Results

ViewFormat

Detach

Wrap

Accounting Date	Transaction Date	Transaction Number	Journal Category	Status	Journal Entry Description	Event Class	Event Type
3/31/10	3/31/10	1666	Payroll	Final		Partial Period Accrual	Partial Period Accrual
3/31/10	3/31/10	1666	Payroll	Final		Partial Period Accrual	Partial Period Accrual Reversal
2/28/10	2/28/10	1664	Payroll	Final		Run Costs	Run Cost
1/31/10	1/31/10	1648	Payroll	Final		Run Costs	Run Cost

1666, 2010-03-31: Journal Entry Details

View Journal Entry

Journal Summary

Transaction Summary

Ledger

SK\_Ledger01

Status

Final

Accounting Date

3/31/10

Journal Category

Payroll

Journal Entry Type

Standard

Journal Entry Description

Lines

ViewFormat

Wrap

Overview

Review Journal Entries

Review Journal Entries

Journal Entries

Journal Entry Lines

Accounting Date	Transaction Date	Transaction Number	Journal Category	Status	Journal Entry Description	Event Class	Event Type
3/31/10	3/31/10	1666	Payroll	Final		Partial Period Accrual	Partial Period Accrual
3/31/10	3/31/10	1666	Payroll	Final		Partial Period Accrual	Partial Period Accrual Reversal
2/28/10	2/28/10	1664	Payroll	Final		Run Costs	Run Cost
1/31/10	1/31/10	1648	Payroll	Final		Run Costs	Run Cost

1666, 2010-03-31: Journal Entry Details

Journal Summary

Transaction Summary

Ledger: SK\_Ledger01

Status: Final

Accounting Date: 3/31/10

Journal Category: Payroll

Journal Entry Type: Standard

Journal Entry Description:

View Journal Entry

Lines

View

Format

Wrap

Line	Account	Accounting Class	Entered		Accounted (LRD)	
			Debit	Credit	Debit	Credit
1	4310-1010-1010-3710-1010-6530-51200-100001	Cost	5,000.00 USD		200,000.00	
2	4310-1010-1010-3710-1010-6530-51200-222999	Cost	5,000.00 USD		200,000.00	
3	4310-1010-1010-3710-1010-6530-51200-100001	Cost		5,000.00 USD		200,000.00
4	4310-1010-1010-3710-1010-6530-51200-222999	Cost		5,000.00 USD		200,000.00
Total					400,000.00	400,000.00