

Oracle Fusion Payments - Version 11.1.7.0.0 and above

Information in this document applies to any platform.

Purpose:

The purpose of this document is to provide you with several best practice steps for configuring customized templates for Oracle Fusion Payments.

Scope:

The scope of this document is limited to some of the best practices in configuring custom template. For detailed steps, refer to Doc ID 1681859.1 and Doc ID 1378367.1

Details:

Best practice steps include the following:

- I. Upload customized templates only under custom reports
- II. Use the customize option to create customized reports
- III. Use MS Word to edit templates
- IV. Set up properties while uploading the RTF template
- V. Set up properties while uploading the eText template
- VI. Set the default output type for the RTF template
- VII. Create formats with the correct template or layout name

I. Upload Customized Templates Only Under Custom Reports

Upload customized templates only under custom reports. Do not upload customized templates under the seeded report.

Important: If you upload customized templates under the seeded report, they will be overwritten when Oracle releases a patch that contains a new or modified template.

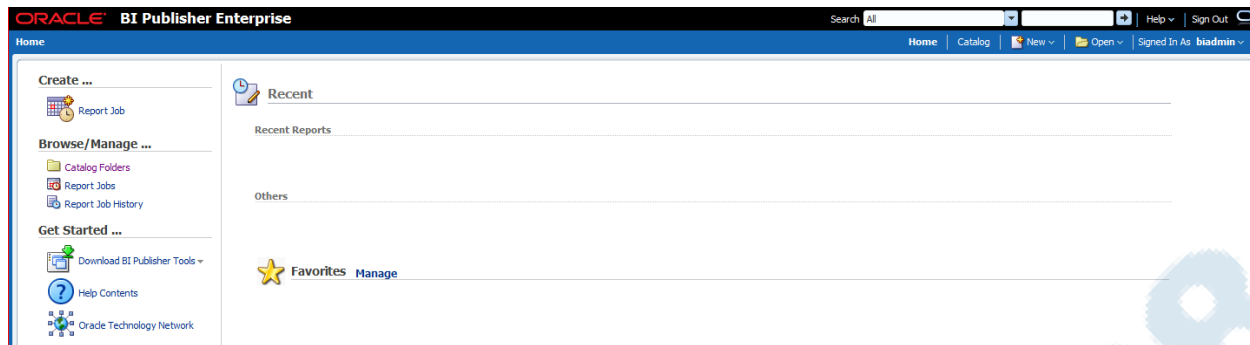
The path for the custom report is **Shared Folders > Custom > Financials > Payments**.

II. Use the Customize Option to Create Customized Reports

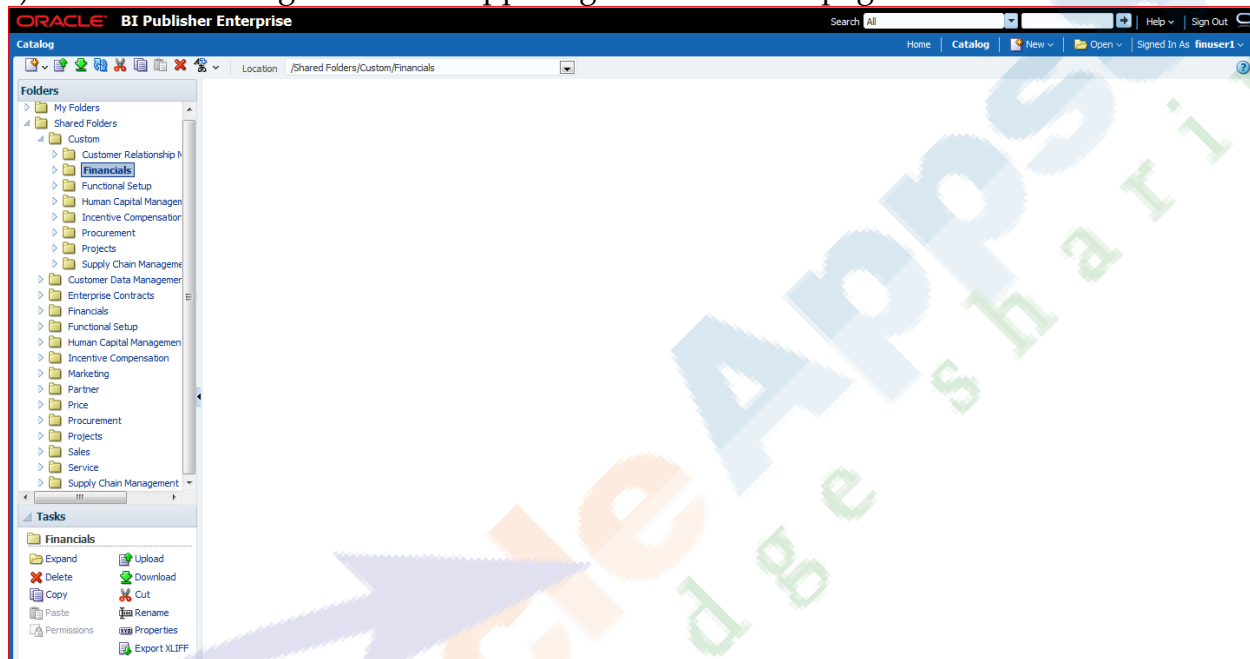
Before you upload customized templates, you must create the custom report. Do not copy or manually create the custom report.

To automatically create the custom report, perform the following steps:

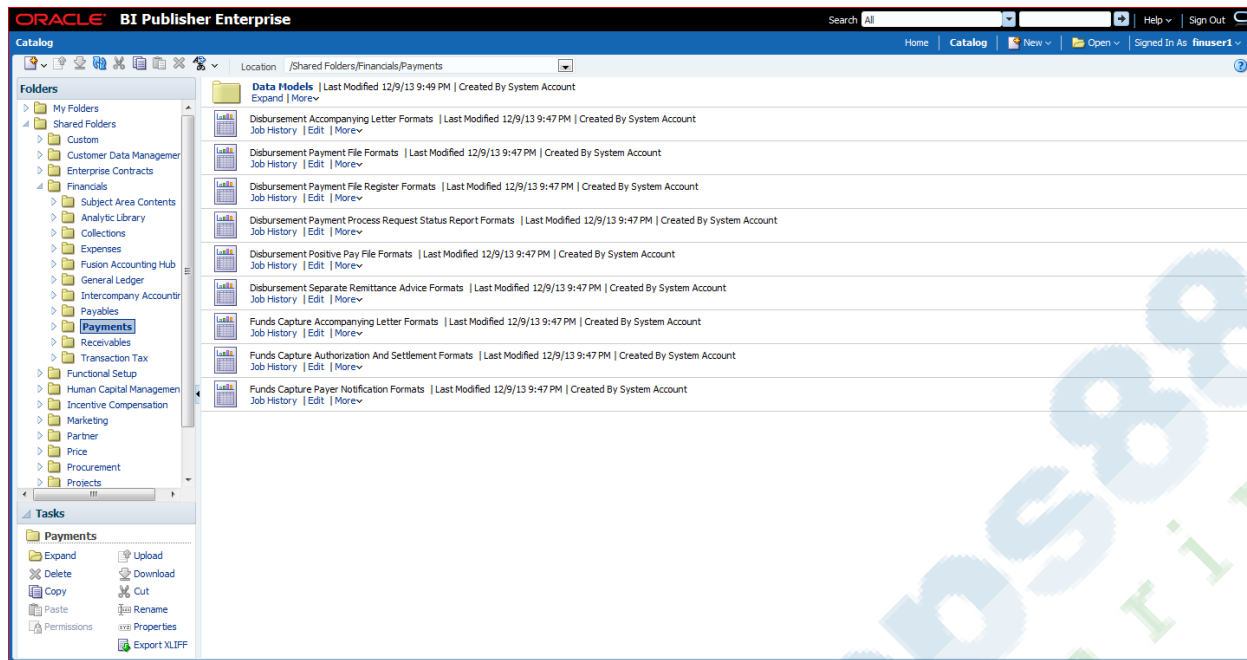
- 1) Sign in to Oracle BI Publisher using a user assigned with BI Admin role
Sign in to Oracle BI Publisher using the BI Admin role.



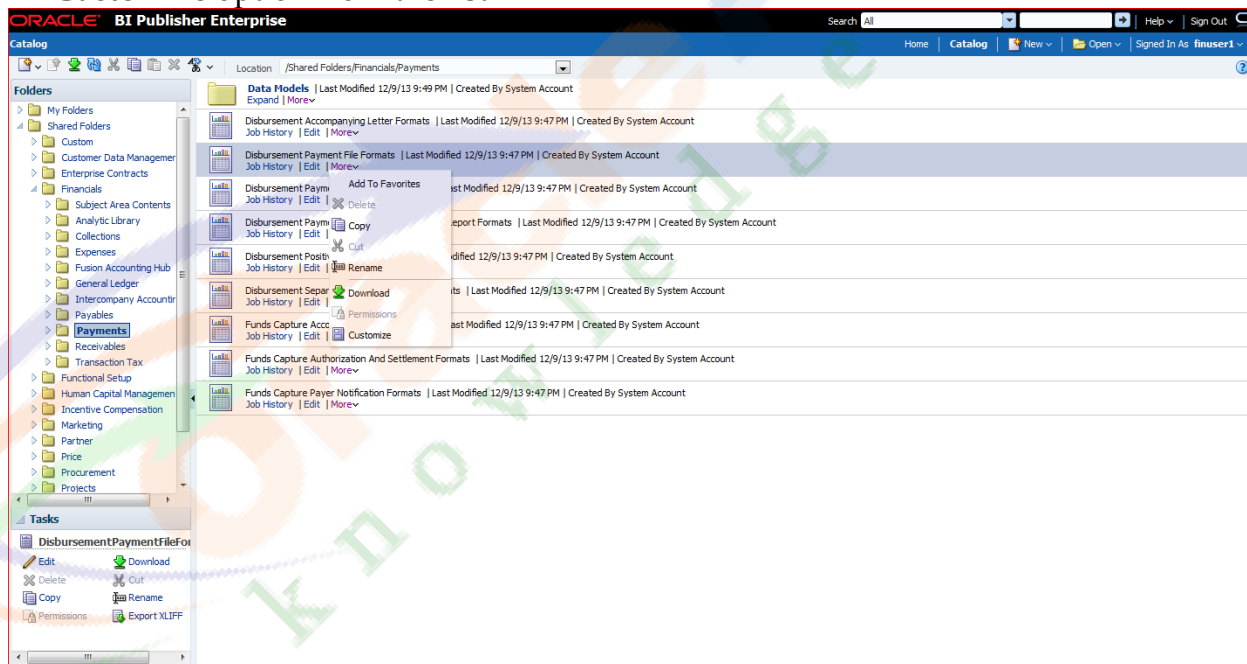
2) Click the Catalog link on the upper right corner of the page.



3) Navigate: Shared Folders > Financials > Payments



- 4) Payments templates are grouped under different reports. Depending on the customization requirement, you must identify the report, which needs to be copied to custom Report. Identify the report, click the **More** link and then click the **Customize** option from the list



- 5) Application automatically creates a custom report at the following location: Shared Folders > Custom > Financials > Payments
- 6) All the BI Publisher templates under the report at Shared Folders > Financials > Payments > Disbursement Payment File Formats are copied to the report at: Shared Folders > Custom > Financials > Payments > Disbursement Payment File Formats.

7) You can now start uploading your customized templates under custom report.

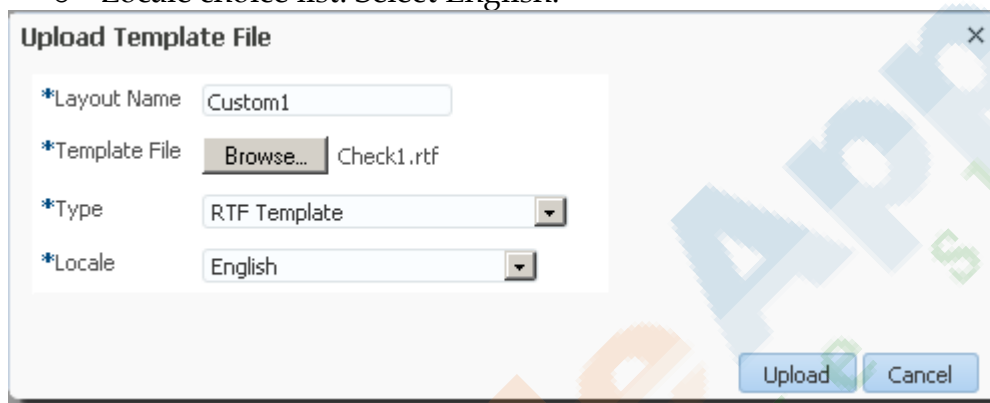
III. Use MS Word to Edit Templates

To customize a template, you must create a new template or you can modify a seeded one. Use MS Word, rather than WordPad or Apache OpenOffice, to create or edit a template.

IV. Set Up Properties While Uploading the RTF Template

While uploading RTF templates with output in PDF, enter the following properties:

- Layout Name field: Enter any name.
- Template File field: Search and select the custom template.
- Type choice list: Select RTF Template. Tip: *Do not* select eText Template.
- Locale choice list: Select English.

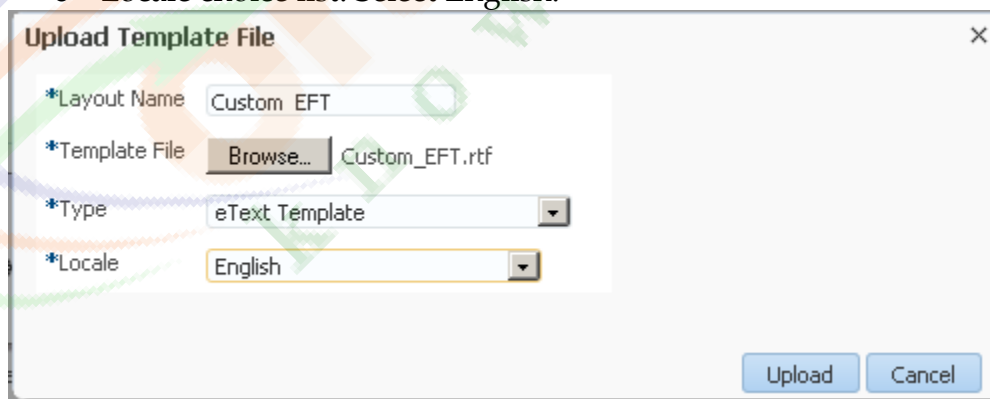


The screenshot shows the 'Upload Template File' dialog box. It contains four fields: '*Layout Name' with the value 'Custom1', '*Template File' with a 'Browse...' button and the file 'Check1.rtf', '*Type' with a dropdown menu set to 'RTF Template', and '*Locale' with a dropdown menu set to 'English'. At the bottom right are 'Upload' and 'Cancel' buttons.

V. Set Up Properties While Uploading the eText Template

While uploading eText templates with output in text, enter the following properties:

- Layout Name field: Enter any name.
- Template File field: Search and select the custom template.
- Type choice list: Select eText Template. Tip: *Do not* select RTF Template.
- Locale choice list: Select English.



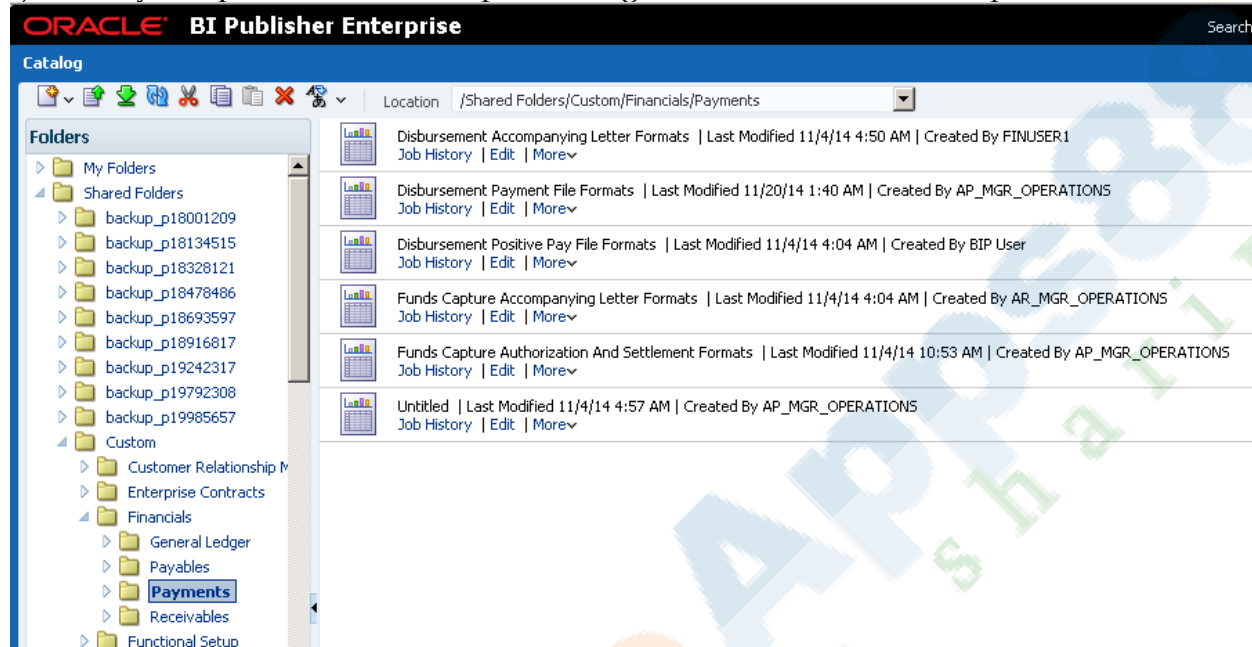
The screenshot shows the 'Upload Template File' dialog box. It contains four fields: '*Layout Name' with the value 'Custom EFT', '*Template File' with a 'Browse...' button and the file 'Custom_EFT.rtf', '*Type' with a dropdown menu set to 'eText Template', and '*Locale' with a dropdown menu set to 'English'. At the bottom right are 'Upload' and 'Cancel' buttons.

VI. Set the Default Output Type for RTF Template

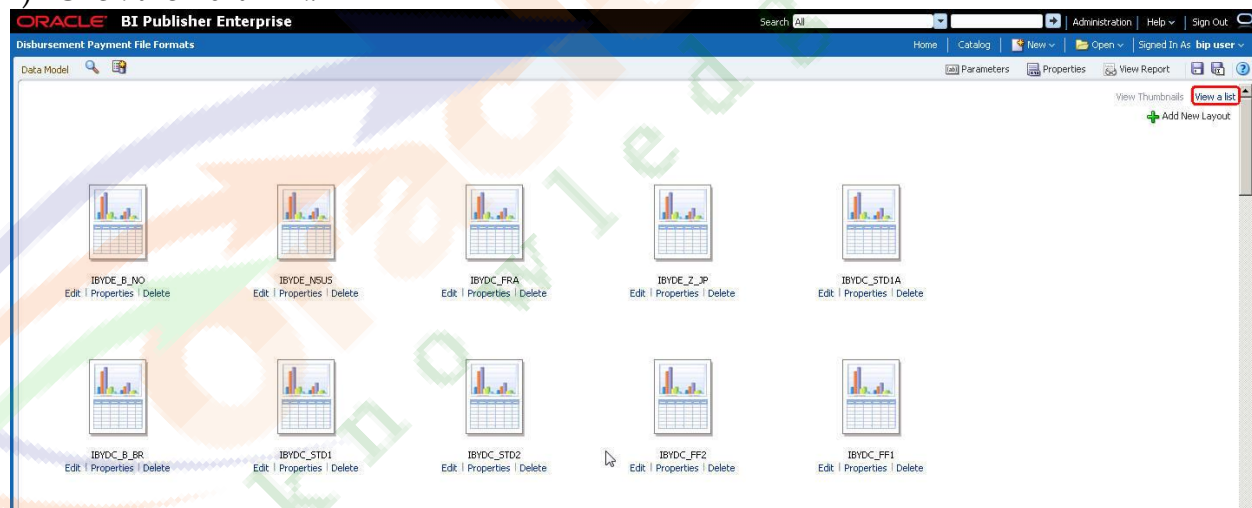
When you upload RTF templates with output in PDF, the default output is set as HTML. You must manually change it to PDF. To change default output type, perform the following steps –

To automatically create the custom report, perform the following steps

1) After you upload the RTF template navigate back to the custom report.



2) Click the Edit link.



3) Click the View a List link on the top right corner.

Name	Code	Type	Format	Language
IBYDC_2_CO	fin_IBYDC_2_CO.rtf	rtf	PDF;Data (XML)	English
IBYDC_S_NO	fin_IBYDC_S_NO_en.rtf	etext	Text;Data (XML)	English
IBYDC_S_CH	fin_IBYDC_S_CH_en.rtf	etext	Text;Data (XML)	English
IBYDC_BTR	fin_IBYDC_BTR.rtf	rtf	PDF;Data (XML)	English
IBYDC_ES	fin_IBYDC_ES_en.rtf	etext	Text;Data (XML)	English
IBYDC_ES	fin_IBYDC_ES.rtf	rtf	PDF;Data (XML)	English
IBYDC_BR	fin_IBYDC_BR.rtf	rtf	PDF;Data (XML)	English
IBYDC_S_CD	fin_IBYDC_S_CD_en.rtf	etext	Text;Data (XML)	English
IBYDC_S_PD	fin_IBYDC_S_PD_en.rtf	etext	Text;Data (XML)	English
IBYDC_PT	fin_IBYDC_PT_en.rtf	etext	Text;Data (XML)	English
IBYDC_CITI	fin_IBYDC_CITI_en.rtf	etext	Text;Data (XML)	English
IBYDC_B_ES	fin_IBYDC_B_ES.rtf	rtf	PDF;Data (XML)	English
IBYDC_C_PL	fin_IBYDC_C_PL_en.rtf	etext	Text;Data (XML)	English
IBYDC_W_IT	fin_IBYDC_W_IT.rtf	rtf	PDF;Data (XML)	English
IBYDC_AT	fin_IBYDC_AT_en.rtf	etext	Text;Data (XML)	English
IBYDC_LSR	fin_IBYDC_LSR.rtf	rtf	PDF;Data (XML)	English
IBYDC_F_BE	fin_IBYDC_F_BE_en.rtf	etext	Text;Data (XML)	English
IBYDC_DEA	fin_IBYDC_DEA.rtf	rtf	PDF;Data (XML)	English
IBYDC_IT	fin_IBYDC_IT_en.rtf	etext	Text;Data (XML)	English
IBYDC_CH	fin_IBYDC_D_CH_en.rtf	etext	Text;Data (XML)	English
IBYDC_PYM	fin_IBYDC_PYM_en.rtf	etext	Text;Data (XML)	English
IBYDC_FF2A	fin_IBYDC_FF2A.rtf	rtf	PDF;Data (XML)	English
IBYDC_1_CO	fin_IBYDC_1_CO.rtf	rtf	PDF;Data (XML)	English
IBYDC_TRSY	fin_IBYDC_TRSY.rtf	rtf	PDF;Data (XML)	English
IBY_PAY_INT_EFT_FR	fin_IBY_PAY_INT_EFT_FR_en.rtf	etext	Text;Data (XML)	English
STD1	fin_IBYDC_STD_Test.rtf	rtf	PDF;RTF;Data (XML)	English
Solarus	Solarus.rtf	etext	Text	English
POSCO	POSCO.rtf	etext	Text	Japanese
KETest	KETest.rtf	etext	Text	English
Custom1	Check1.rtf	rtf	HTML;PDF;RTF;Excel	English

4) Your customized report is displayed at the end of the list.

Custom1	Check1.rtf	rtf	HTML;PDF;RTF;Excel	HTML	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	English
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5) The default format is saved as HTML. From the choice list, select as PDF.

Custom1	Check1.rtf	rtf	HTML;PDF;RTF;Excel	PDF	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	English
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6) Save the change.

7) Now if a payment is created using this template, the output would be generated in PDF.

VII. Create Formats with the Correct Template or Layout Name

While creating a format, you must enter the BI Publisher template or layout name in the BI Publisher Template field.

Important: The name you enter must match the one you used when you uploaded the customized template.

Create Format

* Name:

* Code:

Type: Disbursement Payment File Formats

Message Direction: Outbound

Transformation Program Type: BI Publisher

* BI Publisher Template:

* From Date: 11/19/14

To Date:

Save and Close Cancel

If you make a typographical error in the BI Publisher Template field, the application cannot identify the correct template so it uses the default template to generate the payment file.