Oracle Cloud Procure to Payables (Payments) to Fixed Assets to General Ledger Flow

| 01	02	03	04	05
PO Requisition	Purchase Orders	Account Payables	Fixed Assets	General Ledger

The PO-AP-FA-GL cycle comprises of the following steps,
01: Create Requisitions
02: Create Purchase Order with Requisition
03: Purchase Order Receive Goods
04: Create Payables invoice with Match PO Lines
05: Invoice Payment to Supplier (Optional)
06: Transfer Payables data to General Ledger (Mandatory)
07: Create Mass Additions
08: Prepare Mass Additions
09: Post Mass Additions
10: Verify the Asset
11: Calculate Depreciation
12: Asset Create Accounting

01: Create Requisitions

Nav: Procurement → Purchase Requisitions
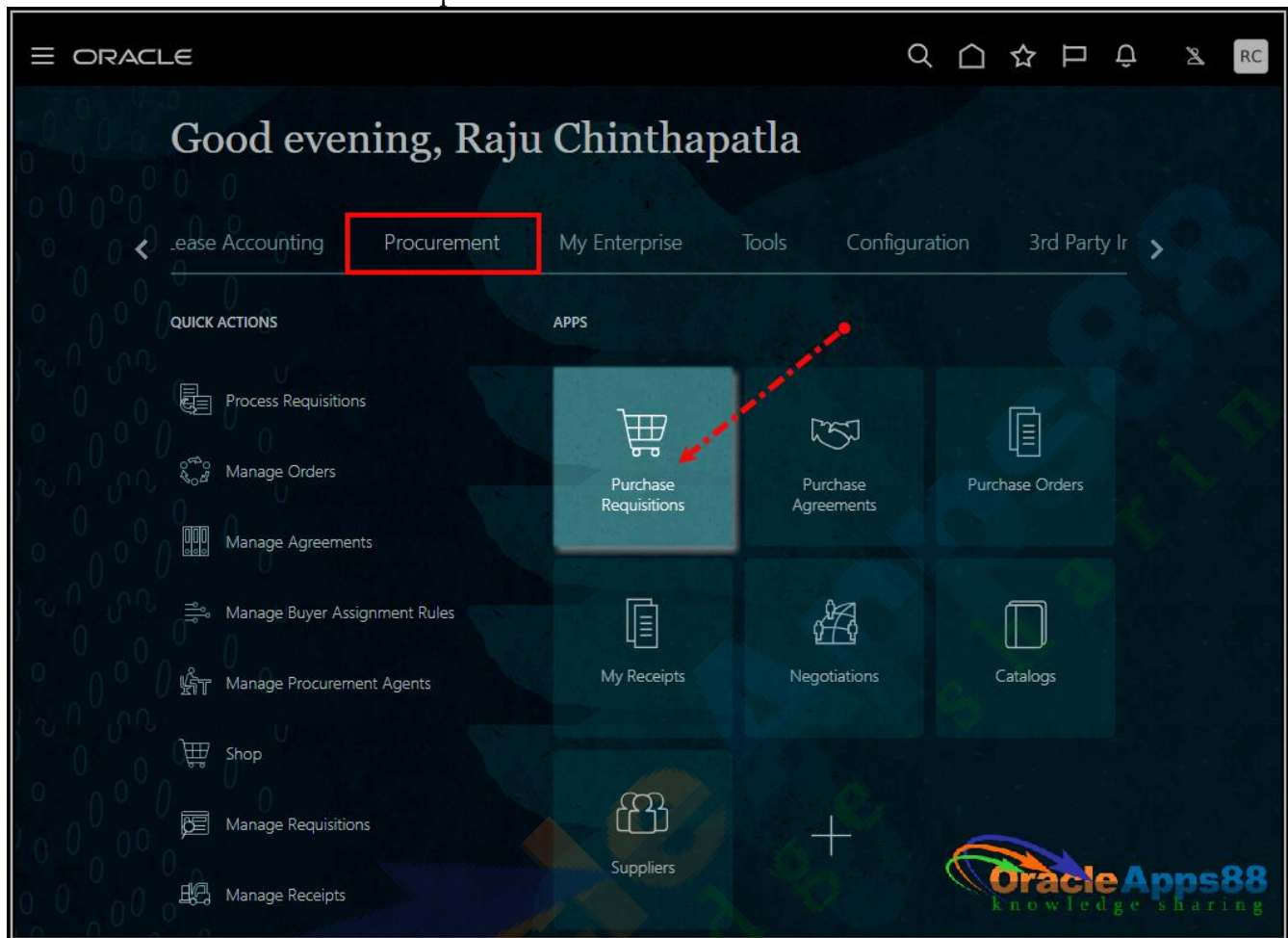
Click the **More Tasks** dropdown and select **Request Noncatalog Item**.
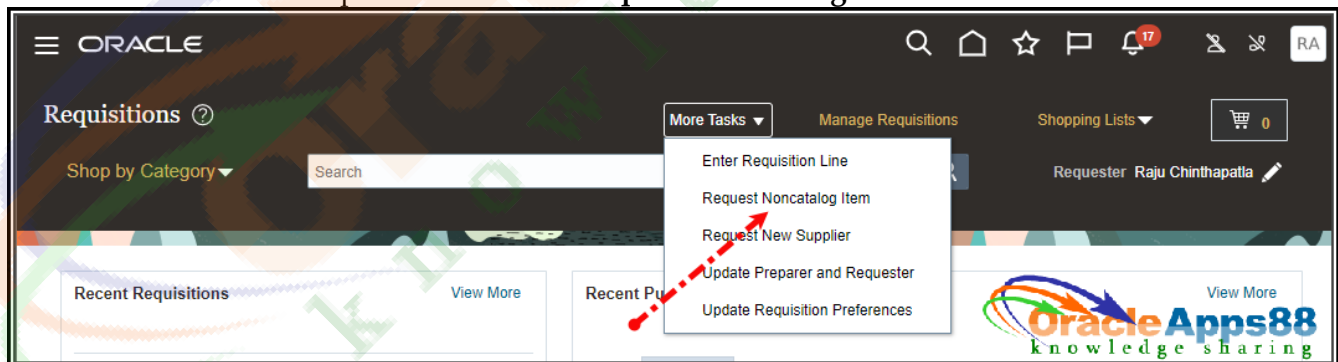
Enter the below requisition details and click on **Add to Cart** button

Requisition added to cart

Click on the cart and click on the Review button

Review the requisition details and make sure the **Charge Account is an Asset Clearing account**

Review the details and Click on Submit

Requisition will create ad it will submit for approval, click on the View PDF button to check the requisition details
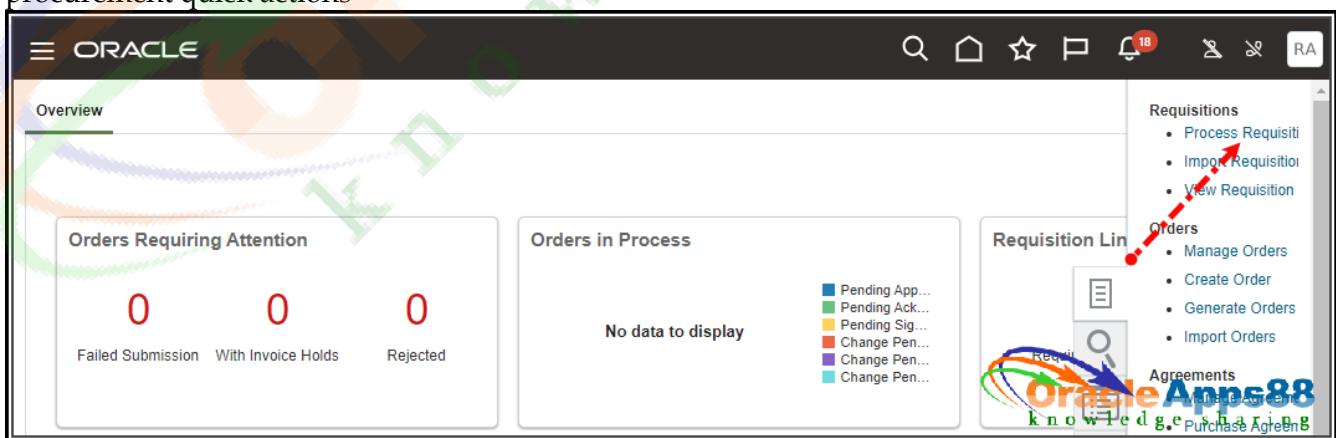

Approve the Requisition

02: Create Purchase Order with Requisition

Once the requisition is Approved create the Purchase order with requisition

Nav: Procurement → Purchase Orders
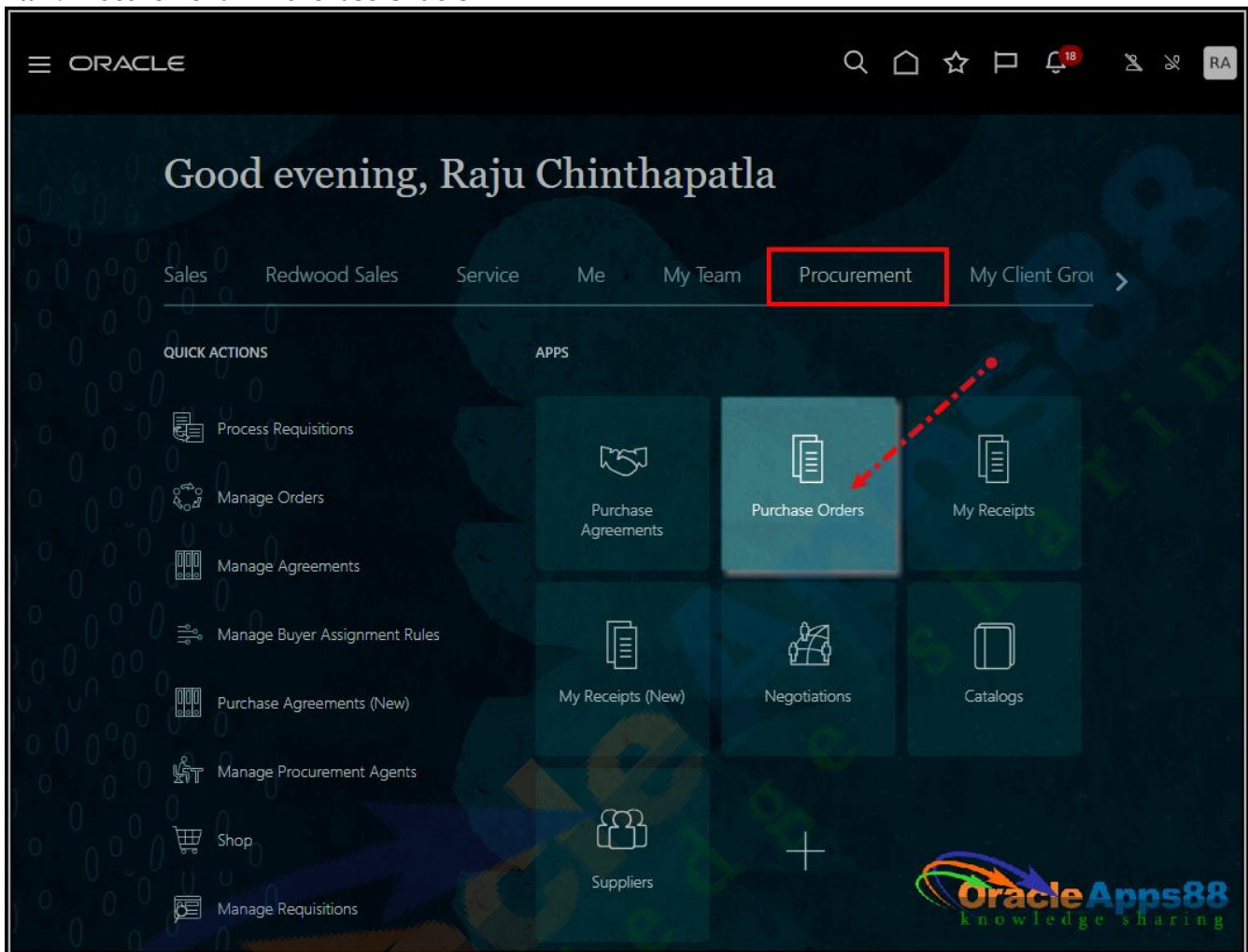
Click on the tasks and click on the **Process Requisitions** task from Requisitions or select from procurement quick actions

Search with requisition and select the requisition and click on **Add to Document Builder** button

Select the line click on Ok button

Click on the Create button to create the order

It will create the order and generate the order number

Verify the details (PO Charge Account should be Asset Clearing Account) and click on the submit button

It will Submit for manager approval

Approve the Purchase Order

03: Purchase Order Receive Goods
Nav: Procurement → My Receipts
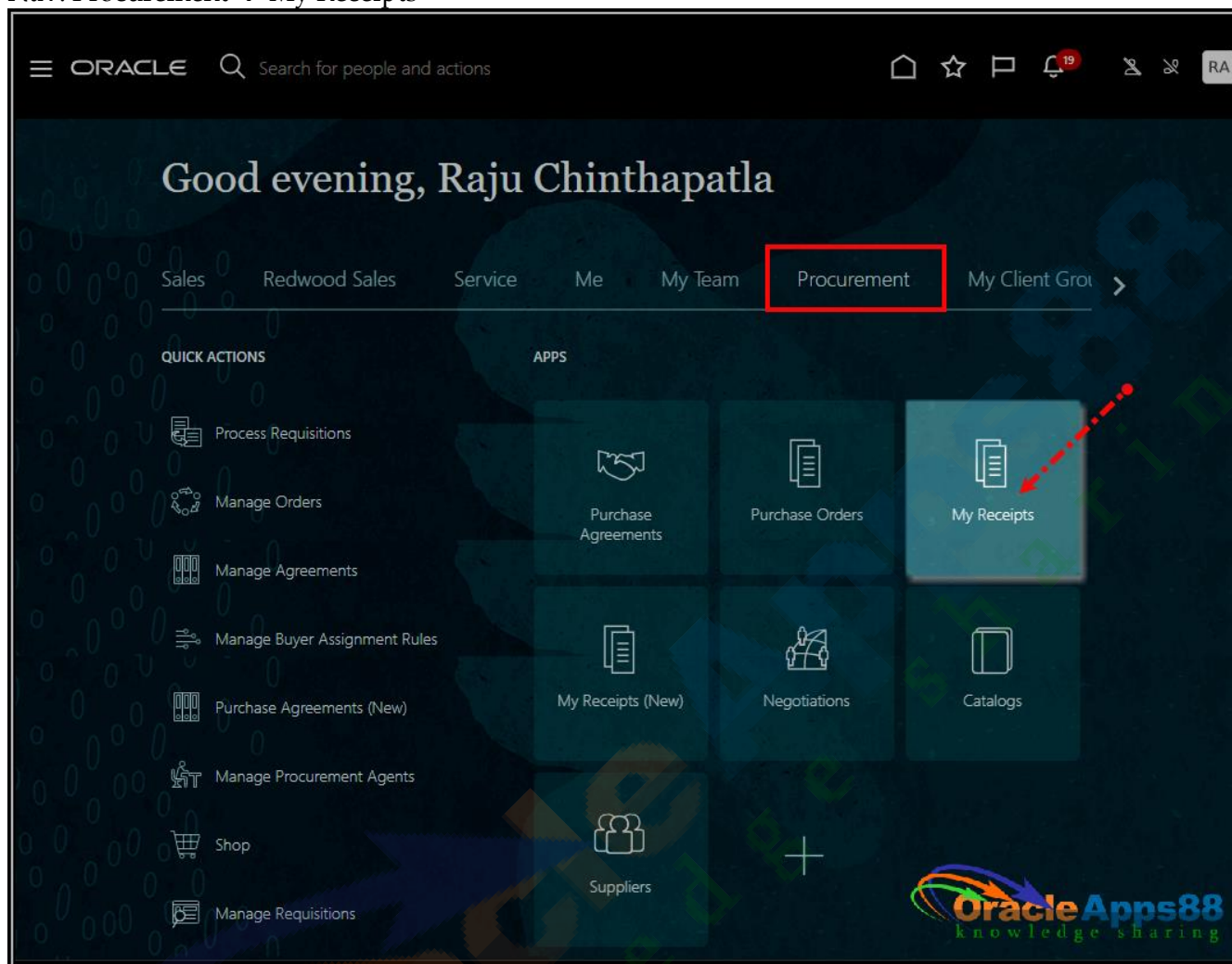
Search with Requisition number or Purchase Order number and select the line and click on **Receive** button

Enter the receive quantity and click on Submit button
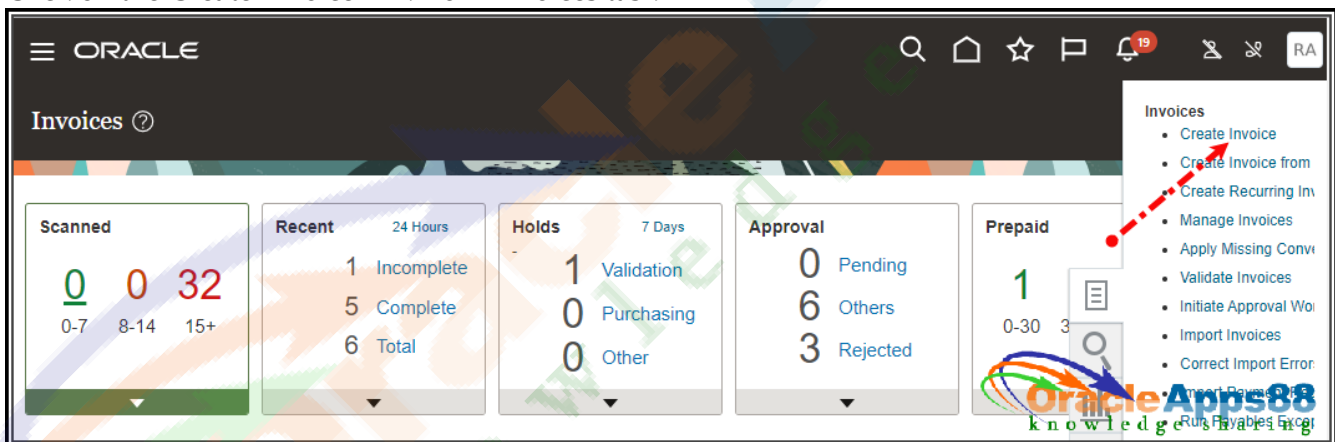

Receipt number will generate

04: Create Payables invoice with Match PO Lines
Nav: Payables →Invoices
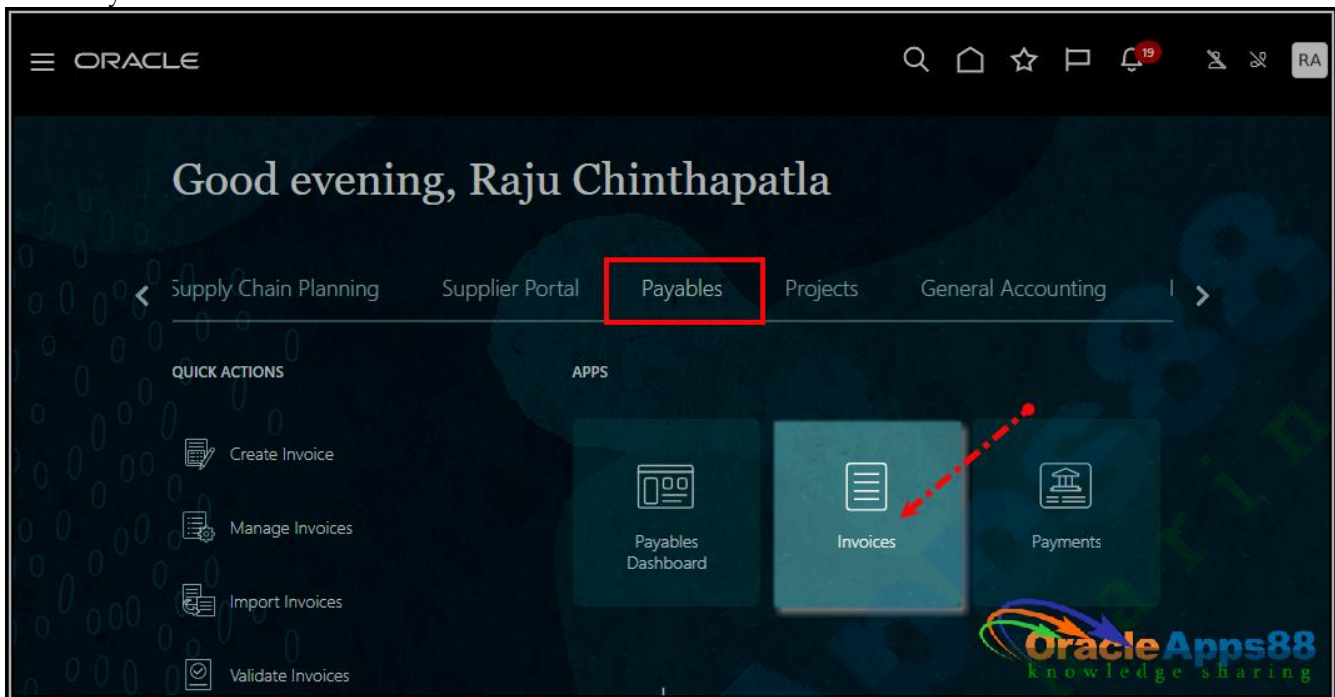
Click on the Create Invoice link from Invoices task

Search with PO number and enter the invoice details and select the **Match Invoice Lines** and click on the Go button

Select the PO and click on Apply, Ok button

PO lines will be defaulted in invoice lines and **Track as Asset** should be selected

And Distribution Account should be an Asset Clearing Account

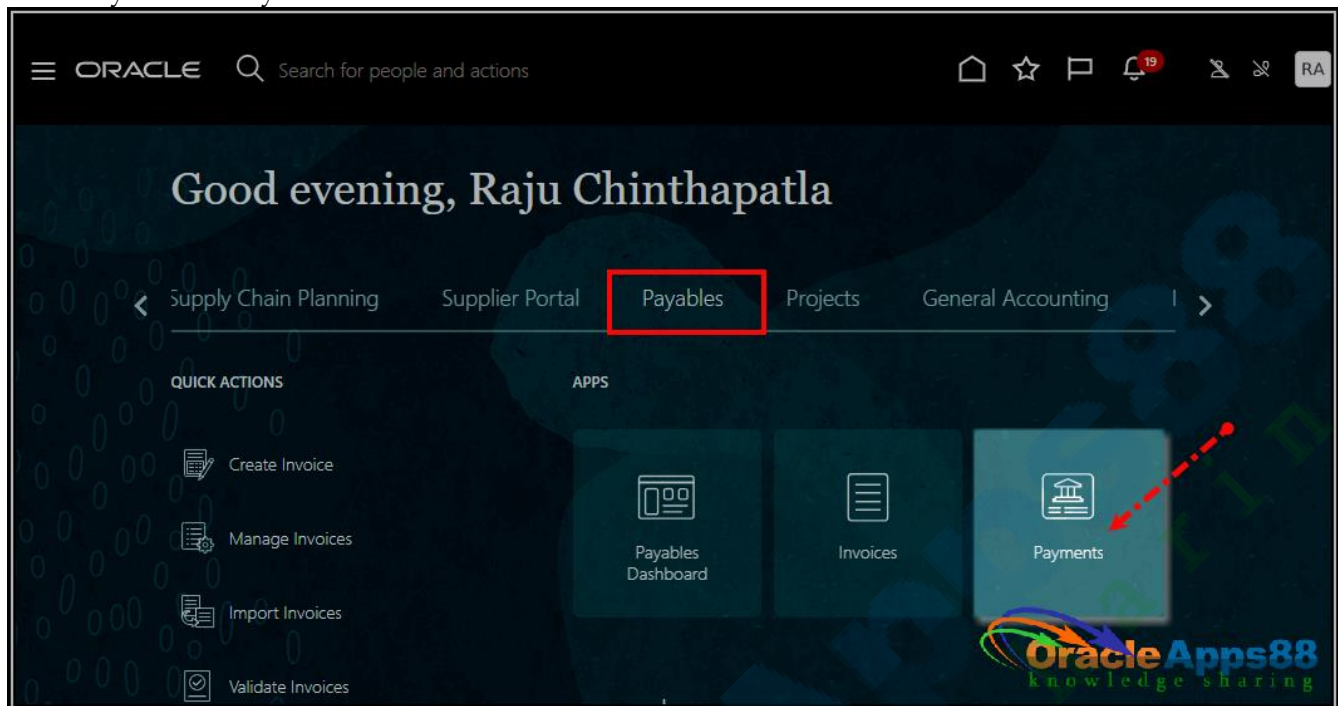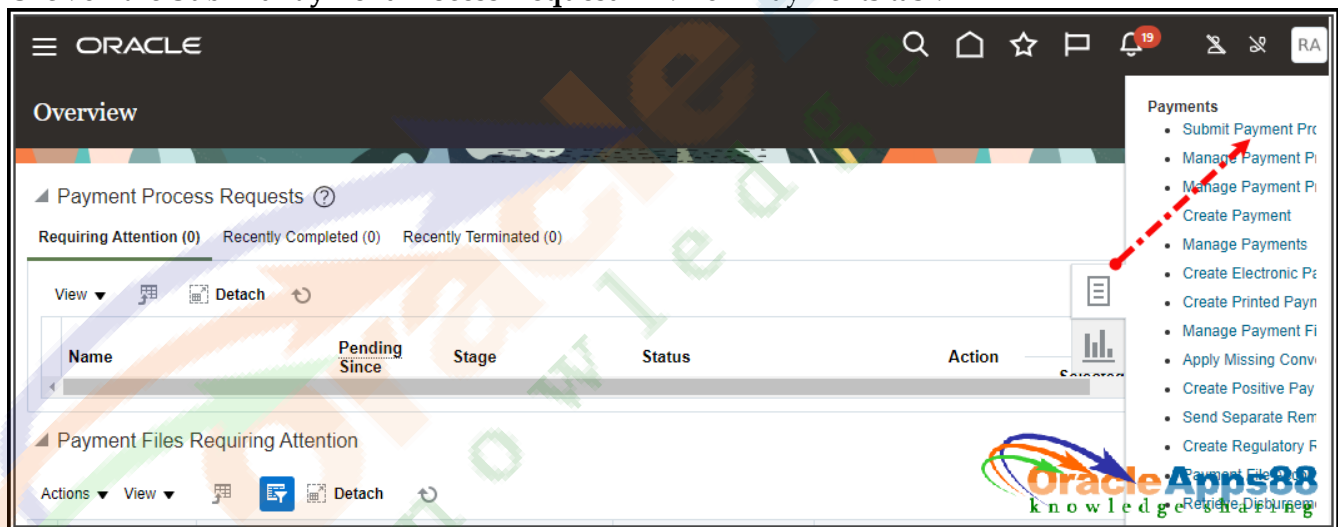Validate the invoice, Click on Invoice Actions →Validate

Back to invoice page, click Save and close button

05: Invoice Payment to Supplier (Optional)

Nav: Payables →Payments

Click on the **Submit Payment Process Request** link from Payments task

Enter the PPR name and select the Payment Method, Supplier, Bank, Payment process profile and Approver and click on the Submit button

Click on the Go Action button

Verify the payments and click on Submit button

It will complete the process and submit the programs, Click on the View Output on Format Payment Files job

Here is the output of payment

Transfer the Payments to GL
Nav: Payments → Manage Payments, Search with PPR name and click on the payment number

Click on Action and click on Post to Ledger

06: Transfer Payables data to General Ledger (Mandatory)

Note: Invoice should be accounted before creating the Asset

Navigate to Payables, Search with invoice number in Manage invoice task

Click on the Invoice Actions and click on post to ledger button

Invoice Accounting status will changed to Accounting

07: Create Mass Additions

Create Mass additions from Invoice

Nav : Payables → Invoices → Assets → Create Mass Additions

Enter the Accounting Date and Asset Book, Click on Submit

It will be submitted and Verify the Scheduled Processes

Verify the output file and invoice should be available in create mass additions report

08: Prepare Mass Additions
Nav : Fixed Assets →Assets
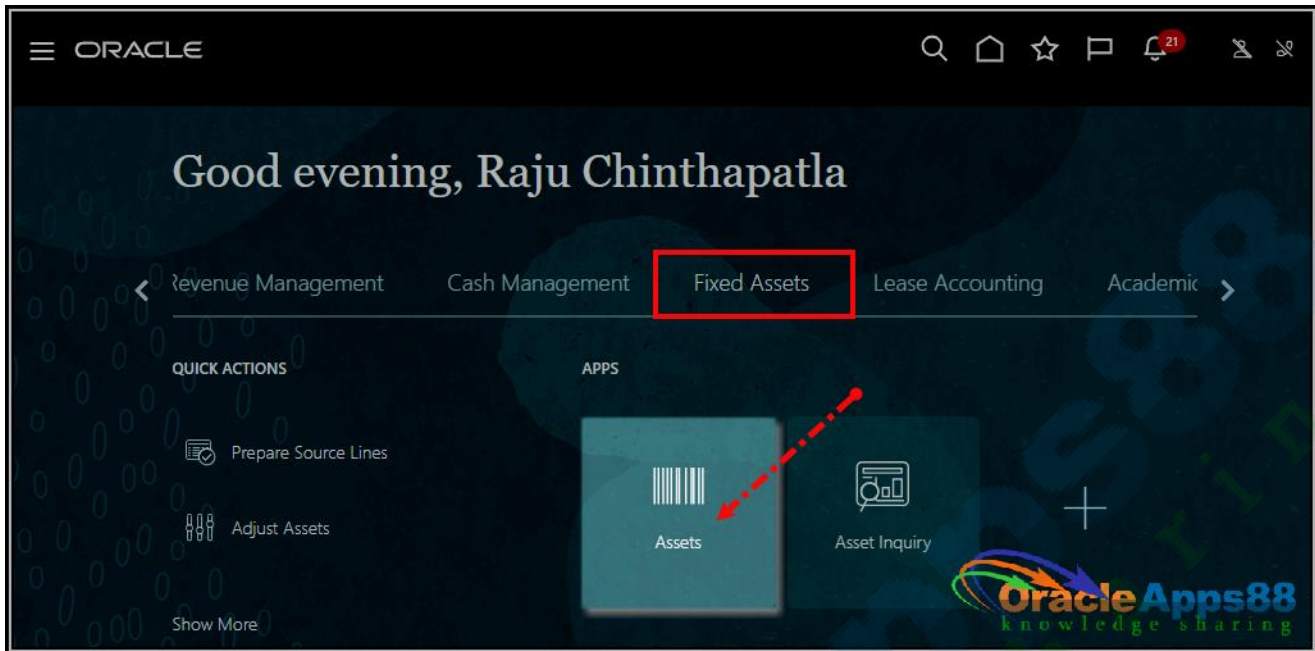
Click on Prepare Source Lines under Transactions
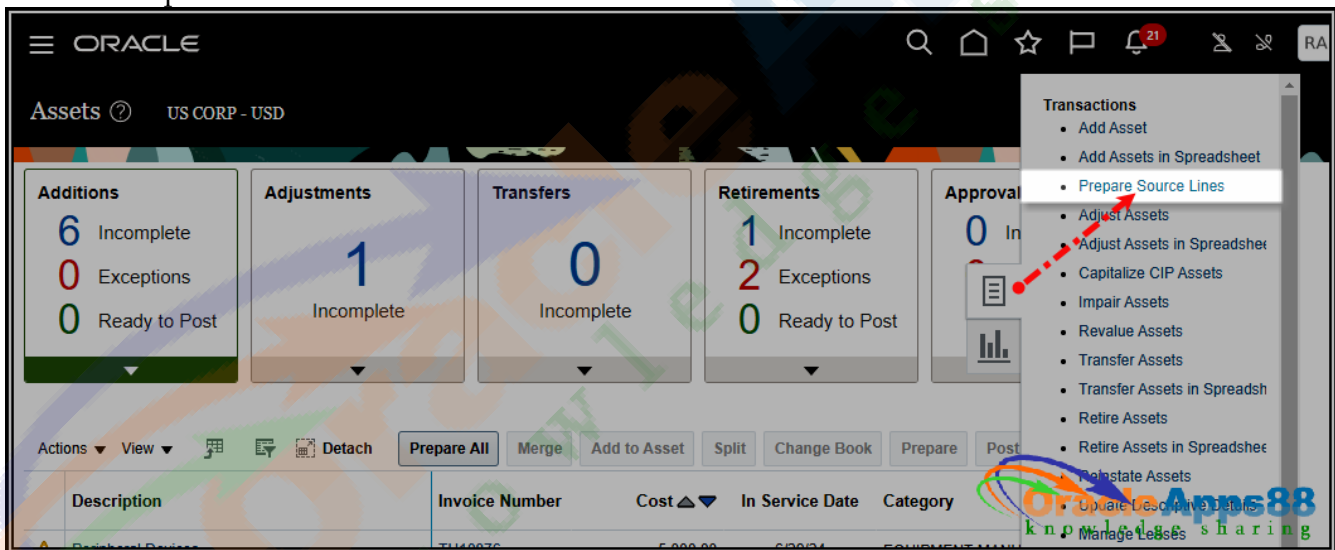
Search with Asset Book/PO Number and open the asset

Enter the Asset Number, Asset Key, Category, Depreciation account, and location values, change the Asset Queue to **Post,** and click on **Save and Close**

09: Post Mass Additions
Nav : Additions → Ready to Post

Verify the Scheduled Process, The Source line will be converted into Asset

10: Verify the Asset

Nav: Fixed Assets →Asset Inquiry

Enter the Asset Number and click on Search

Financials

Source Lines

Cost History

Transaction

11: Calculate Depreciation
Nav : Fixed Assets →Assets
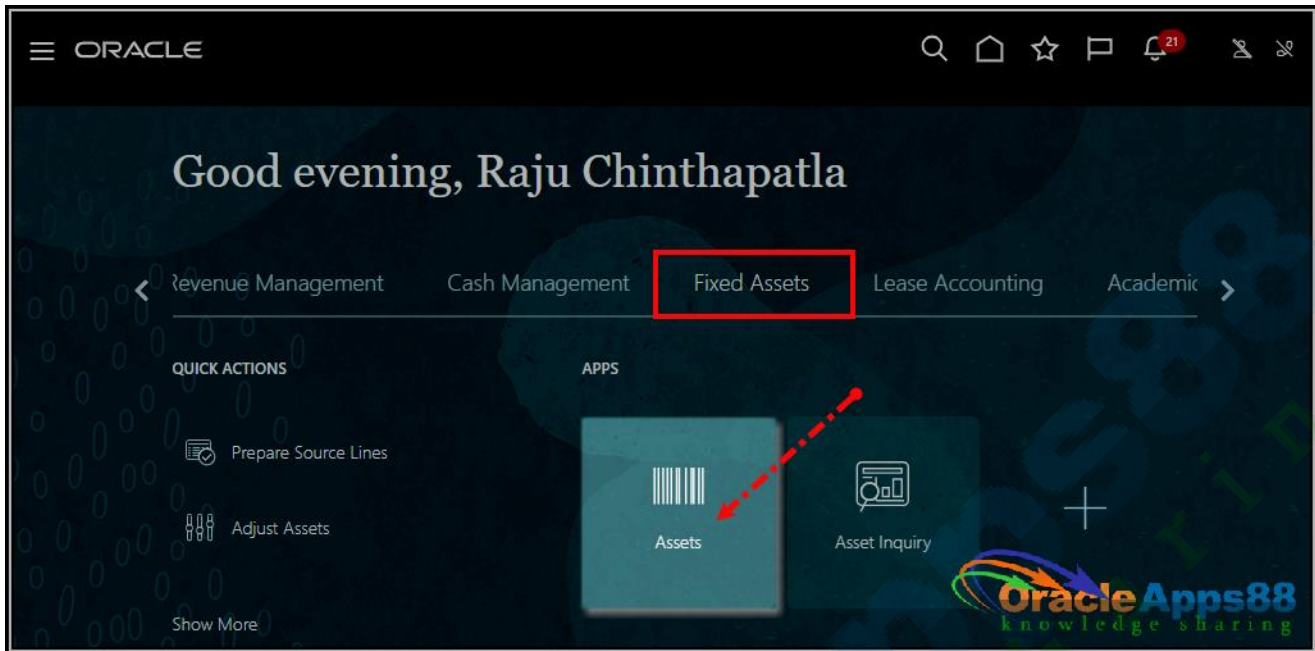
Click on the Depreciation and Click on Calculate Depreciation

Verify the Scheduled Process

Verify the Asset Enquiry and Depreciation amount will be populated

12: Asset Create Accounting

Nav : Fixed Assets →Assets

Click on Create Accounting under Accounting
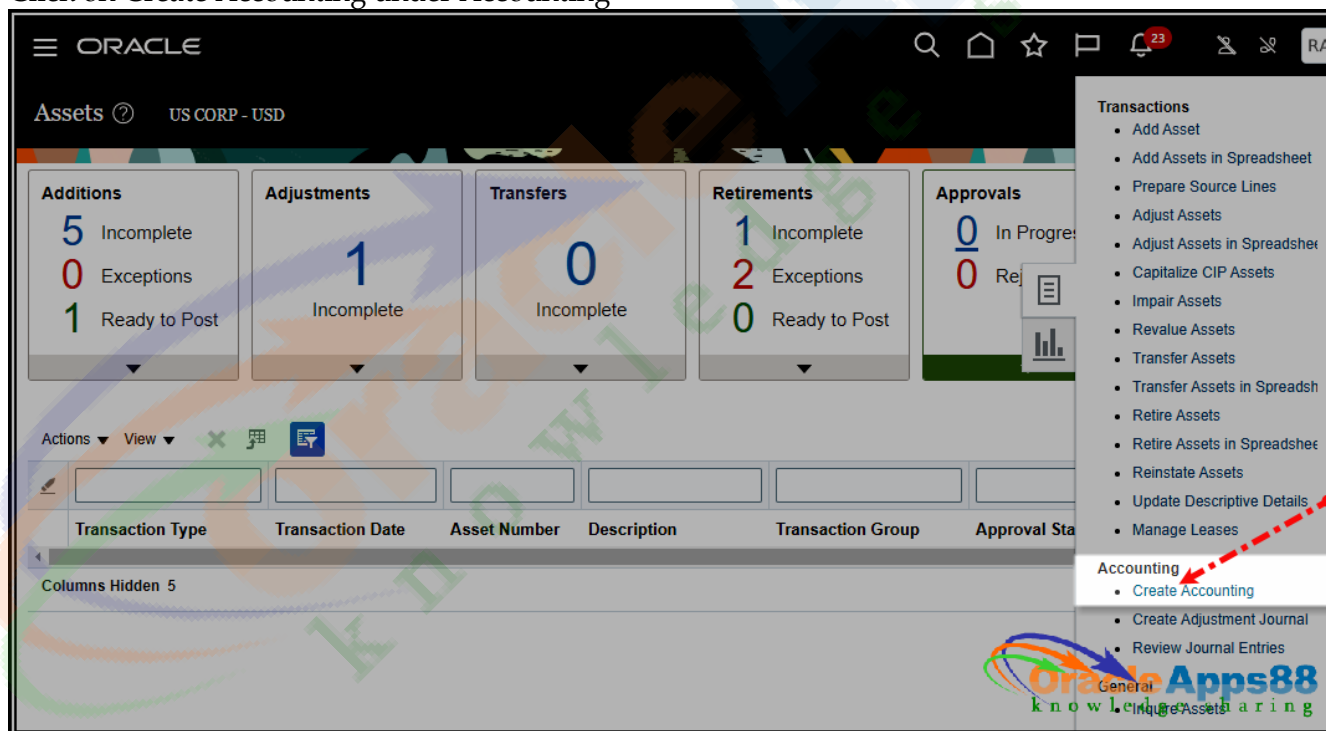
Select the Book, End Date (Period End Date), Journal Batch and click on Submit

Verify the Scheduled Process

Verify the Asset Accounting
Nav: Fixed Assets →Asset Inquiry

Enter the Asset Number and click on Search

Verify the Accounting

Accounting Lines: 388992   ✕

Ledger US Primary Ledger   Date 7/31/24   Status Final

View ▼   ⊞   [View T-Accounts]   ⊟   [⊡] Detach   [Override Account]

Line		Event	Account	Class	Accounted (USD)	
					Debit	**Credit**
1	▶	Addition	101.10.15130.000.000.000	Cost	109.25	
2	▶	Addition	101.10.15910.000.000.000	Cost clearing		100.00
3	▶	Addition	101.10.15910.000.000.000	Cost clearing		6.25
4	▶	Addition	101.10.15910.000.000.000	Cost clearing		1.75
5	▶	Addition	101.10.15910.000.000.000	Cost clearing		1.25

[Done]

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