

ORACLE FUSION FINANCIALS

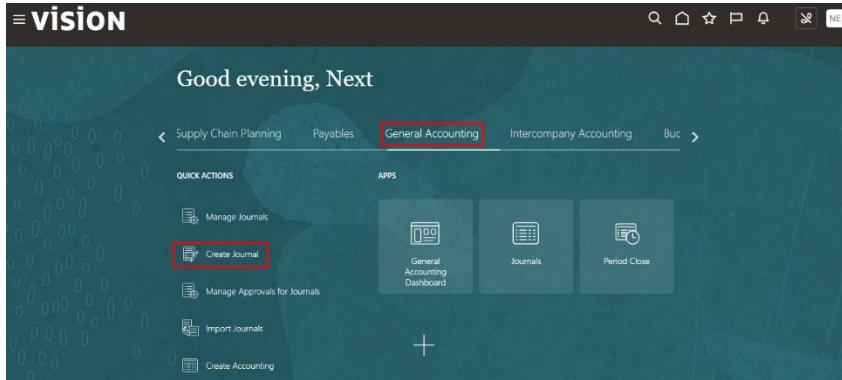
GL Transaction

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1. Create batch with journal

- click on general accounting
- create journal



- enter journal details Then save, complete and post

The screenshot shows the 'Journal' creation screen. Several fields are highlighted with red boxes:

- Accounting Period: May-25
- Ledger: shark EG
- Accounting Date: 5/1/25
- Category: shark

The 'Journal Lines' section shows two entries:

Line	Account	Entered (EGP)	Description
Debit	Credit		
1	10-000-52110-10	1,000.00	
2	10-000-11015-10		1,000.00
Total		1,000.00	1,000.00

2. Create batch with two journals

- Click on general accounting
- Create journal



- Enter journal details
- add journal

Balance Type Actual Period Status Not Unposted
 Accounting Period May-25 Batch Status Unposted
 Completion Status Incomplete
 Attachments None

Journal | Show More **Journal Actions**

Journal	test_2	Currency	EGP Egyptian Pound
Description	test_2	Conversion Date	5/1/25
* Ledger	shark EG	Conversion Rate Type	User
* Accounting Date	5/1/25	Conversion Rate	1
* Category	Adjustment	Inverse Conversion Rate	1

Journal Lines | Show More

Actions View Format Detach Wrap

Line	Account	Entered (EGP)	Description
		Debit	Credit
1	10-000-52110-10	500.00	
2	10-000-11015-10		500.00

- Enter required fields
- Save, complete, post

Batch Status Unposted Completion Status Incomplete
 Accounting Period May-25
 Attachments None

Journal | Show More **Journal Actions**

Journal	rent	Currency	EGP Egyptian Pound
Description		Conversion Date	5/1/25
* Ledger	shark EG	Conversion Rate Type	User
* Accounting Date	5/1/25	Conversion Rate	1
* Category	Adjustment	Inverse Conversion Rate	1

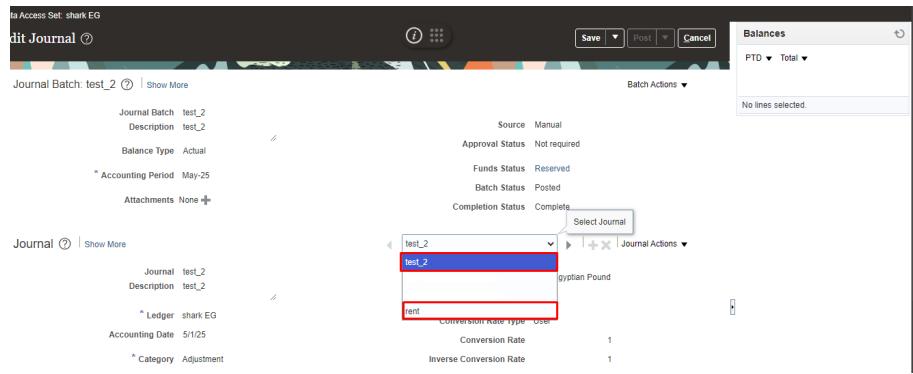
Journal Lines | Show More

Actions View Format Detach Wrap

Line	Account	Entered (EGP)	Description
		Debit	Credit
1	10-000-52150-10	800.00	
2	10-000-11015-10		800.00

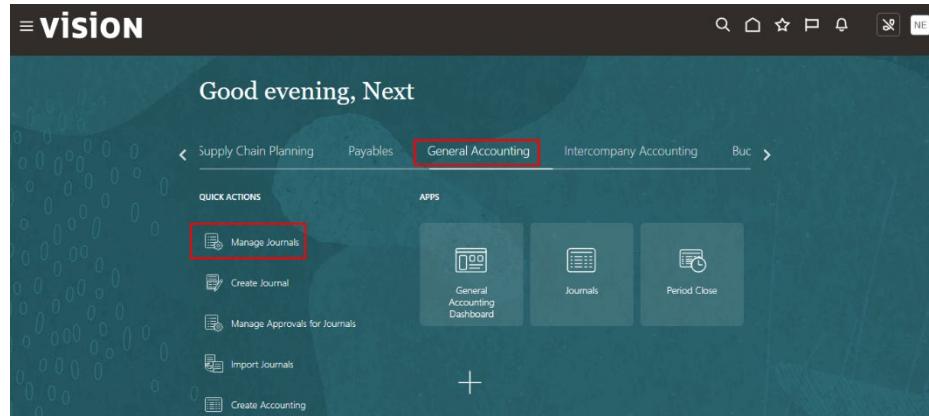
- Mange journal
- Select required journal

Journal	Journal Batch	Accounting Period	Source	Category	Journal Entered Debit	Journal Entered Credit	Batch Status
Reverses 30000029860889...	Reverses rent 07-04-25 01...	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Unposted
Reverses 30000029860889...	Reverses test_2 07-04-25 ...	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Posted
Reverses 30000029860889...	Reverses test_3 07-04-25 ...	May-25	Manual	Adjustment	1,000.00 EGP	1,000.00 EGP	Unposted
Reverses rent 07-04-25 01...	Reverses rent 07-04-25 01...	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Unposted
Reverses test_2 07-04-25 ...	Reverses test_2 07-04-25 ...	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Posted
Reverses test_3 07-04-25 ...	Reverses test_3 07-04-25 ...	May-25	Manual	Adjustment	1,000.00 EGP	1,000.00 EGP	Unposted
TEST_RATE	TEST_RATE	May-25	Manual	shark	1,000.00 USD	1,000.00 USD	Posted
exp	test_5	May-25	Manual	Adjustment	1,600.00 EGP	1,600.00 EGP	Posted
rent	test_2	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Posted
test_2	test_2	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Posted
test_3	test_3	May-25	Manual	Adjustment	1,000.00 EGP	1,000.00 EGP	Posted
test_4	test_4	May-25	Manual	Adjustment	15,000.00 EGP	15,000.00 EGP	Posted

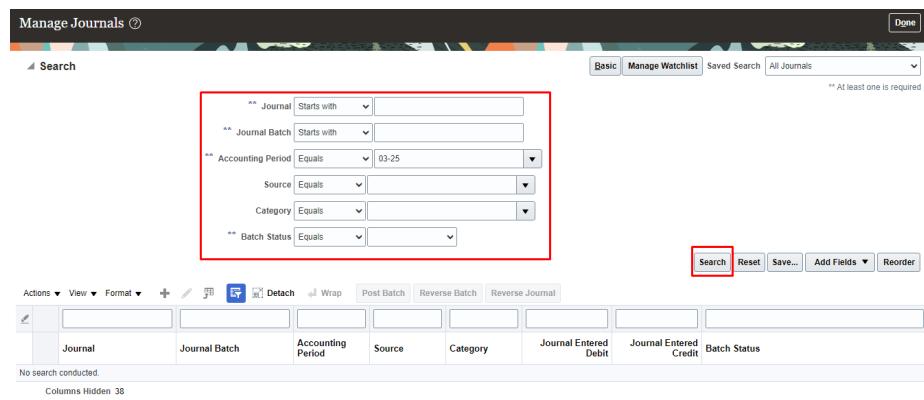


3. Manage journal

- Click on general accounting
- Manage journal

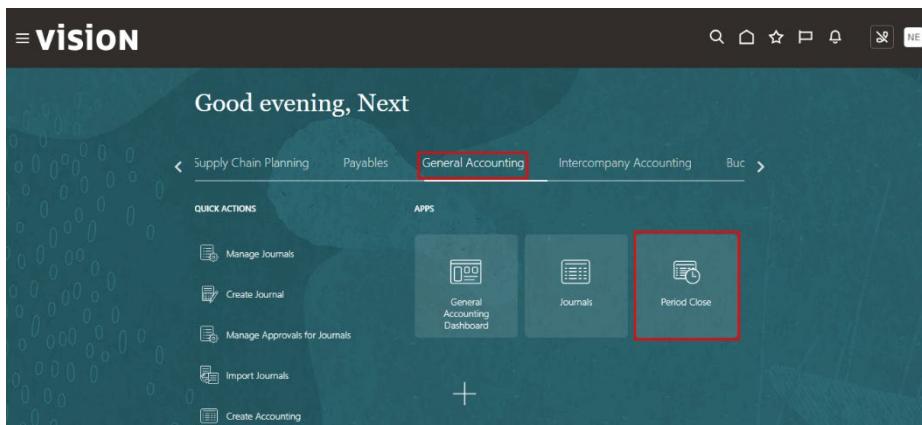


- search the journal with date , name ,category , source , batch status or accounting period



4. Inquire on detail balances

- Click on general accounting then period close



➤ click on tasks and click on inquire on detail balances

➤ Search with the required fields

Data Access Set: shark EG [Change]

Inquire on Detail Balances

Search

* Ledger or Ledger Set: shark EG	* Currency Type: Total	* account: 11015
* From Accounting Period: May-25	* Scenario: Actual	* intercompany: intercompany shark-interco
* To Accounting Period: Mar-25	* company: company shark-company sl	
* Currency: EGP	* department: department shark-departme	

Search **Save**

➤ Here is the result

Search Results

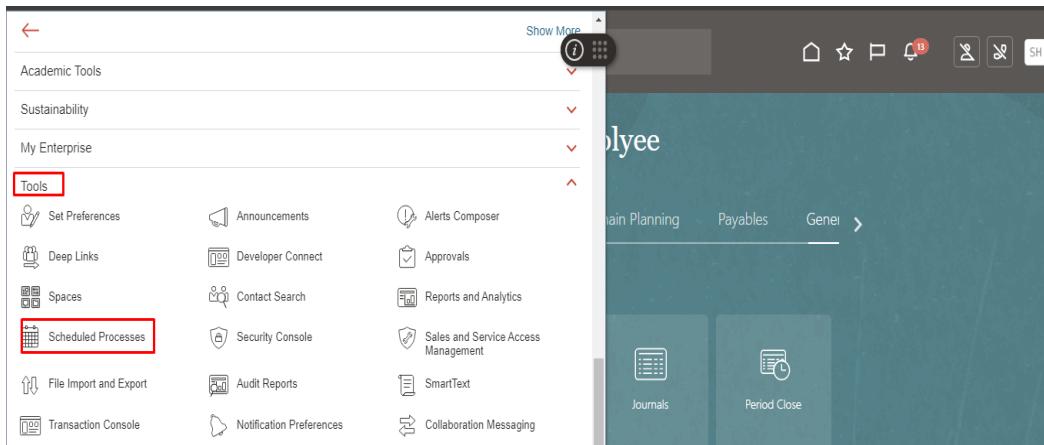
View ▾ Format ▾

Accounting Period	Ledger or Ledger Set	company	department	account	intercompany	Beginning Balance (EGP)	Period Activity (EGP)	Ending Balance (EGP)
May-25	shark EG	10	000	11015	10	-900.00	-5,000.00	-5,900.00

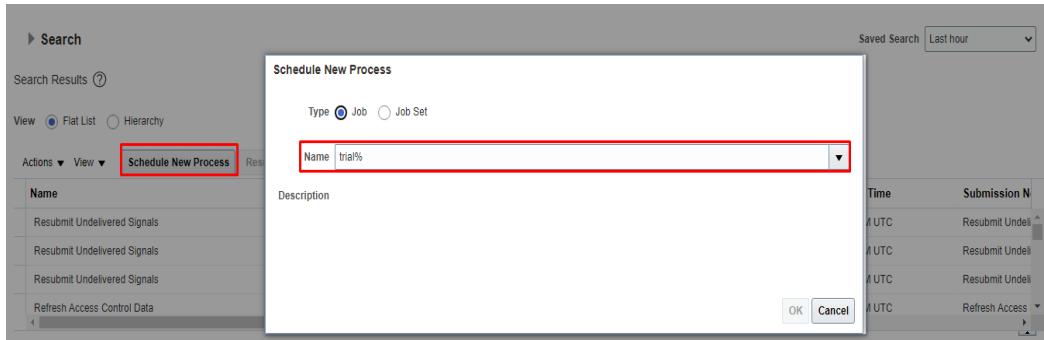
Columns Hidden 4

5. Generate reports

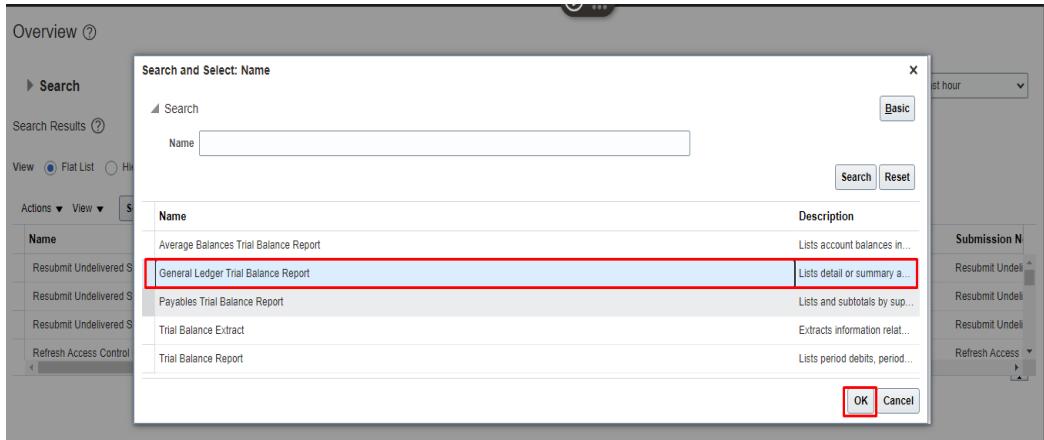
➤ Click on navigator then tools then schedule process



➤ click on schedule new process and search by name



➤ click on required report then ok



- Select required fields
- submit

The screenshot shows the 'Process Details' dialog box. At the top, it says 'This process will be queued up for submission at position 1'. Below are tabs for 'Process Options', 'Advanced', 'Submit' (which is highlighted with a red box), and 'Cancel'. The 'Basic Options' section includes fields for 'Name' (General Ledger Trial Balance Report), 'Description' (Lists detail or summary actual account balances...), 'Schedule' (As soon as possible), 'Submission Notes' (empty), and checkboxes for 'Print output' and 'Notify me when this process ends'. Under 'Parameters', there are dropdowns for 'Data Access Set' (shark EG), 'Ledger' (shark EG Primary Ledger), 'Currency' (EGP), 'Currency Type' (Total), and 'Entered Currency'. A section for 'Account' filters shows 'From Period' (Jan-25) and 'To Period' (May-25). The 'Account Level' dropdown is set to 'Account'. On the right, a sidebar shows a history of submissions with columns for 'Submission Time' and 'Submission Name'.

- Then click on your report
- default document to download it

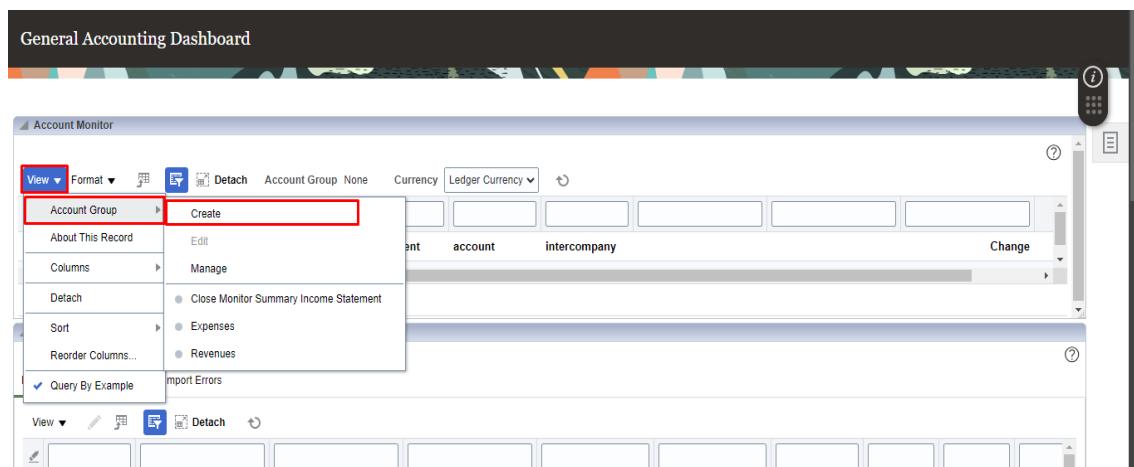
This screenshot shows the 'General Ledger Trial Balance Report' entry in the process list. It has a red box around the row. The details page for this process is shown below, including the status (Succeeded), scheduled time (4/6/25 10:08 PM UTC), and submission time (4/6/25 10:08 PM UTC). The 'Status Details' tab is selected, showing the log which includes an attachment 'ESS_L_7876755'. The 'Output' tab is also visible, with a red box around the 'Default Document' row in the table.

6. General accounting dashboard

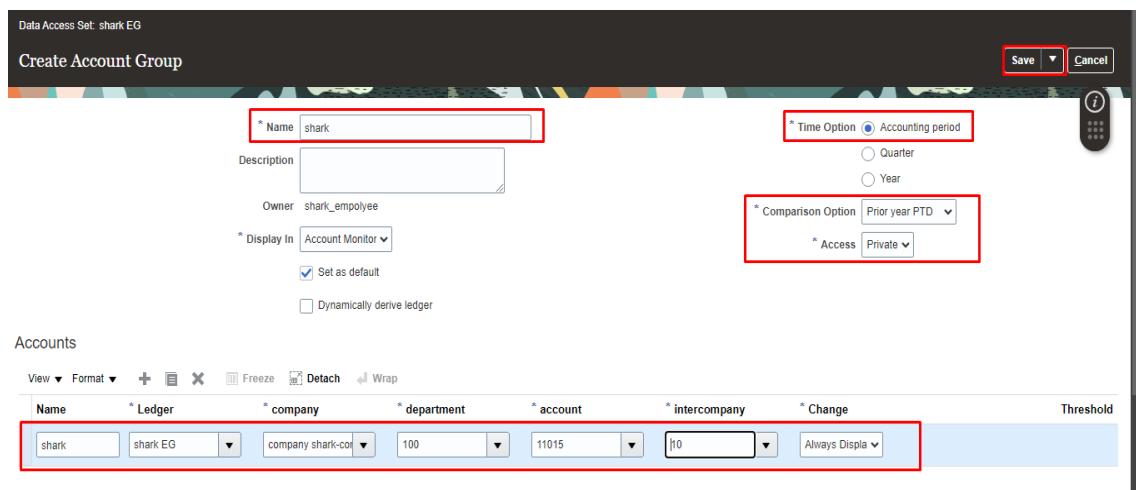
- click on general accounting
- general accounting dashboard

The screenshot shows the 'General Accounting' dashboard. At the top, it greets the user with 'Good evening, Mr. shark_employee'. Below this, there are tabs for 'General Accounting' (highlighted with a red box), 'Intercompany Accounting', 'Budgetary Control', and 'Cash Management'. The 'QUICK ACTIONS' section includes links for 'Manage Journals', 'Create Journal', 'Manage Approvals for Journals', and 'Import Journals'. The 'APPS' section features a card for 'General Accounting Dashboard' (highlighted with a red box), which is currently active. Other cards include 'Journals' and 'Period Close'.

➤ account group then create

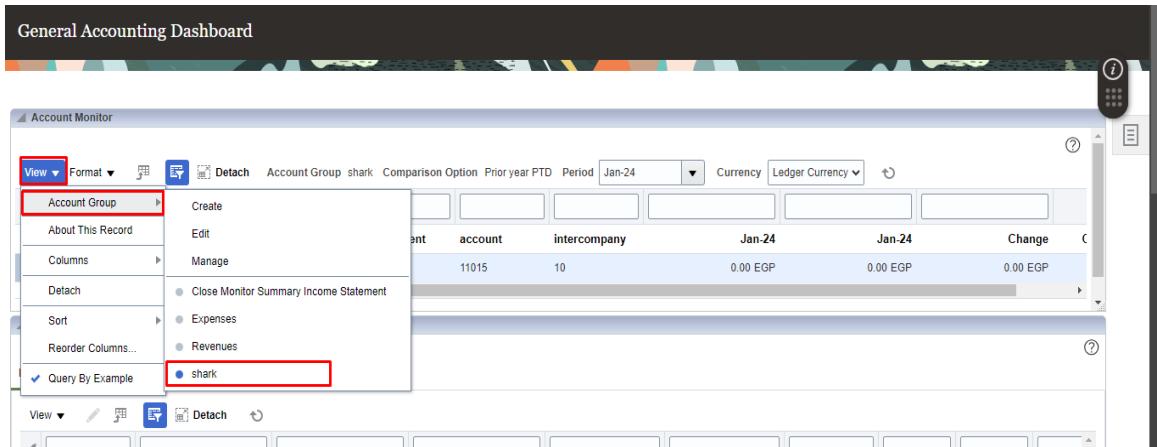


➤ select the required fields then save



➤ Click on view

➤ Account group then select your account



➤ Here are account details

The screenshot shows the Oracle General Accounting Dashboard. At the top, it says "General Accounting Dashboard". Below that is the "Account Monitor" window. The grid has columns for Name, Ledger, company, department, account, intercompany, Jan-24, Jan-24, Change, and C. A specific row is highlighted with a red box, showing "shark" in the Name column and "shark EG" in the Ledger column.

7. Create journal in spreadsheet

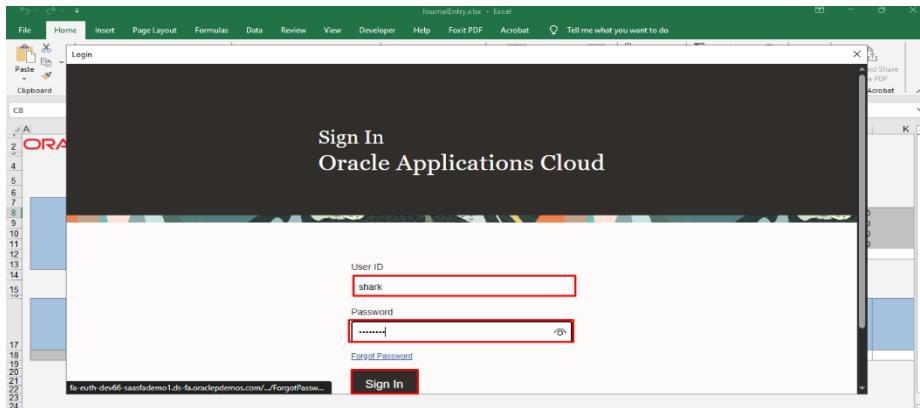
- Click on general accounting
- Journal

The screenshot shows the vision application interface. At the top, it says "vision". The navigation bar includes "General Accounting" (which is highlighted with a red box), "Intercompany Accounting", "Budgetary Control", and "Cash Management". In the center, there's a "QUICK ACTIONS" section with "Manage Journals", "Create Journal" (which is highlighted with a red box), "Manage Approvals for Journals", and "Import Journals". Below that is an "APPS" section with three buttons: "General Accounting Dashboard", "Journals" (which is highlighted with a red box), and "Period Close".

- Click on task
- Create journal in spread sheet then downloads

The screenshot shows the vision application interface with "Journals" selected. On the right, a "Recent download history" window is open, showing "JournalEntry.xlsx" with a red box around it. The main screen shows a "Journals" table with columns: Accounted, Debit, Credit, Source, Journal Batch, Accounting Period, and Issue. A red box highlights the "New" button in the top right corner of the table header. The sidebar contains various tasks like "Create Journal" (which is highlighted with a red box) and "Import Journals".

- Sign in



- Enter required data
- Statuses viewer
- Submit

Changed	Row Status	*company [..]	*department [..]	*account [..]	*intercompany [..]	*Currency	**Entered Debit	**Entered Credit	Conversion Date
▲		10	000	52110	10	EGP	1,000.00		
▲		10	000	11015	10	EGP		1,000.00	

Data Access Set: shark EG [Change]

Manage Journals ? Done

Search Actions View Format Detach Wrap Post Batch Reverse Batch Reverse Journal Basic Manage Watchlist Saved Search All Journals

Journal	Journal Batch	Accounting Period	Source	Category	Journal Entered Debit	Journal Entered Credit	Batch Status
300000298608895: Revalu...	Revalues Jan-25 05-04-20...	Jan-25	Revaluation	Revaluation	37.50 USD	37.50 USD	Posted
300000298608895: test_re...	test_revaluation	Jan-25	Manual	shark	100.00 USD	100.00 USD	Posted
300000298608895: test_ss...	test_ss Spreadsheet A 300...	Jan-25	Spreadsheet	shark	1,000.00 EGP	1,000.00 EGP	Posted
Revalues for USD balance ...	Revalues Jan-25 05-04-20...	Jan-25	Revaluation	Revaluation	0.00 USD	0.00 USD	Posted
Reverses test_auto_revers...	Reverses test_auto_revers...	Jan-25	Manual	shark	150.00 EGP	150.00 EGP	Posted
test_auto_post	test_auto_post	Jan-25	Manual	shark	100.00 EGP	100.00 EGP	Posted
test_auto_reverse	test_auto_reverse	Jan-25	Manual	shark	150.00 EGP	150.00 EGP	Posted

8. Reverse batch

- Mange journal
- Select journal
- Click on batch action then reverse

Data Access Set: shark EG

Edit Journal ? Save Post Cancel

Journal Batch: test_2 | Show More

Journal Batch: test_2
Description: test_2
Balance Type: Actual
* Accounting Period: May-25
Attachments: None

Source: Manual
Approval Status: Not required
Funds Status: Reserved
Batch Status: Posted
Completion Status: Complete

Journal: test_2 | Show More

Journal: test_2
Description: test_2
* Ledger: shark EG
Accounting Date: 5/1/25
* Category: Adjustment

Currency: EGP Egyptian Pound
Conversion Date: 5/1/25
Conversion Rate Type: User
Conversion Rate: 1
Inverse Conversion Rate: 1

Balances PTD Total

Batch Actions ▾
Copy
Delete
Check Funds
Reserve Funds
Override and Reserve Funds
Request Override
Unreserve Funds
Reverse
Print

- Choose reversal period and method then ok

Data Access Set: shark EG

Edit Journal ? Save Post Cancel

Journal Batch: test_2 | Show More

Journal Batch: test_2
Description: test_2
Balance Type: Actual
* Accounting Period: May-25
Attachments: None

Reverse Journal Batch
This optional batch level reversal information overrides anything set at the journal level.

Reversal Period: May-25
Reversal Method: Switch DR or CR

OK Cancel

Journal Actions ▾

Journal: test_2 | Show More

Journal: test_2
Description: test_2
* Ledger: shark EG
Accounting Date: 5/1/25

Currency: EGP Egyptian Pound
Conversion Date: 5/1/25
Conversion Rate Type: User

Balances PTD Total

- Mange journal

➤ Click on reversed journal

Actions ▾		View ▾		Format ▾		+					Wrap	Post Batch		Reverse Journal
	Journal	Journal Batch	Accounting Period	Source	Category	Journal Entered Debit	Journal Entered Credit	Batch Status						
▶	11	11	May-25	Manual	shark	111.00 EGP	111.00 EGP	Posting process can't retrieve a conversion rate for replic...						
▶	300000298608895: rent	test_2	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Posted						
▶	300000298608895: test_2	test_2	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Posted						
▶	Reverses 300000298608895...	Reverses rent 07-04-25 01...	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Unposted						
▶	Reverses 300000298608895...	Reverses test_2 07-04-25 ...	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Unposted						
▶	Reverses rent 07-04-25 01...	Reverses rent 07-04-25 01...	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Unposted						
▶	Reverses test_2 07-04-25 ...	Reverses test_2 07-04-25 ...	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Unposted						
▶	TEST_RATE	TEST_RATE	May-25	Manual	shark	1,000.00 USD	1,000.00 USD	Posted						
▶	rent	test_2	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Posted						
▶	test_2	test_2	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Posted						

➤ **Save and post reversed batch**

Edit Journal [?](#)

Journal Batch: Reverses test_2 07-04-25 01:01:14 7877224 [?](#) | [Show More](#)

[Save](#) [Post](#) [Cancel](#)

[Batch Actions](#) ▾

Journal Batch	Reverses test_2 07-04-25
Description	Reverses journal test_2_of journal batch
Balance Type	Actual
* Accounting Period	May-25
Attachments	None

Source Manual

Approval Status Not required

Funds Status Not attempted

Batch Status Unposted

Completion Status Complete

[Select Journal](#) Reverses test_2 07-04-25 01:01:15 [Journal Actions](#) ▾

No lines selected.

9. Reverse journal

- Manage journal
 - Select journal

Data Access Set: shark EG [Change]

Manage Journals

Done

Search

Basic Manage Watchlist Saved Search All Journals

Actions ▾ View ▾ Format ▾ + ⌂ Detach Wrap Post Batch Reverse Batch Reverse Journal

	Journal	Journal Batch	Accounting Period	Source	Category	Journal Entered Debit	Journal Entered Credit	Batch Status
▶	11	11	May-25	Manual	shark	111.00 EGP	111.00 EGP	Posted
▶	300000298608895: 11	11	May-25	Manual	shark	111.00 EGP	111.00 EGP	Posted
▶	300000298608895: exp	test_5	May-25	Manual	Adjustment	1,600.00 EGP	1,600.00 EGP	Posted
▶	300000298608895: rent	test_2	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Posted
▶	300000298608895: test_2	test_2	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Posted
▶	300000298608895: test_3	test_3	May-25	Manual	Adjustment	1,000.00 EGP	1,000.00 EGP	Posted
▶	300000298608895: test_4	test_4	May-25	Manual	Adjustment	15,000.00 EGP	15,000.00 EGP	Posted

- Click on journal action
- Reverse

Data Access Set: shark EG

Edit Journal

Journal Batch: 11

Source: Manual

Description: Manual

Balance Type: Actual

Approval Status: Not required

Funds Status: Reserved

Batch Status: Posted

Completion Status: Complete

Accounting Period: May-25

Attachments: None

Ledger: shark EG

Accounting Date: 5/1/25

Category: shark

Currency: EGP Egyptian Pound

Conversion Date: 5/1/25

Conversion Rate Type: User

Conversion Rate: 1

Inverse Conversion Rate: 1

Journal Actions: Add, Delete, Reverse, View T-Accounts

- Save and post

Save | Post | Cancel

Journal Batch: Reverses 11 07-04-25 01:31:45 7877352

Description: Reverses journal 11 of journal batch 11 from

Balance Type: Actual

Accounting Period: May-25

Attachments: None

Journal: Reverses 11 07-04-25 01:31:47

Description: Reverses journal 11 of journal batch 11 from

Ledger: shark EG

Accounting Date: 5/1/25

Category: shark

Currency: EGP Egyptian Pound

Conversion Date: 5/1/25

Conversion Rate Type: User

Conversion Rate: 1

Inverse Conversion Rate: 1

Select Journal

Journal Actions: Add, Delete, Reverse, View T-Accounts

10. Run auto post

- Create journals
- save and complete

Balance Type: Actual

Accounting Period: May-25

Attachments: None

Journal: test_auto_post

Description: test_auto_post

Ledger: shark EG

Accounting Date: 5/1/25

Category: shark

Currency: EGP Egyptian Pound

Conversion Date: 5/1/25

Conversion Rate Type: User

Conversion Rate: 1

Inverse Conversion Rate: 1

Select Journal

Journal Actions: Add, Delete, Reverse, View T-Accounts

Line	Account	Entered (EGP)	Description
		Debit	Credit
1	10-000-52110-10	3,000.00	
2	10-000-11015-10	3,000.00	
Total		3,000.00	3,000.00

- Click on general accounting
- Journal



- Click on tasks
- Run auto post

The screenshot shows the "Journals" page. At the top, it says "Data Access Set: shark EG [Change]". Below that is a toolbar with "Journals" and other options. The main area is titled "Journals" and shows a table with columns: Accounted, Debit, Credit, Source, Journal Batch, Accounting Period, and Issue. A message says "No data to display." On the right side, there's a sidebar with various links under sections like "Journals", "Clearing Accounts Reconciliation", "Allocations", "Journal Import", and "Subledger Accounting". The "Run AutoPost" link in the "Journals" section is highlighted with a red box.

- Select Auto Post Criteria Set
- Submit

The screenshot shows the configuration for the "AutoPost Journals" process. It includes fields for "Name" (set to "AutoPost Journals"), "Description" (which says "Selects and posts journal batches. Schedule the..."), "Schedule" (set to "As soon as possible"), and "Basic Options" (with a "Parameters" section). At the bottom, there are buttons for "Process Options", "Advanced", "Submit" (highlighted with a red box), and "Cancel". There are also checkboxes for "Notify me when this process ends" and a "Submission Notes" field.

- Manage journal

	Journal	Journal Batch	Accounting Period	Source	Category	Journal Entered Debit	Journal Entered Credit	Batch Status
▶	Reverses 30000029860889...	Reverses test_3 07-04-25 ...	May-25	Manual	Adjustment	1,000.00 EGP	1,000.00 EGP	Unposted
▶	Reverses rent 07-04-25 01...	Reverses rent 07-04-25 01...	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Unposted
▶	Reverses test_2 07-04-25 ...	Reverses test_2 07-04-25 ...	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Posted
▶	Reverses test_3 07-04-25 ...	Reverses test_3 07-04-25 ...	May-25	Manual	Adjustment	1,000.00 EGP	1,000.00 EGP	Unposted
▶	TEST_RATE	TEST_RATE	May-25	Manual	shark	1,000.00 USD	1,000.00 USD	Posted
▶	exp	test_5	May-25	Manual	Adjustment	1,600.00 EGP	1,600.00 EGP	Posted
▶	rent	test_2	May-25	Manual	Adjustment	800.00 EGP	800.00 EGP	Posted
▶	test_2	test_2	May-25	Manual	Adjustment	500.00 EGP	500.00 EGP	Posted
▶	test_3	test_3	May-25	Manual	Adjustment	1,000.00 EGP	1,000.00 EGP	Posted
▶	test_4	test_4	May-25	Manual	Adjustment	15,000.00 EGP	15,000.00 EGP	Posted
▶	test_5	test_5	May-25	Manual	Adjustment	1,500.00 EGP	1,500.00 EGP	Posted
▶	test_auto_post	test_auto_post	May-25	Manual	shark	3,000.00 EGP	3,000.00 EGP	Posted

11. Run auto reverse

- Click on general accounting
- Journal

Good morning, Mr. shark_employee

General Accounting Intercompany Accounting Budgetary Control Cash Management

QUICK ACTIONS

- Manage Journals
- Create Journal
- Manage Approvals for Journals
- Import Journals
- Create Accounting

APPS

- General Accounting Dashboard
- Journals** (highlighted)
- Period Close

- Click on task
- Run Auto Reverse

VISION

Data Access Set: shark EG [Change]

Journals

Journals

Requiring Attention Incomplete Import Errors

View Format Freeze Detach Wrap

Accounted	Debit	Credit	Source	Journal Batch	Accounting Period	Issue
-----------	-------	--------	--------	---------------	-------------------	-------

No data to display.

Columns Hidden 1

Right-hand sidebar:

- Journals**
 - Manage Journals
 - Create Journal
 - Create Journal in Spreadsheet
 - Create Encumbrance Journal
 - Run AutoPost
 - Run AutoReverse** (highlighted)
 - Manage Approvals
- Clearing Accounts Reconciliation
 - Reconcile Clearing Account
 - Reconcile Clearing Account
 - Reverse Reconciliation
- Allocations
 - Create Allocation Rules
 - Generate General Ledger Al
 - Generate Intercompany Allo
- Journal Import
 - Import Journals
 - Correct Import Errors

➤ Select required fields then submit

Data Access Set: shark EG [Change]

This process will be queued up for submission at position 1

Basic Options

Name: AutoReverse Journals
Description: Creates and posts journal reversals based on th...
Schedule: As soon as possible

Notify me when this process ends

Submission Notes:

Data Access Set: shark EG
* Ledger: shark EG
* Reversal Period: Jan-25

Process Options Advanced Submit Cancel

➤ Here are all reversed journals for this period

Manage Journals

Search

Basic Manage Watchlist Saved Search All Journals

Journal	Journal Batch	Accounting Period	Source	Category	Journal Entered Debit	Journal Entered Credit	Batch Status
▶ Reverses 30000029860899...	Reverses test_revaluation ...	Jan-25	Manual	shark	100.00 USD	100.00 USD	Posted
▶ Reverses 30000029860899...	Reverses test_ss shark 07...	Jan-25	Spreadsheet	shark	1,000.00 EGP	1,000.00 EGP	Posted
▶ Reverses test_auto_rever...	Reverses test_auto_rever...	Jan-25	Manual	shark	150.00 EGP	150.00 EGP	Posted
▶ Reverses test_revaluation ...	Reverses test_revaluation ...	Jan-25	Manual	shark	100.00 USD	100.00 USD	Posted
▶ Reverses test_ss shark 07...	Reverses test_ss shark 07...	Jan-25	Spreadsheet	shark	1,000.00 EGP	1,000.00 EGP	Posted

Columns Hidden: 38

12. Copy batch

- Manage journal
- Select journal
- Batch action
- Copy

Data Access Set: shark EG

Edit Journal

Journal Batch: 11 | Show More

Description: Manual Approval Status: Not required

Balance Type: Actual Funds Status: Reserved

* Accounting Period: May-25 Batch Status: Posted

Attachments: None Completion Status: Complete

Journal: 11 Description: Currency: EGP Egyptian Pound

* Ledger: shark EG Conversion Date: 5/1/25

Accounting Date: 5/1/25 Conversion Rate Type: User

* Category: shark Conversion Rate: 1

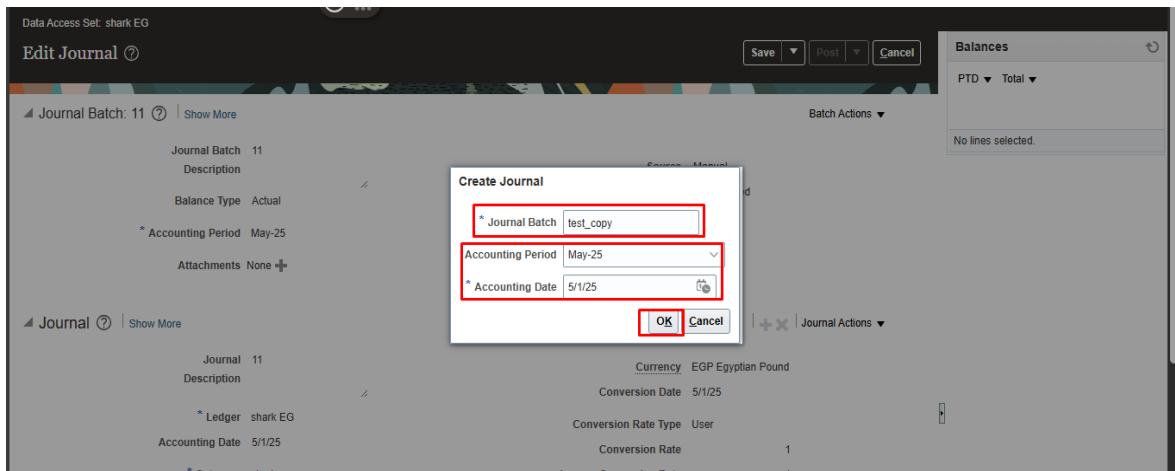
Inverse Conversion Rate: 1

Batch Actions ▾

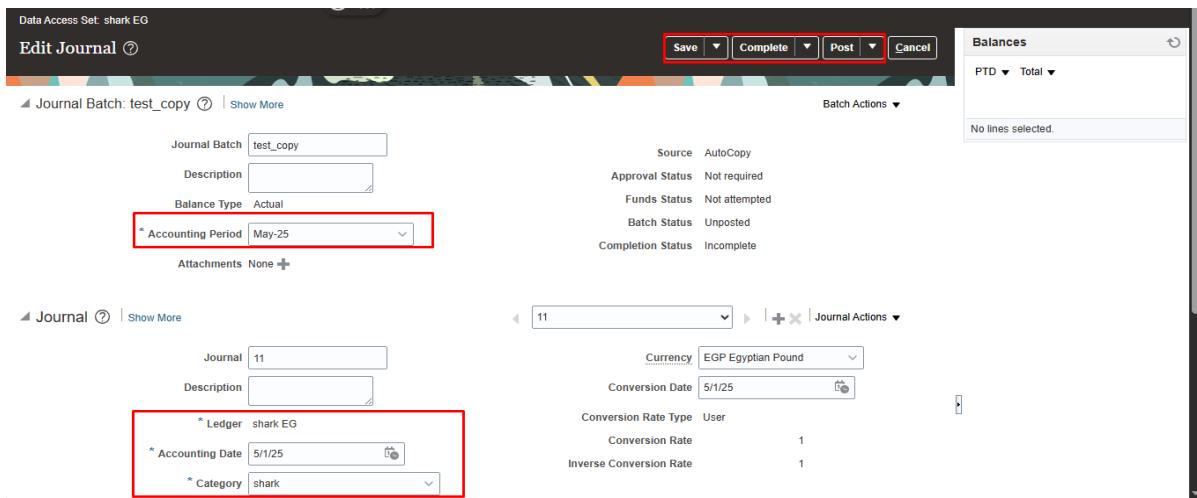
Copy

Delete
Check Funds
Reserve Funds
Override and Reserve Funds
Request Override
Unreserve Funds
Reverse
Print

➤ Enter batch name and date



➤ Save, complete and post



- Manage journal
- Select journal
- Journal source is auto copy

Manage Journals							
Search		Basic					
Actions ▾ View ▾ Format ▾		Detach	Wrap	Post Batch	Reverse Batch	Reverse Journal	Done
		Journal	Journal Batch	Accounting Period	Source	Category	Journal Entered Debit
		11	11	May-25	Manual	shark	111.00 EGP
▶	▶	11	test_copy	May-25	AutoCopy	shark	111.00 EGP
▶	▶	12	12	May-25	Manual	shark	100.00 EGP
▶	▶	300000298608895: 11	11	May-25	Manual	shark	111.00 EGP
▶	▶	300000298608895: 11	test_copy	May-25	AutoCopy	shark	111.00 EGP
▶	▶	300000298608895: 12	12	May-25	Manual	shark	100.00 EGP
▶	▶	300000298608895: exp	test_5	May-25	Manual	Adjustment	1,600.00 EGP
▶	▶	300000298608895: rent	test_2	May-25	Manual	Adjustment	800.00 EGP

13. Manage daily rates

- Click on general accounting then period close

The screenshot shows the Oracle Vision interface. At the top, there's a navigation bar with icons for home, search, and user profile. Below it is a banner with the text "Good evening, Mr. shark_employee". The main menu has tabs for Supply Chain Planning, Payables, General Accounting (which is highlighted with a red box), Intercompany Accounting, and Budget. Under the General Accounting tab, there's a "QUICK ACTIONS" section with links to Manage Journals, Create Journal, Manage Approvals for Journals, and Import Journals. To the right, there's an "APPS" section with three buttons: General Accounting Dashboard, Journals, and Period Close (which is also highlighted with a red box).

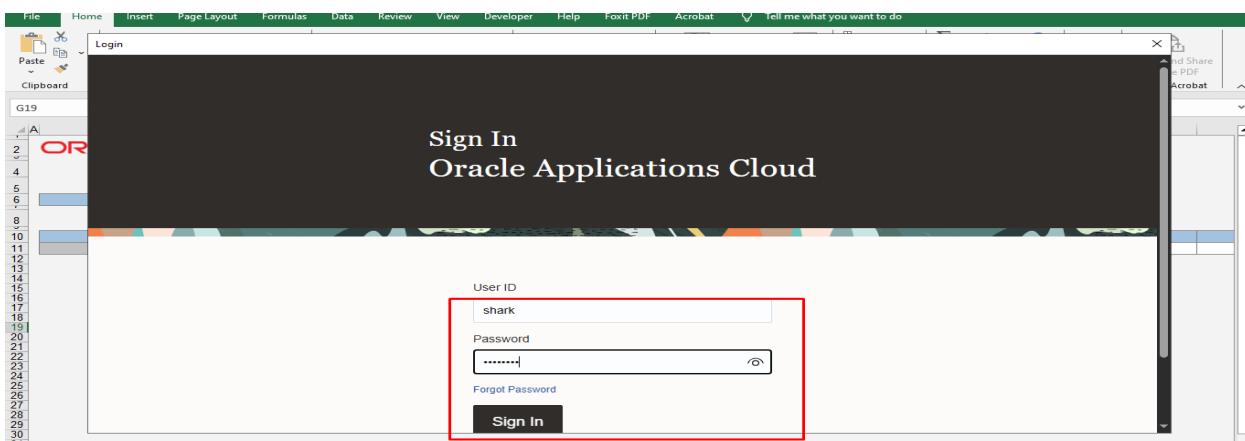
- Click on task then manage currency rates

The screenshot shows the Period Close page. The sidebar menu includes sections for Accounting Periods, Multicurrency (with 'Manage Currency Rates' highlighted with a red box), Balances Transfer, Year-End Processing, Balance Inquiry, and others. The main content area shows a "Close Status" summary with fields for View By (Single Ledger), Ledger (shark EG), Accounting Period (Apr-25), and a "General Ledger (Open)" icon.

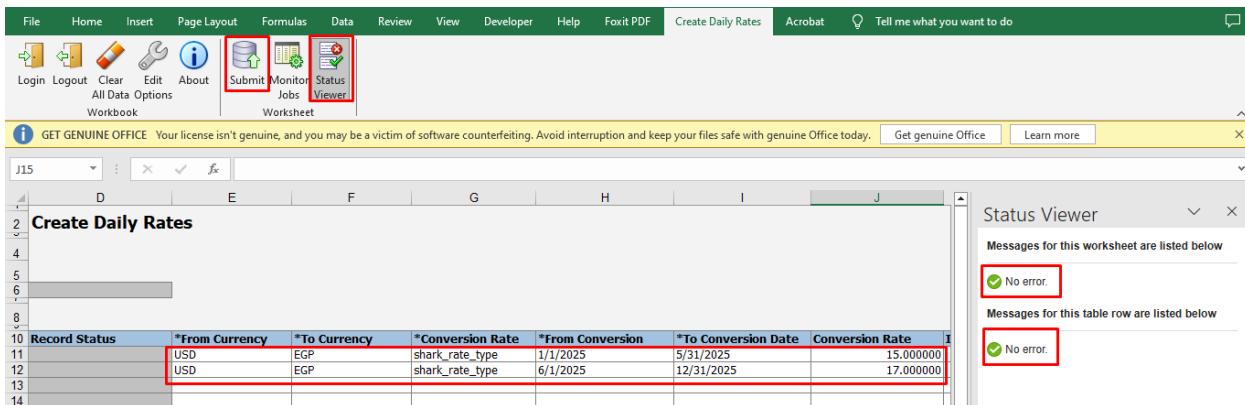
- Click on daily rates then create in spreadsheet then open file

The screenshot shows the Currency Rates Manager page. It has tabs for Rate Types (Daily Rates, Historical Rates, which is highlighted with a red box). There's a "Search" section with dropdowns for From Currency, To Currency, Rate Date, and Rate Type. On the right, there are buttons for "Create in Spreadsheet" (highlighted with a red box), Save, and Save and Close. Below these are buttons for Search, Reset, and Save... A file preview for "CreateDailyRates (1).xlsx" is shown at the top right.

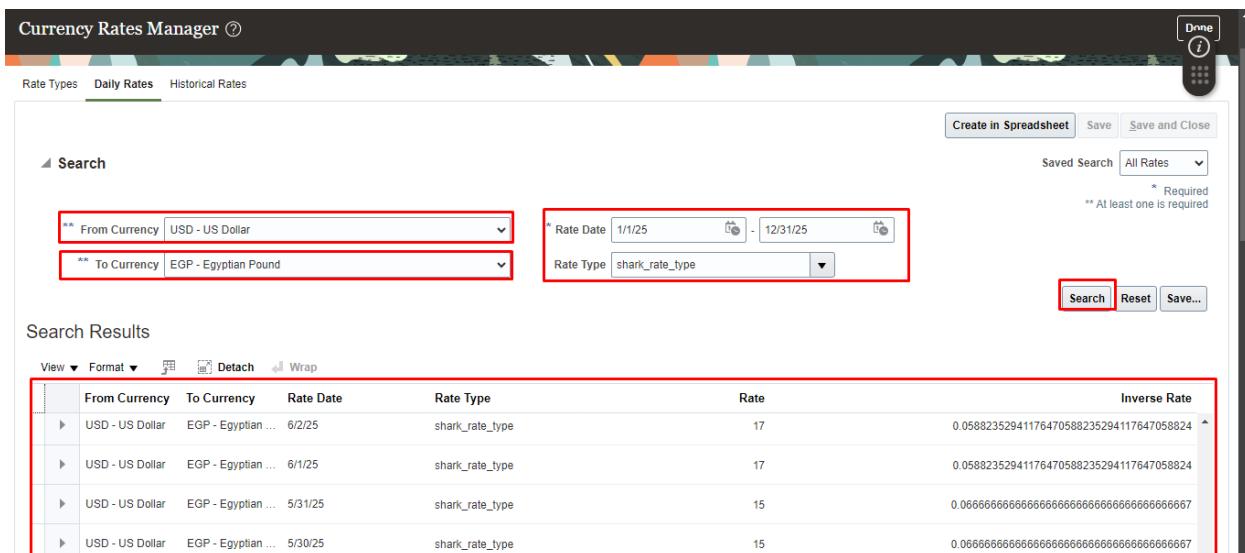
➤ Sign in



➤ Enter required data then statuses viewer then submit



➤ Search for required rate



14. Create journal in foreign currency

- Click on general accounting then create journal



- Enter required data then save, complete and post

This screenshot shows the 'Journal' creation screen. At the top, it says 'Completion Status: Incomplete' and 'Attachments: None'. The main area has two main sections: 'Journal' and 'Journal Lines'.

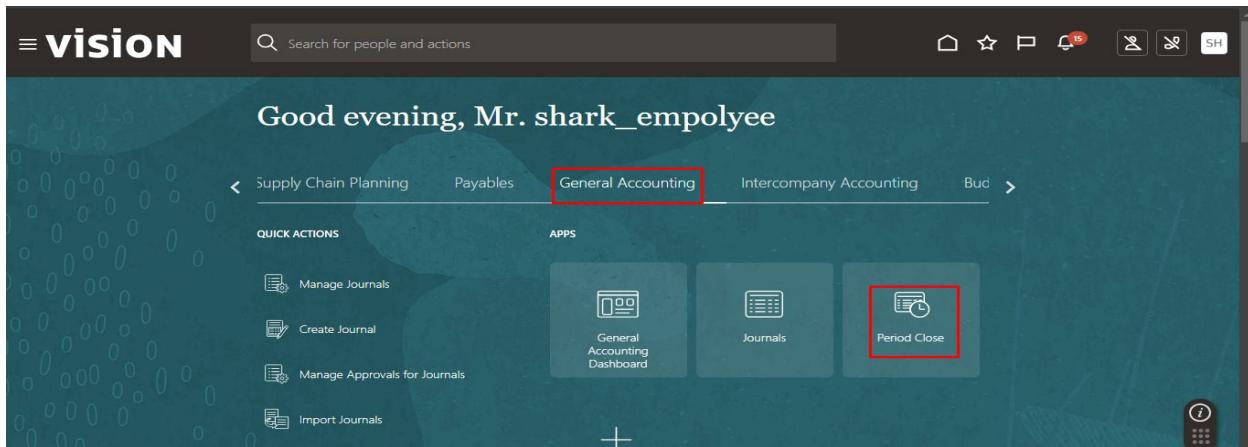
Journal Section: Fields highlighted with a red box include 'Journal: test_rev_101', 'Description: test_rev_101', '* Ledger: shark EG', '* Accounting Date: 1/31/25', and '* Category: shark'.

Journal Lines Section: Fields highlighted with a red box include 'Currency: USD US Dollar', 'Conversion Date: 1/31/25', 'Conversion Rate Type: shark_rate_type', 'Conversion Rate: 15', and 'Inverse Conversion Rate: 0.066667'.

Journal Lines Table: A table showing transaction details. The first row (Line 1) has a debit of 2,000.00 and a credit of 30,000.00. The second row (Line 2) has a debit of 2,000.00 and a credit of 30,000.00. The total row shows a debit of 2,000.00, a credit of 2,000.00, and a final debit of 30,000.00.

15. Translate balances

- Click on general accounting then period close



➤ Click on tasks then translate balances

Data Access Set: shark EG [Change]

Period Close

Close Status

View By Single Ledger Ledger shark EG Accounting Period Apr-25

General Ledger (Open)

Accounting Periods

- Manage Accounting Periods
- Close Monitor

Multicurrency

- Revalue Balances
- Translate Balances**
- Manage Currency Rates

Balances Transfer

- Transfer Balances to Secondary

Year-End Processing

- Create Income Statement Closing
- Create Balance Sheet Closing

Balance Inquiry

- Inquire and Analyze Balances

➤ Enter required fields then submit

Name: Translate General Ledger Account Balances

Description: Restates actual account balances from the ledger...

Schedule: As soon as possible

Submission Notes: Notify me when this process ends

Process Options Advanced **Submit** Cancel

Basic Options

Parameters

* Data Access Set: shark EG
* Ledger or Ledger Set: shark EG
* Target Currency: USD US Dollar
* Accounting Period: Jan-25

➤ Schedule process

Academic Tools

Sustainability

My Enterprise

Tools

Set Preferences Announcements Alerts Composer

Deep Links Developer Connect Approvals

Spaces Contact Search Reports and Analytics

Scheduled Processes Security Console Sales and Service Access Management

File Import Audit Reports SmartText

Transaction Console Notification Preferences Collaboration Messaging

Overview

Search

Search Results

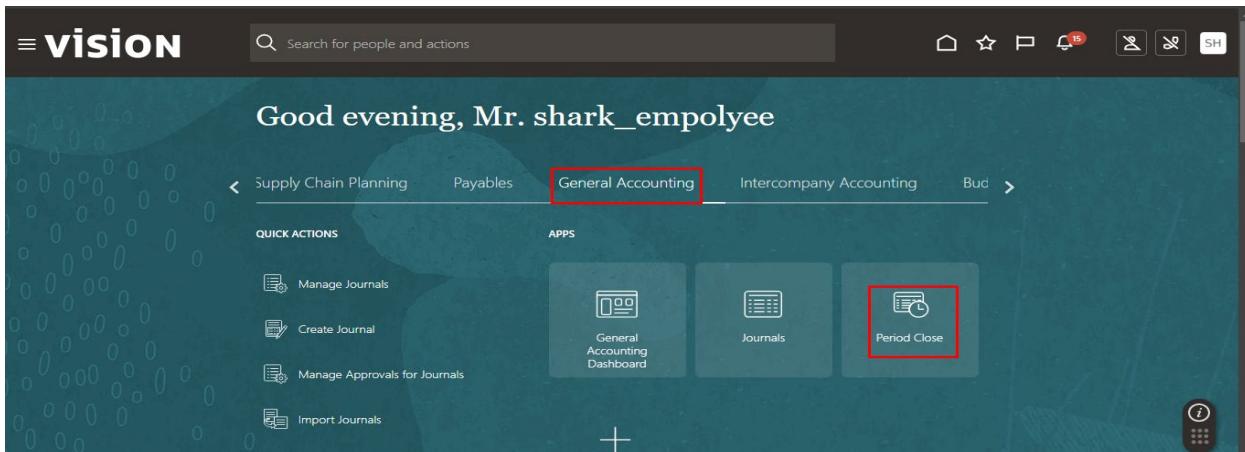
View Flat List Hierarchy

Schedule New Process Resubmit Put On Hold Cancel Process Release Process View Log

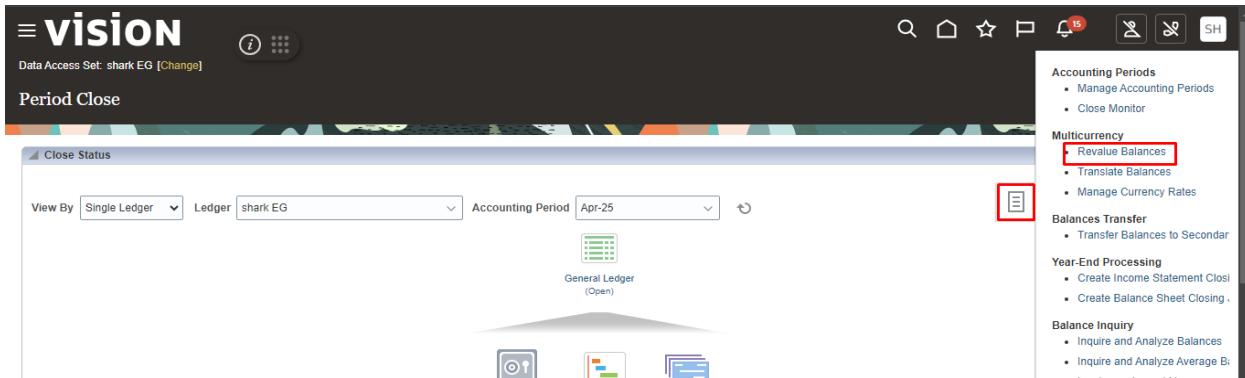
Name	Metadata Name	Process ID	Status	Scheduled Time	Submission Time	Submission N
Translate General Ledger Account Balances	Translation	7894120	Succeeded	4/11/25 5:22 PM UTC	4/11/25 5:22 PM UTC	
Resubmit Undelivered Signals	ResubmitUndeliveredSign...	7894116	Wait	4/11/25 5:31 PM UTC	4/11/25 5:21 PM UTC	Resubmit Undeli

1. Revalue balances

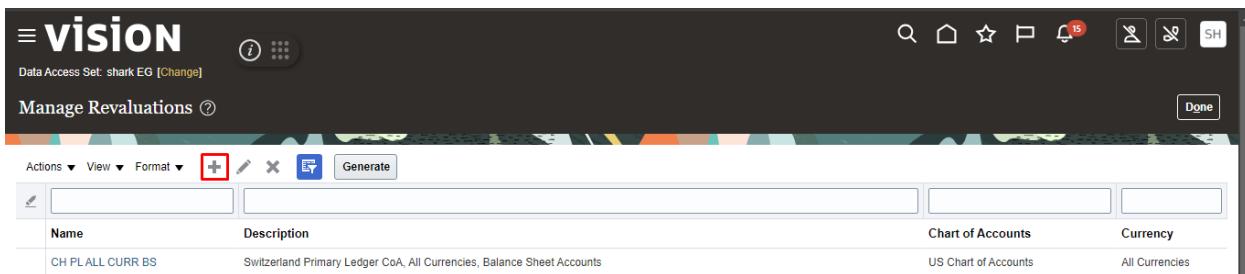
- Click on general accounting then period close



- Click on task then revalue balances



- Click on create



- Enter required fields
- Add Revaluation account then save
- You can select conversion rate type as user and type rate manually

Name: shark_revaluation
Description: shark_revaluation
* Chart of Accounts: shark
Currency: USD - US Dollar
* Conversion Rate Type: shark_rate_type
Days to Roll Forward: 0

* Unrealized Gain Account: 10-000-60063-10
* Unrealized Loss Account: 10-000-60064-10

Income Statement Accounts Basis: PTD
YTD
Post automatically

Revaluation Accounts

View + × Detach

Filter Conditions

Account Filters

0 Filter Conditions Defined

➤ Select required account then save

Name: shark_revaluation
Description: shark_revaluation
* Chart of Accounts: shark
Currency: USD - US Dollar
* Conversion Rate Type: shark_rate_type
Days to Roll Forward: 0

* Unrealized Gain Account: 10-000-60063-10
* Unrealized Loss Account: 10-000-60064-10

Income Statement Accounts Basis: PTD
YTD
Post automatically

Revaluation Accounts

View + × Detach

Filter Conditions

Key Flexfilter

account Equals 52110

Search Reset Add Fields Reorder

OK Cancel

1 Filter Conditions Defined

➤ Click on generate then enter required fields then submit

Name: Revalue Balances
Description: Revalues balance sheet account balances from fo...
Schedule: As soon as possible
Submission Notes:

Notify me when this process ends

Basic Options

Parameters

Data Access Set: shark EG
Ledger or Ledger Set: shark EG
Revaluation: shark_revaluation
Accounting Period: Jan-25
Accounting Date: 6/4/25
Rate Date: 6/4/25

Save Save and Close Generate Cancel

➤ Schedule process

vision

Overview [?](#)

Search Results [?](#)

View Flat List Hierarchy

Actions [▼](#) View [▼](#) [Schedule New Process](#) [Resubmit](#) [Put On Hold](#) [Cancel Process](#) [Release Process](#) [View Log](#) [↻](#)

Name	Metadata Name	Process ID	Status	Scheduled Time	Submission Time	Submission N
Revalue Balances	Revaluation	7894222	Succeeded	4/11/25 5:49 PM UTC	4/11/25 5:49 PM UTC	
Change Translation Rates	ChangeTranslationRates	7894217	Succeeded	4/11/25 5:48 PM UTC	4/11/25 5:48 PM UTC	ChangeTranslati
Revalue Balances	Revaluation	7894206	Warning	4/11/25 5:41 PM UTC	4/11/25 5:41 PM UTC	
Resubmit Undelivered Signals	ResubmitUndeliveredSigna...	7894205	Wait	4/11/25 5:51 PM UTC	4/11/25 5:41 PM UTC	Resubmit Undeli

➤ Search for the revalued journal then select

Search [?](#)

Basic Manage Watchlist Saved Search All Journals [▼](#)

** At least one is required

** Journal Starts with [▼](#)

** Journal Batch Starts with [▼](#)

** Accounting Period Equals [▼](#)

Source Equals [▼](#)

Category Equals [▼](#)

** Batch Status Equals [▼](#)

[Search](#) [Reset](#) [Save...](#) [Add Fields ▾](#) [Reorder](#)

Actions [▼](#) View [▼](#) Format [▼](#) [+](#) [✎](#) [File](#) [Detach](#) [Wrap](#) [Post Batch](#) [Reverse Batch](#) [Reverse Journal](#)

	Journal	Journal Batch	Accounting Period	Source	Category	Journal Entered Debit	Journal Entered Credit	Batch Status
▶	Revalues for USD balance ...	Revalues. Jan-25 05-04-20...	Jan-25	Revaluation	Revaluation	0.00 USD	0.00 USD	Posted
▶	Revalues for USD income s...	Revalues. Jan-25 11-04-20...	Jan-25	Revaluation	Revalue Profit o...	0.00 USD	0.00 USD	Unposted

➤ Click on save and post

Completion Status Complete

Journal [?](#) Show More

Revalues for USD income statement a [▼](#) [+ X](#) Journal Actions [▼](#)

Journal [▼](#)

Description [▼](#)

* Ledger shark EG

* Accounting Date [▼](#)

* Category [▼](#)

Currency [▼](#)

Conversion Date [▼](#)

Conversion Rate Type [▼](#)

Conversion Rate [▼](#)

Inverse Conversion Rate

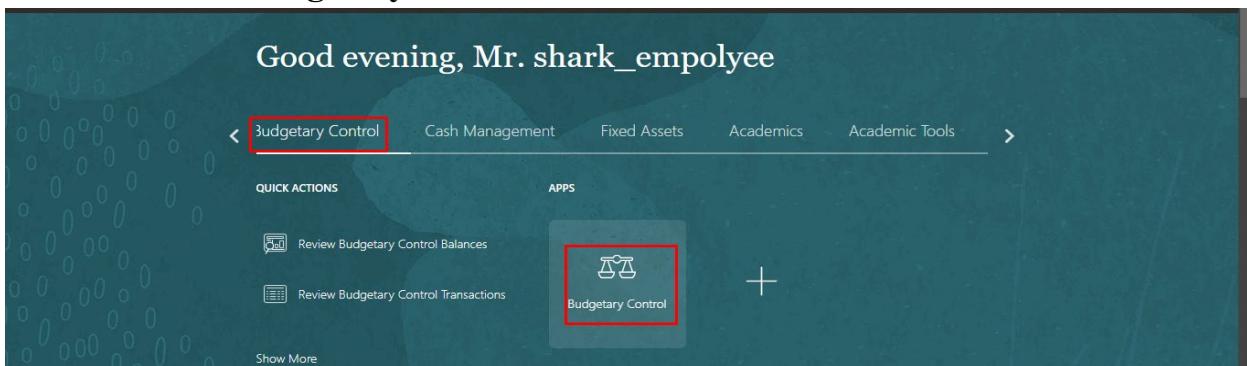
Journal Lines [?](#)

Actions [▼](#) View [▼](#) Format [▼](#) [+](#) [X](#) [File](#) [Detach](#) [Wrap](#)

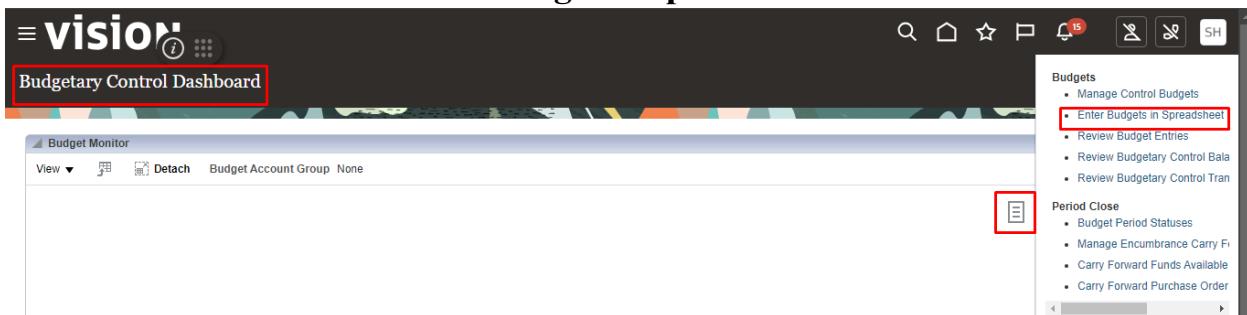
Line	* Account	Entered (USD)		Accounted (EGP)		Description
		Debit	Credit	Debit	Credit	
11	10-000-52110-10	0.00	0.00	4,000.00	0.00	Revaluation journal created for currency USD
16	10-000-60063-10	0.00	0.00	0.00	4,000.00	Revaluation journal created for currency USD !
Total		0.00	0.00	4,000.00	4,000.00	

17. Create Budget

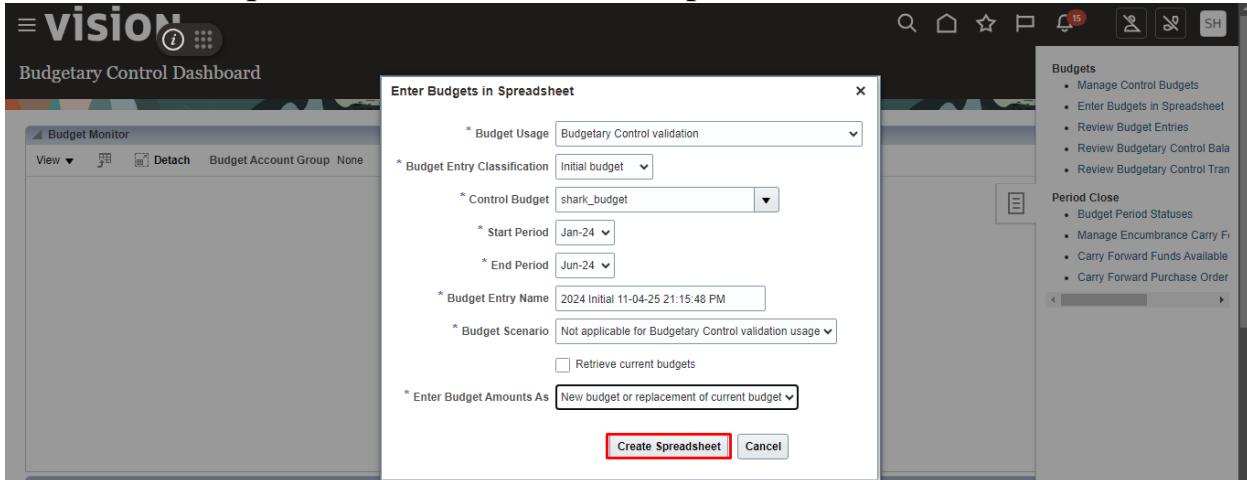
➤ Click on budgetary control



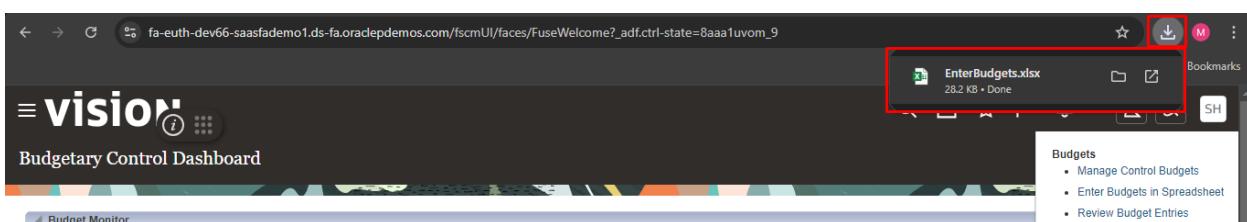
➤ Click on task then enter budget in spreadsheet



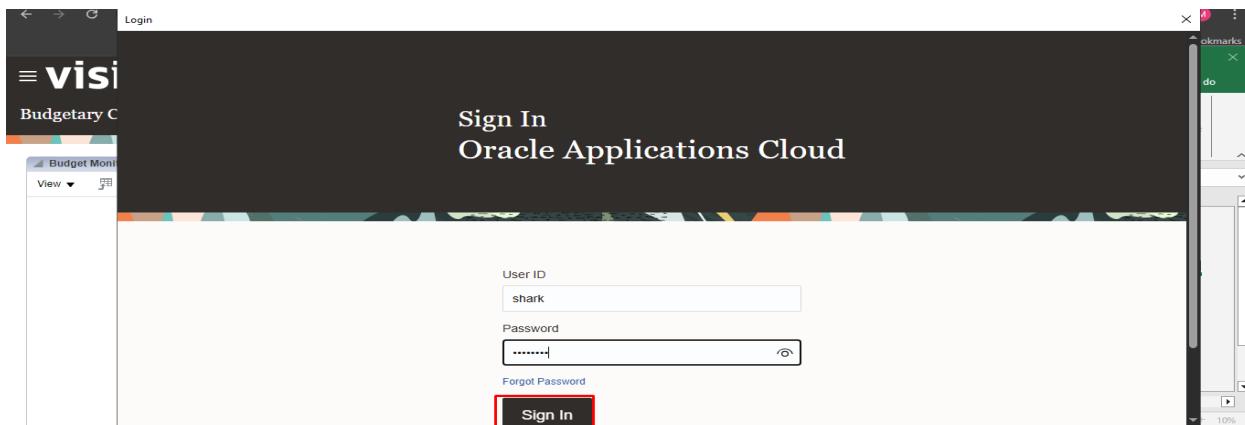
➤ Select required fields then create in spreadsheet



➤ Open file



➤ Sign in



➤ Enter required fields then click on statuses viewer then submit

Row Status	*companyf..1	*departmentf..1	*accountf..1	*intercompanyf..1	Jan-24	Feb-24	Mar-24
14	10	000	11015	10	1,000,000	1,000,000	1,500,000

➤ click on general accounting then Create journal

➤ enter required data then save, complete and click on batch actions

The screenshot shows the 'Create Journal' screen. At the top, there are buttons for 'Save', 'Complete', 'Post', and 'Cancel'. A red box highlights the 'Batch Actions' button. The main area contains fields for 'Journal Batch' (set to 'budget_2'), 'Description' (set to 'budget_2'), 'Balance Type' (set to 'Actual'), and 'Accounting Period' (set to 'Feb-25'). To the right, there are sections for 'Source' (set to 'Manual'), 'Approval Status' (set to 'Not required'), 'Funds Status' (set to 'Not attempted'), 'Batch Status' (set to 'Unposted'), and 'Completion Status' (set to 'Incomplete'). Below these are 'Currency' (set to 'EGP Egyptian Pound'), 'Conversion Date' (set to '2/28/25'), 'Conversion Rate Type' (set to 'User'), 'Conversion Rate' (set to '1'), and 'Inverse Conversion Rate' (set to '1'). A 'Projected Balances' panel on the right shows 'No lines selected.'

➤ Click on batch action then reserve funds

The screenshot shows the 'Edit Journal' screen for 'budget_2'. It includes fields for 'Journal', 'Description', 'Balance Type', 'Accounting Period', 'Ledger', 'Category', 'Currency', 'Conversion Date', 'Conversion Rate Type', and 'Inverse Conversion Rate'. On the right, a 'Projected Balances' panel shows 'No lines selected.'. A context menu for 'Batch Actions' is open, with a red box highlighting the 'Reserve Funds' option.

➤ Click on reserved to check funds then post

The screenshot shows the 'Edit Journal' screen with a 'Funds Reservation' dialog box overlaid. The dialog title is 'Funds Reservation: Journal budget_2 Feb-25'. It has a 'View Transaction' dropdown and a 'Funds Status' dropdown set to 'All'. A table lists transaction lines impacted by control budgets:

Journal Status	Requested Account	Budget Account	Budget Period	Control Budget	Bu Ma
budget_2	Track control level setti: 50,000.00 E 10-000-52110-10	10-000-52110-10	Feb-25	shark_budget	sh
budget_2	Increased funds availat -50,000.00 E 10-000-11015-10	10-000-11015-10	Feb-25	shark_budget	sh

A red box highlights the second row of the table. At the bottom right of the dialog is a 'Done' button.

18. Intercompany

- Click on general accounting then create journal



- Enter required data then save complete and post

This screenshot shows the "Journal" creation screen. At the top, it displays the "Accounting Period" as "Feb-25" (highlighted with a red box). On the right, it shows "Completion Status" as "Incomplete". Below this, there are sections for "Journal" (name: "test_icc"), "Description" ("test_icc"), "Ledger" ("shark EG"), "Accounting Date" ("2/28/25" highlighted with a red box), and "Category" ("shark" highlighted with a red box). To the right, there are currency and conversion settings: "Currency" set to "EGP Egyptian Pound", "Conversion Date" set to "2/28/25", and "Conversion Rate Type" set to "User" with a rate of "1". Below these, the "Journal Lines" section is shown, featuring a table with columns for Line, Account, Entered (EGP), Debit, Credit, and Description. The table contains two rows: one with account "10-000-52110-10" and another with account "20-000-11015-20". The total row at the bottom shows a debit of 1,000.00 and a credit of 1,000.00.

➤ Manage journal

Manage Journals

Journal	Journal Batch	Accounting Period	Source	Category	Journal Entered Debit	Journal Entered Credit	Batch Status
300000298608895: budget_1	budget_1	Feb-25	Manual	shark	10,000.00 EGP	10,000.00 EGP	Posted
300000298608895: budget_2	budget_2	Feb-25	Manual	shark	50,000.00 EGP	50,000.00 EGP	Posted
300000298608895: test_icc	test_icc	Feb-25	Manual	shark	2,000.00 EGP	2,000.00 EGP	Posted
budget_1	budget_1	Feb-25	Manual	shark	10,000.00 EGP	10,000.00 EGP	Posted
budget_2	budget_2	Feb-25	Manual	shark	50,000.00 EGP	50,000.00 EGP	Posted
test_icc	test_icc	Feb-25	Manual	shark	2,000.00 EGP	2,000.00 EGP	Posted

Columns Hidden 38

Journal

Journal	test_icc	Currency	EGP Egyptian Pound
Description	test_icc	Conversion Date	2/28/25
* Ledger	shark EG	Conversion Rate Type	User
Accounting Date	2/28/25	Conversion Rate	1
* Category	shark	Inverse Conversion Rate	1

Journal Lines

Line	Account	Entered (EGP)		Description
		Debit	Credit	
1	10-000-52110-10	1,000.00		
2	20-000-11015-20		1,000.00	
3	10-000-21081-20	1,000.00		Ledger intercompany balancing line.
4	20-000-13011-10	1,000.00		Ledger intercompany balancing line.
Total		2,000.00	2,000.00	

Columns Hidden 11