

## Configuring Fusion Security

- 01: Creating an Employee
- 02: Adding Roles to User and Resetting the Password
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- 05: Verify the user in Manager Users
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- 02: Approval Key Concepts
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- 08: Expiration Settings
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- 01. Create Requisitions
- 02. Approve Requisitions
- 03. Create Purchase Orders
- 04. Approve Purchase Orders
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- 06. Create Payables invoice with Match PO Lines
- 07. Approve Invoice
- 08. Invoice Payment to Supplier with Electronic Method
- 09. Approve Payments
- 10. Verify the Transaction Life Cycle
- 11. Transfer Payables data to General Ledger
- 12. Transfer Payments data to General Ledger
- 13. Verify the Journal Batches
- 14. Verify the Notifications in Mail

**O2C - Order to Cash Life Cycle Process with Functional and Technical Flow**

- 01. Create Sales Order
- 02. Create Pick wave
- 03. Create Pick Confirm
- 04. Create Ship Confirm
- 05. Transfer to Receivables
- 06. Verify the Transaction
- 07. Create Receipt and Apply the transaction
- 08. Transfer Invoice to General Ledger
- 09. Transfer Receipt data to General Ledger
- 10. Verify the Journal Batches

## Configuring Security

### 1: Creating an Employee

Creating an employee from HCM's Hire an Employee page.

1. Navigate to My Workforce/My Client Groups → New Person.

The screenshot shows the Oracle Apps88 home page with a blue header bar. Below it is a banner with the Oracle Apps88 logo and a search bar. On the right side of the banner, there are four circular icons with counts: 'Employee News' (2), 'My Flags' (0), 'Journal Batches' (1), and 'Reports' (7). The main content area has a grid of 18 icons representing different modules. The 'New Person' icon, located in the second row, third column, is highlighted with a light blue box. Other visible icons include 'Forecasts', 'Me', 'Procurement', 'My Client Groups', 'Product Management', 'Payroll', 'Hiring', 'Onboarding', 'Person Management', 'Absences', 'Time Management', 'Goals', 'Performance', 'Profiles', 'Career Development', 'Talent Review', 'Succession Plans', 'Learning', 'Workforce Structures', 'Mass Updates', 'Workforce Modeling', 'Workforce Predictions', 'Data Exchange', 'Volunteering', and 'Personal Brand Administration'. The footer also features the Oracle Apps88 logo.

2. Click the Tasks panel tab > Hire an Employee.

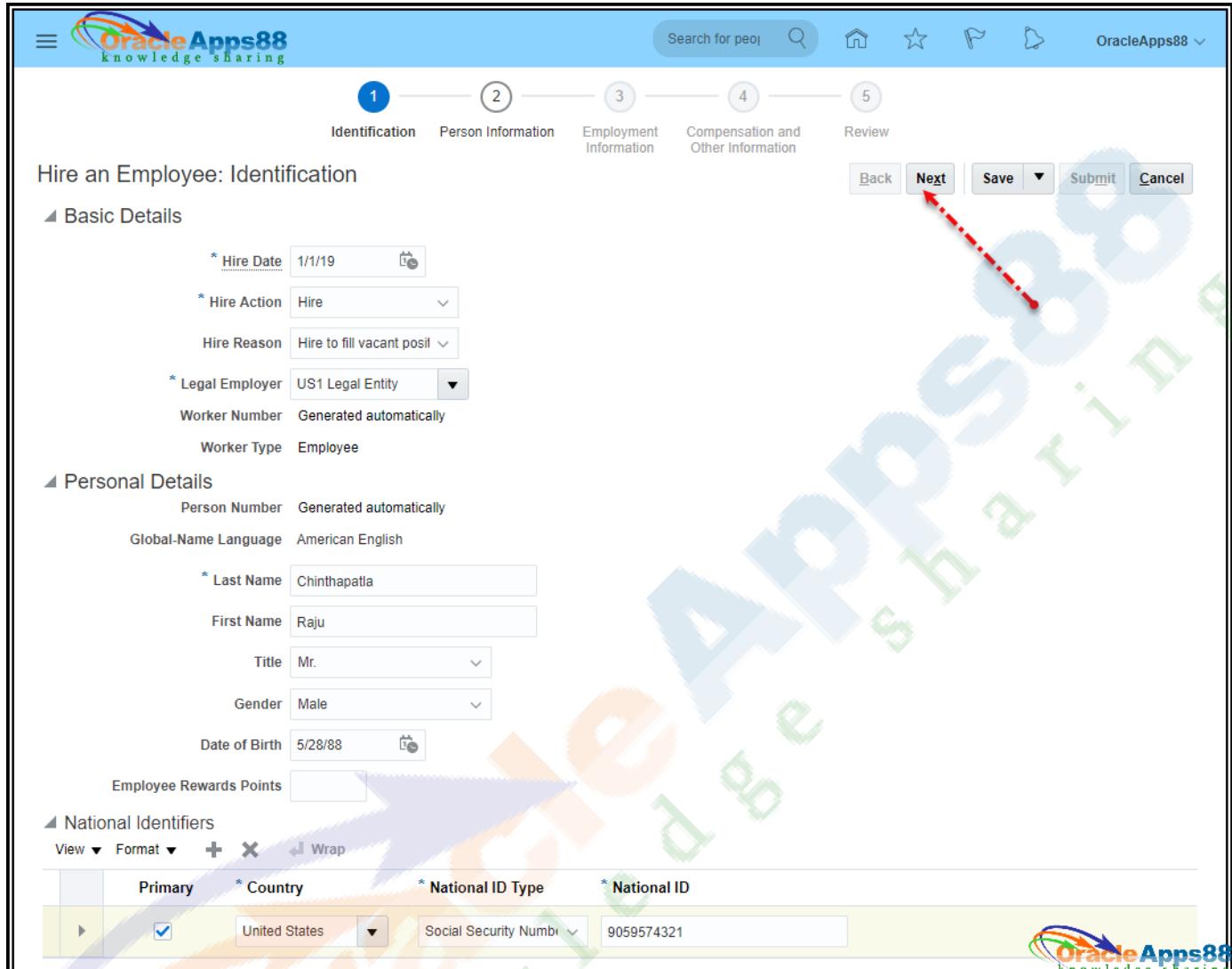
The screenshot shows the Oracle Apps88 Tasks panel. At the top, there's a navigation bar with the Oracle Apps88 logo, a search bar, and various icons. Below the navigation is a section titled 'Overview' with a sub-section 'New Workers to Process'. A red arrow points to a list of actions on the right side of the screen, which includes 'Hire an Employee', 'Add a Contingent Worker', 'Add a Nonworker', and 'Add a Pending Worker'. The bottom part of the screen shows a table with columns 'Person', 'Person Number', and 'Include for Automatic Conversion'. The footer features the Oracle Apps88 logo.

3. Enter the following required fields:

| Field          | Value            |
|----------------|------------------|
| Hire Date      | Today (defaults) |
| Hire Action    | Hire             |
| Legal Employer | US1 Legal Entity |

Last Name Chinthapatla  
 First Name Raju

4. Click Next.



The screenshot shows the 'Identification' step of the 'Hire an Employee' process. The 'Next' button is highlighted with a red arrow. The form includes fields for hire date (1/1/19), hire action (Hire), hire reason (Hire to fill vacant pos.), legal employer (US1 Legal Entity), worker number (Generated automatically), and worker type (Employee). Personal details like last name (Chinthapatla), first name (Raju), title (Mr.), gender (Male), and date of birth (5/28/88) are also entered. National identifiers show a primary country (United States) with a social security number (9059574321).

Note: If you get a Matching Person Records window, click Continue.

5. Enter Address details: 100 Main Street, Genoa, TX 77034, and Harris County.

Hint: Type in the street address and then the postal code to have the system complete the rest of the address.

6. Under E-Mail Details, click Add Row.

7. Enter:

| Field     | Value                  |
|-----------|------------------------|
| Type Work | E-Mail                 |
| E-Mail    | OracleApps88@Yahoo.com |

8. Click Next.

9. Scroll down to the Assignment tab, select or enter:

| Field         | Value             |
|---------------|-------------------|
| Business Unit | US1 Business Unit |
| Department    | Finance US        |
| Location      | Chicago           |

10. Accept all other defaults.

11. Click Next.

Hire an Employee: Employment Information

Identification Person Information Employment Information Compensation and Other Information Review

**Back** **Next** **Save** **Submit** **Cancel**

**Name:** Raju Chinthapatla  
**Action:** Hire  
**Action Reason:** Hire to fill vacant position  
**Hire Date:** 1/1/19

**Worker Type:** Employee  
**Legal Employer:** US1 Legal Entity  
**Person Number:** 4334  
**Social Security Number:** 059-57-4321

**Enterprise:** Hire Date: 1/1/19

**Work Relationship Details**

**Service Dates**

**Legal Employer**

Hire Date: 1/1/19

**Payroll Relationship Details**

**Assignment**

|                           |                           |
|---------------------------|---------------------------|
| Assignment Number         | * Assignment Status       |
| * Business Unit           | Active - Payroll Eligible |
| Person Type               | Employee                  |
| Projected End Date: m/d/y |                           |

**Job**

|   |                                       |
|---|---------------------------------------|
| Position  | FTE: 1                                |
| Job   | Headcount: 1                          |
| Assignment Name   | Start Time: 08:30 AM                  |
| Grade Ladder  | End Time: 05:30 PM                    |
| Grade   | Basis for Seniority Calculation: Days |
| <input checked="" type="checkbox"/> Include in grade step progression | Work Measure Details                  |
| Department  | ACA Eligibility                       |
| Reporting Establishment   | ACA Full Time                         |
| Location  | Limited Nonassessment Period          |
| Measurement Period Start Date: m/d/y                                  |                                       |

**Manager Details**

|        |              |                                  |
|--------|--------------|----------------------------------|
| * Name | EMP001001    | Active - Payroll Eligible        |
| * Type | Line Manager | Oracle Apps 88 knowledge sharing |

12. Scroll down and expand Expenses Information. (This is needed for Expense Reporting.)

13. Enter or select:

| Field                         | Value                    |
|-------------------------------|--------------------------|
| Default Expense Account       | 101.10.60501.121.000.000 |
| Expense Check Send-to Address | Home                     |

14. Click Next.

Hire an Employee: Compensation and Other Information

Identification Person Information Employment Information Compensation and Other Information Review

Name: Raju Chinthapatla  
Action: Hire  
Action Reason: Hire to fill vacant position  
Hire Date: 1/1/19  
Worker Type: Employee  
Legal Employer: US1 Legal Entity  
Person Number: 4334  
Social Security Number: 059-57-4321

Assignment

- Salary Information
- Other Compensation
- Expenses Information

Default Expense Account: 101.10.60501.121.000.000

Expense Check Send-to Address: Office

Role Requests

15. Scroll down to the bottom of the page to verify that the Employee role is automatically assigned.
16. Click Submit.

**Hire an Employee: Review**

**Identification** **Person Information** **Employment Information** **Compensation and Other Information** **Review** 5

**Printable Page** **Back** **Next** **Save** **Submit** **Cancel**

**Hide Person Information**

|               |                              |                        |                  |
|---------------|------------------------------|------------------------|------------------|
| Name          | Raju Chinthapatla            | Worker Type            | Employee         |
| Action        | Hire                         | Legal Employer         | US1 Legal Entity |
| Action Reason | Hire to fill vacant position | Person Number          | 4334             |
| Hire Date     | 1/1/19                       | Social Security Number | 059-57-4321      |

**Basic Information**

**Personal Details**

|               |                                |
|---------------|--------------------------------|
| Person Number | 4334 (Generated automatically) |
| Last Name     | Chinthapatla                   |
| First Name    | Raju                           |
| Title         | Mr.                            |
| Gender        | Male                           |
| Date of Birth | 5/28/88                        |

**Employee Rewards Points**

**National Identifiers**

|               |                                     |
|---------------|-------------------------------------|
| United States | Social Security Number: 059-57-4321 |
|---------------|-------------------------------------|

**Person Information**

**Addresses**

|         |                         |
|---------|-------------------------|
| Country | United States           |
| Type    | Home Address            |
|         | #OracleApps88@Yahoo.com |
|         | #Hyderabad              |
|         | Houston, TX 77034       |
|         | Harris                  |
|         | United States           |

**Phones**

|               |            |              |
|---------------|------------|--------------|
| Primary Phone | Work Phone | 919059574321 |
|---------------|------------|--------------|

**Email Details**

|               |            |                        |
|---------------|------------|------------------------|
| Primary Email | Work Email | OracleApps88@Yahoo.com |
|---------------|------------|------------------------|

**Service Dates**

**Legal Employer**

|           |        |           |        |
|-----------|--------|-----------|--------|
| Hire Date | 1/1/19 | Hire Date | 1/1/19 |
|-----------|--------|-----------|--------|

**Enterprise**

**Employment Information**

**Assignment Information**

|                   |                   |                    |                           |
|-------------------|-------------------|--------------------|---------------------------|
| Assignment Number | E4334             | Assignment Status  | Active - Payroll Eligible |
| Business Unit     | US1 Business Unit | Projected End Date |                           |
| Person Type       | Employee          |                    |                           |

**Job**

|          |            |          |
|----------|------------|----------|
| Position | Start Time | 08:30 AM |
| Job      | End Time   | 05:30 PM |

**Grade Ladder**

|       |                                 |      |
|-------|---------------------------------|------|
| Grade | Basis for Seniority Calculation | Days |
|-------|---------------------------------|------|

**Department**

|            |                 |
|------------|-----------------|
| Finance US | ACA Eligibility |
|------------|-----------------|

**Reporting Establishment**

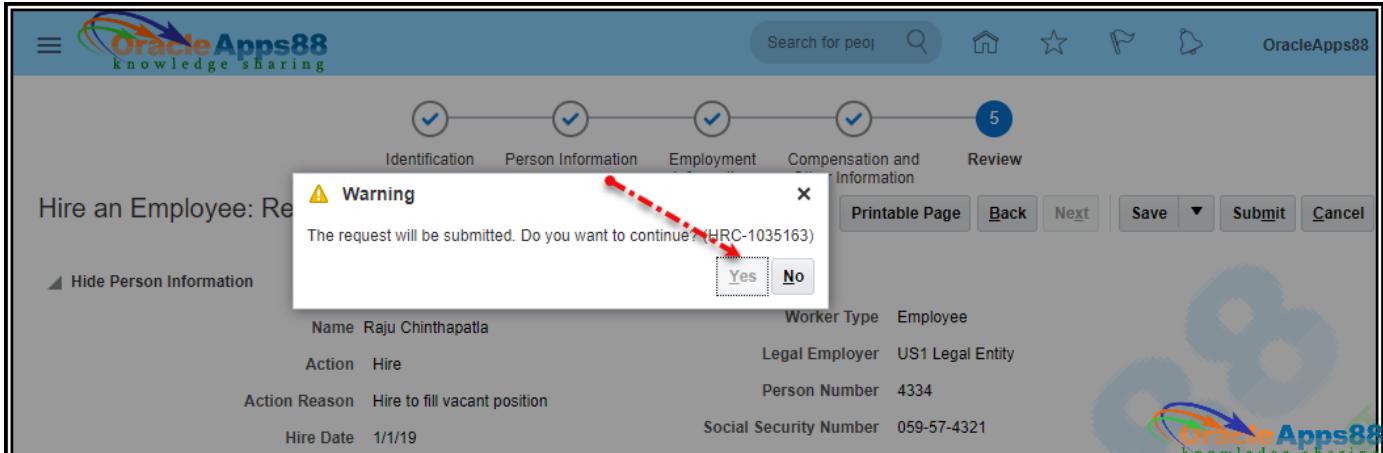
|         |               |
|---------|---------------|
| Chicago | ACA Full Time |
|---------|---------------|

**Limited Nonassessment Period**

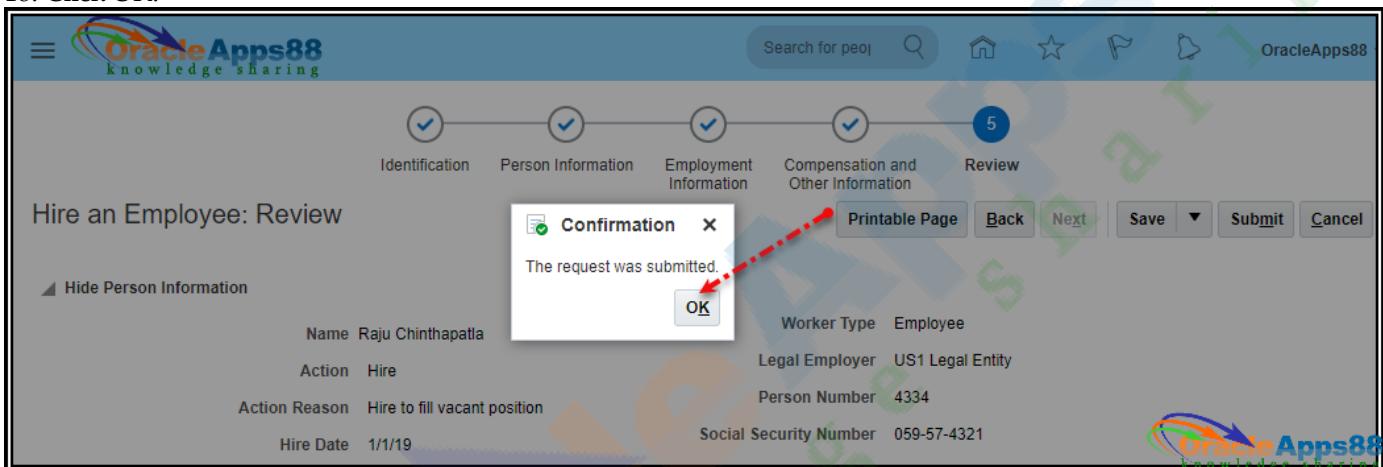
**Manager Details**

|      |              |           |                           |      |              |
|------|--------------|-----------|---------------------------|------|--------------|
| Name | OracleApps88 | EMP001001 | Active - Payroll Eligible | Type | Line Manager |
|------|--------------|-----------|---------------------------|------|--------------|

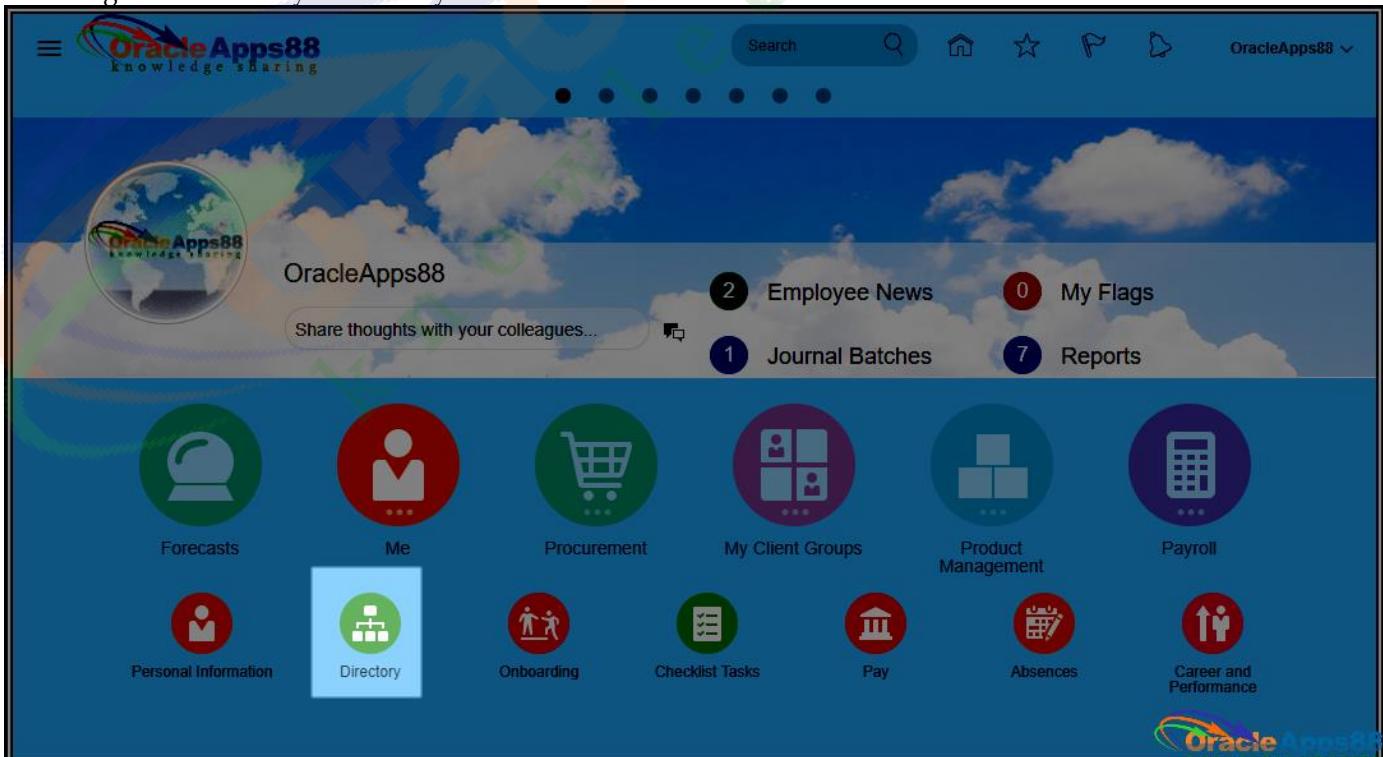
17. Click Yes.



18. Click OK.



19. Navigate to: Directory > Directory.



Note: If you cannot see the entire Navigator, use Control and Scroll Down to minimize the screen.

20. Enter your Raju Chinthapatla Employee.
21. Click the Search icon.

The screenshot shows the Oracle Apps88 knowledge sharing interface. In the top navigation bar, there is a search bar labeled "Search for people" with a magnifying glass icon, and several other icons including a home icon, a star icon, a flag icon, and a help icon. The main title "OracleApps88" is at the top right. Below the navigation bar, the word "Directory" is displayed. A search bar contains the text "Raju Chinthapatla". Below the search bar, a sub-header says "Advanced Search: Raju Chinthapatla". A table displays search results for "Raju Chinthapatla":

| Name | Business Title    | Email                | Person Number          |
|------|-------------------|----------------------|------------------------|
| RC   | Raju Chinthapatla | System Administrator | OracleApps88@Yahoo.com |
|      |                   |                      | 4334                   |

Below the table are two buttons: "My Organization Chart" with a hierarchical icon and "My Public Info" with a person icon. A red arrow points from the search bar to the search results table.

22. Click your name to see details.

The screenshot shows the Oracle Apps88 knowledge sharing interface. The top navigation bar includes a search bar, a back arrow, the title "Organization Chart", and a "Print" button. Below the navigation bar, there is a search bar with "Search" and a magnifying glass icon, and a breadcrumb trail showing the hierarchy: "... > Anita Kennedy > Casey Brown > OracleApps88". There are also "Show Filters" and "Sort By" options. The main area displays an organization chart with two nodes:

- A top node for "OracleApps88" with the title "Administrator", email "OracleApps88@Yahoo.com", and a small globe icon.
- A bottom node for "Raju Chinthapatla" with the title "System Administrator", email "OracleApps88@Yahoo.com", and a phone number "91-9059574321".

A red arrow points from the "Raju Chinthapatla" node to its profile details. The Oracle Apps88 logo is visible in the bottom right corner.

23. Review the details and go back

The screenshot shows the Oracle Cloud (Fusion) Public Info page for a user named Raju Chinthapatla. The page includes a profile picture, contact information (Work Email: OracleApps88@yahoo.com, Work Phone: 91-9059574321, Local Time: Wed 9:09 AM (CDT)), and a section for Managers and Directs. A watermark for 'ORACLE APPS88 knowledge sharing' is visible across the page.

| Manager | Role                         | Email                  |
|---------|------------------------------|------------------------|
|         | Line Manager   Administrator | OracleApps88@yahoo.com |

Once Employee/user is created, Application will send a mail notification to user and manager

#### User Mail Notification

User will get some of the company mandatory task in a mail notification

The screenshot shows a list of tasks assigned to the user, categorized under 'Today'. The tasks include:

- infusion-noreply@ora... FYI: Task E-Signature your Non Disclosure Agreement Allocated for Raju Chinthapatla, 4334 a. 7:55 PM
- infusion-noreply@ora... FYI: Task Provide Consent to Share Personal Information Allocated for Raju Chinthapatla, 4334 a. 7:54 PM
- infusion-noreply@ora... FYI: Task Welcome your employee Allocated for Raju Chinthapatla, 4334 a. 7:43 PM
- infusion-noreply@ora... FYI: Task Send a personalized communication Allocated for Raju Chinthapatla, 4334 a. 7:43 PM
- infusion-noreply@ora... FYI: Task Order Equipment Allocated for Raju Chinthapatla, 4334 a. 7:43 PM

User will get the Reset the password URL in welcome email notification

The screenshot shows an email inbox with the following details:

- Subject:** Oracle Fusion Applications-Welcome E-Mail
- From:** infusion-noreply@oracleleads.com
- To:** OracleApps88@yahoo.com
- Date:** Aug 26 at 9:32 PM

The email body contains the following text:

Dear Raju Chinthapatla

Congratulations! Your Oracle Fusion Applications account has been successfully created.

Please follow the link below to reset your password.

[https://\[REDACTED\]/hcmUI/faces/ResetPassword?](https://[REDACTED]/hcmUI/faces/ResetPassword?)

For any issues, contact your system administrator.

Thank You,  
Oracle Fusion Applications

A red dashed arrow points to the password reset link in the email body.

Reset the password and log into application

The screenshot shows the "SIGN IN ORACLE APPLICATIONS CLOUD" page. The "Reset Password" section contains the following fields:

- Password**: An input field for entering a new password.
- Confirm Password**: An input field for confirming the new password.
- Submit**: A button to submit the form.

And also Manager will get employee creation mail notifications

[Back](#) [Forward](#) [Restore to Inbox](#) [Move](#) [Delete](#) [Spam](#) [...](#)

FYI: Oracle Fusion Applications-Welcome E-Mail Yahoo/Trash ★

**SB** infusion-noreply@oracleleads.com  
To: oracleapps88@yahoo.com Aug 28 at 7:30 PM ★

**Oracle Fusion Applications-Welcome E-Mail**  
Dear OracleApps88,

Congratulations! Your team member Raju Chinthapatla's Oracle Fusion Applications account has been successfully created.

User must use this web address <https://hcmui.faces/ResetPassword?> to reset credentials and start using Oracle Fusion Applications.

Please note an e-mail with login instructions has been sent to your team member as well.

If you have any questions, contact your system administrator.

Thank You,  
Oracle Fusion Applications



And also manager will get company action required email notifications

**Today**

|                          |                            |  |                      |         |
|--------------------------|----------------------------|--|----------------------|---------|
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task Stay Fit !!! Stay Healthy !!! Allocated for Raj... | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task Complete Mandatory Learning Allocated for ...      | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task Set Up Your Travel and Expense Profile Alloc...    | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task Report to the Gym for New Hire Orientation...      | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task Take The New Hire Survey Allocated for Raj...      | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task Volunteer! Allocated for Raju Chinthapatla, ...    | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● HR SPECIALIST (Gloria... | ★ Action Required: Task Enroll for Benefits Allocated for Raju Chinth...   | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task Collect your Security Badge Allocated for Ra...    | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task Welcome from the CEO Allocated for Raju C...       | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task E-Signature your Non Disclosure Agreement...       | <a href="#">View</a> | 7:32 PM |
| <input type="checkbox"/> | ● OracleApps88             | ★ Action Required: Task Provide Consent to Share Personal Information      | <a href="#">View</a> | 7:32 PM |

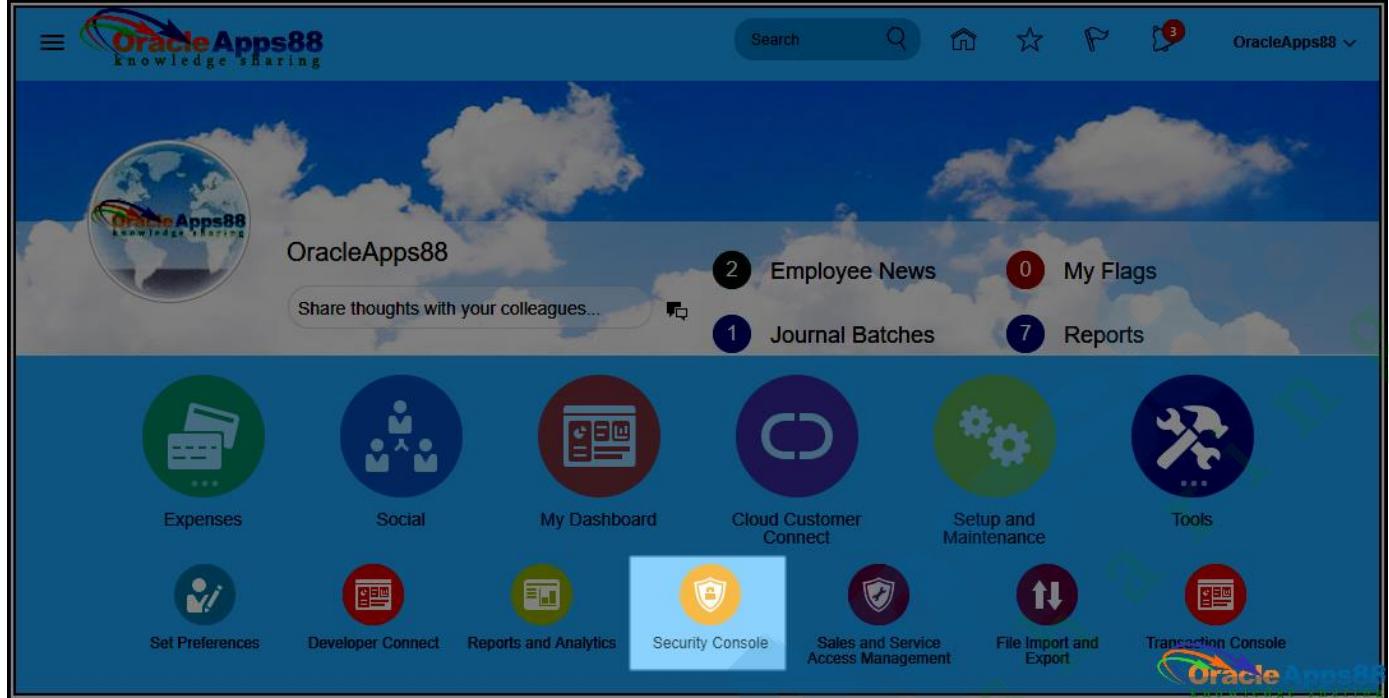


## 2: Adding Roles to Your User and Resetting the Password

Adding Roles to your employee user.

Note : Once we create the employee, user will created automatically with Firstname.Lastname user name

1. Navigate to: More... > Tools > Security Console.



2. Click on the Users tab
3. Enter Employee and select Search.
4. Select your user: Raju Chinthapatla

| User              | Status | Action    |
|-------------------|--------|-----------|
| Raju Chinthapatla | Active | Locked No |

5. Click Edit to add the roles to user

User Account Details: Raju Chinthapatla

**User Information**

|               |                        |
|---------------|------------------------|
| User Category | DEFAULT                |
| User Name     | Raju.Chinthapatla      |
| First Name    | Raju                   |
| Last Name     | Chinthapatla           |
| Email         | OracleApps88@yahoo.com |

**Account Information**

|                          |  |
|--------------------------|--|
| Password Expiration Date | <input checked="" type="checkbox"/> Active <input type="checkbox"/> Locked |
|--------------------------|--|

**Associated Worker Information**

|               |                      |
|---------------|----------------------|
| Worker Name   | Raju Chinthapatla    |
| Person Number | 4334                 |
| Manager       | OracleApps88         |
| Job           | System Administrator |
| Business Unit | US1 Business Unit    |
| Department    | Finance US           |

**Roles**

| Role     | Role Code             | Assignable | Auto-Provisioned |
|----------|-----------------------|------------|------------------|
| Employee | PER_EMPLOYEE_ABSTRACT | No         | Yes              |

7. Click Add Role.

Edit User Account: Raju Chinthapatla

**User Information**

|               |                        |
|---------------|------------------------|
| User Category | DEFAULT                |
| * User Name   | Raju.Chinthapatla      |
| First Name    | Raju                   |
| * Last Name   | Chinthapatla           |
| Email         | OracleApps88@yahoo.com |

**Account Information**

|  |                             |
|--|-----------------------------|
| Password Expiration Date   | <input type="text"/> m/d/yy |
| <input checked="" type="checkbox"/> Active <input type="checkbox"/> Locked |                             |

**Associated Worker Information**

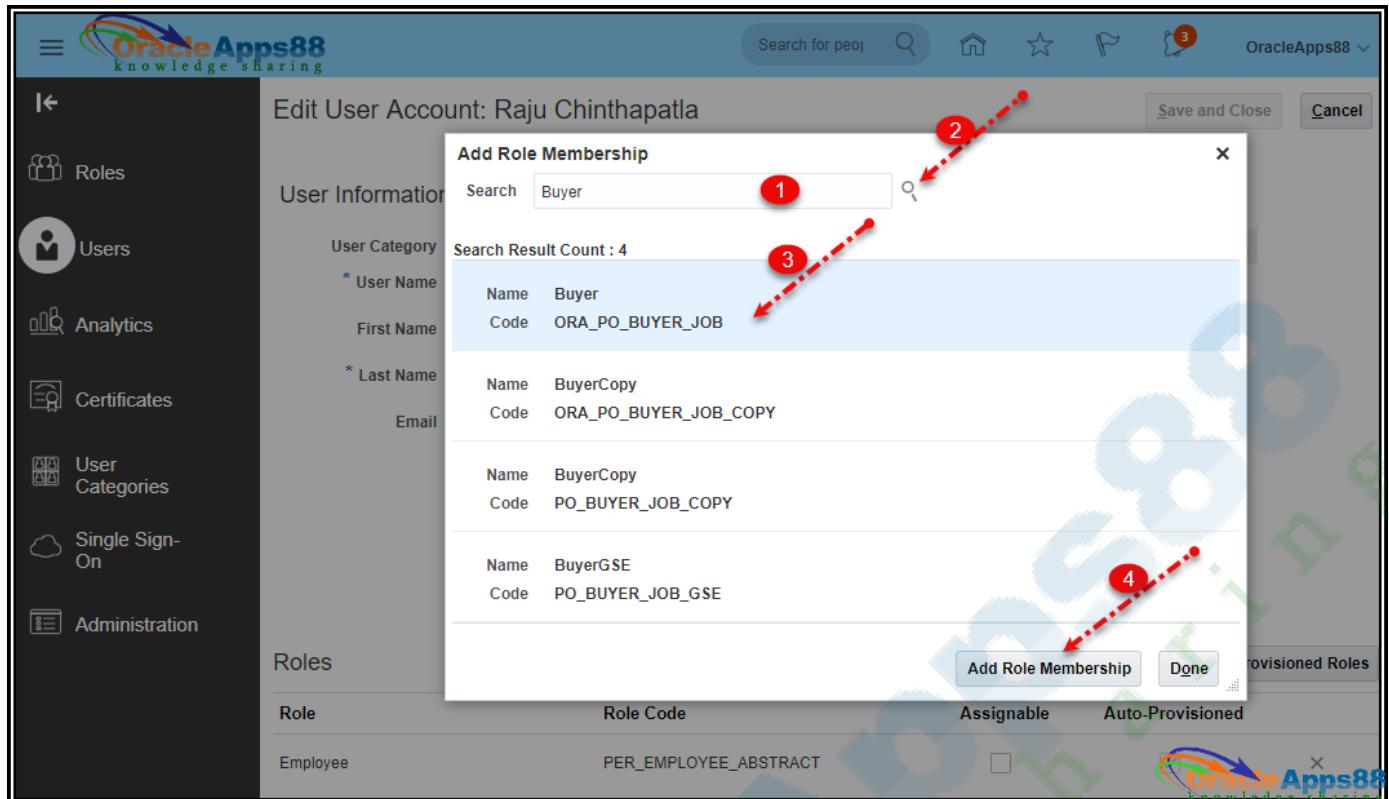
|               |                      |
|---------------|----------------------|
| Worker Name   | Raju Chinthapatla    |
| Person Number | 4334                 |
| Manager       | OracleApps88         |
| Job           | System Administrator |
| Business Unit | US1 Business Unit    |
| Department    | Finance US           |

**Roles**

| Role     | Role Code             | Assignable               | Auto-Provisioned                    |
|----------|-----------------------|--------------------------|-------------------------------------|
| Employee | PER_EMPLOYEE_ABSTRACT | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

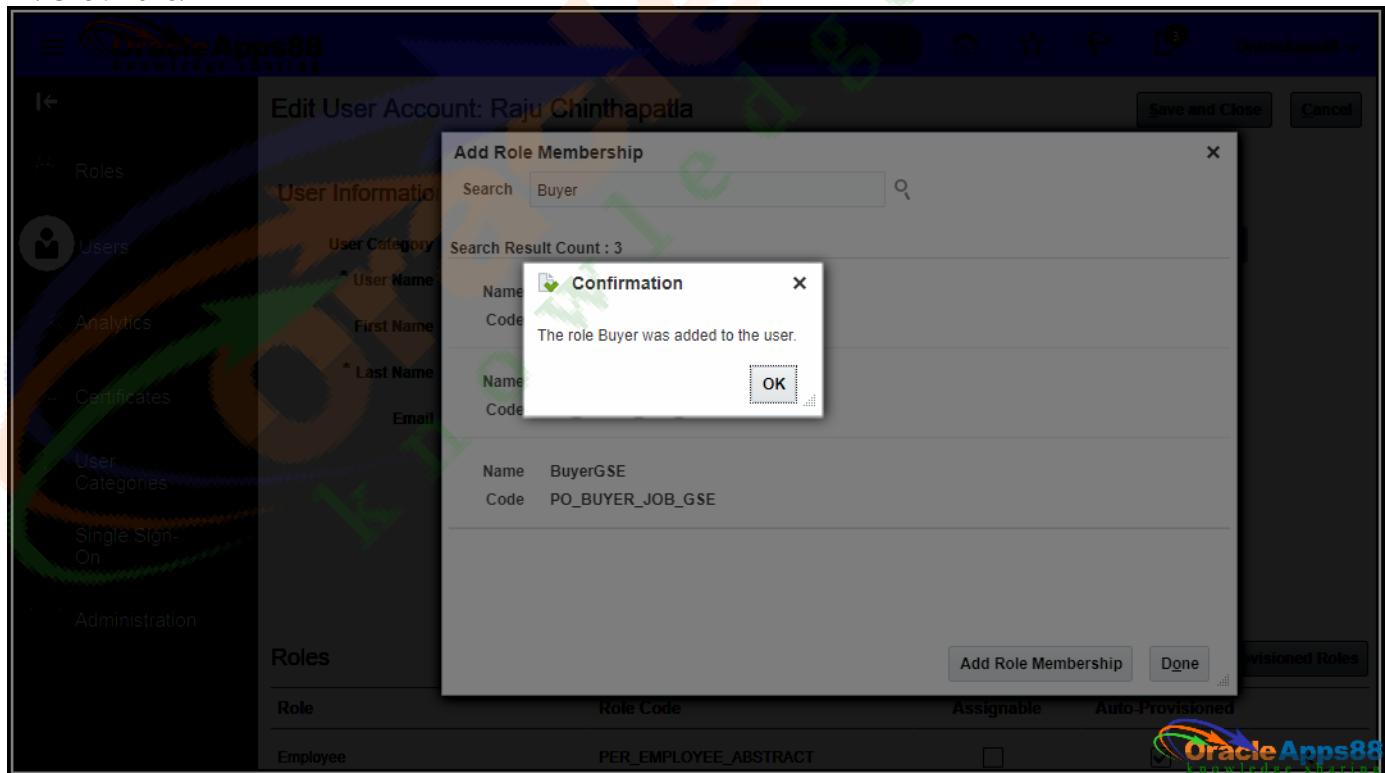
8. Search for the roles

9. Select the Role and Click Add Role Membership.



Add the required roles to user

10. Click OK.
11. Click Done.



12. And roles will effect to user, Save and close

Edit User Account: Raju Chinthapatla

User Information

|               |                        |
|---------------|------------------------|
| User Category | DEFAULT                |
| * User Name   | Raju.Chinthapatla      |
| First Name    | Raju                   |
| * Last Name   | Chinthapatla           |
| Email         | OracleApps88@Yahoo.com |

Account Information

|  |                                 |
|--|---------------------------------|
| Password Expiration Date                   | m/d/yy                          |
| <input checked="" type="checkbox"/> Active | <input type="checkbox"/> Locked |

Associated Worker Information

|               |                      |
|---------------|----------------------|
| Worker Name   | Raju Chinthapatla    |
| Person Number | 4334                 |
| Manager       | OracleApps88         |
| Job           | System Administrator |
| Business Unit | US1 Business Unit    |
| Department    | Finance US           |

Roles

| Role     | Role Code             | Assignable               | Auto-Provisioned                    |
|----------|-----------------------|--------------------------|-------------------------------------|
| Employee | PER_EMPLOYEE_ABSTRACT | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Buyer    | ORA_PO_BUYER_JOB      | <input type="checkbox"/> | <input type="checkbox"/>            |

13. Click on Reset password to change the password

User Account Details: Raju Chinthapatla

User Information

|               |                        |
|---------------|------------------------|
| User Category | DEFAULT                |
| User Name     | Raju.Chinthapatla      |
| First Name    | Raju                   |
| Last Name     | Chinthapatla           |
| Email         | OracleApps88@Yahoo.com |

Account Information

|  |                                 |
|--|---------------------------------|
| Password Expiration Date                   |                                 |
| <input checked="" type="checkbox"/> Active | <input type="checkbox"/> Locked |

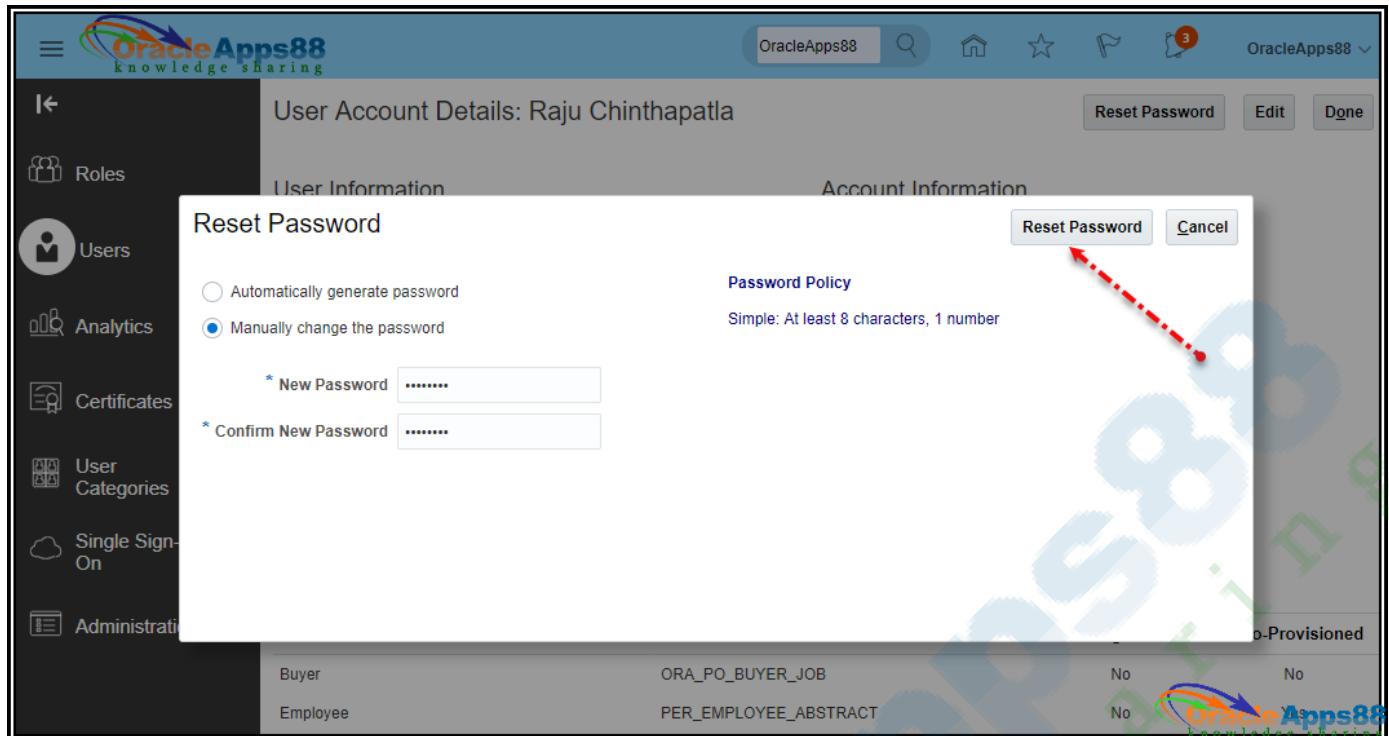
Associated Worker Information

|               |                      |
|---------------|----------------------|
| Worker Name   | Raju Chinthapatla    |
| Person Number | 4334                 |
| Manager       | OracleApps88         |
| Job           | System Administrator |
| Business Unit | US1 Business Unit    |
| Department    | Finance US           |

Roles

| Role     | Role Code             | Assignable | Auto-Provisioned |
|----------|-----------------------|------------|------------------|
| Buyer    | ORA_PO_BUYER_JOB      | No         | No               |
| Employee | PER_EMPLOYEE_ABSTRACT | No         | No               |

14. Enter the new password and click on Reset Password button

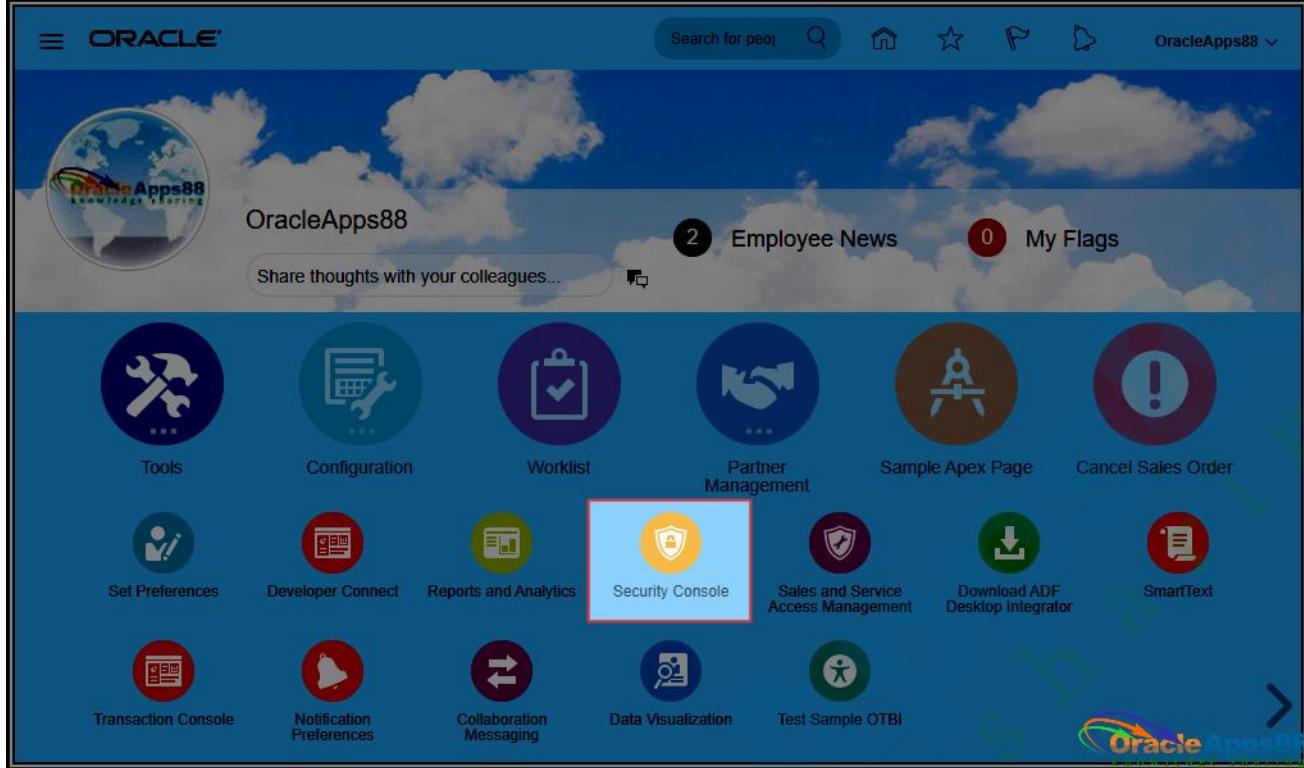


15. Login the application with new password

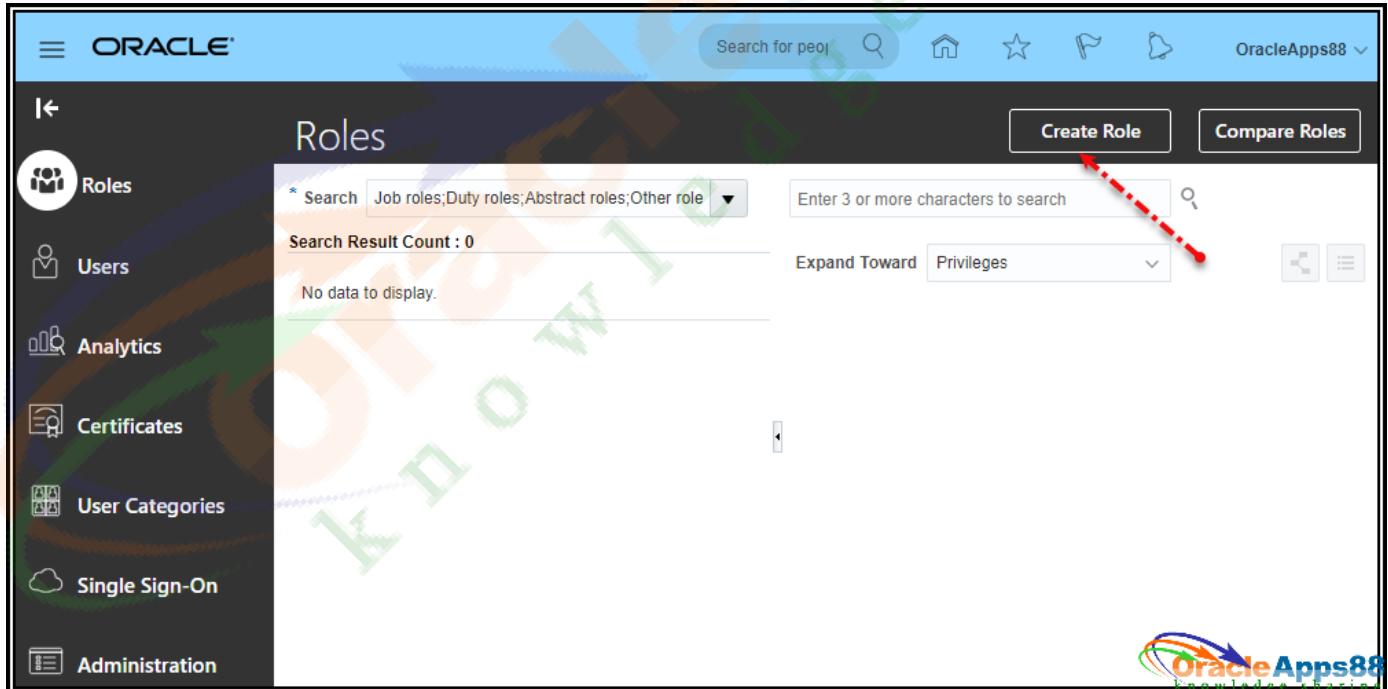
### 03: Create the Custom Role

Creating a custom role with required privileges

Nav : Home → Tools → Security Console



Click on the Create Role



Enter the Custom Role details and select the role category

Create Role XXAA PO Inquiry Role Custom...

Basic Information    Function Security Policies    Data Security Policies    Role Hierarchy    Segregation of Duties    Users    Summary

\* Role Name: XXAA PO Inquiry Role Custom

\* Role Code: XXAA\_PO\_INQUIRY\_ROLE

\* Role Category: Procurement - Abstract Rol

Predefined Role:

Description:

**Back** | **Next** | **Cancel**

Click on the Add Function Security Policy to add the required privileges

| Privilege Name          | Inherited from Role | Description |
|-------------------------|---------------------|-------------|
| No data to display.     |                     |             |
| Load Inherited Policies |                     |             |

**Privileges** **Resources**

+ Add Function Security Policy    X Delete    E Detach

Privilege Name    Inherited from Role    Description

No data to display.

Load Inherited Policies

**Details**

E Detach

Resource Name    Description

No data to display.

**Back** | **Next** | **Cancel**

Search with Privilege and click on Add Privilege to Role

Create Role XXAA PO Inquiry Role Custom...

Privileges Resources

+ Add Function Security Policy

Privilege Name  
No data to display.

Load Inherited Policies

Details

Resource Name  
No data to display.

Add Function Security Policy

\* Search All

Search Purchase Order

Search Result Count : 1

|             |   |
|-------------|---|
| Name        | Search Purchase Order                                     |
| Code        | PO_SEARCH_PURCHASE_ORDER_PRIV                             |
| Description | Allows a procurement agent to search for purchase orders. |

Add Selected Privileges Add Privilege to Role Cancel

Add if anything required click on Next until summary tab

Create Role XXAA PO Inquiry Role Custom...

Back Next Cancel

| Privilege Name                | Inherited from Role | Description  |
|-------------------------------|---------------------|--|
| Search Purchase Order         |                     | Allows a procurement agent to search for purchase orders.          |
| View Purchase Order Work Area |                     | Allows a procurement agent to access the purchase order work area. |

Load Inherited Policies

Click on Save and Close

The screenshot shows a progress bar at the top with seven steps: Basic Information, Function Security Policies, Data Security Policies, Role Hierarchy, Segregation of Duties, Users, and Summary. The first four steps are completed, indicated by a checkmark icon. The 'Summary' step is the last one, shown with a blue circle containing the number '7'. Below the progress bar, the title 'Create Role XXAA PO Inquiry R...' is displayed. A red arrow points from the text 'Save and Close' in the top right corner towards the 'Save and Close' button in the bottom right of the main content area. The main content area contains a list of audit log items:

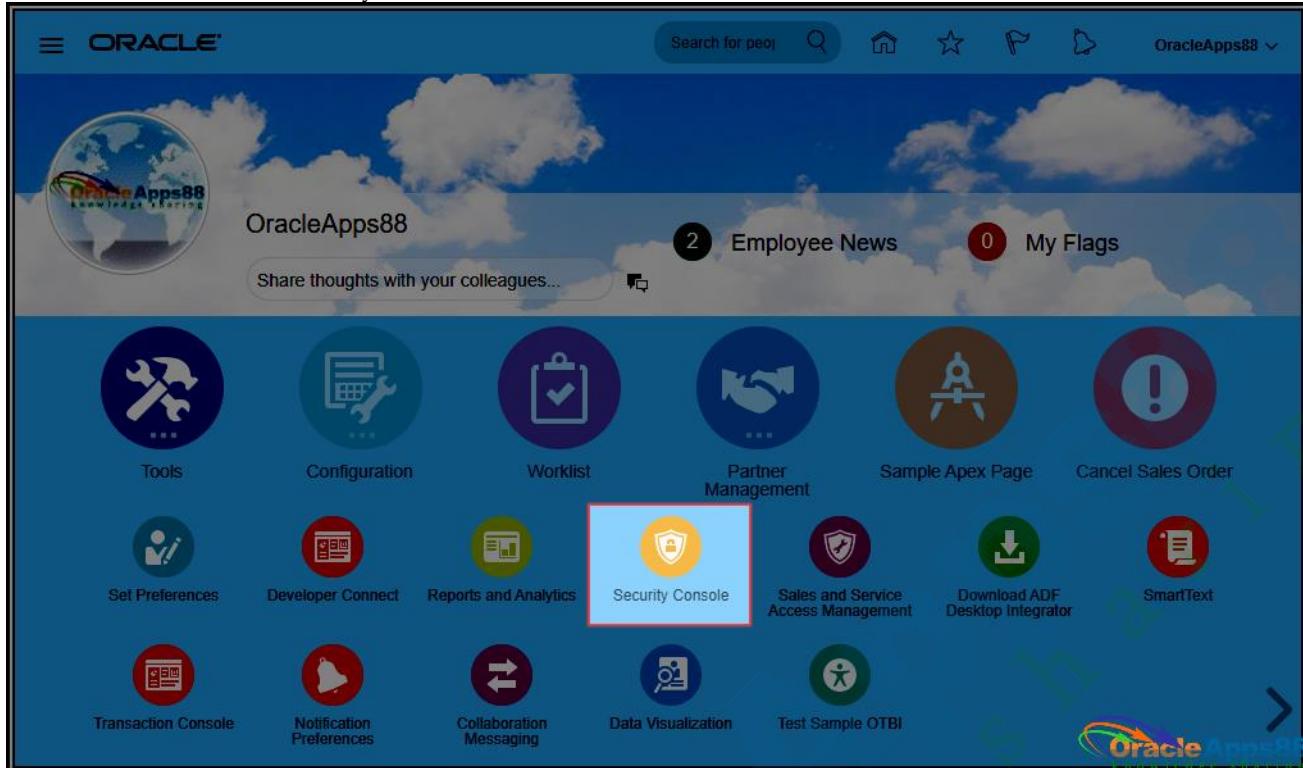
- ▶ Function Security Policies: Added (2), Removed (0)
- ▶ Data Security Policies: Added (0), Removed (0)
- ▶ Role Hierarchy: Added (0), Removed (0)
- ▶ Users: Added (0), Removed (0)

At the bottom right of the page, there is a watermark for 'Oracle Apps88 knowledge sharing'.



#### 04: Create (Inherit) the Custom Role with Standard Role

Creating a custom role with Standard role  
Nav : Home → Tools → Security Console



Search with standard role and click on Copy Role

The screenshot shows the 'Roles' page in OracleCloud. On the left sidebar, the 'Roles' icon is highlighted with a red box. The main area displays a table of roles. One row for 'Procurement Preparer' is selected, indicated by a red box around its 'Name' column. A context menu is open over this row, with the 'Copy Role' option highlighted with a red box and a red arrow pointing to it. The table has columns for 'Role Name', 'Role Code', 'Inherited by Role Name', and 'Inherited by Role Code'. The table lists several other roles like 'Procurement Receiving Manager', 'Receiving Manager', etc.

| Role Name       | Role Code    | Inherited by Role Name | Inherited by Role Code |
|-----------------|--------------|------------------------|------------------------|
| Procurement...  | BI_PRC_RE... | Procurement...         | ORA_POR...             |
| Receiving M...  | ORA_RCV_...  | Procurement...         | ORA_POR...             |
| Transaction ... | ORA_XCC_...  | Procurement...         | ORA_POR...             |
| Payables Inv... | ORA_AP_PA... | Requisition V...       | ORA_POR...             |
| Renquisition V  | ORA POR      | Procurement...         | ORA POR                |

The screenshot shows the Oracle Cloud Fusion Roles page. A search result for 'Procurement Preparer' is displayed. A modal dialog titled 'Copy Options' is open, containing two radio button options: 'Copy top role' and 'Copy top role and inherited roles'. The second option is selected, indicated by a blue checked box. A red arrow points from the text 'Copy top role and inherited roles' to the 'Copy Role' button. The 'Copy Role' button is highlighted with a red box.

| Role Name       | Role Code    | Inherited by Role Name | Inherited by Role Code |
|-----------------|--------------|------------------------|------------------------|
| Procurement...  | BI_PRC_RE... | Procurement...         | ORA_POR...             |
| Receiving M...  | ORA_RCV...   | Procurement...         | ORA_POR...             |
| Transaction ... | ORA_XCC...   | Procurement...         | ORA_POR...             |
| Payables Inv... | ORA_AP_PA... | Requisition V...       | ORA_POR...             |
| Requisition V   | ORA_POR      | Procurement            | ORA_POR                |

Enter the Custom Role details

The screenshot shows the 'Copy Role Procurement Preparer: Basic Inf...' page. It is the first step in a seven-step process, indicated by a blue '1' icon. The steps are: Basic Information, Function Security Policies, Data Security Policies, Role Hierarchy, Segregation of Duties, Users, and Summary. The 'Basic Information' step is active. The 'Role Name' field contains 'XXAA Procurement Preparer Custom' and the 'Role Code' field contains 'XXAA\_POR PROCUREMENT\_PREPARER\_ABSTRACT'. A red arrow points from the 'Next' button to the 'Role Name' field.

Select any standard Privileges from role and delete if not required

Copy Role XXAA Procurement Preparer Cu...

**Privileges** Resources

+ Add Function Security Policy X Delete E Detach

| Privilege Name                                    | Inherited from Role | Description  |
|---|---------------------|--|
| Create Requisition with Changes to Requester      |                     | Allows users to change requesters on requisition lines.                      |
| Create Requisition with Emergency Purchase Orders |                     | Allows users to reserve emergency purchase orders upon requisition creation. |

Load Inherited Policies

Create Requisition with Emergency Purchase Orders: Details

E Detach

| Resource Name                                    | Description                                      |
|--|--|
| TOKEN_RESOURCE_FOR_EMPTY_PSETS                   | TOKEN_RESOURCE_FOR_EMPTY_PSETS                   |
| oracle.apps.prc.por.permission.allowEmergencyPos | oracle.apps.prc.por.permission.allowEmergencyPos |

Copy Role XXAA Procurement Preparer Cu...

**Privileges** Resources

+ Add Function Security Policy X Delete E

**Warning**

You are about to delete the privilege Create Requisition with Emergency Purchase Orders from the role. Do you want to continue?

Yes No

| Description  |
|--|
| Allows users to change requesters on requisition lines.                      |
| Allows users to reserve emergency purchase orders upon requisition creation. |

Add Any privileges to Role if required

The screenshot shows the Oracle Cloud Role Copying interface. The top navigation bar has steps 1 through 7. Step 2 is selected, labeled "Basic Information". The main content area is titled "Copy Role XXAA Procurement Preparer Cu...". It shows the "Privileges" tab selected. A red arrow points from the "Add Function Security Policy" button to the search bar. Below the search bar, there is a table with columns: "Privilege Name", "Inherited from Role", and "Description". One row shows "Create Requisition with Changes to Requester" and "Allows users to change requesters on requisition lines.". There are buttons for "Delete" and "Detach". At the bottom left is a link "Load Inherited Policies".

Search with Privilege and click on Add Privilege to Role

The screenshot shows the "Add Function Security Policy" dialog box. It has a search bar with "All" selected and a result for "Create Purchase Order Line as Procurement Requi". The result count is 1. The result details are: Name: Create Purchase Order Line as Procurement Requester, Code: PO\_CREATE\_PURCHASE\_ORDER\_LINE\_AS PROCUREMENT\_REQUESTER\_PRIV, Description: Allows a procurement requester to add new lines to a purchase order. Three numbered callouts point to the search bar (1), the result item (2), and the "Add Selected Privileges" button (3).

Copy Role XXAA Procurement Preparer Cu... Back | Next | Cancel

**Privileges** **Resources**

**Privilege Name** **Inherited from Role** **Description**

- Create Requisition with Changes to Requester Allows users to change requesters on requisition lines.
- Create Purchase Order Line as Procurement Requester Allows a procurement requester to add new lines to a purchase order.

[Load Inherited Policies](#)

Add any Duty Roles if required

Copy Role XXAA Procurement Preparer Cu... Back | Next | Cancel

**View** **Add Role** **Delete** **Export to Excel** **Detach**

| Role Name                                | Role Code                        | Inherited by Role Name           | Inherited by Role Code           |
|--|----------------------------------|----------------------------------|----------------------------------|
| Procurement Requester                    | POR PROCUREMENT REQUESTER...     | XXAA Procurement Preparer Custom | XXAA POR PROCUREMENT PREPAR...   |
| Requisition Viewing                      | ORA POR REQUISITION VIEWING_D... | Procurement Requester            | POR PROCUREMENT REQUESTER_...    |
| Requisition Self Service User            | POR REQUISITION SELF SERVICE_... | Procurement Requester            | POR PROCUREMENT REQUESTER_...    |
| Transaction Entry with Budgetary Control | XCC TRANSACTIONAL DUTY           | Procurement Requester            | POR PROCUREMENT REQUESTER_...    |
| Payables Invoice Inquiry                 | AP PAYABLES INVOICE INQUIRY_D... | Requisition Viewing              | POR REQUISITION VIEWING DUTY_... |

Copy Role XXAA Procurement Preparer Cu...

Add Role Membership

\* Search All

WebCenter Document Viewer 1

Name WebCenter Document Viewer  
Code ORA\_AP\_WEBCENTER\_DOCUMENT\_VIEW\_DUTY  
Description Allows the viewing of the imaged invoice in the Create and Edit Invoice page and allows comments to be added. Additional Details: This role will allow the image to be rendered in the Create and Edit Invoice page in Payables. Users can also add annotations to image.

Add Role Membership Cancel

Role can be restricted to particular user

Copy Role XXAA Procurement Preparer Cu...

Add User

User Login Display Name Description

No data to display.

Copy Role XXAA Procurement Preparer Cu...

Add User

\* Search All

OracleApps88 1

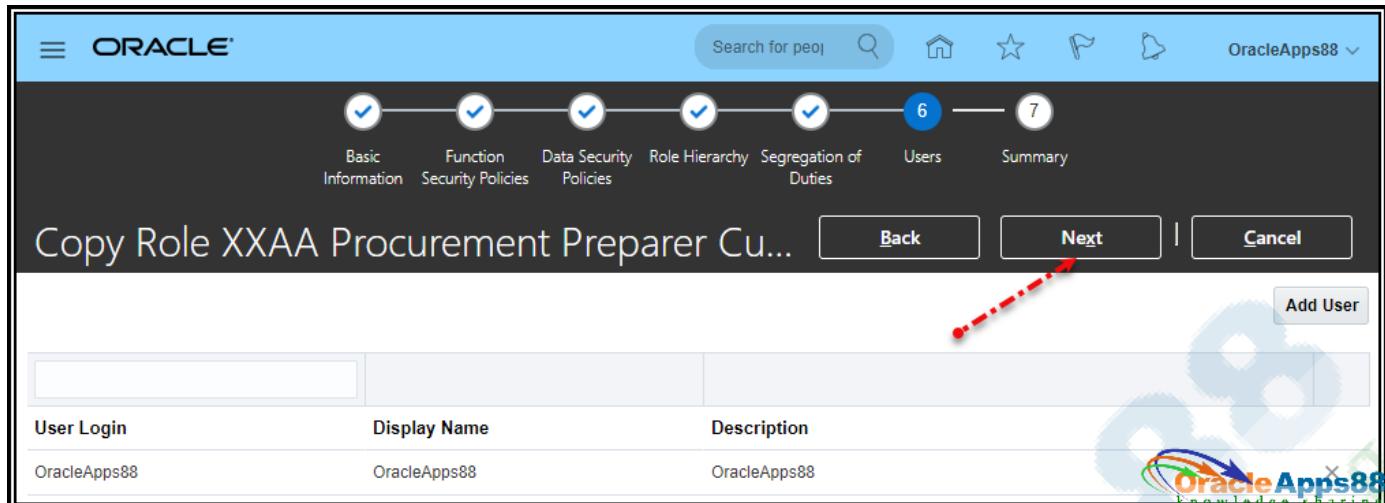
Search Result Count : 1

OracleApps88

User Login OracleApps88

Add Selected Users Add User to Role Cancel

Add if anything required click on Next until summary tab

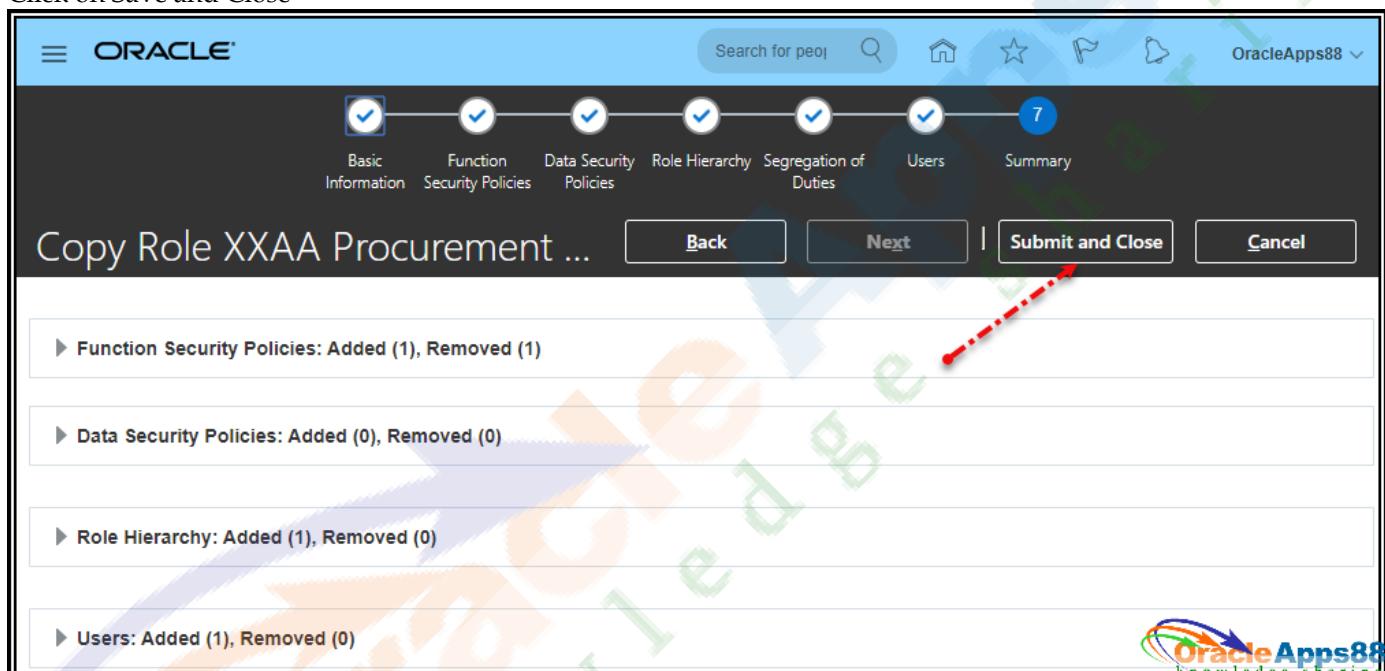


This screenshot shows the 'Users' step in the 'Copy Role' wizard. It displays a table with one user entry:

| User Login   | Display Name | Description  |
|--------------|--------------|--------------|
| OracleApps88 | OracleApps88 | OracleApps88 |

Buttons at the top right include 'Back', 'Next', and 'Cancel'. A red dashed arrow points from the 'Next' button towards the 'Submit and Close' button in the second screenshot.

Click on Save and Close



This screenshot shows the 'Summary' step in the 'Copy Role' wizard. It displays a list of changes made during the copy process:

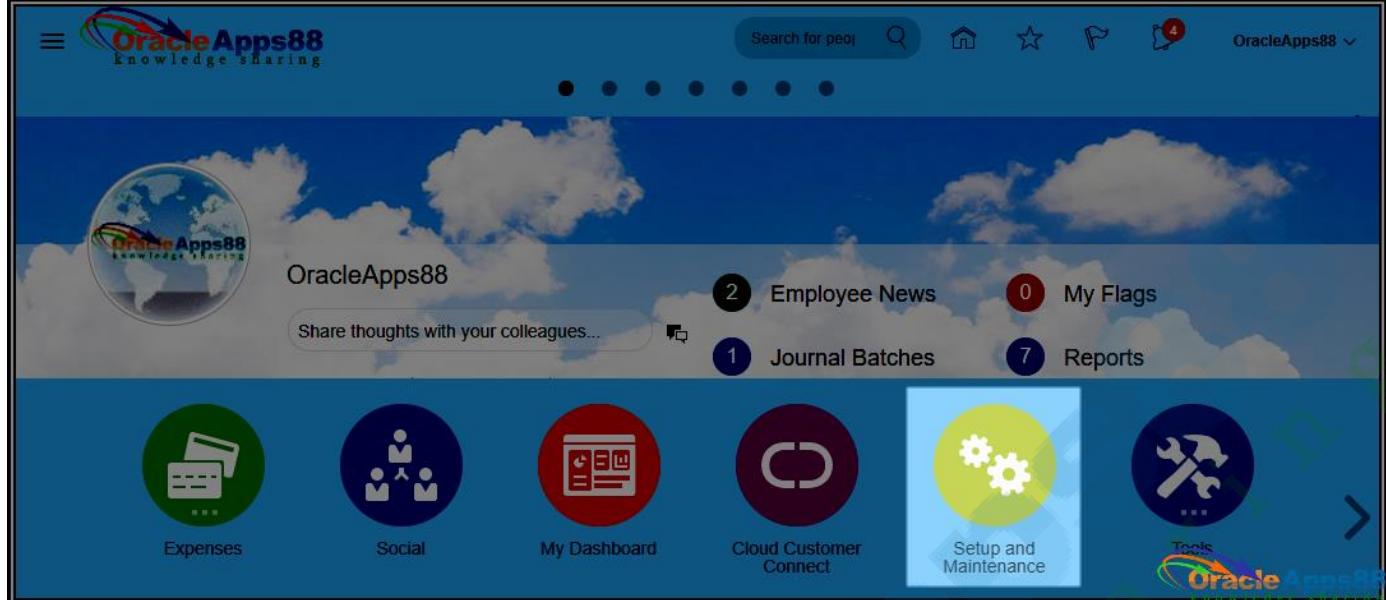
- ▶ Function Security Policies: Added (1), Removed (1)
- ▶ Data Security Policies: Added (0), Removed (0)
- ▶ Role Hierarchy: Added (1), Removed (0)
- ▶ Users: Added (1), Removed (0)

Buttons at the top right include 'Back', 'Next', 'Submit and Close', and 'Cancel'. A red dashed arrow points from the 'Next' button towards the 'Submit and Close' button.

### 05: Verify the user in Manager Users

Verify the user details in Manage Users page

Click on the Setup and Maintenance in home page



Search with Manage Users task

Search with User and click on the user link

The screenshot shows the Oracle Apps88 search interface. At the top, there's a navigation bar with icons for Search, Home, Favorites, Notifications (with 4 notifications), and OracleApps88. Below the bar, a search bar contains the text '( Search Person )' and a 'Keywords' field with 'OracleApps'. A red arrow points from the 'Keywords' field to the search icon. To the right of the search bar is an 'Advanced' link. Underneath, there are 'Filters' sections for 'Departments' (Finance US (2)) and 'Job' (Administrator (2)). On the right, there's a 'Selected Filters' section stating 'No filters selected.' and a 'Search Results' section. The results list shows one entry: 'OracleApps' with the email 'OracleApps88@Yahoo.com'. A red arrow points from the 'Show Photo' button to this result. At the bottom right of the search results area, there's a placeholder for 'Administrator Finance.US OracleApps88'.

Verify the user details and click on Cancel

**Edit User:OracleApps**

**Personal Details**

|              |            |           |                        |
|--------------|------------|-----------|------------------------|
| * Last Name  | OracleApps | Email     | OracleApps88@yahoo.com |
| First Name   |            | Hire Date | 1/1/18                 |
| Middle Names |            | Phone     | (+91) 9059574321       |
| Title        |            | Work Fax  |                        |

**User Details**

|  |   |
|--|---|
| <input checked="" type="radio"/> Enter user name | <input type="radio"/> Link user account |
| User Name  | OracleApps                              |
| * Active   | Active                                  |

**Employment Information**

|                 |                   |            |              |
|-----------------|-------------------|------------|--------------|
| * Person Type   | Employee          | Department | Finance US   |
| Legal Employer  | US1 Legal Entity  | Location   | Chicago      |
| * Business Unit | US1 Business Unit | Mail Stop  |              |
| Job             | Administrator     | Manager    | OracleApps88 |
| Grade           |                   |            |              |

**Resource Information**

**Roles**

**Role Requests**

**Role Requests in the Last 30 Days**

**Current Roles**

**View ▾ Format ▾ X**

**Autoprovision Roles**

| Role Name                         | Start Date | Provisioning Method |
|-----------------------------------|------------|---------------------|
| Buyer                             | 8/28/19    | Manual              |
| Procurement Catalog Administrator | 8/28/19    | Manual              |
| Procurement Preparer              | 8/28/19    | Manual              |
| Procurement Requester             | 8/28/19    | Manual              |
| Supplier Demand Planner           | 8/28/19    | Manual              |

Click on the Actions and Click on the Manage Expense Information to verify the expense details

Screenshot of the Oracle Apps88 search interface. The search bar shows 'Keywords: OracleApps'. The search results list a user named 'Administrator' from 'Finance US' with the email 'OracleApps88@yahoo.com'. A context menu is open over this user entry, with the 'Manage Expense Information' option highlighted by a red arrow.

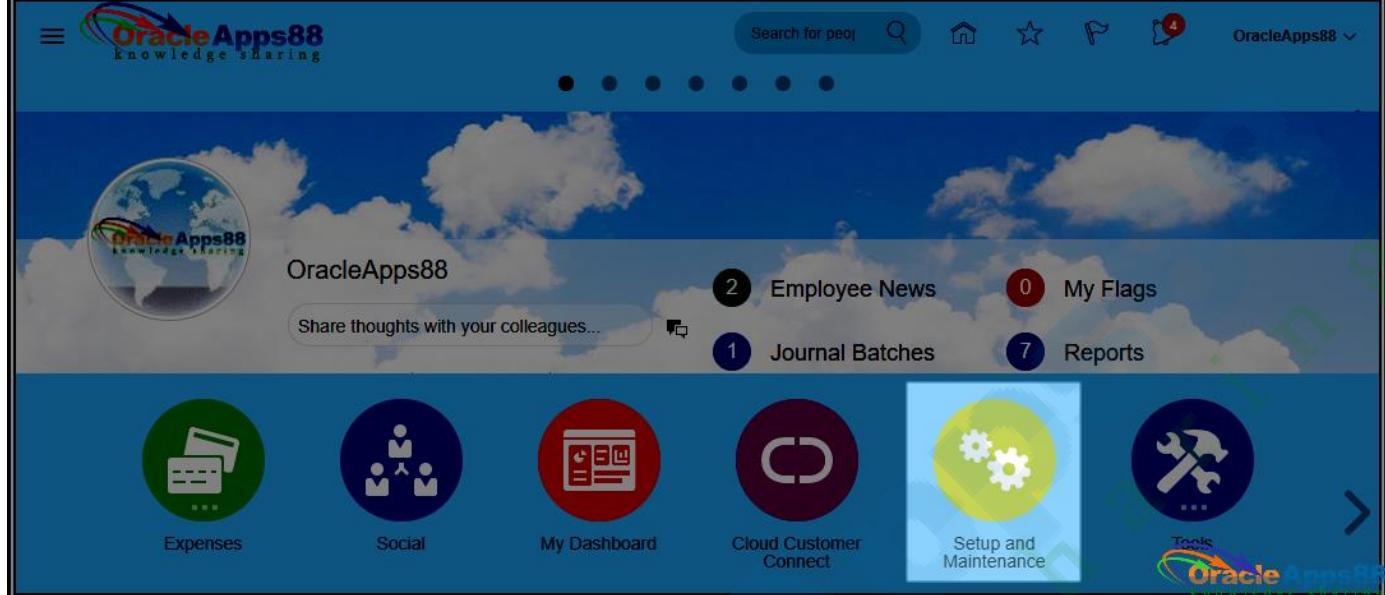
Verify the details and click on cancel button

Screenshot of the 'Edit User: OracleApps' page. It shows the 'Default Expense Account' set to '101.10.60511.000.000.000' and the 'Expense Check Send-to Address' dropdown. The 'Cancel' button is highlighted by a red arrow.

### 06: Add Business Unit Data Access to User.

You can assign users access to appropriate data based on their job roles. The Oracle Fusion security model requires a three-way link between users, role, and data. It is summarized as: who can do what on which data. Who refers to the users, what are the job roles the user is assigned, and which refers to the data that is specific to a particular security context, typically an element of the enterprise structure, such as a business unit, asset book, or ledger.

Navigator/Home → Setup and Maintenance



Search for "Manage Data Access for Users" Click on the link

Example: In Oracle Fusion Payables you secure access to invoices and payments by business unit. You can access invoices and payments for viewing or processing only in the business units to which you have permission. The permission must be explicitly granted to each user. Select a User Name and Role you want to give Business Unit access to.

Click Search

Click the + icon to create data access to User.

Manage Data Access for Users

1  Users without Data Access  Users with Data Access

Security Context All

Search

\* User Name Raju.Chinthapatla

Role

Search Results

| User Name         | Role                  | Security Context | Security Context Value |
|-------------------|-----------------------|------------------|------------------------|
| Raju.Chinthapatla | Expense Audit Manager | Business unit    |                        |
| Raju.Chinthapatla | Procurement Manager   | Business unit    |                        |
| Raju.Chinthapatla | Procurement Manager   | Data access set  |                        |

Actions View Detach Authorize Data Access

In the field Security Context Value select the business unit you want give permission.  
Click Save and Close

Manage Data Access for Users

Create Data Access for Users

\* User Name \* Role \* Security Context \* Security Context Value

Raju.Chint Accounts F Business unit US1 Business Unit

Save and Close Cancel

Select now Users with Data Access and click Search again. Note that Business Unit was assigned to User

Manage Data Access for Users

Users without Data Access  Users with Data Access (1)

Security Context: All

Search

User Name: Raju.Chinthapatla (2)

Role: Accounts Payable Invoice S

\*\* At least one is required

Search Results

| User Name         | Role                                | Security Context | Security Context Value |
|-------------------|-------------------------------------|------------------|------------------------|
| Raju.Chinthapatla | Accounts Payable Invoice Supervisor | Business unit    | US1 Business Unit      |

Actions: View, +, Detach, Authorize Additional Data Access

Columns Hidden: 3

Search, Reset, Save...

You can also assign Data Access to Users by using a Spreadsheet.

In Manage Data Access for Users click on "Authorize Data Access" it will download an Excel sheet.

To Use this feature your user Login should have "IT Security Manager" Role assigned.

Manage Data Access for Users

Users with Data Access  Users without Data Access

Security Context: All

Search

\* User Name: Raju.Chinthapatla

Role:

Search Results

| User Name         | Role                  | Security Context    | Security Context Value |
|-------------------|-----------------------|---------------------|------------------------|
| Raju.Chinthapatla | Expense Audit Manager | Business unit       |                        |
| Raju.Chinthapatla | Procurement Manager   | Inventory organi... |                        |
| Raju.Chinthapatla | Procurement Manager   | Cost organization   |                        |

Actions: View, +, Detach, Authorize Data Access (highlighted with a red arrow)

Search, Reset, Save...

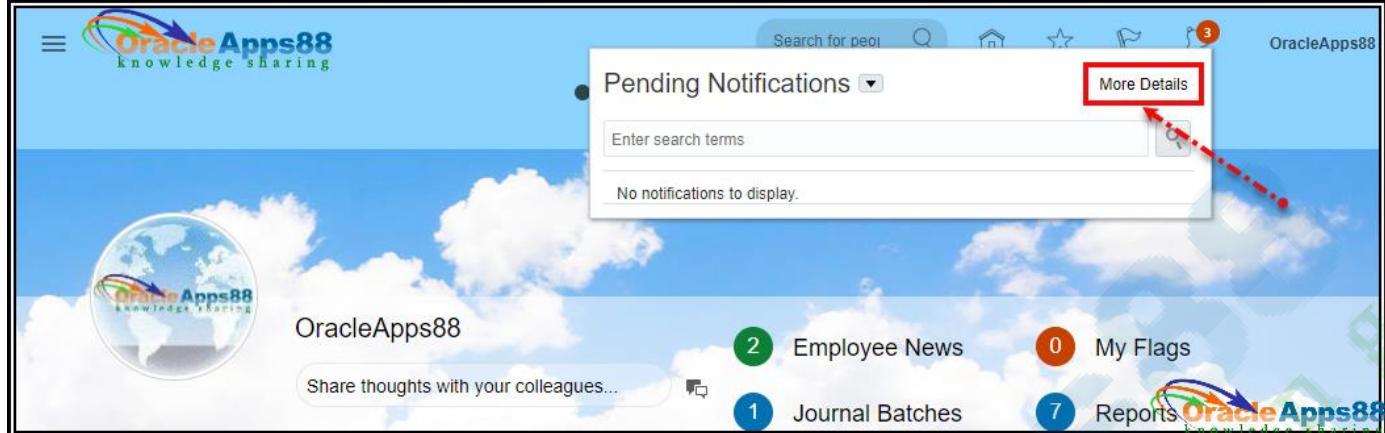
Go to Tools -> Download Desktop Integration it will download ADF Software. Install it and Open Excel sheet it will ask for your Cloud User credentials.

Fill the data in correct format with any Space. To add Row in ADF excel sheet use **Ctrl+Shift++**.

After you entered all information's click on the Upload icon

### 07: Setup Vacation Rule for a User

Example: How can an administrator setup vacation rule for an employee already on vacation and forgot to set vacation rules, including reassign all tasks regarding Procurement to someone else within a specific period?  
 Application Home -> Bell Icon Notifications -> More details



Go to Preferences

Click on Other Rules tab

Search for the user currently on vacation. Click Ok

Click on Show Rules

Click the + icon to create a rule for this user. Select the period during which the rule should be active. Enter all fields as needed and make sure not to check "Use as vacation rule" if you want to define start and end date for the rule.

**Note:** You can also setup rules for specific tasks if you select 'Tasks matching these conditions' instead of 'All Tasks'. Example on My Oracle Support: **How To Setup A Vacation Rule For Journal Approval Process In Fusion Financials (Doc ID 1490639.1)**

Click Save

BPM Worklist

OracleApps88 ▾

My Rules Other Rules Certificates Notification Accessibility

Save Revert

**My Rule**

Name \* User Rule  
 Use as vacation rule

Execute rule only between these dates:  
Start Date m/d/y h:mm a  
End Date m/d/y h:mm a

**TASKS** Tasks matching these conditions

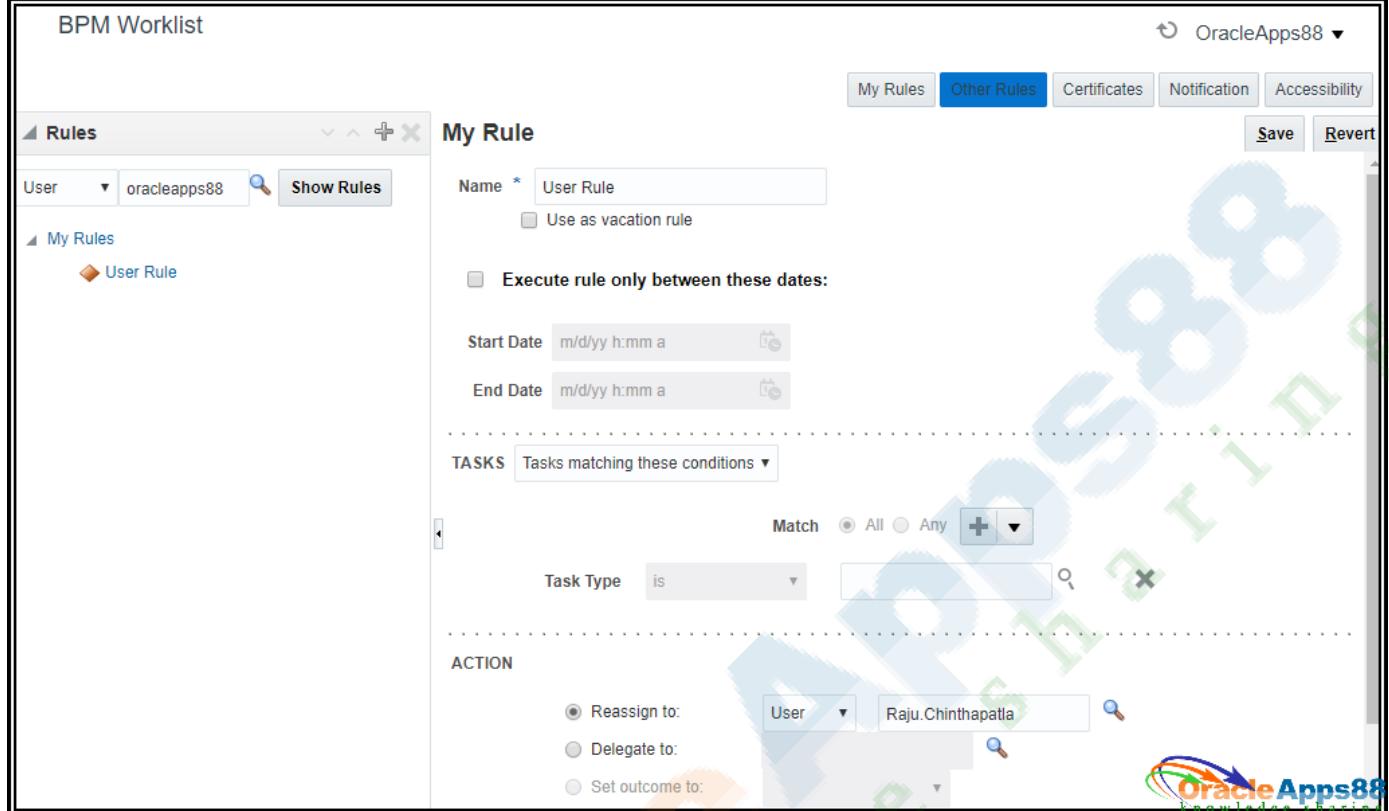
Match  All  Any +

Task Type is

**ACTION**

Reassign to: User Raju.Chinthapatla  
 Delegate to:  
 Set outcome to:

Oracle Apps88 Knowledge sharing



## 08: Printer Setup

**Note:** Document references, FAQ's and more on My Oracle Support: **Setup Instructions for Printing from Oracle Cloud (Doc ID 1964157.1)** The purpose of this document is to assist Fusion Applications customers with printing directly from the cloud to a on premise printer. Document on My Oracle Support is being continually being kept up to date and expanded.

1. Contact Oracle ISM (Implementation Success Manager) resource for the data center location where test and prod instances are located. (Ex. Chicago Data Center). Using the below table and create a whitelisting entry on your firewall to allow traffic from those IP addresses.
2. A "Printer Server" need to be setup – a windows based server is preferred over Linux/Unix CUPS server. This server must have SSL certificate installed on it to allow HTTPS traffic. The SSL certificate must be issued by recognized certificate issuing authority (godaddy is a valid one). This printer server needs to meet these requirements:
  - a. Must be HTTPS enabled / SSL certificate installed
  - b. Must have "Basic" or "Digest" mode of security enabled. Any other security mode will lead to Error from Oracle Side
  - c. Must have authentication enabled (userid/password, that will be needed during printer registration)
  - d. Confirm at least one printer is connected thru the printer server, available to print from Oracle Cloud ERP.
3. Printer server and printer details of the customer.
  - a. Printer Server URL, IP Address. Printer server should be reachable from any browser using the syntax [https://<printer\\_server\\_url>](https://<printer_server_url>). Example: <https://print.server.com>
  - b. Printer Name. Example: FinPrnt1
  - c. This will allow us to reach the printer using the syntax [https://<printer\\_server>/printers/<printer\\_name>/.printer](https://<printer_server>/printers/<printer_name>/.printer) Example: <https://print.server.com/printers/FinPrnt1/.printer>
  - d. Enter userid/password when prompted. You should now be able to see printer details. This confirms that printer access details are correct.
4. Register the printer. Go to BI Admin page. Use this URL to reach the BI Admin Page.
  - a. <https://machine.domain.com/xmlpserver>  
Example: <https://efww-test.fs.em2.oraclecloud.com/xmlpserver>
  - b. Printer URI = [ipp://<printer\\_server>/printers/<printer\\_name>/.printer](ipp://<printer_server>/printers/<printer_name>/.printer)
  - c. Use the userid/password to complete the registration

Enter the following values:

Printer Name - <any name you want>

URI - [ipp://<printer url>/printers/<printer\\_name>/.printer](ipp://<printer url>/printers/<printer_name>/.printer) **URI must have the ipp:// prefix. DO NOT use HTTP:// prefix.**

Userid - userid for the printer server

Password - password for the printer server

Click Apply to save. Click Cancel to exit after saving.

### Example:

5. Install printer SSL certificates in Fusion truststore
  - a. Refer to [How To Install End Point URL SSL Certificates In Default Fusion Truststore \(Doc ID 2120300.1\)](#) for details
  - b. If required, please log a service request with Oracle Support to enable HTTPS PROXY as mentioned within [Doc ID 2120300.1](#)
  - c. This completes the printer setup in Fusion Applications.
6. Test the printer configuration.

- a. To test printing, please run any Fusion ESS report (e.g., Payables Invoice Register) and redirect the print output to the newly setup printer to verify the setup.

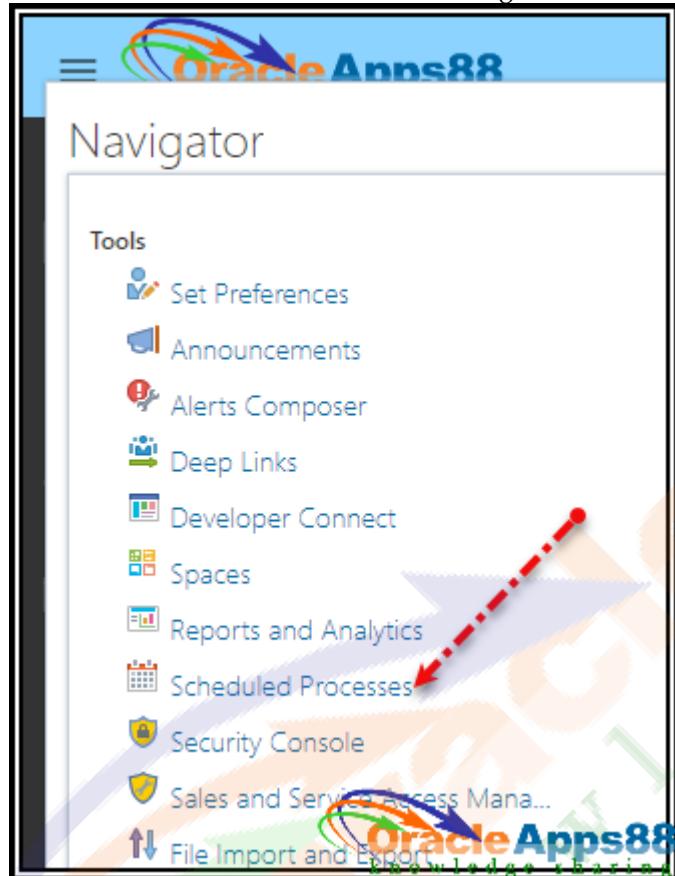


### 09: Run User and Roles Synchronization Process.

Information about users and roles in your LDAP directory is available automatically to Oracle Cloud Applications. However, in specific circumstances you're recommended to run the Retrieve Latest LDAP Changes process. This topic describes when and how to run Retrieve Latest LDAP Changes. You run Retrieve Latest LDAP Changes if you believe data-integrity or synchronization issues may have occurred between Oracle Cloud Applications and your LDAP directory server. For example, you may notice differences between roles on the Security Console and roles on the Create Role Mapping page.

Example: Sometimes the users will say, oh I can't see my roles after creation of all allocation of grants in Oracle Cloud. If you hit these kinds of issues, then you have to run User and Roles Synchronization Process.

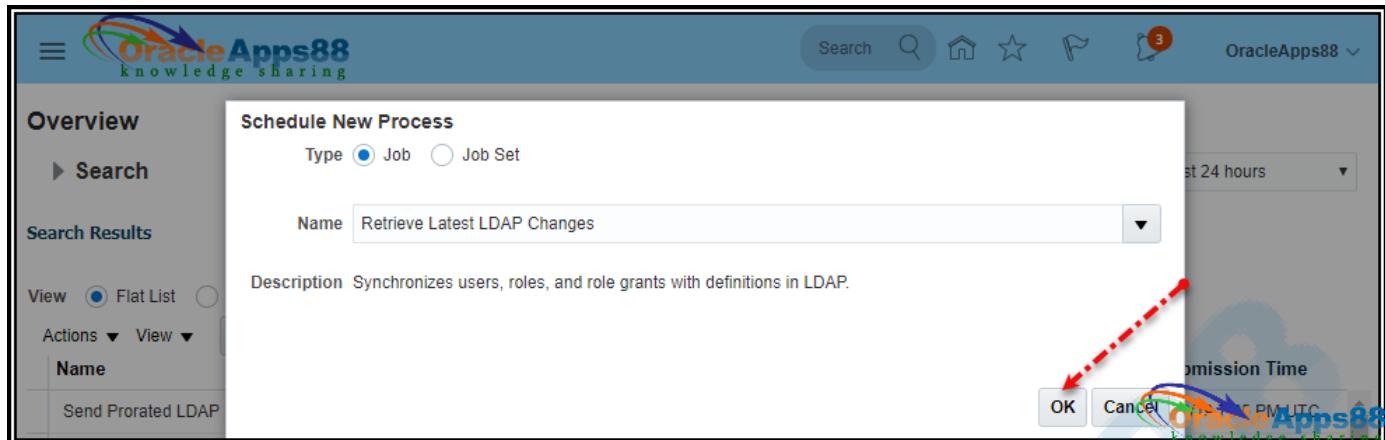
**Note:** This is usually a scheduled process which runs twice a day  
Select Scheduled Processes from the Navigator.



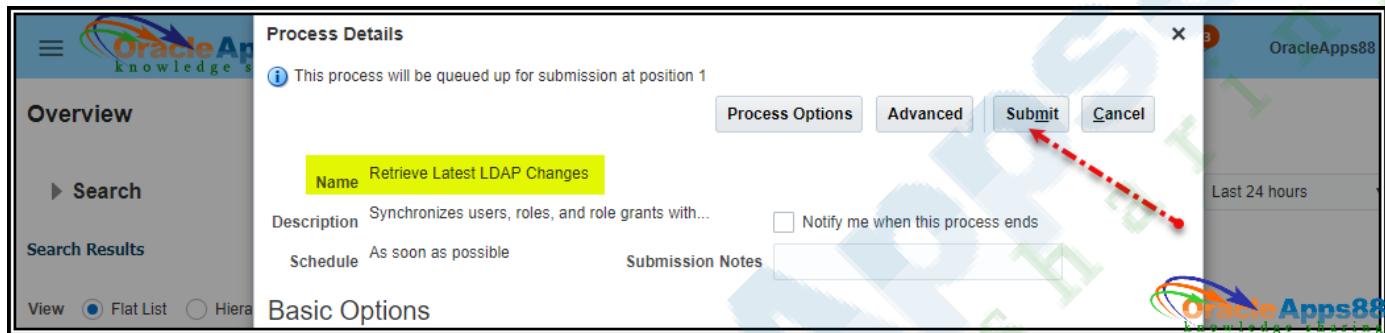
Select Schedule New Process



Select the appropriate process name. Click OK



Within the next window click Submit



Click 'Refresh' icon until 'Status' is listed as 'Succeeded'  
Click on the link in the Log and Output area to view output files

## 10: Setup the Manage Procurement Agent

Procurement agents are typically users with procurement roles, such as:

- Buyer
- Catalog Administrator
- Category Manager
- Procurement Contract Administrator
- Procurement Manager
- Supplier Administrator
- Supplier Manager
- Supplier Qualification

They have procurement job responsibilities in the buying organization, such as creating purchase agreements, purchase orders, and related procurement functions. You must set up these users as procurement agents for them to manage procurement documents and perform other procurement actions.

You use the Manage Procurement Agents task to create and maintain a procurement agent's access to procurement functionality for a business unit. You can find the task in the Purchase Agreements and Purchase Orders work areas.

You can implement document security for individual document types, such as purchase orders, purchase agreements, and requisitions. You can also control a procurement agent's access to manage activities for suppliers, negotiations, catalog content, and business intelligence spend data.

The configuration assigns an access level to documents owned by other procurement agents for each procurement business unit.

**Note:** An agent can perform all actions on his own documents as long as he has procurement BU access.

**None:** The agent has no access to documents owned by other agents.

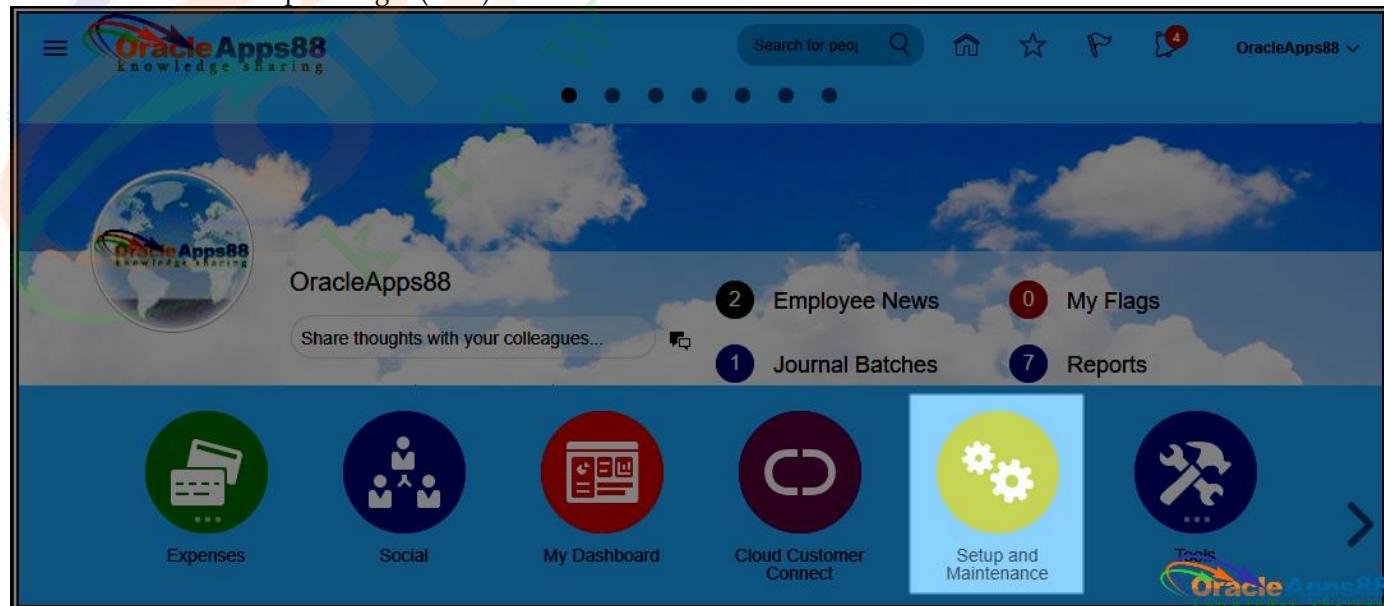
**View:** Permits the agent to search and view other agents' documents.

**Modify:** Permits the agent to view, modify, delete, and withdraw other agents' documents.

**Full:** Permits the agent full control of other agents' documents. This includes the view, modify, delete, withdraw, freeze, hold, close, cancel, and finally close actions.

The buyer agent is granted access to the Manage Supplier functionality in the Manage Procurement Agent page

- Login with an username with access to Functional Setup Manager
- Select Functional Setup Manager (FSM) face



- In All Tasks Tab, search for "Manage Procurement Agent"

- Click on Manage Procurement Agent task

The screenshot shows the Oracle Apps88 knowledge sharing interface. On the left, there's a sidebar titled 'Functional Areas' with options like Purchasing Categories, Suppliers, Approval Management, Procurement Foundation, Items, Purchasing Foundation, and Procurement Transaction Account Rules. The main area is titled 'Procurement Foundation' and contains a list of tasks: Manage Procurement Agents (which has a red arrow pointing to it), Manage Payment Terms, Manage Units of Measure, Manage Carriers Lookups, and Manage Carriers.

Click on Add button

The screenshot shows the 'Manage Procurement Agents' page. It has search filters for Procurement BU (US1 Business Unit), Agent (empty), and Status (dropdown). Below is a table titled 'Search Results' with columns: Procurement BU, Agent, Default Requisitioning BU, and Status. Two rows are listed: one for Arrendondo, Rosario (US1 Business Unit, Arrendondo, Rosario, US1 Business Unit, Active) and another for Brown, Casey (US1 Business Unit, Brown, Casey, US1 Business Unit, Active). The table header includes actions like View, Format, and a '+' icon, which has a red arrow pointing to it.

By default, the suppliers for which the agent is granted access is based on the business unit setups. And Supplier Sites are assigned to certain business units in the site assignments.

All of these setups work together to determine which suppliers and supplier sites the buyer agent can manage or view.

If you have France setup as a Business Unit and Italy setup as a Business Unit you may control the access via the Business Unit setup for the buyer agent, or otherwise you may control the access at the individual Supplier Site setups.

Select the BU, User and select the Access and click on Save and Close

Edit Procurement Agent: OracleApps88

Procurement BU US1 Business Unit  
Agent OracleApps88

Default Requisitioning BU US1 Business Unit  
Default Printer  
Status Active

Agent Access

| Action                                | Allowed                             | Access to Other Agents' Documents |
|---------------------------------------|-------------------------------------|-----------------------------------|
| Manage Requisitions                   | <input checked="" type="checkbox"/> | Full                              |
| Manage Purchase Orders                | <input checked="" type="checkbox"/> | Full                              |
| Manage Purchase Agreements            | <input checked="" type="checkbox"/> | Full                              |
| Manage Negotiations                   | <input checked="" type="checkbox"/> | Full                              |
| Manage Sourcing Programs              | <input checked="" type="checkbox"/> | Full                              |
| Manage Catalog Content                | <input checked="" type="checkbox"/> | Not Applicable                    |
| Manage Suppliers                      | <input checked="" type="checkbox"/> | Not Applicable                    |
| Manage Supplier Qualifications        | <input checked="" type="checkbox"/> | Full                              |
| Manage Approved Supplier List Entries | <input checked="" type="checkbox"/> | Not Applicable                    |
| Analyze Spend                         | <input checked="" type="checkbox"/> | Not Applicable                    |



End of Configuring Fusion Security



## AOL Concepts in Fusion

### 01: Lookups with example

#### Define Lookups

Lookups are containers for the list items that appear in an application. Users select one of the items from such lists to enter a value on the application UI.

Lookups consist of:

1. **Lookup Type** - A lookup type is a static list of values users use to make entries in the application. This is the name of the field that appears on the setup UI and not on the application UI where you make the selection.
2. **Lookup Code** - An internal application code for each lookup that is not visible to users.
3. **Meaning** - The actual UI term associated with the lookup code. It is the item that appears in the list on the application UI against the specific field name, and can be selected by the users to indicate their choice.
4. **Tag** - The description or a label associated with that lookup.
5. **Enabled (status)** - Determines the availability of the meaning (the value or the item) within the selection list for that lookup type. If you do not enable it, the value does not appear in the selection list at runtime.

#### Categories of lookups:

1. **Standard Lookups** - These are the simplest form of lookup types consisting of lookup codes and their meanings.
2. **Common Lookups** - These are predefined lookups and are available for internal system administrative use and are used by more than one application.
3. **Set-enabled Lookups** - These lookups contain lookup codes that are part of a reference data. You can use sets to enable different values in that lookup for different sets of users. At runtime, a selected attribute determines which set-enabled lookup will be visible to the users. For example, the attribute east-coast or west-coast in the determinant 'location' determines whether it is the 'east-coast' or the 'west-coast' location, depending upon the selected lookup.

Lookup codes and their meanings are valid between a specified date range. If a date range is not specified, the lookup codes and meanings have indefinite validity from the time they are created.

#### Enabling Lookups

You can create new lookup types and also add new lookup codes and meanings to the existing lookup types, depending upon the access permissions granted to you. But for the lookups and lookup values to appear as values in the lists, they need to be enabled.

To enable a lookup type, you need to enable at least one of its lookup codes and that code must be in a valid date range.

You can access this task from the Setup and Maintenance menu.

#### Customizing Lookups

Oracle applications contain certain predefined system lookups that are locked for editing. You can only customize the lookups that are left open for extensibility. Even if a lookup is available for customization, the customization levels may vary depending upon the access restrictions. For example, you may modify the meanings of certain predefined lookup codes but may not have the permission to create new lookup codes.

Nav : FSM → Financials → Payables → Manage Payables Lookups

The screenshot shows the Oracle Fusion Financials interface. On the left, there's a sidebar titled 'Functional Areas' with options like 'Organization Structures', 'Resources', 'Workforce Structures', 'Users and Security', 'Payables' (which is selected and highlighted in blue), 'Payments', and 'Cash Management and Banking'. On the right, under 'Payables', there's a list of tasks: 'Manage Payment Options', 'Manage Tax Reporting and Withholding Tax Options', 'Manage Payables Lookups' (which has a red arrow pointing to it), 'Manage Payables Descriptive Flexfields', 'Manage Payables Profile Options', and 'Manage Payables Document Sequences'. The top right corner shows the 'Actions' dropdown and the 'OracleApps88' logo.

Search with Lookup type and create the new lookup code

This screenshot shows the 'Manage Payables Lookups' page. In the search section, the 'Lookup Type' is set to 'SOURCE' (marked with a red circle 1). Below the search bar are fields for 'Meaning' and 'Description'. The 'User Module Name' is set to 'Payables'. The 'Search' button (marked with a red circle 2) is highlighted. The 'Search Results' section shows a table with one row for 'SOURCE'. The 'Meaning' column contains 'Source' and the 'Description' column contains 'Source of invoice data to import from the Pay'. The 'Application' column is 'Payables'. A red arrow (marked with a red circle 3) points to the 'SOURCE' entry in the results table. At the bottom, there's a 'Financials Generic Lookup Type : SOURCE' section with a table for defining lookup codes. The 'Lookup Code' field is set to 'CONVERSION' (marked with a red circle 4). The 'Common Set' dropdown is open. The 'Save' button (marked with a red circle 5) is highlighted.

## 02: Valuesets with Example

Value sets are created as the first step in the chart of accounts configuration. The value sets are then assigned to the chart of accounts instance. Do not create values until after assigning your values sets to the chart of accounts segments because this step is needed to establish which value set attributes should be exposed.

**Note:** It is strongly recommended that you choose the Value Data Type of Character and Value Subtype of Text. These can never be changed. If you only want to use numbers, just define only numeric values for that value set. If you choose the Value Subtype of Numeric digits only, then you will be stuck with your decision and you will never be able to use characters or letters for your values in the future.

### Types of Value sets:

**Format Only Valueset:** The format only validation type enables end users to enter any value, as long as it meets your specified formatting rules. That is, the value must not exceed the maximum length you define for your value set, and it must meet any format requirements for that value set.

**Independent Value set :** Used to validate input against a list that isn't stored in an application table, and not dependent on a subset of another independent value set.

**Dependent Valueset :** The available values in a dependent list and the meaning of a given value depend on which value was selected for the independently validated segment. For every independent value from parent value set, we can add one/many values in the dependent value set. For example, the valid holidays depend on which country you are in

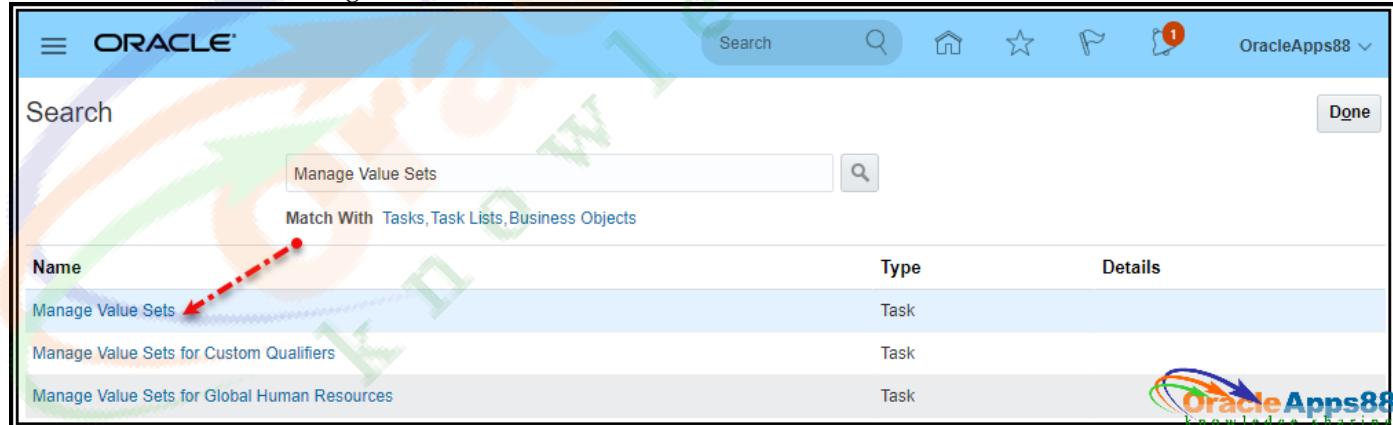
**Subset Valueset :** Used to limit the list of values based on a valueset. However instead of creating a new valueset, we can re-use the existing independent valueset for values and choose the values that you want to create for the subset valueset.

**Table Valueset :** Used when the values you want to use are already maintained in an application table, such as a table of vendor names. Specify the table column that contains the valid value. You can optionally specify the description and ID columns, a WHERE clause to limit the values to use for your set, and an ORDER BY clause.

### Use Cases for Valuesets:

- All types of Valuesets can be used to validate the data for the flex field segments (DFF, EFF and KFF),
- Only Table type Valuesets are used to get data from the application tables and then they can be used in the fast formulas when there are NO database items defined.
- Only Table type Valuesets are used to get data in HCM Extracts when database items are not defined.

Nav : FSM → Search → Manage Value Sets



The screenshot shows the Oracle Fusion Cloud interface with the following details:

- Header:** ORACLE, Search, Home, Star, Notifications (1), OracleApps88.
- Search Bar:** Manage Value Sets.
- Search Results:**

| Name   | Type | Details |
|--|------|---------|
| Manage Value Sets                            | Task |         |
| Manage Value Sets for Custom Qualifiers      | Task |         |
| Manage Value Sets for Global Human Resources | Task |         |
- Bottom Right:** Oracle Apps88 Knowledge sharing logo.

Click on Create

Manage Value Sets ?

Search

\*\* Value Set Code

\*\* Validation Type

\*\* Value Data Type

\*\* Module

\*\* Description

\*\* At least one is required

Actions ▾ View ▾ Format ▾ + X Freeze Detach Wrap Manage Values

Value Set Code Protected Description Module

Enter the details and click on Save and Close

ORACLE

Create Value Set ?

\* Value Set Code: XXAA\_POR\_PRODUCT

Description: Product List Of Values

\* Module: Purchasing

\* Validation Type: Table

\* Value Data Type: Character

Security enabled

Data Security Resource Name:  Edit Data Security

Definition

\* FROM Clause: fnd.flex\_values\_vl ffv,fnd\_id.flex\_segments seg

Value Attributes Table Alias:

\* Value Column Name: ffv.flex\_value

Value Column Type: VARCHAR2

Value Column Length: 150

Description Column Name:

Description Column Type:

Description Column Length:

ID Column Name: ffv.description

ID Column Type: VARCHAR2

ID Column Length: 240

Enabled Flag Column Name:

Start Date Column Name:

End Date Column Name:

WHERE Clause:

```
seq.application_id = 101
AND seq.id.flex_code = 'GL#'
AND seq.enabled_flag = 'Y'
AND seq.application_column_name = 'SEGMENT4'
AND seq.flex_value_set_id = ffv.flex_value_set_id
```

ORDER BY Clause: ffv.flex\_value

Manage Values Save Save and Close Cancel

A red dashed arrow points from the 'Save and Close' button at the top right towards the 'Save' button in the bottom right of the form.

### 03 : Descriptive Flexfield (DFF) with Example

Descriptive Flexfields provides a way to capture additional information on the predefined screens. This allows flexibility to capture customers specific information if there is no standard field to capture such information.

DFF's are stored in attributes on the same business object base table, 15 Date, 20 Number and 50 Character attribute columns are reserved for the DFF's data in each base table, these numbers could change for some business objects. With DFF, each segment is represented in the database as a single column.

#### Defining DFF

Define validation and display properties for each field

Can specify if these fields are BI enabled to be used on OTBI analytics.

Can specify if these fields are any context specific or global segments.

Descriptive flexfields have two different types of segments, global and context-sensitive, that you can decide to use in a descriptive flexfield structure.

**Global Segment:** A global segment is basically those segments in DFF that is available throughout the enterprise (visible to every employee in the enterprise doesn't matter to which legal employer or department or job they belong to).

**Context-sensitive fields:** A context-sensitive segment is a segment that may or may not appear depending upon what other information is present in your form

Nav : FSM → Procurement → Purchasing Foundation → Manage Requisition Descriptive Flexfields

The screenshot shows the Oracle Apps navigation path:

- Setup: Procurement
- Purchasing Foundation
- Manage Requisition Descriptive Flexfields

A red arrow points to the "Manage Requisition Descriptive Flexfields" link in the list of tasks.

Click on the POR\_REQUISITION\_HEADERS

Manage Requisition Descriptive Flexfields

Name

POR\_REQUISITION\_HEADERS

POR\_REQ\_LINES

POR\_REQ\_DISTRIBUTIONS

Done

Oracle Apps 88 Knowledge sharing

Click on edit

Manage Requisition Descriptive Flexfields

Search Results

Actions ▾ View ▾ Format ▾ Freeze Detach Wrap Deploy Flexfield

| Name                | Type                  | Module                      | Flexfield Code        | Entity Usages | Description                                     | Deployment Status |
|---------------------|-----------------------|-----------------------------|-----------------------|---------------|---|-------------------|
| Requisition Headers | Descriptive Flexfield | Self Service Procurement... | POR_REQUISITION_HE... |               | User-defined attributes to requisition headers. |                   |

Done

Oracle Apps 88 Knowledge sharing

Click on Create icon

Manage Requisition Descriptive Flexfields

Name Requisition Headers

Flexfield Code POR\_REQUISITION\_HEADERS

Description User-defined attributes to requisition headers.

Segment Separator .

Application Self Service Procurement

Module Self Service Procurement Common Components

Global Segments

Actions ▾ View ▾ Format ▾ Freeze Detach Wrap

| * Sequence          | Name             | Table Column | Value Set | Prompt |
|---------------------|------------------|--------------|-----------|--------|
| No data to display. | Columns Hidden 9 |              |           |        |

Manage Contexts Manage Segment Labels Save Save and Close Cancel

Oracle Apps 88 Knowledge sharing

Enter the DFF details and click on Save and Close

**Create Segment**

**Flexfield Name** Requisition Headers

\* Name Product  
\* Code Product  
\* API Name product

**Flexfield Code** POR\_REQUISITION\_HEADERS

Description  
 Enabled

**Column Assignment**

\* Data Type Character  
\* Table Column ATTRIBUTE1  
View Value Set Create Value Set

**Validation**

\* Value Set XXAA\_POR\_PRODUCT  
Value Set Description Product List Of Values  
Range Type  
 Required

**Initial Default**

Default Type

**Display Properties**

\* Prompt Product  
Definition Help Text  
\* Display Type List of Values  
Instruction Help Text  
Display Size 25  
Display Height  
 Read-only

**Business Intelligence**

BI Enabled  
BI Label

Click on Save and Close

**Manage Requisition Descriptive Flexfields**

Name Requisition Headers  
Flexfield Code POR\_REQUISITION\_HEADERS  
Description User-defined attributes to requisition headers

Manage Contexts Manage Segment Labels Save **Save and Close** Cancel

Segment Separator Application Self Service Procurement  
Module Self Service Procurement Common Components

**Global Segments**

Actions ▾ View ▾ Format ▾ + ⌂ Detach ⌂ Wrap

| * Sequence | Name    | Table Column | Value Set        | Prompt  |
|------------|---------|--------------|------------------|---------|
| 10         | Product | ATTRIBUTE1   | XXAA_POR_PRODUCT | Product |

Click on the Deploy Flexfield

Manage Requisition Descriptive Flexfields ?

Search Results

Actions ▾ View ▾ Format ▾  Freeze  Detach  Wrap  Deploy Flexfield

| Name                | Type                  | Module                      | Flexfield Code        | Entity Usages          | Description                   | Deployment Status |
|---------------------|-----------------------|-----------------------------|-----------------------|------------------------|-------------------------------|-------------------|
| Requisition Headers | Descriptive Flexfield | Self Service Procurement... | POR_REQUISITION_HE... | <input type="button"/> | User-defined attributes to... |                   |

Manage Requisition Descriptive Flexfields ?

Search Results

Actions ▾ View ▾ Format ▾  Freeze  Detach  Wrap  Deploy Flexfield

| Name                | Type                  | Module                      | Flexfield Code        | Entity Usages          | Description                   | Deployment Status |
|---------------------|-----------------------|-----------------------------|-----------------------|------------------------|-------------------------------|-------------------|
| Requisition Headers | Descriptive Flexfield | Self Service Procurement... | POR_REQUISITION_HE... | <input type="button"/> | User-defined attributes to... |                   |

POR\_REQUISITION\_HEADERS : Confirmation

Deployment completed successfully. Start a new session of the runtime application to view changes.

0% 100%

Entity Usages Processed: 2 of 2 .

▶ Flexfield Metadata Validation: 0 Errors, 0 Warnings

▶ Flexfield Deployment Details

OK

#### 04: Profile Options with Example

Profile options manage configuration data centrally and influence the behaviour of applications. Profile options serve as permanent user preferences and application configuration parameters. We normally configure profile options with settings for specific contexts or groups of users. Users customize how their user interfaces look and behave by changing the values of available profile options.

Profile options store the following kinds of information.

- User Preferences
- Installation Information
- Configuration Choices
- Processing Options

We can add and configure new profile options in addition to configuring predefined profile options that are implemented as updateable.

#### Profile Option Definition and Configuration

Application developers add new profile options and configure ones that are not to be updated by other users.

Application administrators and implementation consultants configure profile options with profile option values that are implemented as updatable. Profile option definitions consist of the following.

##### Profile option name

- Application and module in the application taxonomy
- Profile option values
- Profile options categories
- Profile option levels
- Profile option level hierarchy

Profile options can appear on any user interface page without indication that a profile option is what is being set.

#### Profile Option Values

Some profile options have predefined profile option values. The Manage Profile Option Values task flow allows an administrator to set updatable profile option values at the available levels, including the user level.

We can access the Manage Profile Option Values task starting in the Setup and Maintenance Overview page and searching for profile option tasks.

Nav : FSM → Search → Manage Administrator Profile Values

| Name                                | Type | Details |
|-------------------------------------|------|---------|
| Manage Administrator Profile Values | Task |         |

Search with Profile Option Code and select the value at site level

Manage Administrator Profile Values ?

Search : Profile Option 1

Profile Option Code: PO\_COPY\_REQ\_HDR\_DFF\_TO\_PO

Application: Purchasing

Profile Display Name:

Module: Common Purchasing Ent...

Category:

Start Date: 4/24/09

End Date: Enabled

Actions: View, Detach

Search Results

Search Results : Profile Options

Actions: View, Detach

| Profile Option Code       | Profile Display Name                   | Application | Module                   | Start Date | End Date | Desc |
|---------------------------|--|-------------|--------------------------|------------|----------|------|
| PO_COPY_REQ_HDR_DFF_TO... | Requisition Header Descriptive File... | Purchasing  | Common Purchasing Ent... | 4/24/09    | Enabled  |      |

PO\_COPY\_REQ\_HDR\_DFF\_TO\_PO: Profile Values

Actions: View, Detach

| * Profile Level | Product Name | User Name | Profile Value |
|-----------------|--------------|-----------|---------------|
| Site            |              |           | Yes 4         |

Oracle Apps88  
knowledge sharing

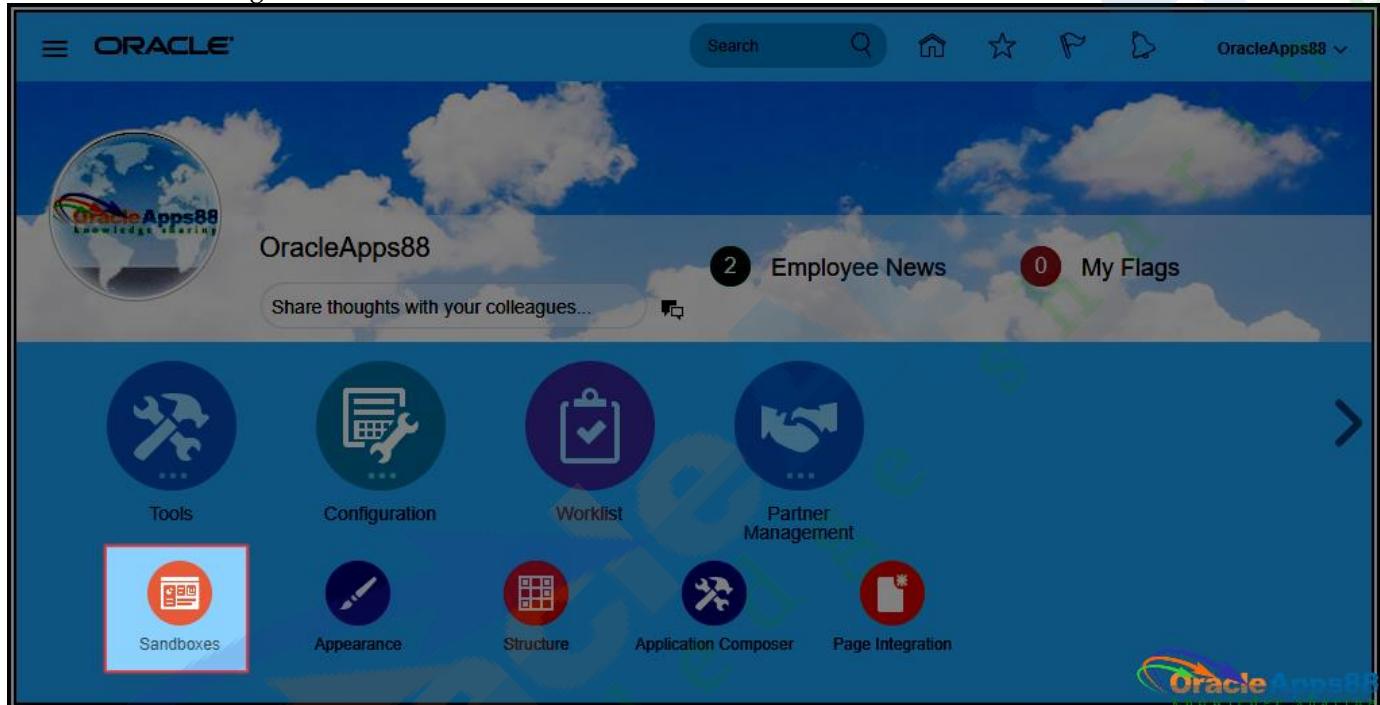
## 05: Enabling DFF through Personalization with Sandbox

There are certain runtime changes that an end user can make that persist from session to session, such as changing the width of a column in a table, saving a search parameter, or redesigning an aspect of a page. This type of change is called personalization. Oracle Fusion applications allow end users to personalize certain pages using the Settings and Actions menu, which is accessed by clicking the user's name in the global area. End users can set preferences, edit the current page, and reset the page to the default.

You can control what pages in an application can be personalized, including any new pages you create.

**Note:** For a list of pages that end users can personalize, see the product-specific documentation in Oracle Fusion Applications Help.

Nav : Home → Configuration → Sandboxes



- Create Sandbox

The screenshot shows the "Sandboxes" configuration page. At the top, there is a navigation bar with icons for Search, Home, Star, Flag, and OracleApps88. Below the bar, the title "Sandboxes" is displayed. There are two tabs: "Available Sandboxes" (selected) and "Published Sandboxes". A search bar with a "Find All" dropdown and a magnifying glass icon is present. On the right, a large red dashed arrow points to a "Create Sandbox" button. On the left, there is a sidebar titled "Tools" with checkboxes for "Application Composer", "Configure Business Objects", and "HCM Experience Design Studio". The main area displays a table of sandboxes:

| Name         | Context | Publishable | Tools |
|--------------|---------|-------------|-------|
| 1-Harea      | Site    | No          |       |
| COMPENSATION | Site    | Yes         | 9+    |
| DS_TEST      | Site    | Yes         |       |

Select the required tools → Enter Name → Create and Enter

Create Sandbox

| Name                                |  | Description   | Support Context | Additional Information |
|-------------------------------------|--|---|-----------------|------------------------|
| POR_DFF                             |  | Enabling the POR DFF with Personalization                                   |                 |                        |
| Publishable                         | <input checked="" type="radio"/> Yes<br><input type="radio"/> No |   |                 |                        |
| <b>All Tools</b>                    |  |   |                 |                        |
| Active                              | Name   | Description   | Support Context | Additional Information |
| <input type="checkbox"/>            | Application Composer   | Create custom objects and fields, extend user interfaces and business lo... | Site            |                        |
| <input type="checkbox"/>            | Configure Business Objects                                       | Configure Business Objects  | Site            |                        |
| <input checked="" type="checkbox"/> | Page Integration   | Create new pages, add tabs to existing pages.                               | Site            |                        |
| <input checked="" type="checkbox"/> | Page Composer  | Add and edit page content.  | Site            |                        |
| <input checked="" type="checkbox"/> | Page Template Composer   | Add and edit page template content.   | Site            |                        |

Current Context Site

The sandbox will be opened in Edit Mode

Sandbox Mode: Edit

POR\_DFF ▾ Tools ▾

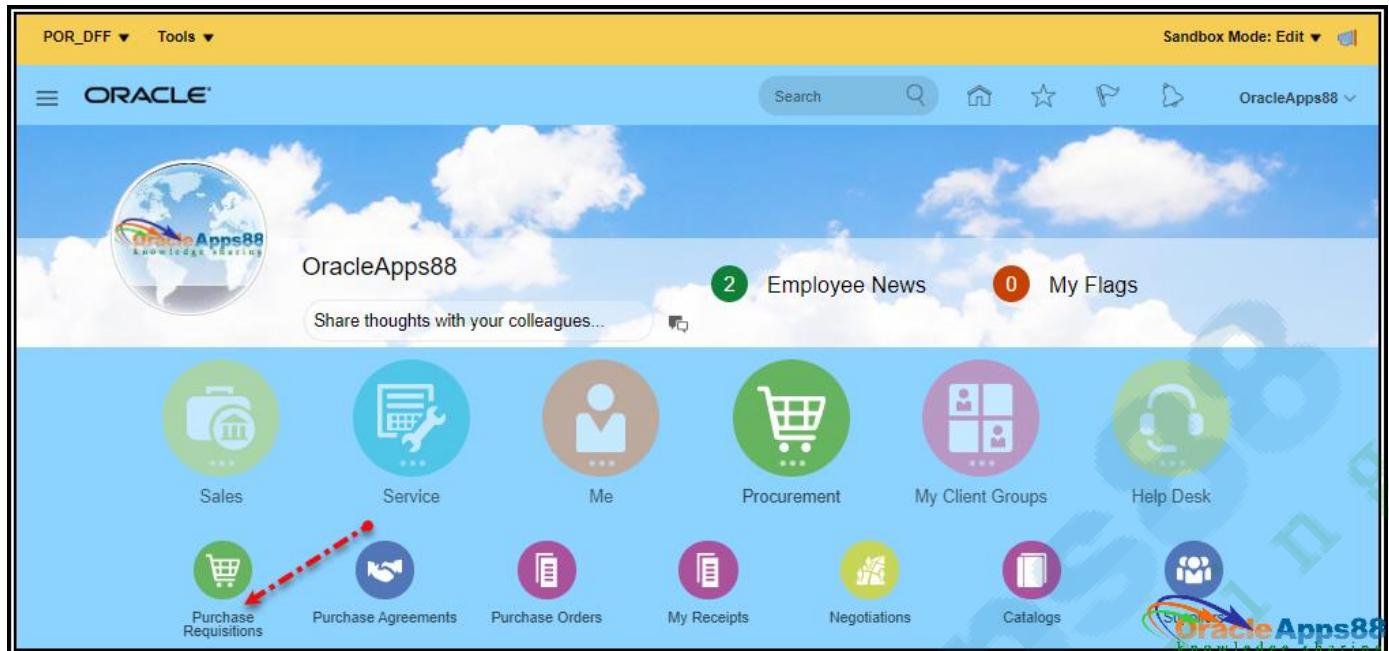
OracleApps88

Share thoughts with your colleagues...

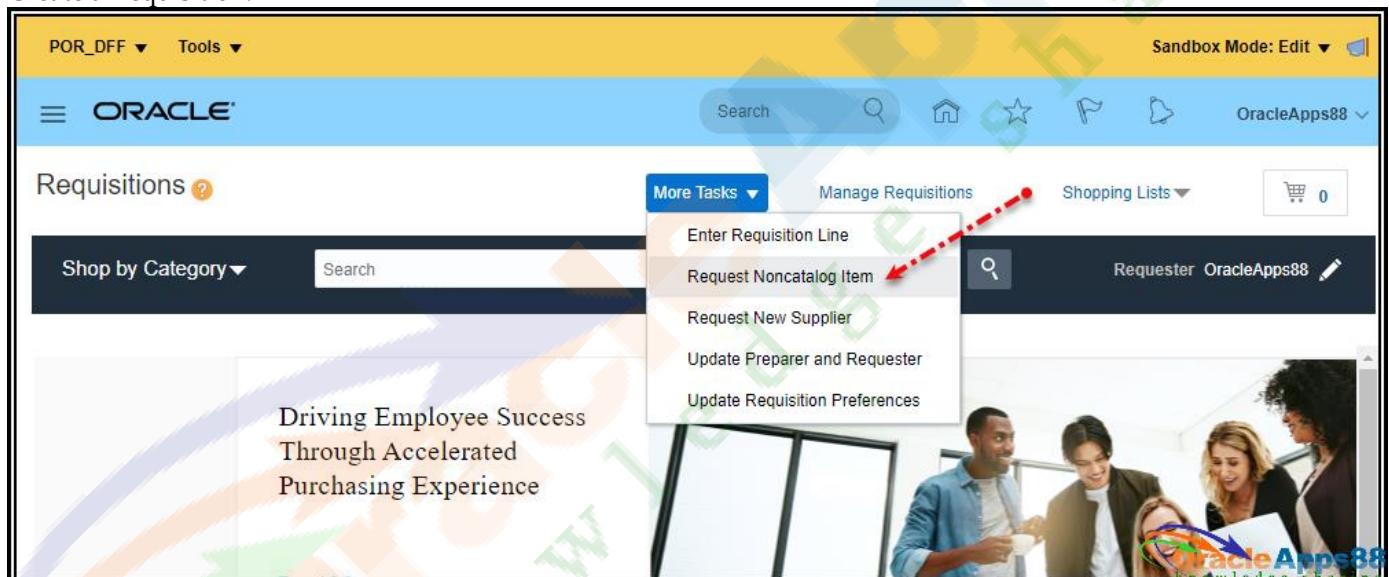
Employee News (2 notifications)

My Flags (0 notifications)

Navigate to Procurement → Purchase Requisitions



### Create a Requisition:



POR\_DFF ▾ Tools ▾

Sandbox Mode: Edit

**ORACLE**

Create Noncatalog Request ?

Add to Shopping List Add to Cart Done

Item Type: Goods or services billed by amount

\* Item Description: XXAA Test POR

\* Category Name: Lab Supplies

\* Amount: 120.00

\* Currency: USD

Negotiation required

New supplier

Supplier: United Parcel Service

Supplier Site: UPS US1

Supplier Contact: Gold, Bob

Phone:

Fax:

Email: bgold\_zkuj@oracledemos.com

Supplier Item:

**Oracle Apps88 Knowledge sharing**

- Click on the Cart

POR\_DFF ▾ Tools ▾

Sandbox Mode: Edit

**ORACLE**

Create Noncatalog Request ?

Add to Shopping List Add to Cart Done

Item Type: Goods or services billed by quantity

\* Item Description:

\* Category Name:

\* Quantity: 1

\* UOM Name:

\* Price:

\* Currency: USD

Negotiation required

New supplier

Supplier:

Supplier Site:

Supplier Contact:

Phone:

Fax:

Email:

Supplier Item:

**Added to Cart**  
XXAA Test POR

**Oracle Apps88 Knowledge sharing**

Click on the Review

Create Noncatalog Request

Item Type: Goods or services billed by quantity

\* Item Description:

\* Category Name:

\* Quantity: 1

\* UOM Name:

\* Price:

\* Currency: USD

Negotiation required

Add to Shopping List   Add to Cart   Done

XXAA Test POR \$120.00 Total \$120.00 Review Submit

Supplier Contact: Phone, Fax, Email

Supplier Item

Oracle Apps88 Knowledge sharing

After creating Requisition → Edit Pages in the Administration mode

Edit Requisition: 204084

Requisitioning BU: US1 Business Unit

\* Description: XXAA Test POR

Overriding Approver:

Requisition Lines

| Line  | Description   | Category Name | * Quantity | UOM Name |
|-------|---------------|---------------|------------|----------|
| 1     | XXAA Test POR | Lab Supplies  | 1          |          |
| Total |               |               |            |          |

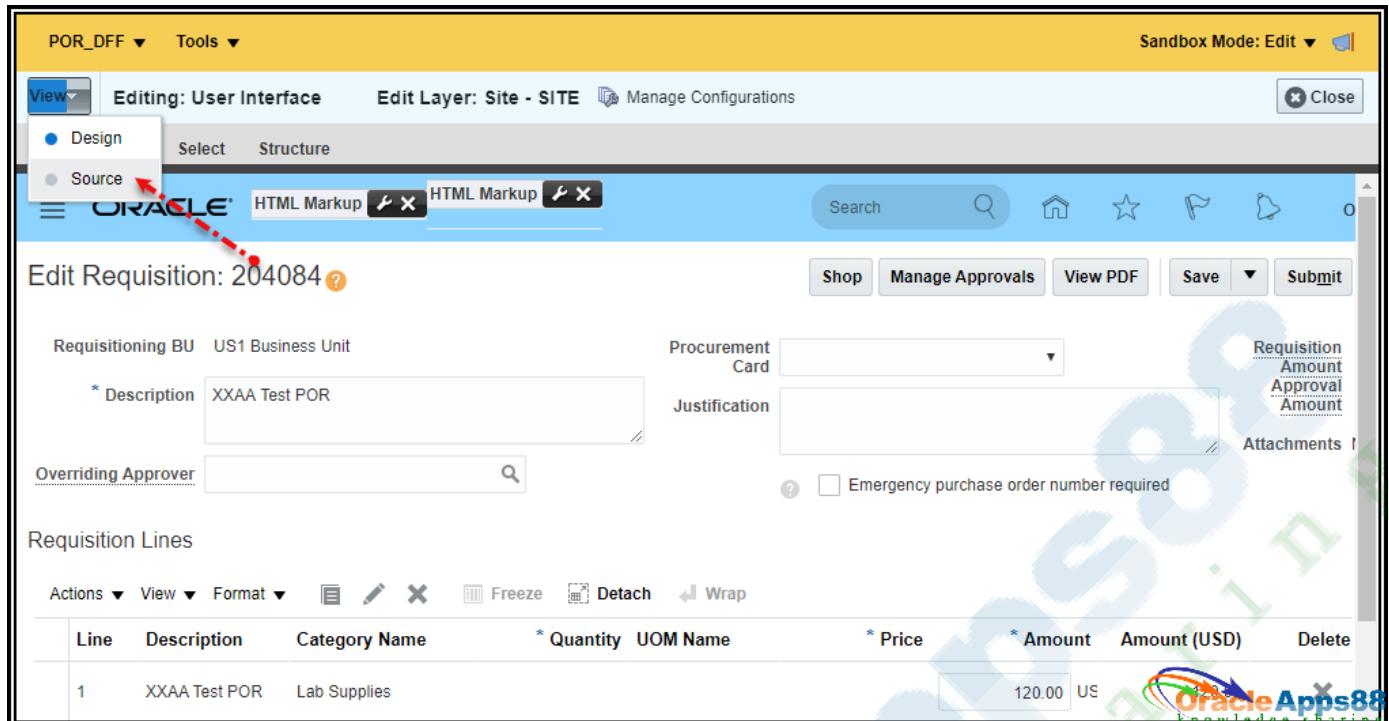
Actions: View, Format, Detach, Freeze, Wrap

Settings and Actions

- Personalization
- Access Accessibility Settings
- Set Preferences
- Administration
- [Edit Pages](#)
- Edit Global Page Template
- Manage Configurations
- Setup and Maintenance
- Highlight Flexfields
- Troubleshooting
- Run Diagnostics Tests

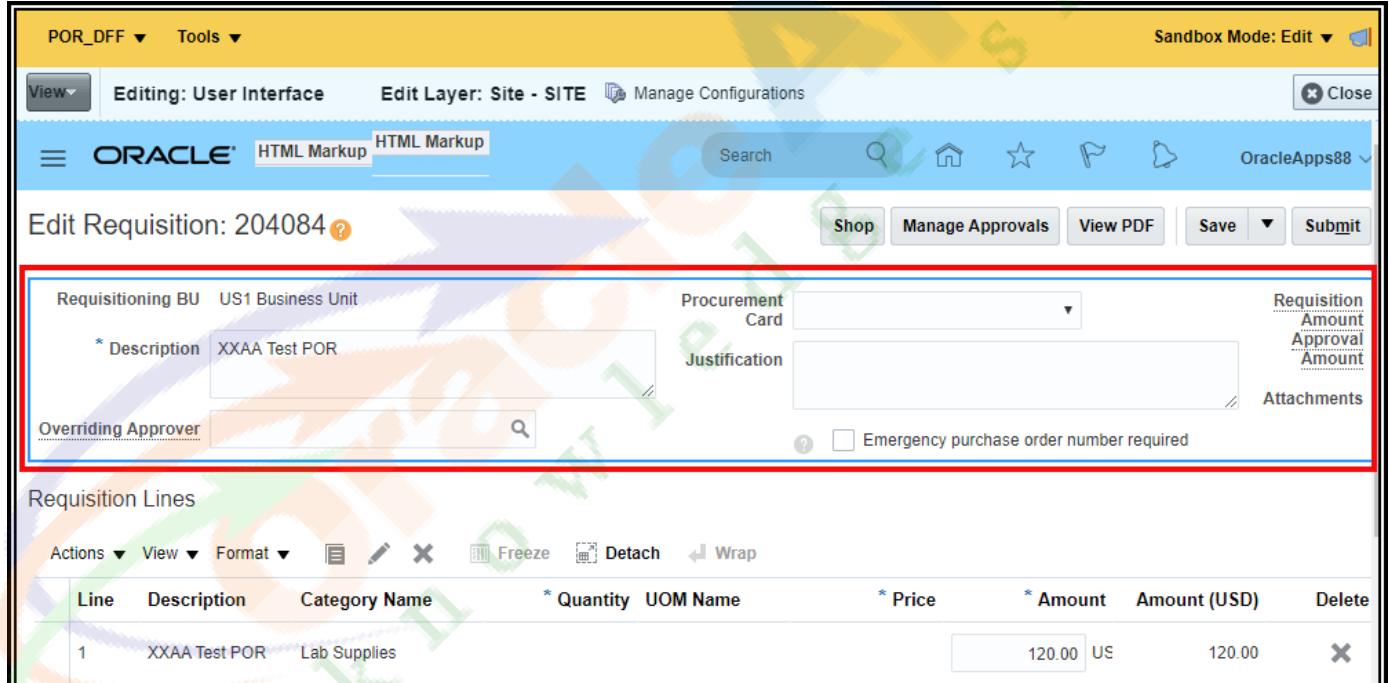
Oracle Apps88 Knowledge sharing

Click on View and select Source



Screenshot of the Oracle Fusion Procurement screen. The top navigation bar shows 'POR\_DFF ▾ Tools ▾'. The 'View' dropdown is open, with 'Source' highlighted by a red arrow. The main title is 'Editing: User Interface' and 'Edit Layer: Site - SITE'. The page title is 'Edit Requisition: 204084'. The requisition details include: Requisitioning BU: US1 Business Unit; Description: XXAA Test POR; Overriding Approver: (empty search field); Justification: (empty text area); Emergency purchase order number required: (unchecked checkbox). The 'Requisition Lines' section shows one line: Line 1, Description: XXAA Test POR, Category Name: Lab Supplies, Quantity: \* (empty), UOM Name: (empty), Price: \* 120.00, Amount: \* 120.00, Amount (USD): 120.00. A watermark for 'Oracle Apps88 knowledge sharing' is visible across the page.

- Scroll the hidden dock to view



Screenshot of the Oracle Fusion Procurement screen, similar to the previous one but with the entire header and top section highlighted in red. The top navigation bar shows 'POR\_DFF ▾ Tools ▾'. The 'View' dropdown is open, with 'Source' highlighted by a red arrow. The main title is 'Editing: User Interface' and 'Edit Layer: Site - SITE'. The page title is 'Edit Requisition: 204084'. The requisition details include: Requisitioning BU: US1 Business Unit; Description: XXAA Test POR; Overriding Approver: (empty search field); Justification: (empty text area); Emergency purchase order number required: (unchecked checkbox). The 'Requisition Lines' section shows one line: Line 1, Description: XXAA Test POR, Category Name: Lab Supplies, Quantity: \* (empty), UOM Name: (empty), Price: \* 120.00, Amount: \* 120.00, Amount (USD): 120.00. A watermark for 'Oracle Apps88 knowledge sharing' is visible across the page.

- Hover on some area and click on Edit.

Screenshot of Oracle Apps showing a "Confirm Shared Component Edit" dialog. The dialog asks if you want to edit this shared component, stating that changes will affect this instance and others. It includes a checkbox for "Do not ask next time" and two buttons: "Edit" (highlighted with a red arrow) and "Cancel".

The background shows the requisition details and a table of requisition lines.

| Line | Description   | Category Name | * Quantity | UOM Name | * Price | * Amount | Amount (USD) | Delete |
|------|---------------|---------------|------------|----------|---------|----------|--------------|--------|
| 1    | XXAA Test POR | Lab Supplies  |            |          | 120.00  | US       |              |        |

Screenshot of Oracle Apps showing the requisition form. A descriptive flex field is highlighted in the dock area, indicating it has been selected for editing.

The requisition details and lines are visible, along with the docked panel showing the selected flex field.

| Line | Description   | Category Name | * Quantity | UOM Name | * Price | * Amount | Amount (USD) | Delete |
|------|---------------|---------------|------------|----------|---------|----------|--------------|--------|
| 1    | XXAA Test POR | Lab Supplies  |            |          | 120.00  | US       | 120.00       |        |

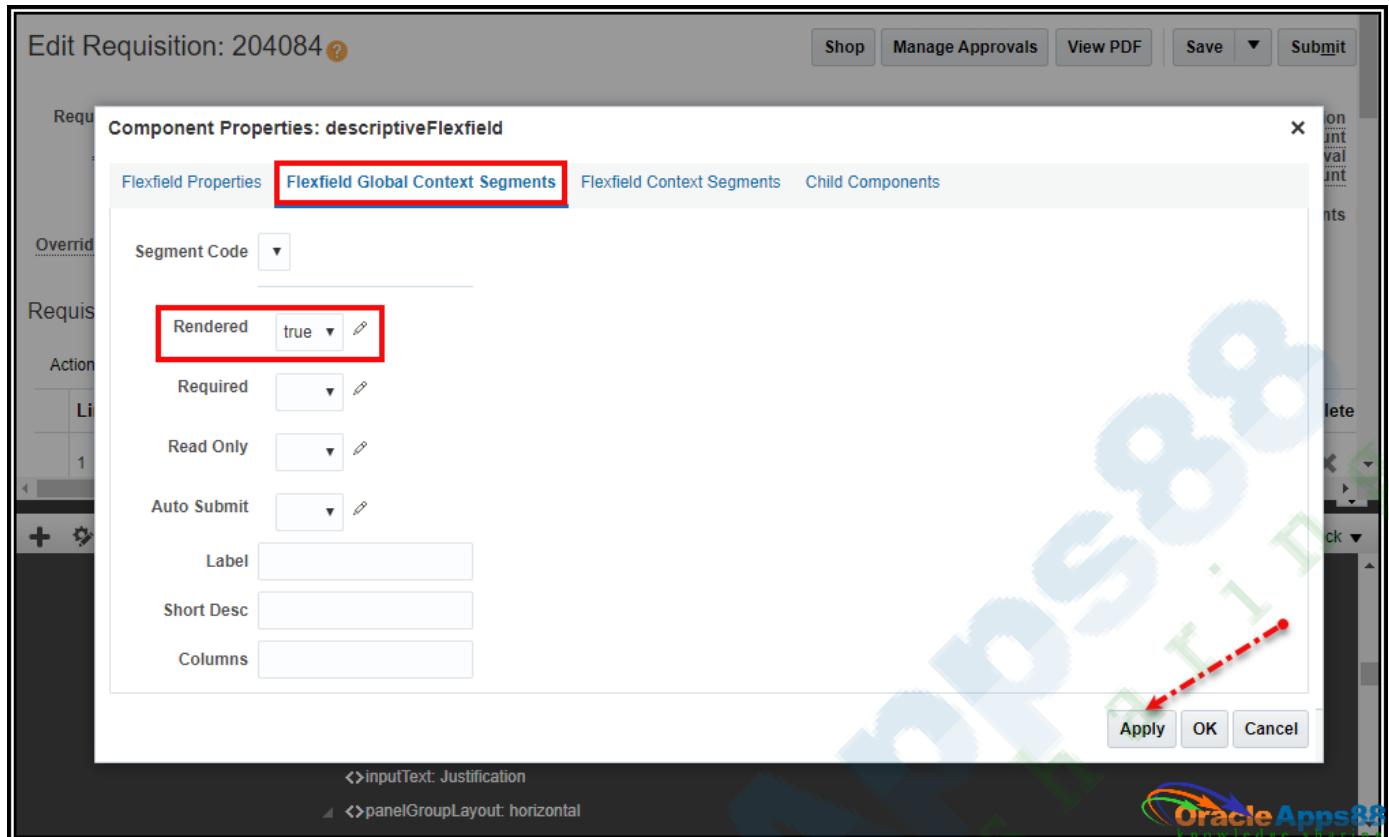
Search for Descriptive Flex Field → In the Dock Right Click on Descriptive Flex Field and click on Edit.

The screenshot shows the Oracle Fusion Requisitioning interface. A context menu is open over a flexfield labeled "descriptiveFlexfield". The menu items include "Edit" (highlighted with a red arrow), "Delete", "Show Component", "Collapse", "Expand All Below", "Collapse All Below", and "Show as Top". The "Edit" option is highlighted with a red arrow. The main interface shows a requisition header with fields like "Description" (XXAA Test POR), "Procurement Card", and "Justification". Below it is a table of "Requisition Lines" with one row: Line 1, Description XXAA Test POR, Category Name Lab Supplies. To the right is a table for "Emergency purchase order number required" with one row: Price 120.00, Amount 120.00.

In the FlexField Properties → Make Rendered value to True

The screenshot shows the "Component Properties: descriptiveFlexfield" dialog. The "Flexfield Properties" tab is selected. The "Rendered" dropdown is set to "true" and is highlighted with a red box. Other properties shown include "Read Only" (#{bindings.DocumentStatus.attributeValue == 'APPROV'}), "Auto Submit" (true), "Inline Style", "Style Class", and "Mode". Below the properties are details: "Flexfield Name" (Requisition Headers), "Flexfield Code" (POR\_REQUSITION\_HEADERS), and "Module" (Self Service Procurement). At the bottom are "Apply", "OK", and "Cancel" buttons.

In the FlexField Global Context Segments → Make rendered value as True and click on Apply.



Click on Close.

Click on the sandbox and click on Publish

Sandbox Mode: Edit

Requisitioning BU: US1 Business Unit

\* Description: XXAA Test POR

Overriding Approver:

Procurement Card:

Justification:

Requisition Lines

| Line | Description   | Category Name | * Quantity | UOM Name | * Price | * Amount | Amount (USD) | Delete |
|------|---------------|---------------|------------|----------|---------|----------|--------------|--------|
| 1    | XXAA Test POR | Lab Supplies  | 1          |          | 120.00  | 120.00   | US           |        |

Sandbox Detail: POR\_DFF

Current Status: Up to date

Active Tools:

- Page Integration
- Page Composer
- Page Template Composer

Basic Information:

|                 |                 |
|-----------------|-----------------|
| Name            | POR_DFF         |
| Created On      | 3/26/20 7:13 PM |
| Created By      | oracleapps88    |
| Last Updated    | 3/26/20 7:39 PM |
| Last Updated By | oracleapps88    |

Sandbox Detail: POR\_DFF

Current Status: Up to date

Active Tools: Page Integration, Page Composer, Page Template Composer

Basic Information:

- Name: POR\_DFF
- Created On: 3/26/20 7:13 PM
- Created By: oracleapps88
- Last Updated: 3/26/20 7:39 PM
- Last Updated By: oracleapps88

Sandbox Changes: Merge Log

Action Buttons: Actions, Publish, Enter Sandbox, Done

**Warning:** You're going to publish this sandbox, and after it's done, you can't make further changes in this sandbox. Do you want to continue?

Buttons: Continue to Publish, No

Now the Descriptive FlexField will be Enabled.

Edit Requisition: 204084

Requisitioning BU: US1 Business Unit

\* Description: XXAA Test POR

Procurement Card: Justification

Requisition Amount: 24 US Approval Amount: 26 US

Attachments: None

Overriding Approver:

Product: 9999

Emergency purchase order number required:

Requisition Lines:

| Line | Description   | Category Name | * Quantity | UOM Name | * Price | * Amount | Amount (USD) | Delete |
|------|---------------|---------------|------------|----------|---------|----------|--------------|--------|
| 1    | XXAA Test POR | Lab Supplies  |            |          | 120.00  | US       |              |        |

**End of AOL Concepts in Fusion**



## Conversions - Data Loading (Inbound Integrations)

### 01: Create the Employee/User with HDL template

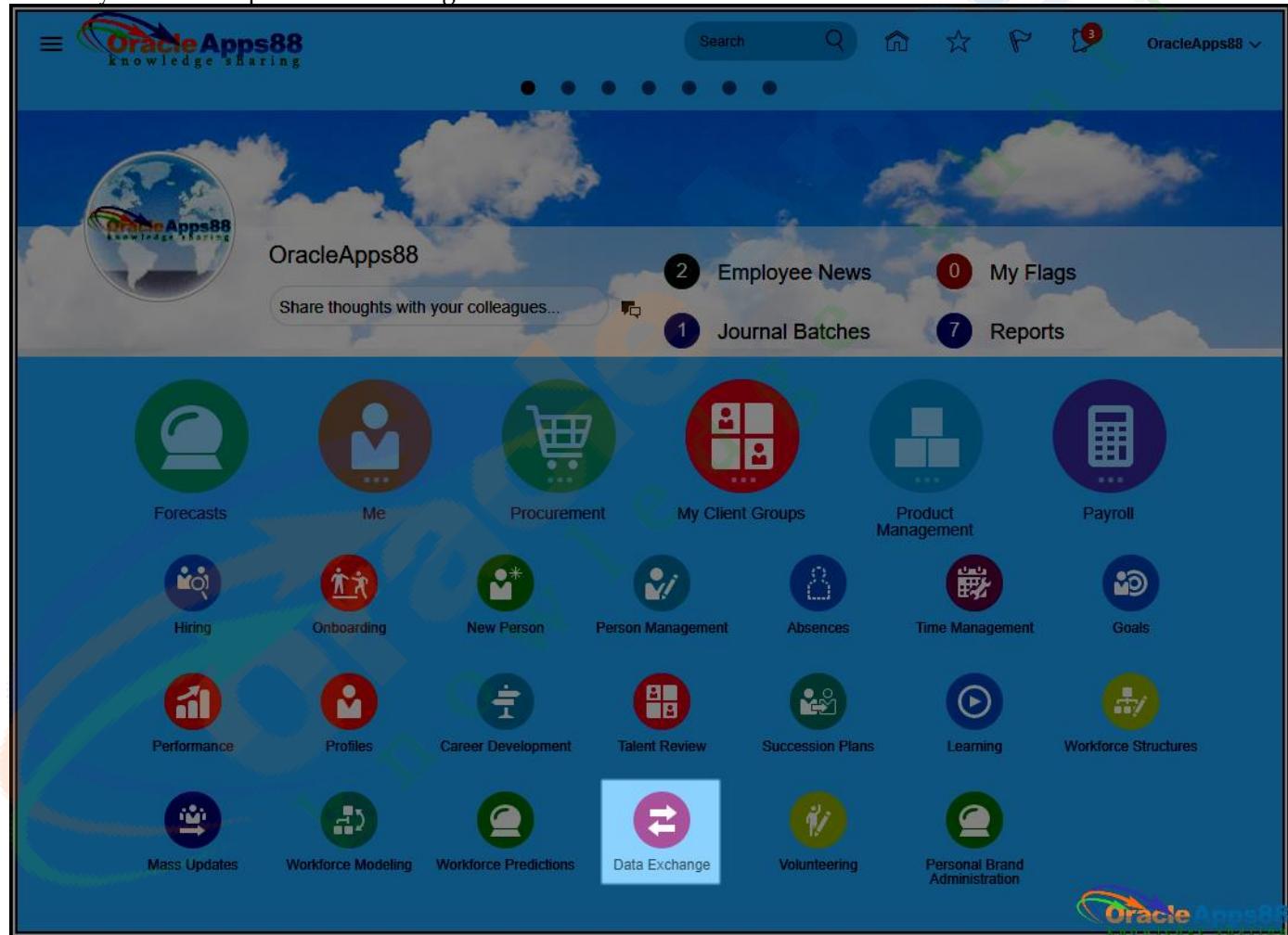
01. Prepare the data file and save with Worker.dat

```

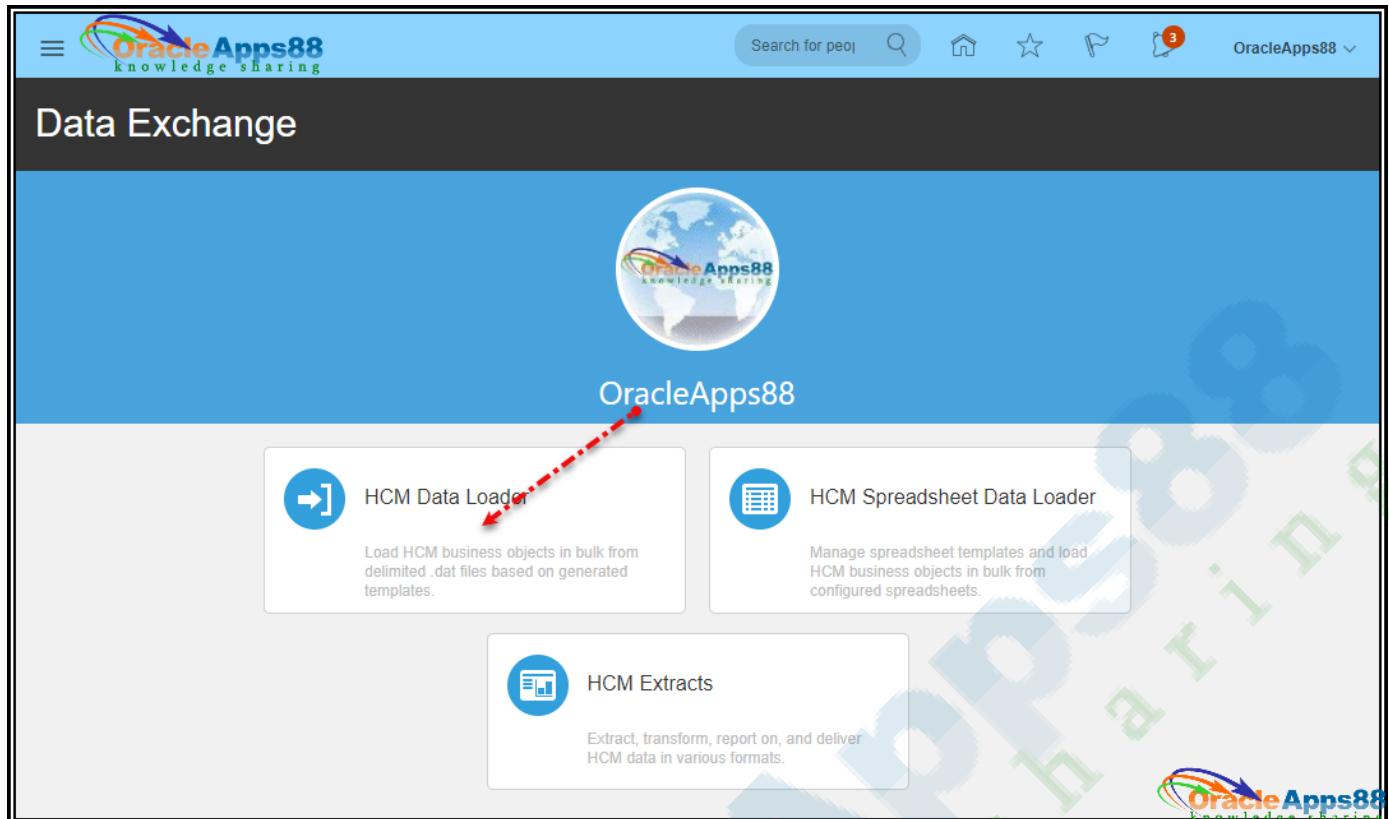
METADATA|Worker|SourceSystemOwner|SourceSystemId|PersonNumber|ActionCode|EffectiveStartDate|EffectiveEndDate|StartDate
MERGE [Worker] HRC_SQLLOADER|02|02|HIRE|2018/01/01|4712/12/31|2018/01/01
METADATA|PersonName|SourceSystemOwner|PersonId|SourceSystemId|PersonNumber|SourceSystemId|NameType|EffectiveEndDate|EffectiveStartDate|FirstName|LastName
MERGE [PersonName] HRC_SQLLOADER|02|02|02_PER|GLOBAL|4712/12/31|2018/01/01||OracleApps
METADATA|PersonEmail|SourceSystemOwner|PersonId|SourceSystemId|PersonNumber|SourceSystemId|EmailType|DateFrom|EmailAddress
MERGE [PersonEmail] HRC_SQLLOADER|02|02|02_EMAIL||2018/01/01|OracleApps88@yahoo.com
METADATA|PersonUserInformation|SourceSystemOwner|PersonId|SourceSystemId|PersonNumber|SourceSystemId|SendCredentialsEmailFlag|UsernameMatchingFlag|EmailMatchingFlag
MERGE [PersonUserInformation] HRC_SQLLOADER|02|02|02_UNAME|||||2018/01/01|OracleApps
METADATA|WorkRelationship|SourceSystemOwner|PersonId|SourceSystemId|PersonNumber|SourceSystemId|WorkerType|LegalEmployerName|DateStart
MERGE [WorkRelationship] HRC_SQLLOADER|02|02|02_POS|US1 Legal Entity|2018/01/01
METADATA|WorkTerms|ActionCode|SourceSystemOwner|SourceSystemId|PersonNumber|SourceSystemId|AssignmentStatusTypeCode
MERGE [WorkTerms] HIRE|HRC_SQLLOADER|02_EMP_TERMS|2018/01/01|4712/12/31|||ACTIVE_PROCESS||300000034234387012|||EMP|02_POS|02|US1 Legal Entity
METADATA|Assignment|SourceSystemOwner|SourceSystemId|PersonNumber|WorkTermsAssignmentId|SourceSystemId|ActionCode|EffectiveSequence|EffectiveLatestChange|EffectiveLatestChange
MERGE [Assignment] HRC_SQLLOADER|02|02_EMP_TERMS|HIRE|1|||2018/01/01|4712/12/31|300000034234387012|JOB0056|02|ACTIVE_PROCESS|||Finance|101.10.15321.000.000.000|05
METADATA|AssignmentSupervisor|SourceSystemOwner|SourceSystemId|AssignmentId|SourceSystemId|EffectiveStartDate|EffectiveEndDate|ManagerAssignmentId|SourceSystemId
MERGE [AssignmentSupervisor] HRC_SQLLOADER|02|02|2018/01/01|4712/12/31|||LINE_MANAGER|02|Y|02||01|HIRE
  
```

02. Archive/zip the Worker.dat file in local system

03. Upload the Worker.zip file into HCM Loader  
Nav : My Client Groups → Data Exchange



04. Click on the HCM Data Loader link



05. Click on the Actions and Import and Load Data link

06. Click on the Import File button

Import and Load Data

My Recent Data Sets

Data Sets

| Data Set          | Content ID | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|-------------------|------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| Columns Hidden 12 |            |               |             |          |                   |             |              |                 |               |                |              |

Business Objects

| Business Object  | Load Order | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|------------------|------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| Columns Hidden 9 |            |               |             |          |                   |             |              |                 |               |                |              |

07. Select the Worker.zip file and click on Submit button

Import and Load Data

My Recent Data Sets

Data Sets

| Data Set          | Content ID | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|-------------------|------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| Columns Hidden 12 |            |               |             |          |                   |             |              |                 |               |                |              |

Business Objects

| Business Object  | Load Order | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|------------------|------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| Columns Hidden 9 |            |               |             |          |                   |             |              |                 |               |                |              |

Import File

File Source

Local File  Oracle WebCenter Content Files

Worker.zip

08. Click on the Submit button

Import and Load Data

**Schedule Request**

Process Name: Import and Load HCM Data File

Description: Imports data into the stage tables and optionally loads that data into the application tables.

Schedule: As soon as possible

**Parameters**

File Name: Worker.zip  
Content ID: UCMFA02342113

File Action: Import and load  
File Encryption: None

\* Maximum Percentage of Import Errors: 100  
\* Maximum Percentage of Load Errors: 100

Delete Source File:

\* Maximum Concurrent Threads for Import: 8  
\* Maximum Concurrent Threads for Load: 8

Submit Cancel

09. Click on the Refresh link and verify the status

Import and Load Data

My Recent Data Sets

**Data Sets**

| Data Set   | Content ID    | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|------------|---------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| Worker.zip | UCMFA02342113 | L             | Locked      |          | 0                 | 0           | 0            | 0               | 0             | 0              | 8/28/19 5:58 |

Columns Hidden 12

**Business Objects**

| Business Object | Load Order | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|-----------------|------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| Worker          | 1          | Green         | Locked      |          | 0                 | 0           | 0            | 0               | 0             | 0              | 8/28/19      |

Columns Hidden 9

Import File Done

10. Import status and Load status is changed to Success.

The screenshot shows the Oracle Apps88 Import and Load Data interface. At the top, there's a navigation bar with the Oracle Apps88 logo, search, and other navigation icons. Below it, a header says "Import and Load Data". A sub-header "Data Sets" is followed by a table with columns: Data Set, Content ID, Import Status, Load Status, Messages, Import Success(%), Total Lines, Failed Lines, Load Success(%), Total Objects, Failed Objects, and Last Updated Date. A row for "Worker.zip" is shown with green checkmarks in the Import Status and Load Status columns. A red box highlights these two columns. Below this is a section titled "Business Objects" with a similar table structure, also showing successful results for "Worker".

| Data Set   | Content ID    | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated Date |
|------------|---------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|-------------------|
| Worker.zip | UCMFA02342113 | ✓             | ✓           |          | 100               | 8           | 0            | 100             | 1             | 0              | 8/28/19 6:00      |

| Business Object | Load Order | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated Date |
|-----------------|------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|-------------------|
| Worker          | 1          | ✓             | ✓           |          | 100               | 8           | 0            | 100             | 1             | 0              | 8/28/19           |

11. Submit the “Send Pending LDAP Requests” job to effect in application  
Nav : Tools → Schedule Process

The screenshot shows the Oracle Apps88 Navigator. On the left, there's a sidebar titled "Tools" with various options: Set Preferences, Announcements, Alerts Composer, Deep Links, Developer Connect, Spaces, Reports and Analytics, Scheduled Processes, Security Console, Sales and Services Access Mana..., and File Import and Export. A red arrow points to the "Scheduled Processes" option.

12. Click on Schedule New Process button

This screenshot shows the Oracle Apps88 knowledge sharing interface. At the top, there's a navigation bar with the Oracle Apps88 logo, a search bar, and various icons. Below the bar, the title "Overview" is displayed. On the left, there's a sidebar with "Search" and "Search Results" sections. The main area shows a list of processes with columns for "Name", "Process ID", "Status", and "Scheduled Time". A red arrow points from the "Schedule New Process" button at the top of the list to the "OK" button in the modal dialog shown in the next screenshot.

13. Select the “Send Pending LDAP Requests” job and click on ok

This screenshot shows a modal dialog titled "Schedule New Process". It has a "Type" section with "Job" selected. The "Name" field contains "Send Pending LDAP Requests". The "Description" field is described as "Manages requests to create or update users, roles and role grants in LDAP.". At the bottom right of the dialog are "OK" and "Cancel" buttons, with a red arrow pointing to the "OK" button.

14. Click on submit

This screenshot shows the "Process Details" dialog for the "Send Pending LDAP Requests" job. It includes fields for "Name" (highlighted in yellow), "Description", "Schedule" (set to "As soon as possible"), and "Basic Options" with "User Type" set to "All" and "Batch Size" set to "A". At the bottom right of the dialog are "Process Options", "Advanced", "Submit", and "Cancel" buttons, with a red arrow pointing to the "Submit" button.

The screenshot shows the Oracle Apps88 Knowledge Sharing interface. At the top, there's a navigation bar with a search bar, a home icon, a star icon, a flag icon, a notification badge (4), and the text "OracleApps88". Below the navigation bar is a section titled "Overview" with a "Search" button and a dropdown for "Saved Search Last 24 hours". Under "Search Results", there are options to "View Flat List" or "Hierarchy". A table displays a single process entry:

| Name                         | Process ID | Status    | Scheduled Time      | Submission Time     |
|------------------------------|------------|-----------|---------------------|---------------------|
| Retrieve Latest LDAP Changes | 1610649    | Succeeded | 8/28/19 2:29 PM UTC | 8/28/19 2:29 PM UTC |

15. Once the Job is Succeeded, User will get the welcome email notification and we can verify the record in application

Click on the url to reset the password

The screenshot shows an email inbox with one message from "infusion-noreply@oracleleads.com" to "OracleApps88@yahoo.com". The subject is "Oracle Fusion Applications-Welcome E-Mail". The message body contains a welcome message, a password reset link, and contact information:

Dear OracleApps

Congratulations! Your Oracle Fusion Applications account has been successfully created.

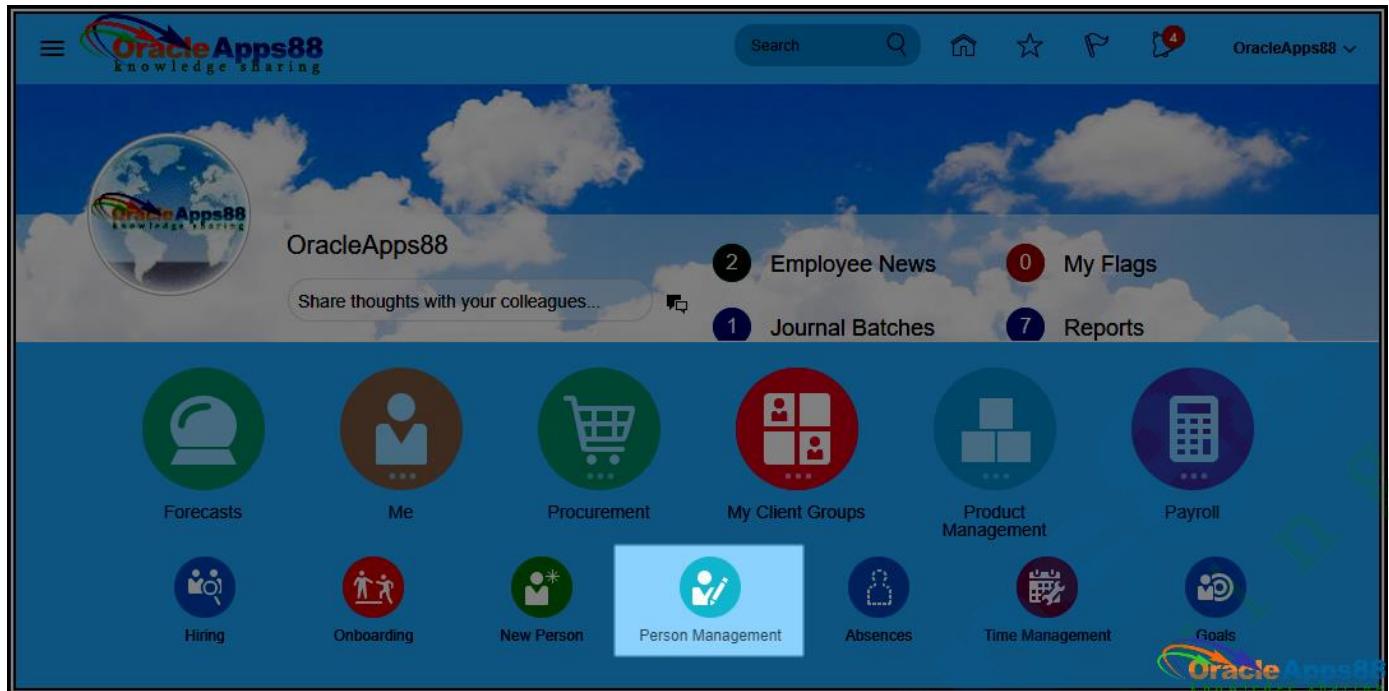
Please follow the link below to reset your password.

[https://\[REDACTED\]/hcmUI/faces/ResetPassword?](https://[REDACTED]/hcmUI/faces/ResetPassword?)

For any issues, contact your system administrator.

Thank You,  
Oracle Fusion Applications

Verify the record in person management  
Navigate to My Workforce/My Client Groups → Person Management.



Search with Person Name and click on search button

| Name       | Person Number | National ID | Department | Location | User Person Type | Job           | Assignment Status |
|------------|---------------|-------------|------------|----------|------------------|---------------|-------------------|
| OracleApps | EMP001002     |             | Finance US | Chicago  | Employee         | Administrator | Active            |

Review the employee details

OracleApps88 knowledge sharing

Search for peo Home OracleApps88

## OracleApps: Person Management

Person Number  
EMP001002

Manage Employment x

### Manage Employment

Work Relationship

|                |                  |         |               |
|----------------|------------------|---------|---------------|
| Legal Employer | US1 Legal Entity | Country | United States |
| Worker Type    | Employee         |         |               |
| Hire Date      | 1/1/18           |         |               |

Assignment: Administrator

Action Hire

Action Reason

Effective Start Date 1/1/18 ( 1 of 1 )

Effective End Date

Assignment Details

|                   |                   |                    |                           |
|-------------------|-------------------|--------------------|---------------------------|
| Assignment Number | EMP001002         | Assignment Status  | Active - Payroll Eligible |
| Business Unit     | US1 Business Unit | Primary            | Yes                       |
| Person Type       | Employee          | Projected End Date |                           |

FTE

Headcount

Start Time

End Time

Basis for Seniority Calculation Days

ACA Eligibility

ACA Full Time

Limited Nonassessment Period

Work Measure Details

Job Details

Position

Job Administrator

Assignment Name Administrator

Grade Ladder

Grade  Include in grade step progression

Department Finance US

Location Chicago

Manager Details

Name OracleApps88 EMP001001 Active - Payroll Eligible

Type Line Manager

Expenses Information

Default Expense Account 101.10.60511.000.000.000

Expense Check Send-to Address

Done

Edit View History

Done

OracleApps88 knowledge sharing

## 02: Adding the Roles to User with HDL template

01. Prepare the data file and save with User.dat

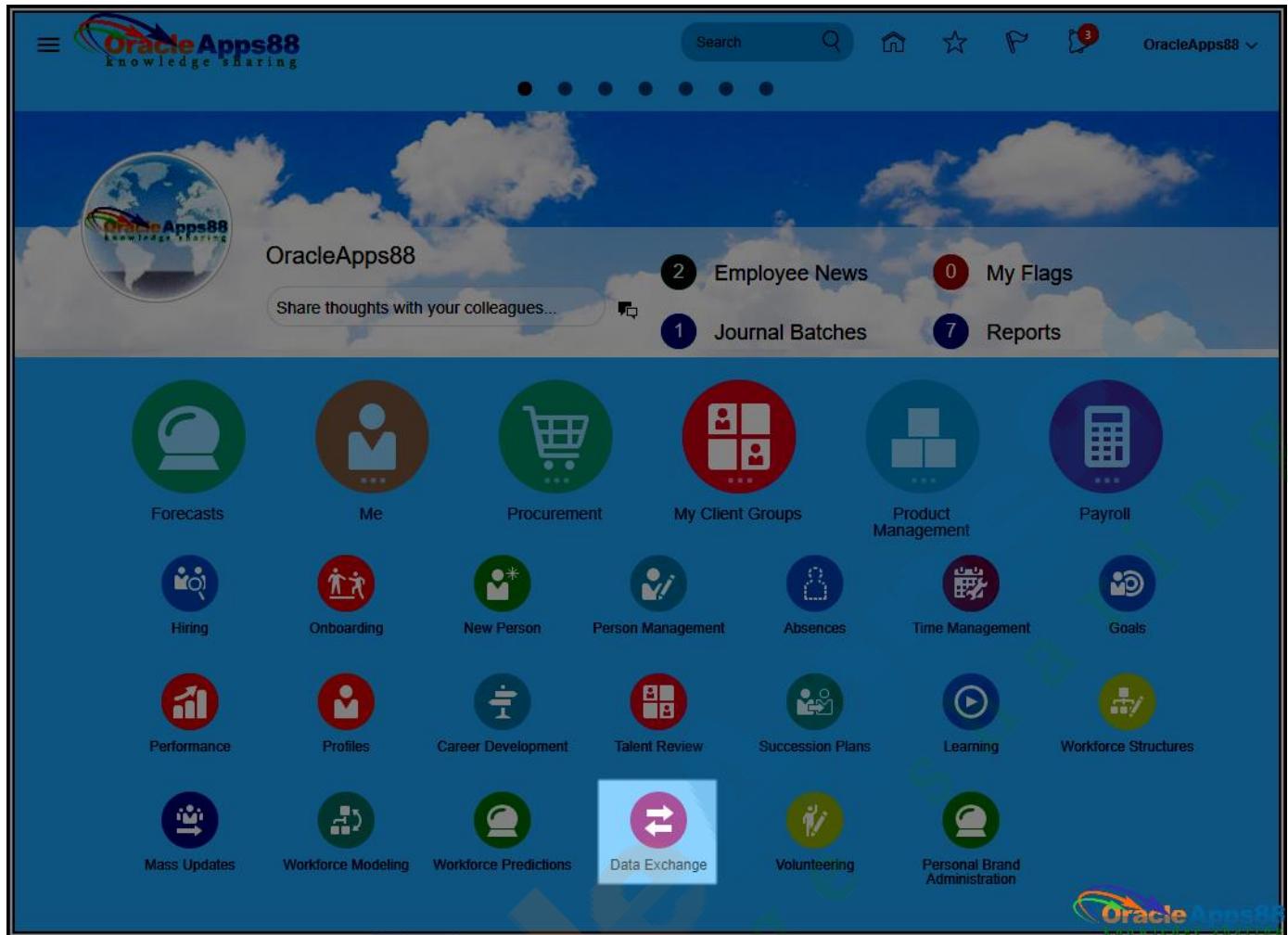
```
METADATA|User|PersonNumber
└─ MERGE|User|02
    METADATA|UserRole|PersonNumber|RoleCommonName|AddRemoveRole
    └─ MERGE|UserRole|02|ORA_AP_ACCOUNTS_PAYABLE_INVOICE_SUPERVISOR_JOB|ADD
    └─ MERGE|UserRole|02|ORA_AP_ACCOUNTS_PAYABLE_MANAGER_JOB|ADD
    └─ MERGE|UserRole|02|ORA_AP_ACCOUNTS_PAYABLE_PAYMENT_SUPERVISOR_JOB|ADD
    └─ MERGE|UserRole|02|ORA_AP_ACCOUNTS_PAYABLE_SPECIALIST_JOB|ADD
    └─ MERGE|UserRole|02|ORA_AP_ACCOUNTS_PAYABLE_SUPERVISOR_JOB|ADD
    └─ MERGE|UserRole|02|ORA_AR_ACCOUNTS_RECEIVABLE_MANAGER_JOB|ADD
    └─ MERGE|UserRole|02|ORA_AR_ACCOUNTS_RECEIVABLE_SPECIALIST_JOB|ADD
    └─ MERGE|UserRole|02|ORA_CE_CASH_MANAGER_JOB|ADD
    └─ MERGE|UserRole|02|ORA_CST_COST_ACCOUNTANT_JOB|ADD
    └─ MERGE|UserRole|02|ORA_DOO_ORDER_ADMINISTRATOR_JOB|ADD
    └─ MERGE|UserRole|02|ORA_DOO_ORDER_MANAGER_JOB|ADD
    └─ MERGE|UserRole|02|ORA_DOO_ORDER_ORCHESTRATION_ERROR_RECOVERY_MANAGER_ABSTRACT|ADD
    └─ MERGE|UserRole|02|ORA_DOS_SUPPLY_CHAIN_OPERATIONS_MANAGER_JOB|ADD
    └─ MERGE|UserRole|02|ORA_EXM_CORPORATE_CARD_ADMINISTRATOR_JOB|ADD
    └─ MERGE|UserRole|02|ORA_EXM_EXPENSE_AUDIT_MANAGER_JOB|ADD
    └─ MERGE|UserRole|02|ORA_EXM_EXPENSE_AUDITOR_JOB|ADD
    └─ MERGE|UserRole|02|ORA_EXM_EXPENSE_MANAGER_JOB|ADD
```



02. Archive/zip the Worker.dat file in local system

03. Upload the Worker.zip file into HCM Loader

Nav : My Client Groups → Data Exchange



04. Click on the HCM Data Loader link

05. Click on the Actions and Import and Load Data link

The screenshot shows the Oracle Apps88 HCM Data Loader interface. At the top right, there is a 'Actions' dropdown menu with three options: 'Import and Load Data', 'View Business Objects', and 'Delete Stage Table Data'. A red arrow points to the 'Import and Load Data' option. Below the menu, the main area displays 'Recent File Loads' with a search bar and filter buttons. It shows a message: 'No results found.' and 'Check your search criteria.' The Oracle Apps88 logo is visible at the bottom right.

06. Click on the Import File button

The screenshot shows the 'Import and Load Data' page. At the top right, there is a 'Import File' button highlighted by a red arrow. Below it is a 'Done' button. The main area is divided into two sections: 'Data Sets' and 'Business Objects'. Both sections have their own sets of filters and buttons. The 'Data Sets' section shows one entry: 'Worker.zip' with Content ID 'UCMFA02342113', Import Status 'Success', and Load Status 'Success'. The 'Business Objects' section shows one entry: 'Worker' with Load Order '1', Import Status 'Success', and Load Status 'Success'. The Oracle Apps88 logo is visible at the bottom right.

07. Select the User.zip file and click on Submit button

Import and Load Data

Data Sets

| DataSet    | Content ID    | Import Status |
|------------|---------------|---------------|
| Worker.zip | UCMFA02342113 |               |

Business Objects

| Business Object | Load Order | Import Status                        | Load Status                          | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated Date |
|-----------------|------------|--------------------------------------|--------------------------------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|-------------------|
| Worker          | 1          | <span style="color: green;">✓</span> | <span style="color: green;">✓</span> |          | 100               | 8           | 0            | 100             | 1             | 0              | 8/28/19 6:00      |

08. Click on the Submit button

Import and Load Data

Schedule Request

Process Name: Import and Load HCM Data File  
Description: Imports data into the stage tables and optionally loads that data into the application tables.  
Schedule: As soon as possible

Parameters

|   |                                     |
|---|-------------------------------------|
| File Name                               | User.zip                            |
| Content ID                              | UCMFA02342153                       |
| File Action                             | Import and load                     |
| File Encryption                         | None                                |
| * Maximum Percentage of Import Errors   | 100                                 |
| * Maximum Percentage of Load Errors     | 100                                 |
| Delete Source File                      | <input checked="" type="checkbox"/> |
| * Maximum Concurrent Threads for Import | 8                                   |
| * Maximum Concurrent Threads for Load   | 8                                   |

09. Click on the Refresh link and verify the status

Import and Load Data

Data Sets

| Data Set   | Content ID    | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|------------|---------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| User.zip   | UCMFA02342153 | L             | Lock        |          | 0                 | 0           | 0            | 0               | 0             | 0              | 8/28/19 6:52 |
| Worker.zip | UCMFA02342113 | ✓             | ✓           |          | 100               | 8           | 0            | 100             | 1             | 0              | 8/28/19 6:00 |

Business Objects

| Business Object | Load Order | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|-----------------|------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| User            | 1          | ■             | Lock        |          | 0                 | 0           | 0            | 0               | 0             | 0              | 8/28/19 6:54 |

10. Import status and Load status is changed to Success.

Import and Load Data

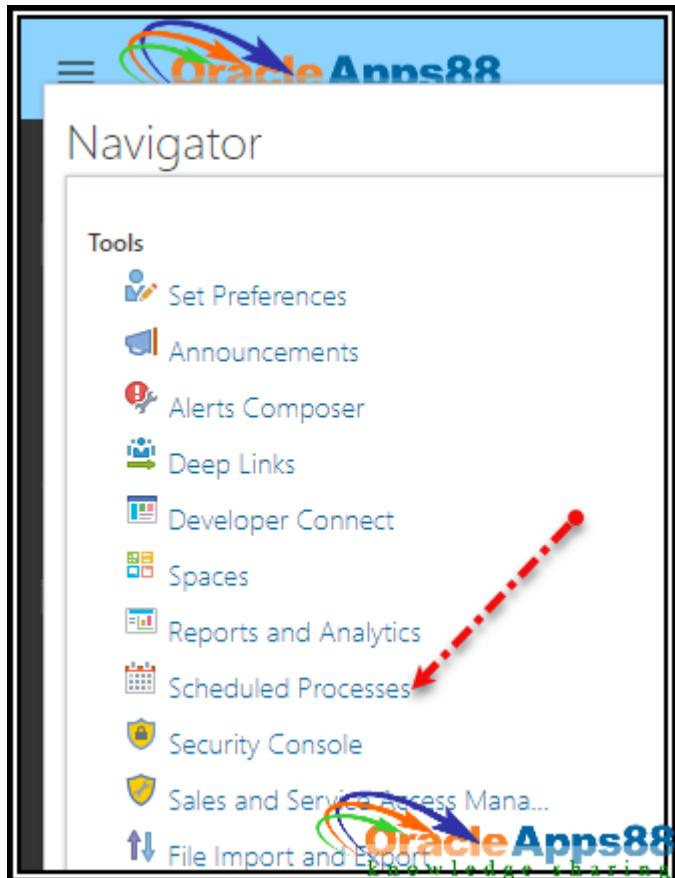
Data Sets

| Data Set   | Content ID    | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|------------|---------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| User.zip   | UCMFA02342153 | ✓             | ✓           |          | 100               | 142         | 0            | 100             | 1             | 0              | 8/28/19 6:54 |
| Worker.zip | UCMFA02342113 | ✓             | ✓           |          | 100               | 8           | 0            | 100             | 1             | 0              | 8/28/19 6:00 |

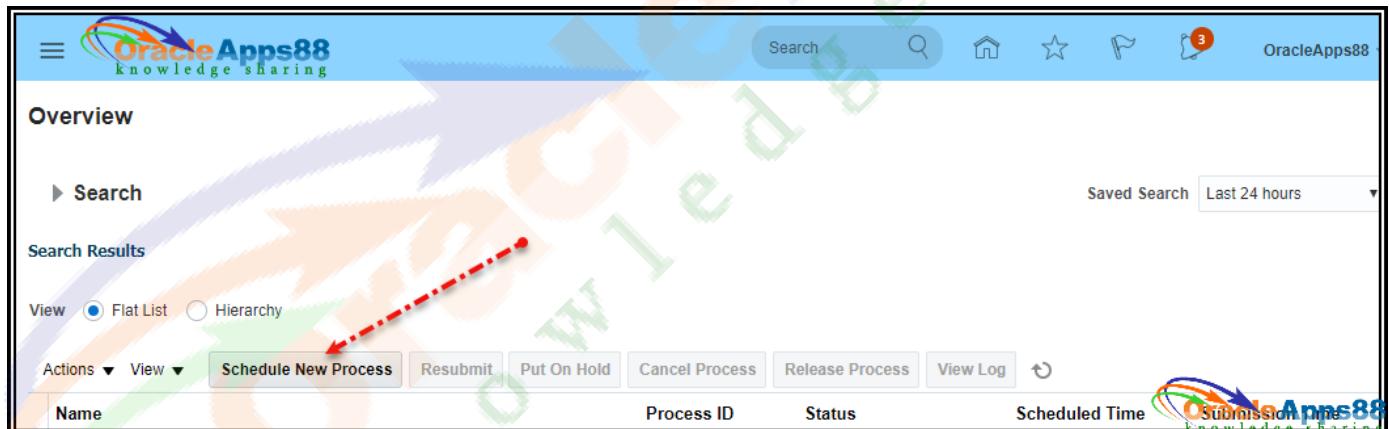
Business Objects

| Business Object | Load Order | Import Status | Load Status | Messages | Import Success(%) | Total Lines | Failed Lines | Load Success(%) | Total Objects | Failed Objects | Last Updated |
|-----------------|------------|---------------|-------------|----------|-------------------|-------------|--------------|-----------------|---------------|----------------|--------------|
| User            | 1          | ✓             | ✓           |          | 100               | 142         | 0            | 100             | 1             | 0              | 8/28/19 6:54 |

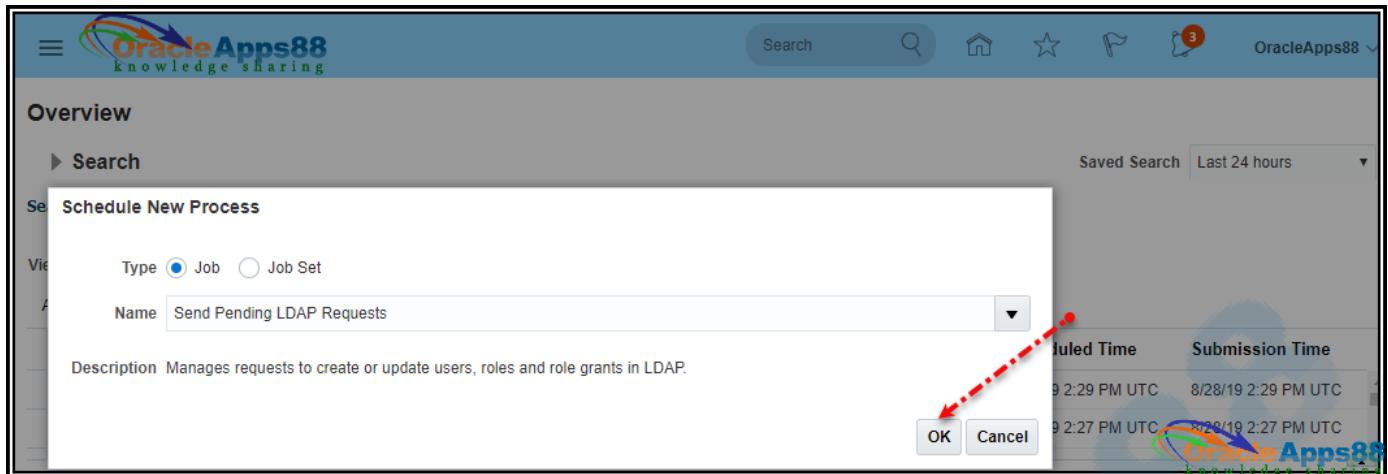
11. Submit the “Send Pending LDAP Requests” job to effect in application  
Nav : Tools → Schedule Process



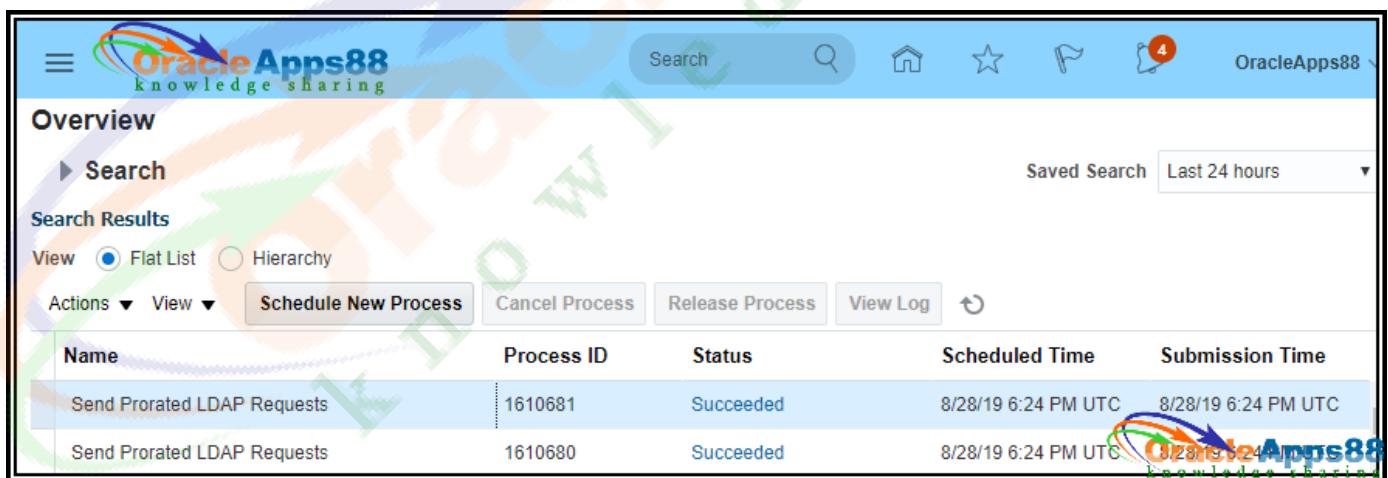
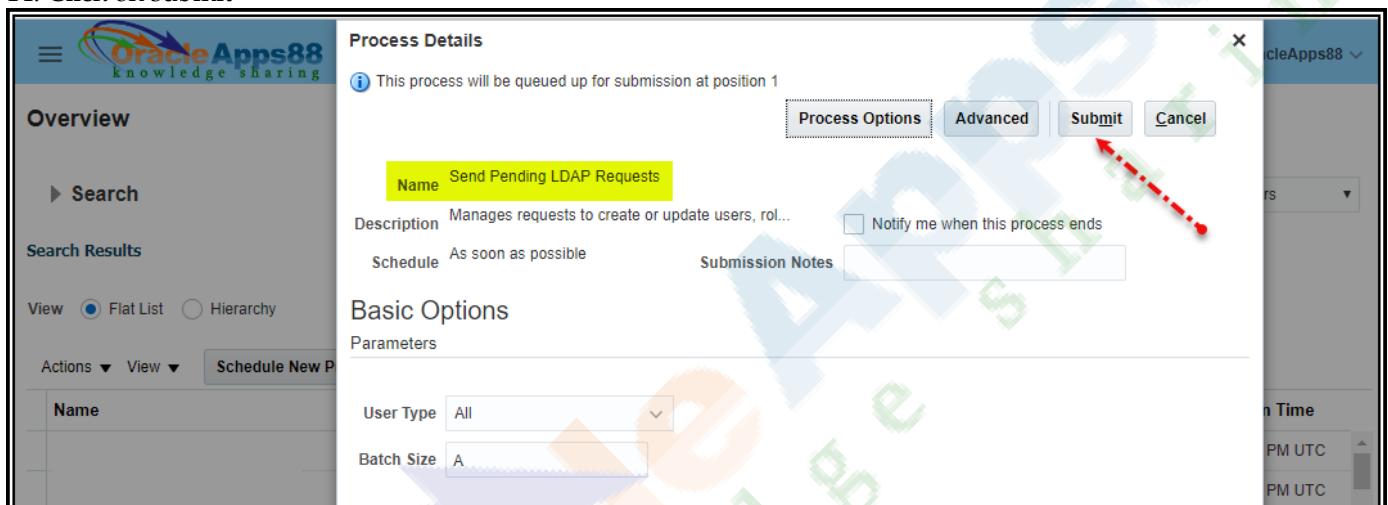
12. Click on Schedule New Process button



13. Select the "Send Pending LDAP Requests" job and click on ok

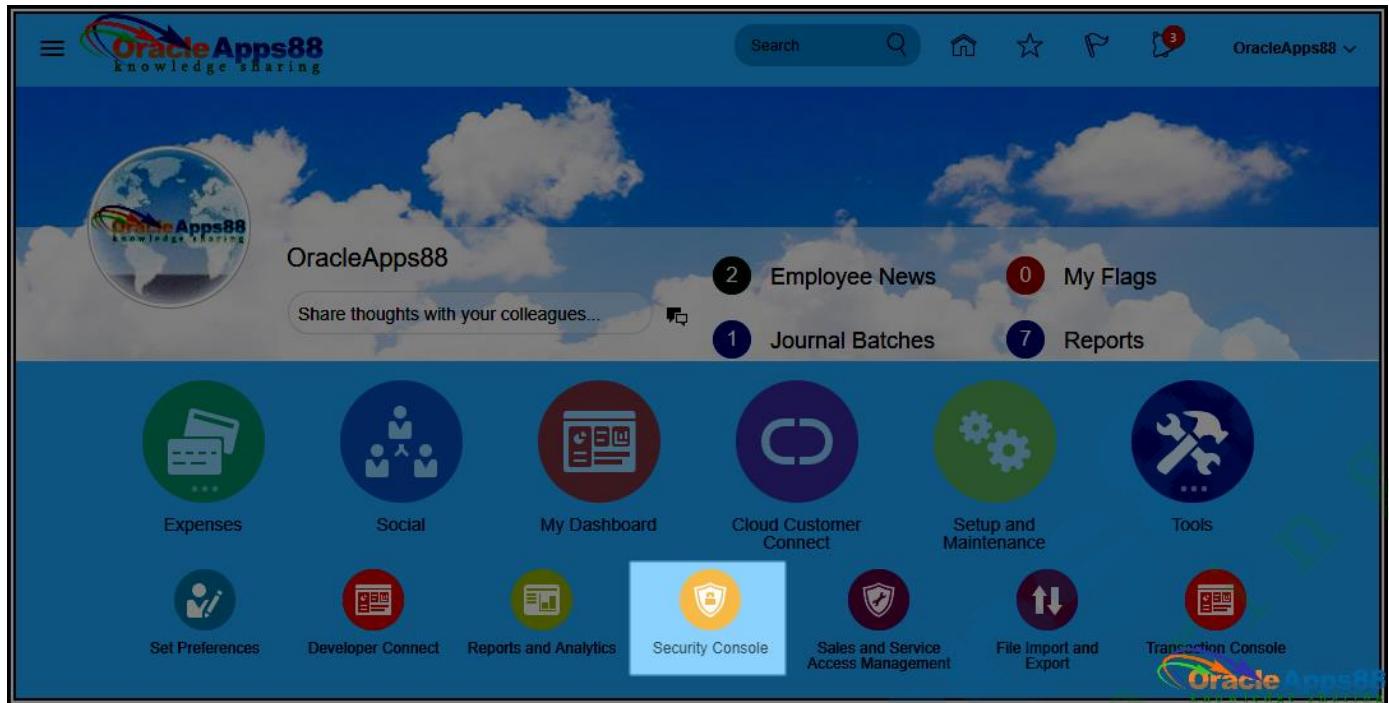


14. Click on submit



Verify the Roles in application

Navigate to: More... > Tools > Security Console.



Click on the Users tab

Enter Employee and select Search.

Select your user: OracleApps

| Display Name | User   | Status                       | Action |
|--------------|--|------------------------------|--------|
| OracleApps   | User Name: OracleApps<br>Email: OracleApps88@yahoo.com | Status: Active<br>Locked: No |        |

Verify the user roles

The screenshot shows the 'User Account Details' page for 'OracleApps'. The left sidebar includes links for Roles, Users, Analytics, Certificates, User Categories, Single Sign-On, and Administration. The main content area has two tabs: 'User Information' and 'Account Information'. Under 'User Information', details like User Category (DEFAULT), User Name (OracleApps), First Name, Last Name (OracleApps), and Email (OracleApps88@yahoo.com) are listed. Under 'Account Information', there are fields for Password Expiration Date, Active (checked), and Locked. A 'Done' button in the top right corner is highlighted with a red arrow. The bottom section shows a table of roles:

| Role                                | Role Code                              | Assignable | Auto-Provisioned |
|-------------------------------------|--|------------|------------------|
| Accounts Payable Invoice Supervisor | ORA_AP_ACCOUNTS_PAYABLE_INVOICE_SU...  | No         | No               |
| Accounts Payable Manager            | ORA_AP_ACCOUNTS_PAYABLE_MANAGER_J...   | Yes        | No               |
| Accounts Payable Payment Supervisor | ORA_AP_ACCOUNTS_PAYABLE_PAYMENT_S...   | No         | No               |
| Accounts Payable Specialist         | ORA_AP_ACCOUNTS_PAYABLE_SPECIALIST_... | Yes        | No               |

### **03: Creating Supplier with FBDI template**

#### Overview

The Supplier Import Programs can be used to import Supplier's information from external systems into Oracle Fusion Applications using Open Interface tables. An organization may need to use the Import Suppliers process under different circumstances:

Acquisitions or mergers that necessitate importing suppliers into the organization.

Migrating suppliers from legacy systems into Fusion Applications

It is first important to understand the setup of Business Units related to suppliers, as this affects the way the import process works. Oracle Fusion Applications allows users to define client - service provider relationships between procurement business units. A Procurement Business Unit may act as a service provider offering procurement services for one or more client requisitioning Business Units. Supplier Sites are always setup to be Procurement Business Unit specific. Site Assignments are created to associate the Supplier Site with client Business Units. These include both requisitioning business units and sold-to (payables) business units

#### Programs and Interface Tables

The following are the four processes that are used to import Supplier information:

- ü Suppliers
- ü Supplier Address
- ü Supplier Sites
- ü Supplier Site Assignments
- ü Supplier Contacts
- ü Supplier Business Classifications
- ü Supplier Products and Services Categories

Supplier Import functionality validates and imports the information loaded into the Supplier Interface table and reports on any errors for suppliers that cannot be imported. The names of these tables are given below:

- ü POZ\_SUPPLIERS\_INT
- ü POZ\_SUP\_ADDRESSES\_INT
- ü POZ\_SUPPLIER\_SITES\_INT
- ü POZ\_SITE\_ASSIGNMENTS\_INT
- ü POZ\_SUP\_CONTACTS\_INT
- ü POZ\_SUP\_CONTACT\_ADDRESSES\_INT
- ü POZ\_SUP\_BUS\_CLASS\_INT
- ü POZ\_SUP\_PROD\_SERV\_INT

#### Process Flow

Basically there are 3 steps involved if suppliers imports

- ü Download the xlsm template from Repository and prepare the data based on instruction provided.
- ü Upload the data files to respective UCM folder.
- ü Run the Import Process

#### Suppliers Import

**Step 1:** Download the file based data loader (FBDL) template from oracle fusion repository. You can access the repository by using below link

<https://docs.oracle.com/en/cloud/saas/procurement/19a/oefbp/FBDIOverview.html>

Click on the procurement **File-Based Data Imports**. It will list out all file based data imports for supplier related imports. Please see below screen shot.

Click on Suppliers link

Home / Cloud / Software as a Service (SaaS) / Procurement / 19a

## File-Based Data Import for Oracle Procurement Cloud



- External Data Integration Services for Oracle Cloud: Overview
- Viewing Details About Predefined Scheduled Processes: Procedure
- Loading Data into Tables: Explained
- File-Based Data Imports**
- Blanket Purchase Agreements
- Contract Purchase Agreements
- Purchase Orders
- Requisitions
- Supplier Addresses
- Supplier Attachments
- Supplier Business Classifications
- Supplier Contacts
- Supplier Products and Services Categories
- Supplier Site Assignments
- Supplier Sites
- Suppliers

### File-Based Data Imports

- Blanket Purchase Agreements
- Contract Purchase Agreements
- Purchase Orders
- Requisitions
- Supplier Addresses
- Supplier Attachments
- Supplier Business Classifications
- Supplier Contacts
- Supplier Products and Services Categories
- Supplier Site Assignments
- Supplier Sites
- Suppliers



**Step 2:** Click on the “SupplierImportTemplate.xlsx” and save the file in to local system.

UCM Account : prc/supplier/import

XLSM Template: [SupplierImportTemplate.xlsx](#)

## Suppliers

Imports suppliers from external sources into Oracle Fusion Supplier Model.

### Details

- Object owner: Procurement:Supplier Model:Supplier
- UCM account: prc/supplier/import

### File Links

| File          | Link  |
|---------------|---|
| XLSM template | <a href="#">SupplierImportTemplate.xlsx</a> |
| Control files | Supplier Import Control File                |

### Job and Table Links

| Name              | Link              |
|-------------------|-------------------|
| Scheduled process | Import Suppliers  |
| Table             | POZ_SUPPLIERS_INT |

### Related Topics

- Supplier Import Process: Explained



**Step 3:** Open the XLSM template from your local machine. DON'T make any changes to the first tab. Follow the instruction and feed data into POZ\_SUPPLIERS\_INT tab.

The screenshot shows the 'Suppliers Interface' process in Oracle Procurement Cloud. The 'Instructions and CSV Generation' tab is selected. A red arrow points from the 'Generate CSV File' button to the 'POZ\_SUPPLIERS\_INT' tab, which is also highlighted. The 'POZ\_SUPPLIERS\_INT' tab is currently active, indicated by a blue border. The interface includes sections for 'Overview' and 'Preparing the Table Data'.

The screenshot shows the 'POZ\_SUPPLIERS\_INT' worksheet in the XLSM template. It contains data for ten supplier records. The columns include Batch ID, Import Action, Supplier Name, Supplier Name New, Supplier Number, Alternate Name, Tax Organization Type, and Supplier Type. A red arrow points from the 'Supplier Name' column to the 'Import Action' dropdown menu.

| Batch ID   | Import Action | Supplier Name*           | Supplier Name New | Supplier Number | Alternate Name      | Tax Organization Type | Supplier Type |
|------------|---------------|--------------------------|-------------------|-----------------|---------------------|-----------------------|---------------|
| XXA1_10001 | CREATE        | XXA1_AT and T            |                   |                 | AT and T            | Corporation           | Supplier      |
| XXA1_10001 | CREATE        | XXA1_Barnhart Deborah    |                   |                 | Barnhart Deborah    | Corporation           | Supplier      |
| XXA1_10001 | CREATE        | XXA1_Terrier             |                   |                 | Terrier             | Corporation           | Supplier      |
| XXA1_10001 | CREATE        | XXA1_Amada Inc           |                   |                 | Amada Inc           | Corporation           | Supplier      |
| XXA1_10001 | CREATE        | XXA1_State of California |                   |                 | State of California | Corporation           | Supplier      |
| XXA1_10001 | CREATE        | XXA1_Alps Lab            |                   |                 | Alps Lab            | Corporation           | Supplier      |

#### Note: While preparing the data make sure verify below

- ü Provide the date format mentioned in instruction sheet for date columns.
- ü Few columns are lookup based, pick the value from them. See below

The screenshot shows the 'Suppliers Interface' process with the 'Import Action' dropdown menu open. The menu options are CREATE, UPDATE, and another CREATE option. A red arrow points from the 'Import Action' column in the XLSM template to this dropdown menu.

- ü Verify the comment associated for each column to find the actual values accepted by the import process. See below for Supplier Type column.

|                        |    |  |
|------------------------|----|--|
| <b>Supplier Number</b> | A1 | Column Name: SEGMENT1  |
|                        | A2 | Data Type: VARCHAR2(30 CHAR)   |
|                        | B3 |  |
|                        | C4 | Description: Supplier number. If you plan to use automatic supplier numbering then no value need be provided here. |
|                        | D5 |  |

**Step 4:** After entering the data points for the required fields and any additional fields which you want to import, go to Instructions tab and click on Generate CSV File button.

**Suppliers Interface**

**Overview**

Suppliers Interface process allows you to load suppliers from an external system. The process validates data in the POZ\_SUPPLIERS\_INT table and moves the data into POZ\_SUPPLIERS table and a few other tables(HZ\_PARTIES,HZ\_ORGANIZATION\_PROFILES and HZ\_PARTY\_USG\_ASSIGNMENTS). For loading data into the POZ\_SUPPLIERS\_INT table, please use the control file PozSuppliersInt.ctl

**Preparing the Table Data**

1. Prepare the data using the corresponding worksheet in this template. See the section **Excel Template Format** for details about this template.
2. Refer to the bubble text on each column header either for detailed instructions on preparing the data in that column, or for a description of the data and data type that the column requires.

**Loading the Data**

After you finish preparing the data, click the Generate CSV File button to generate a ZIP file containing one or more CSV files. For information on loading the data in the CSV files into the interface tables, see the File-Based Data Import for Oracle Procurement Cloud guide on the Oracle Help Center ([docs.oracle.com](http://docs.oracle.com)).

**Generate CSV FILE**

Instructions and CSV Generation    POZ\_SUPPLIERS\_INT    +

Oracle Apps88

This generates the csv file and zip into a folder. See below

PozSuppliersInt.zip

PozSuppliersInt.csv

Click on Ok

**Note:** The filenames generated by the FBDI template (SupplierImportTemplate.xlsx) should NOT be changed for csv files.

Filenames are of the following format:

ü Interface table names in bookcase format. For example: POZ\_SUPPLIERS\_INT will have a csv file with name PozSuppliersInt.csv

ü You will get below errors if any changes .csv files

Invalid data format

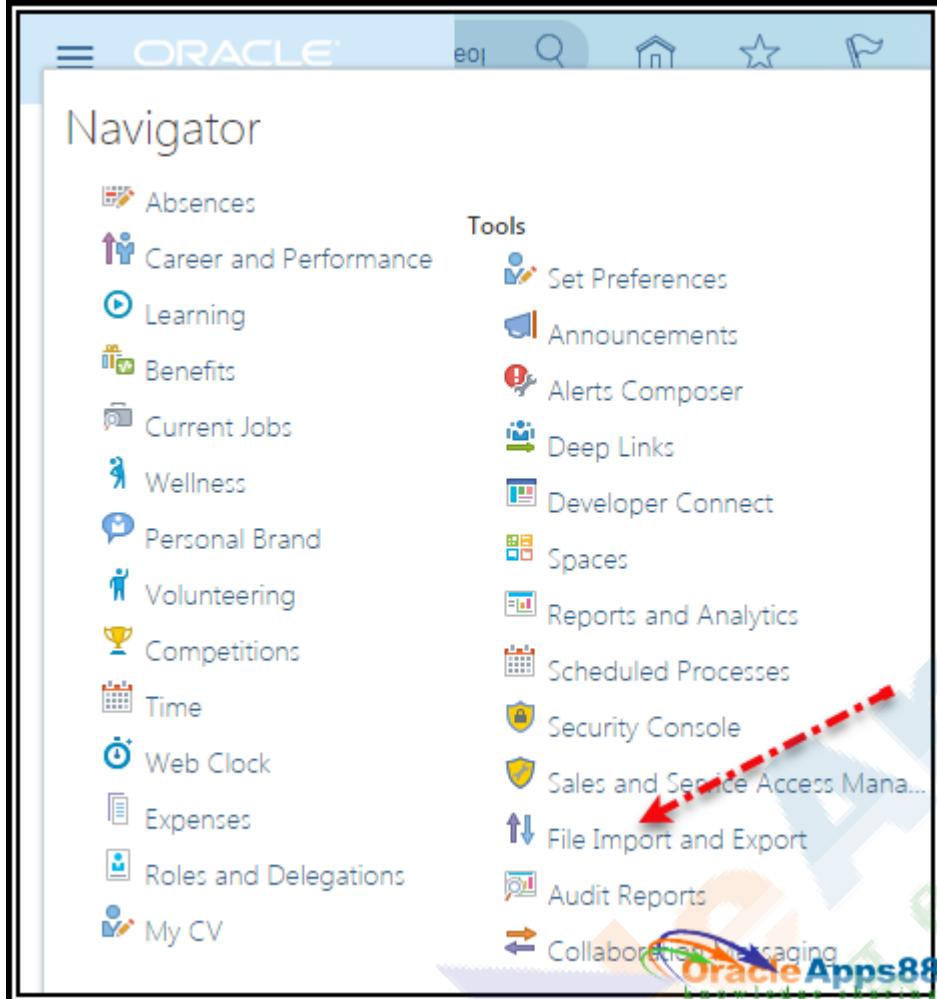
No metadata found

This issue is because of wrong file names of csv files or incorrect contents in the csv files.

**Step 5:** Use any user related to procurement area to login Fusion application For suppliers import I have used "Calvin.Roth".

**Step 6:** Click on navigator as shown below.

Under Tools, select File Import and Export option.



It will open below screen.

Click on upload option to add the zip file to content management server.

The screenshot shows the Oracle Fusion Cloud search interface. At the top, there is a navigation bar with the Oracle logo. Below it, the word "Overview" is displayed. A section titled "Search" is expanded, showing various search criteria fields:

- File: An input field.
- Account: A dropdown menu set to "<null>".
- Processed: A dropdown menu set to "<null>".
- Process ID: An input field.
- Owner: An input field.
- Upload Date Later Than: A date/time input field with a calendar icon.
- Last Updated Date Later Than: A date/time input field with a calendar icon.

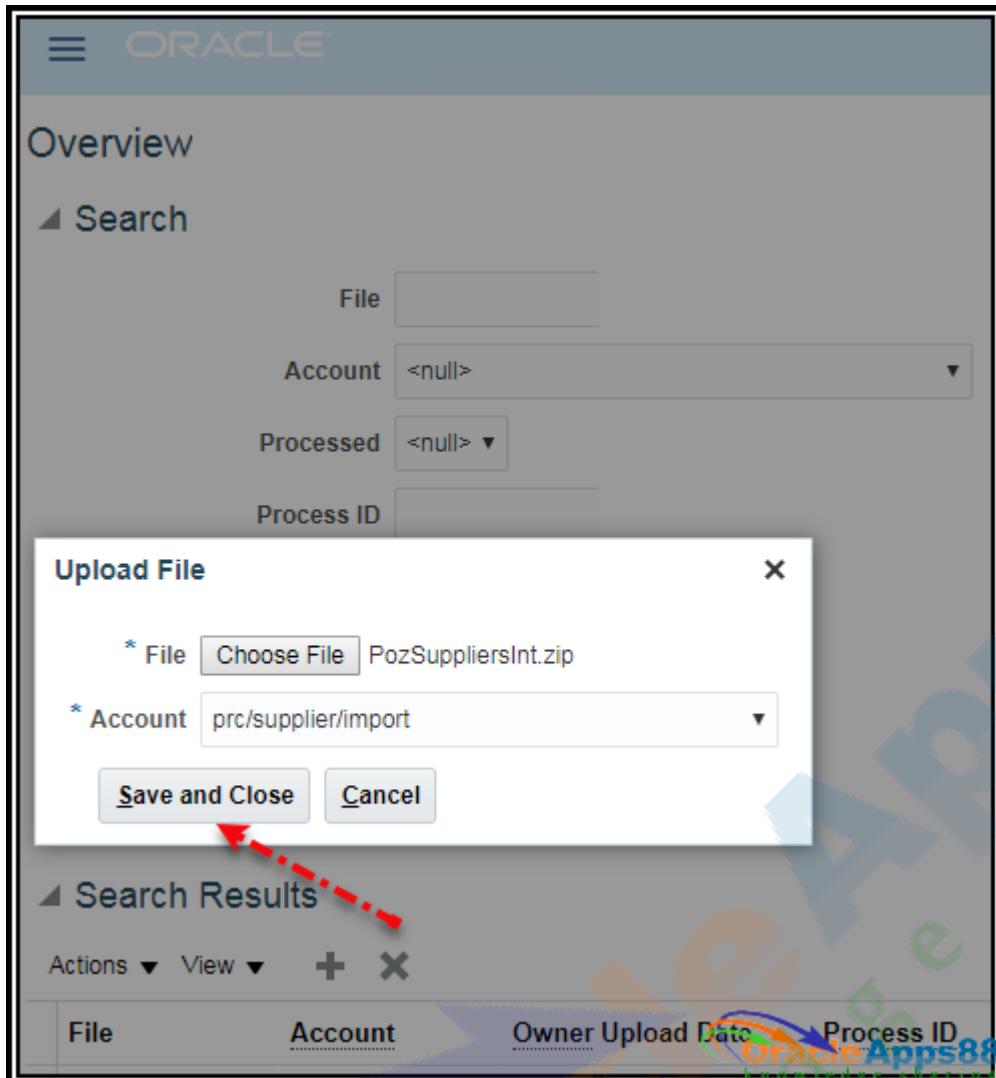
Below these fields are two buttons: "Search" and "Reset".

Under the "Search Results" section, there are buttons for "Actions" and "View". A red arrow points to the "Add" button (a blue square with a white plus sign). The search results table has columns: File, Account, Owner, Upload Date, and Process ID. The table displays the message "No search conducted." and indicates "Columns Hidden 5".

At the bottom right of the interface, there is a watermark for "Oracle Apps88 knowledge sharing".

It will prompt for File and Account.

Select the zip file generated by previous step and use account “prc/supplier/import” from LOV. The zip file will be placed on content management server in the specified folder.



Note: Make sure you select the correct folder. This information is provided on Overview tab of repository. See below

# Suppliers

Imports suppliers from external sources into Oracle Fusion Supplier Model.

## Details

- Object owner: Procurement:Supplier Model:Supplier
- UCM account: prc/supplier/import

## File Links

| File          | Link   |
|---------------|--|
| XLSM template | <a href="#">SupplierImportTemplate.xlsm</a>  |
| Control files | <a href="#">Supplier Import Control File</a> |

## Job and Table Links

| Name              | Link                              |
|-------------------|-----------------------------------|
| Scheduled process | <a href="#">Import Suppliers</a>  |
| Table             | <a href="#">POZ_SUPPLIERS_INT</a> |

## Related Topics

- [Supplier Import Process: Explained](#)

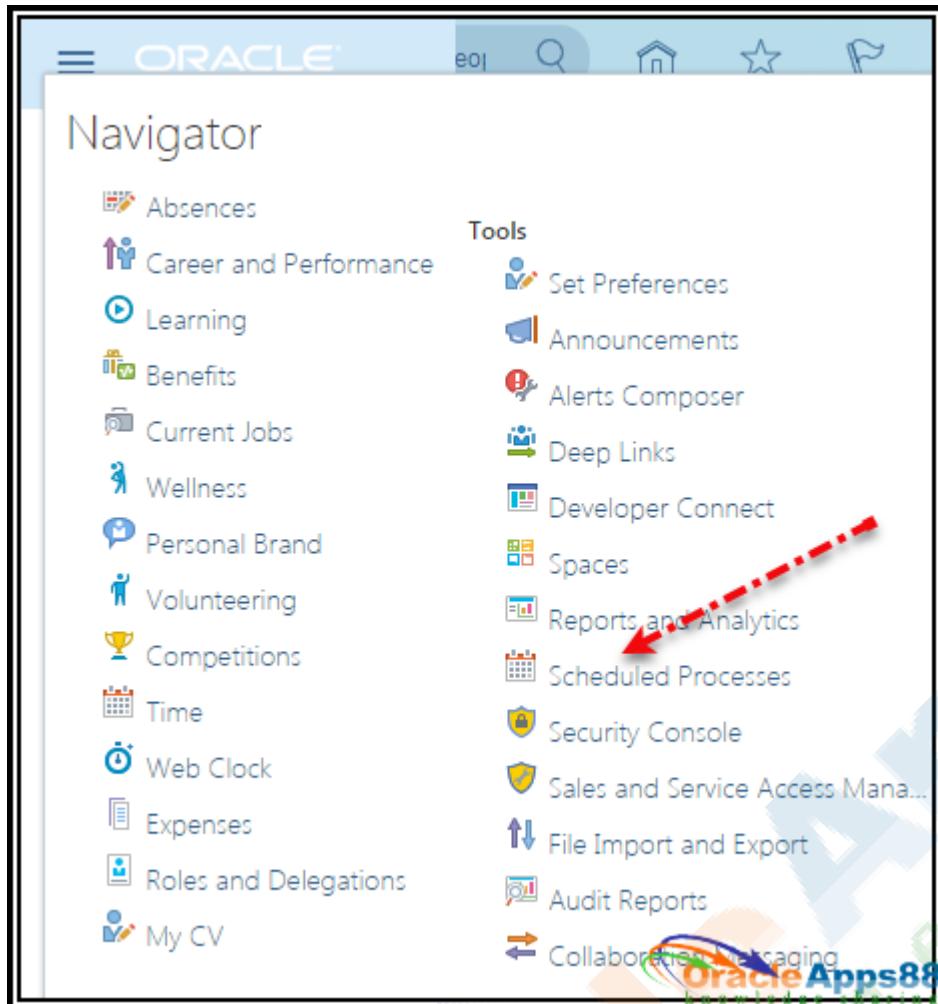


Click on Save and Close.

The screenshot shows the Oracle Fusion interface with the following details:

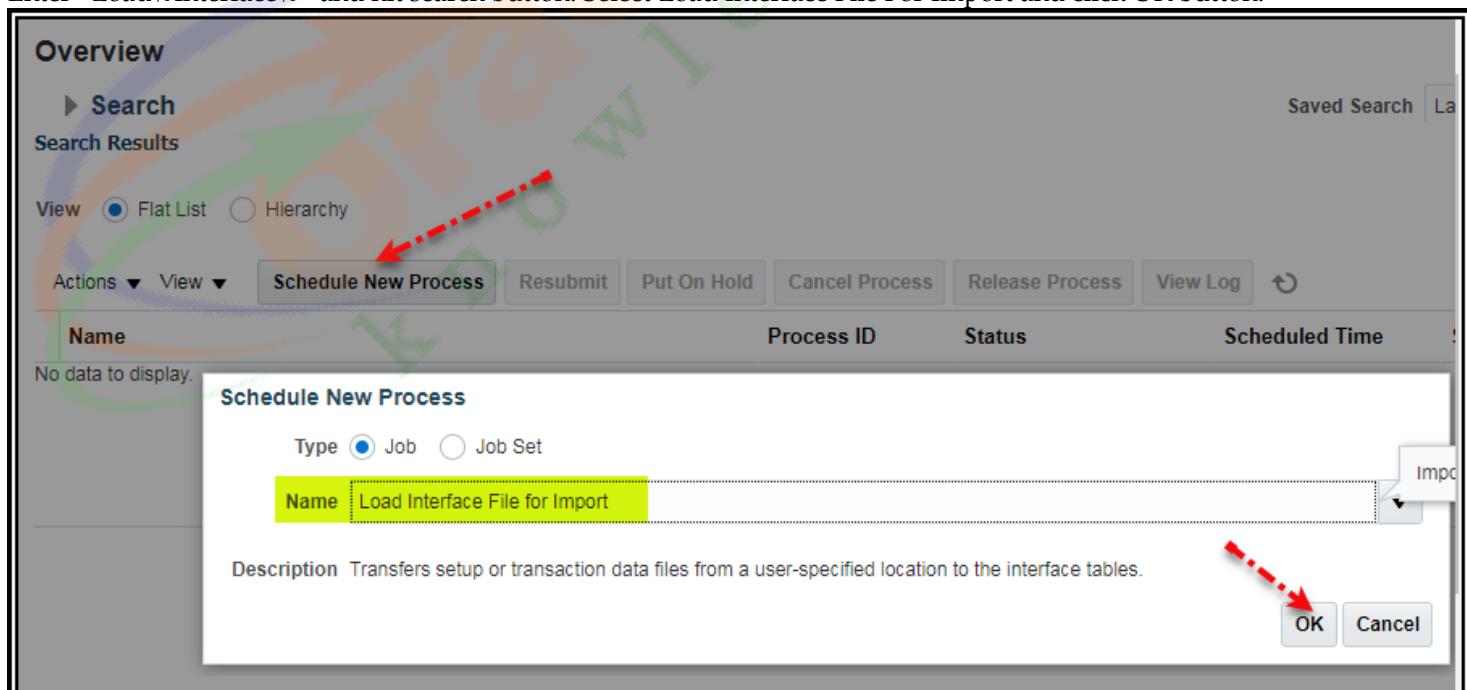
- Header:** Oracle
- Left Navigation:** Overview, Search Results
- Actions Bar:** Actions ▾, View ▾, +, X
- Table:** A grid showing the imported file details. The columns are: File, Account, Owner, Upload Date, and Process ID. The data row is: PozSuppliersInt.zip, prc/supplier/import, OracleApps, 3/25/19 10:27 AM.

**Step 7:** Load the data into respective interface tables using “Load Interface File for Import” ESS job.  
Click on Navigator -> Tools -> Scheduled Process as shown below.



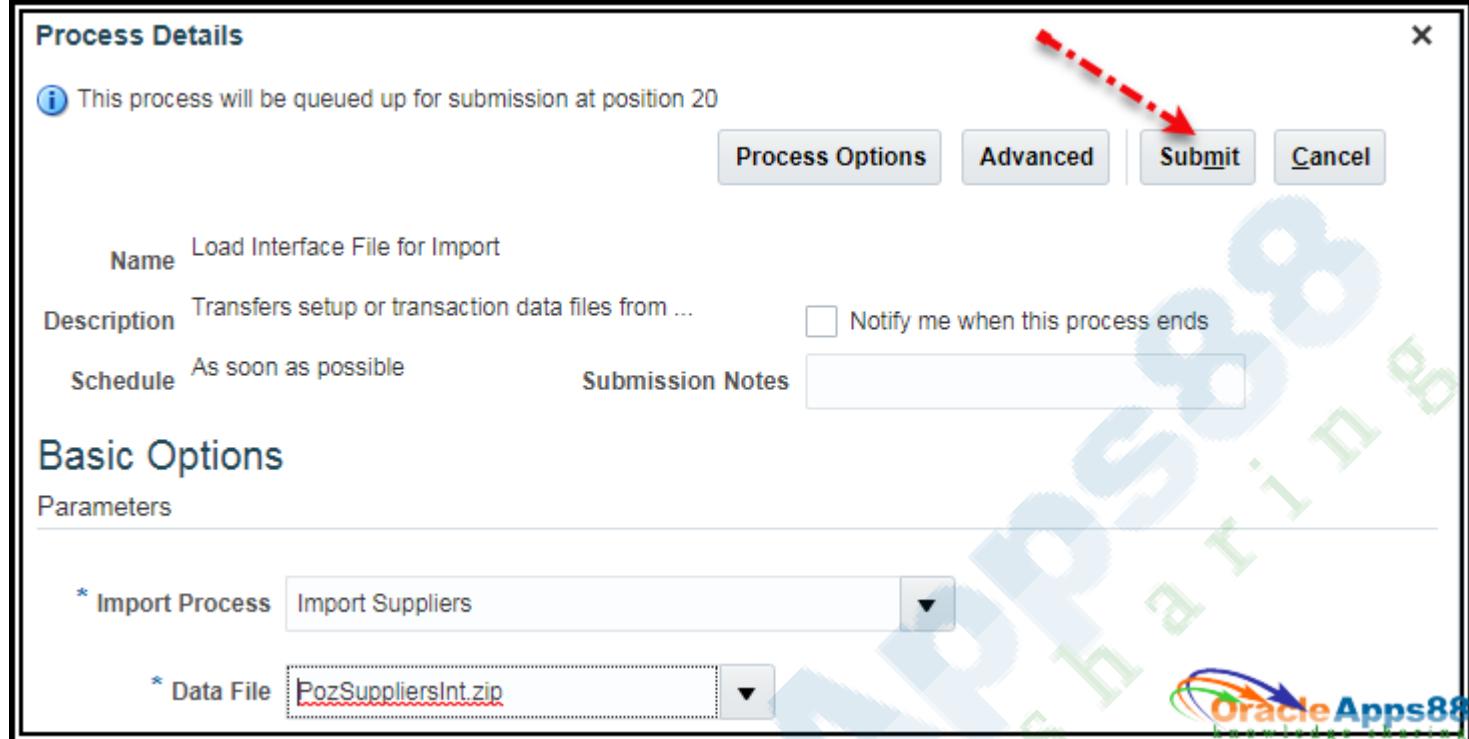
It will open below screen. Click on Schedule New Process as shown below.

It will open Schedule New Process Dialog box. Select Job and expand the LOV and click on the Search link Enter “Load%Interface%” and hit search button. Select Load Interface File For Import and click OK button.



Select the Import Process “**Import Supplier**” and your zip file uploaded in the previous step in Data File Lov. Click on Submit Button.

Click on Ok



**Process Details**

This process will be queued up for submission at position 20

**Name:** Load Interface File for Import  
**Description:** Transfers setup or transaction data files from ...  
**Schedule:** As soon as possible  
**Submission Notes:**

**Basic Options**

**Parameters**

\* Import Process: Import Suppliers  
\* Data File: PozSuppliersInt.zip

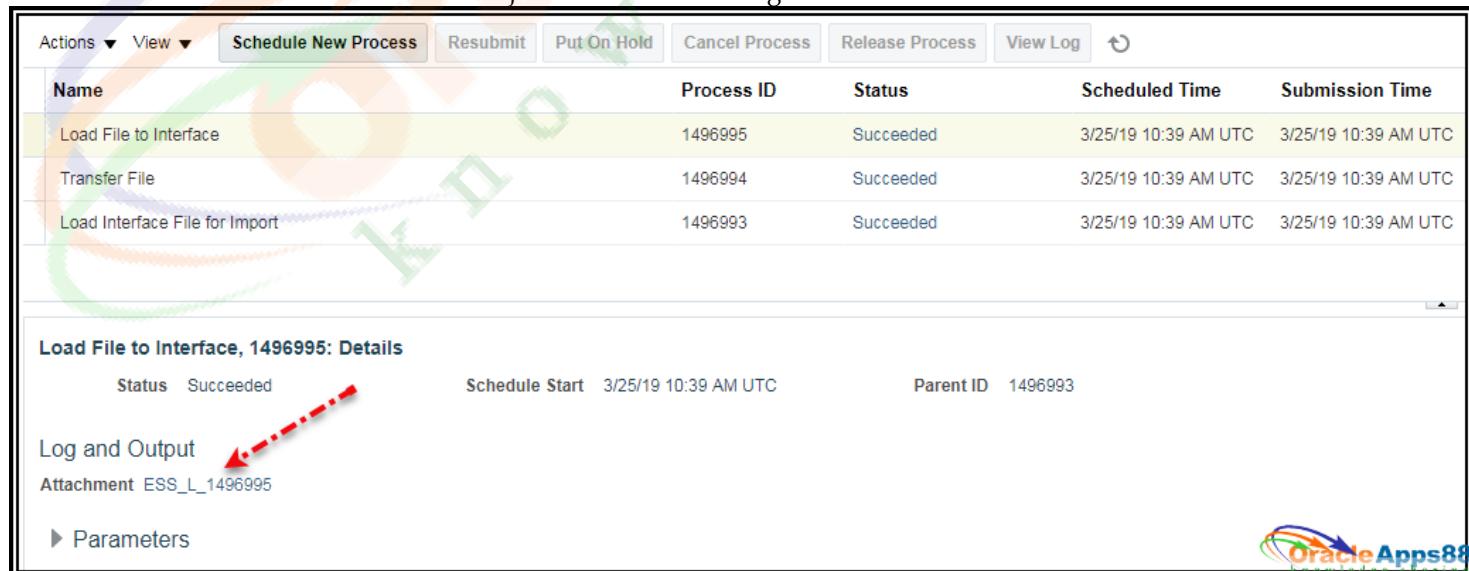
**Oracle Apps88** knowledge sharing

It will submit 2 Child ESS jobs as shown below. Click on the refresh  button to check newly submitted requests

- 1) Transfer File
- 2) Load File to Interface

Make sure all 3 ESS jobs should complete normal if there are no errors in your data file. In case of any errors, click on error job and check for Log and Out files for errors and fix it. Repeat the above process for uploading and loading the revised data file. See below example

Double click on the **Load File to Interface** job and click on the log file



| Actions ▾ View ▾ Schedule New Process Resubmit Put On Hold Cancel Process Release Process View Log |            |           |                      |                      |  |
|--|------------|-----------|----------------------|----------------------|--|
| Name   | Process ID | Status    | Scheduled Time       | Submission Time      |  |
| Load File to Interface   | 1496995    | Succeeded | 3/25/19 10:39 AM UTC | 3/25/19 10:39 AM UTC |  |
| Transfer File  | 1496994    | Succeeded | 3/25/19 10:39 AM UTC | 3/25/19 10:39 AM UTC |  |
| Load Interface File for Import   | 1496993    | Succeeded | 3/25/19 10:39 AM UTC | 3/25/19 10:39 AM UTC |  |

**Load File to Interface, 1496995: Details**

Status: Succeeded    Schedule Start: 3/25/19 10:39 AM UTC    Parent ID: 1496993

Log and Output   
Attachment ESS\_L\_1496995

► Parameters

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```

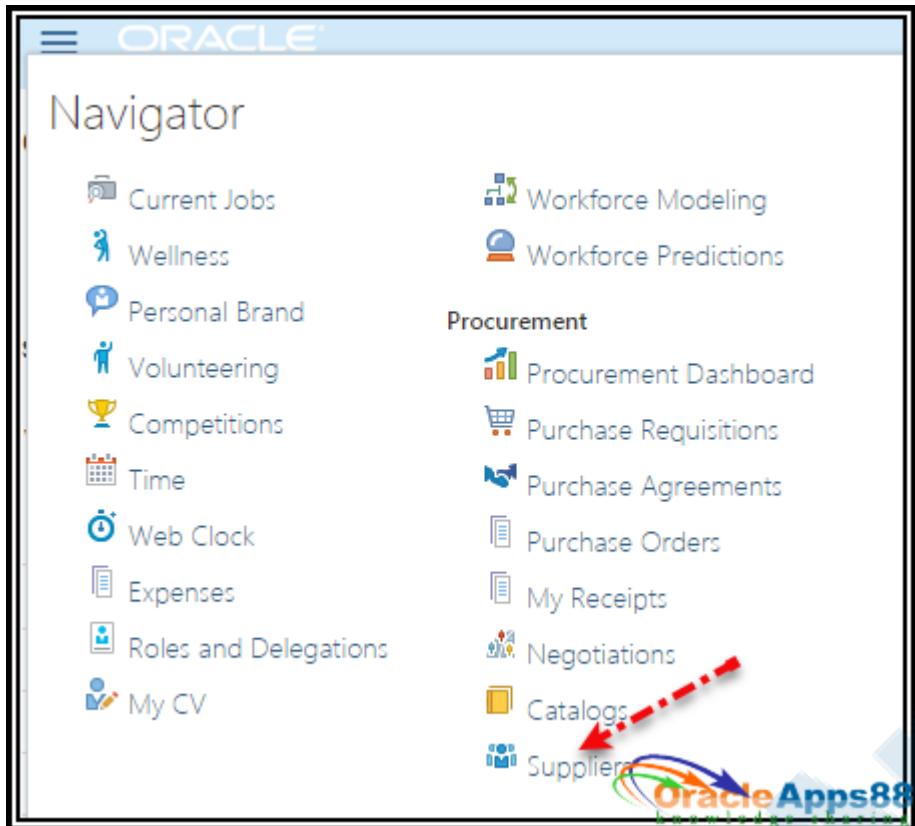
340      SQL string for column : "trim(:BATCH_ID)"          NEXT      * , O(") CHARACTER
341      PARTY_NUMBER                                NEXT      * , O(") CHARACTER
342      SQL string for column : "decode(:PARTY_NUMBER, '#NULL', POZ_UTIL."
343      SERVICE_LEVEL_CODE                          NEXT      * , O(") CHARACTER
344      SQL string for column : "decode(:SERVICE_LEVEL_CODE, '#NULL', POZ"
345      EXCLUSIVE_PAYMENT_FLAG                    NEXT      * , O(") CHARACTER
346      SQL string for column : "decode(:EXCLUSIVE_PAYMENT_FLAG, '#NULL', "
347      REMIT_ADVICE_DELIVERY_METHOD            NEXT      * , O(") CHARACTER
348      SQL string for column : "decode(:REMIT_ADVICE_DELIVERY_METHOD, '#"
349      REMIT_ADVICE_EMAIL                         NEXT      * , O(") CHARACTER
350      SQL string for column : "decode(:REMIT_ADVICE_EMAIL, '#NULL', POZ"
351      REMIT_ADVICE_FAX                           NEXT      * , O(") CHARACTER
352      SQL string for column : "decode(:REMIT_ADVICE_FAX, '#NULL', POZ_"
353
354      value used for ROWS parameter changed from 64 to 6
355
356 Table POZ_SUPPLIERS_INT:
357      6 Rows successfully loaded.
358      0 Rows not loaded due to data errors.
359      0 Rows not loaded because all WHEN clauses were failed.
360      0 Rows not loaded because all fields were null.
361
362
363 Space allocated for bind array:                      243474 bytes(6 rows)
364 Read    buffer bytes: 1048576
365
366 Total logical records skipped:          0
367 Total logical records read:             6
368 Total logical records rejected:        0
369 Total logical records discarded:       0
370
371 Run began on Mon Mar 25 10:39:19 2019
372 Run ended on Mon Mar 25 10:39:20 2019
373
374 Elapsed time was:      00:00:00.72
375 CPU time was:         00:00:00.13
376

```



**Step 8:** After successfully loading the data file into interface table submit the “Import Supplier” ESS Job. This job will validate the interface data and imports into base tables.

Navigator -> Procurement -> Suppliers



This will open below screen, Click on Import Suppliers under Tasks.

| Supplier             | Supplier Number | Business Relationship | Creation Source | Creation Date |
|----------------------|-----------------|-----------------------|-----------------|---------------|
| Google FBDI Supplier | 1390            | Spend Authorized      | Import          | 3/25/19       |

Click on the Actions click on the **Import Suppliers** task page.

The screenshot shows the Oracle Cloud Fusion interface. At the top, there's a navigation bar with the Oracle logo, a search bar, and various icons. Below it, the main content area has a title 'Import Suppliers'. On the left, there's a table with columns 'Process Name', 'Process ID', 'Status', and 'Scheduled Time'. A message says 'No data to display.' and 'Columns Hidden 9'. On the right, a sidebar titled 'Actions' contains several options: 'Import Suppliers' (which is highlighted with a red arrow), 'Import Supplier Addresses', 'Import Supplier Sites', 'Import Supplier Site Assignments', 'Import Supplier Contacts', 'Import Supplier Business Classifications', 'Import Supplier Products and Services Categories', 'Import Supplier Attachments', and 'Purge Supplier Interface Records'. At the bottom right of the sidebar, there's an 'Oracle Apps88' watermark.

It launches the “Import Suppliers” Ess Job. Select the parameters as New and Batch ID as XXA1\_100001 and click on the submit.

The screenshot shows a 'Process Details' dialog box. At the top, it says 'This process will be queued up for submission at position 20'. Below that are tabs for 'Process Options', 'Advanced', and 'Submit' (which is highlighted with a red arrow). The 'Basic Options' section contains fields for 'Name' (Import Suppliers), 'Description' (Creates and updates suppliers from data in the ...), 'Schedule' (As soon as possible), 'Submission Notes' (with a checkbox for 'Notify me when this process ends'), and 'Parameters'. Under 'Parameters', there are three dropdowns: 'Import Options' set to 'New', 'Report Exceptions Only' set to 'No', and 'Batch ID' set to 'XXA1\_10001'. At the bottom right of the dialog box, there's a 'Done' button and an 'Oracle Apps88' watermark.

Monitor the Job and make sure the job is successfully completed in order to import the supplier to the base tables. If any error verify the out/log files and fix them.

Click on the View Output.

The screenshot shows the Oracle Cloud Fusion interface for 'Import Suppliers'. A successful process run (Process ID: 1497004, Status: Succeeded) is listed. A red arrow points from the 'View Output' link in the process row to a modal window titled 'Import Suppliers, 1497004, Output'. Inside the modal, another red arrow points to the file name 'ESS\_O\_1497004'.

Output file gives you the summary of the suppliers import and not import.

The screenshot displays the 'Suppliers Import Report' for Request ID 1497004. The report summary indicates 0 suppliers not imported and 5 suppliers imported. The 'Import Outcome' table shows:

| Import Outcome         | Record Count |
|------------------------|--------------|
| Suppliers Not Imported | 0            |
| Suppliers Imported     | 5            |

The screenshot displays the 'Suppliers Import Report' for Request ID 1497004. The report summary indicates 0 suppliers not imported and 0 suppliers imported. The 'Suppliers Not Imported' table shows:

| Interface ID                    | Import Action | Supplier | Supplier Number | Rejection Reason | Attribute | Value |
|---------------------------------|---------------|----------|-----------------|------------------|-----------|-------|
| No data exists for this report. |               |          |                 |                  |           |       |
| Total Suppliers Not Imported: 0 |               |          |                 |                  |           |       |

**ORACLE**

**Suppliers Import Report**

Report Date 3/25/19 10:49 AM GMT+00:00  
Page 3 of 3  
Request ID 1497004

**Import Options**  
**Report Exceptions Only**  
**Batch ID**

New  
No  
XXA1\_10001

**Import Details**

| <b>Suppliers Imported</b>       |                          | <b>Supplier Number</b> |
|---------------------------------|--------------------------|------------------------|
| <b>Import Action</b>            | <b>Supplier</b>          |                        |
| CREATE                          | XXA1_AT and T            | 1391                   |
| CREATE                          | XXA1_Alps Lab            | 1396                   |
| CREATE                          | XXA1_Amada Inc           | 1394                   |
| CREATE                          | XXA1_Barnhart Deborah    | 1392                   |
| CREATE                          | XXA1_State of California | 1395                   |
| CREATE                          | XXA1_Terrier             | 1393                   |
| <b>Total Suppliers Imported</b> | <b>6</b>                 |                        |

**End of Report**



**Step 9:** After successfully loading the data verify the supplier details from application  
Nav : Navigator -> Procurement -> Suppliers



The screenshot shows the Oracle Fusion Navigator interface. On the left, there is a sidebar with various icons and links: Current Jobs, Wellness, Personal Brand, Volunteering, Competitions, Time, Web Clock, Expenses, Roles and Delegations, and My CV. On the right, under the **Procurement** section, there are several sub-links: Workforce Modeling, Workforce Predictions, Procurement Dashboard, Purchase Requisitions, Purchase Agreements, Purchase Orders, My Receipts, Negotiations, Catalogs, and Suppliers. A red dashed arrow points from the 'Catalogs' link towards the 'Suppliers' link.

Click on Manage Suppliers

Overview

### Overview

Suppliers with Incomplete Setup

No Addresses No Contacts No Administrative Contacts No Tax Identifiers

| Actions              | View            | Format                | Freeze          | Detach        | Wrap | Created | Past 30 days |
|----------------------|-----------------|-----------------------|-----------------|---------------|------|---------|--------------|
| Supplier             | Supplier Number | Business Relationship | Creation Source | Creation Date |      |         |              |
| Google FBDI Supplier | 1390            | Spend Authorized      | Import          | 3/25/19       |      |         |              |

Search the loaded supplier Records and click on supplier

Overview Manage Suppliers

### Manage Suppliers

Search

\* Keywords XXA1

Advanced Manage Watchlist Saved Search All Suppliers \* Required

Search Results

| Actions                  | View            | Format              | Freeze                | Detach          | Wrap          | Register Supplier |                   |
|--------------------------|-----------------|---------------------|-----------------------|-----------------|---------------|-------------------|-------------------|
| Supplier                 | Supplier Number | Alternate Name      | Business Relationship | Parent Supplier | Creation Date | Inactive Since    | Tax Regist Number |
| XXA1_Alps Lab            | 1396            | Alps Lab            | Spend Authorized      |                 | 3/25/19       |                   |                   |
| XXA1_Amada Inc           | 1394            | Amada Inc           | Spend Authorized      |                 | 3/25/19       |                   |                   |
| XXA1_AT and T            | 1391            | AT and T            | Spend Authorized      |                 | 3/25/19       |                   |                   |
| XXA1_Barnhart Deborah    | 1392            | Barnhart Deborah    | Spend Authorized      |                 | 3/25/19       |                   |                   |
| XXA1_State of California | 1395            | State of California | Spend Authorized      |                 | 3/25/19       |                   |                   |
| XXA1_Terrier             | 1393            | Terrier             | Spend Authorized      |                 | 3/25/19       |                   |                   |

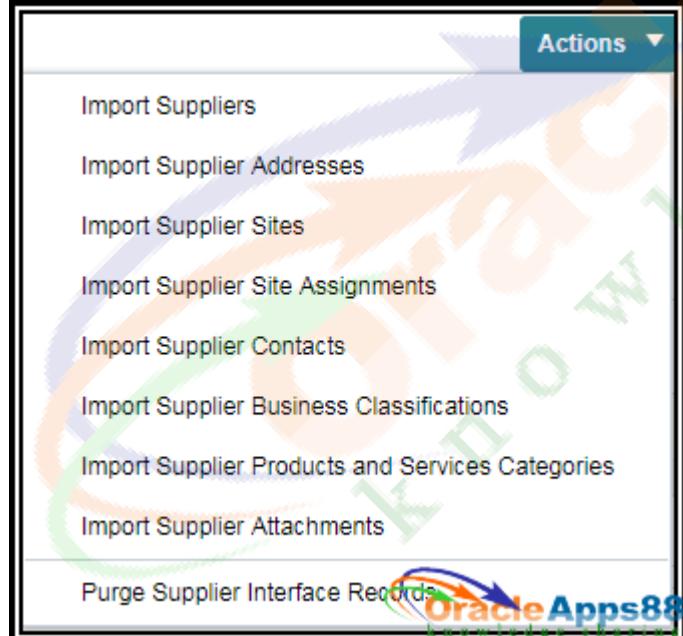
The screenshot shows the Oracle Cloud Fusion Supplier Profile page for 'Supplier: XXA1\_Alps Lab'. The top navigation bar includes links for Overview, Manage Suppliers, and the current page, Supplier: XXA1\_Alps Lab. The main content area displays the supplier's profile details under the 'Profile' tab. The 'General' section contains basic information like Supplier Number (1396), Alternate Name (Alps Lab), Tax Organization Type (Corporation), Supplier Type (Supplier), Inactive Date, and Status (Active). The 'Business Relationship' section shows 'Parent Supplier' and 'Parent Supplier Number'. The 'Creation' section indicates a Creation Date of 3/25/19 and a Creation Source of Import. The 'Attachments' section shows 'None'. The 'Profile Details' section includes tabs for Organization, Business Classifications, Products and Services, Transaction Tax, Income Tax, and Payments. The 'Identification' section lists Alias (Alps Lab), D-U-N-S Number (One-time supplier), Registry ID (686300), and Relationships (Supplier). The 'Regional Information' section lists Customer Number, SIC, National Insurance Number, and Corporate Web Site (OracleApps88@Yahoo.com). A large watermark reading 'ORACLE APPS88 KNOWLEDGE SHARING' is overlaid across the page.

Follow the Step 1 to Step 7 for importing Supplier Addresses, Sites, Site Assignments and Supplier Contacts. The only difference is xlsm templates, Import Processes and respective data files.

Please refer the below table for your reference.

| No | XLSM Template Name                                     | Import Process                                   | Navigation   |
|----|--|--|--|
| 1  | SupplierAddressImportTemplate.xlsm                     | Import Supplier Addresses                        | <p>Navigator -&gt; Procurement -&gt; Suppliers</p> <p>Click on Import Supplier on Tasks(It opens Import Supplier Page)</p> <p>Import -&gt; Supplier Addresses</p>                        |
| 2  | SupplierSiteImportTemplate.xlsm                        | Import Supplier Sites                            | <p>Navigator -&gt; Procurement -&gt; Suppliers</p> <p>Click on Import Supplier on Tasks(It opens Import Supplier Page)</p> <p>Import -&gt; Supplier Sites</p>                            |
| 3  | SupplierSiteAssignmentImportTemplate.xlsm              | Import Supplier Site Assignments                 | <p>Navigator -&gt; Procurement -&gt; Suppliers</p> <p>Click on Import Supplier on Tasks(It opens Import Supplier Page)</p> <p>Import -&gt; Supplier Site Assignments</p>                 |
| 4  | SupplierContactImportTemplate.xlsm                     | Import Supplier Contacts                         | <p>Navigator -&gt; Procurement -&gt; Suppliers</p> <p>Click on Import Supplier on Tasks(It opens Import Supplier Page)</p> <p>Import -&gt; Supplier Contacts</p>                         |
| 5  | SupplierBusinessClassificationImportTemplate.xlsm      | Import Supplier Business Classifications         | <p>Navigator -&gt; Procurement -&gt; Suppliers</p> <p>Click on Import Supplier on Tasks(It opens Import Supplier Page)</p> <p>Import -&gt; Supplier Business Classifications</p>         |
| 6  | SupplierProductsandServicesCategoryImportTemplate.xlsm | Import Supplier Products and Services Categories | <p>Navigator -&gt; Procurement -&gt; Suppliers</p> <p>Click on Import Supplier on Tasks(It opens Import Supplier Page)</p> <p>Import -&gt; Supplier Products and Services Categories</p> |

Please see below screen shot for your reference for navigation of supplier imports.



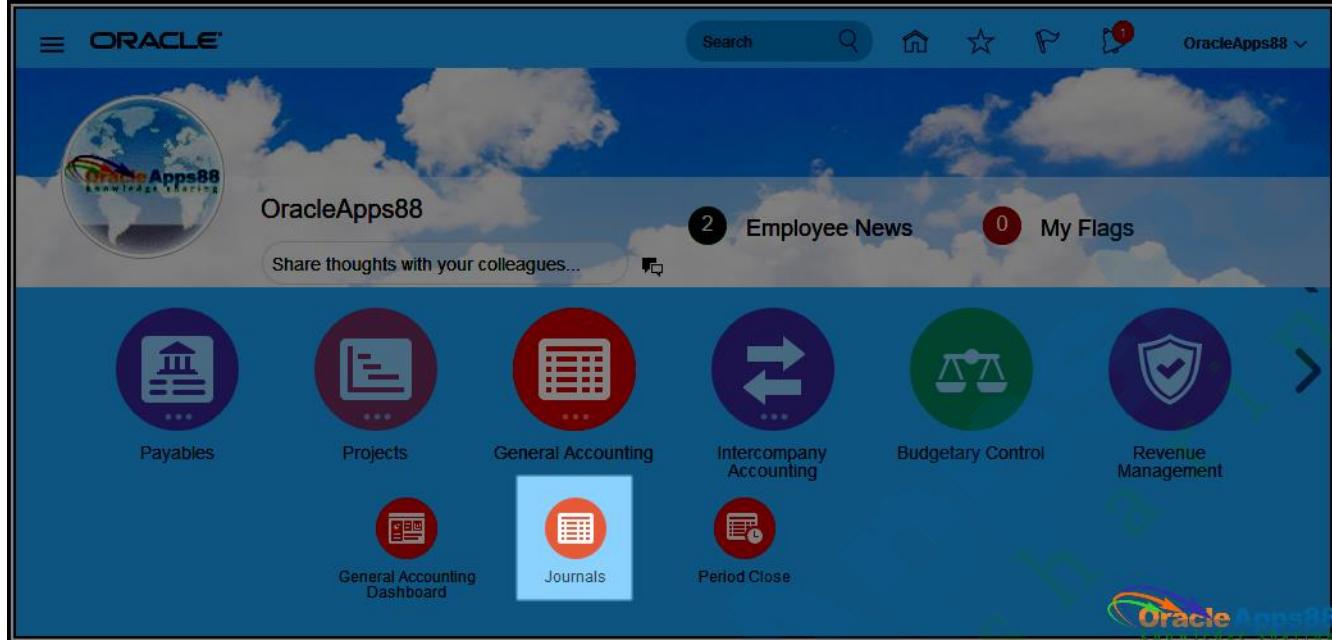
#### 04: Spread Sheet - Creating a Journal with Spreadsheet

##### Entering and Posting a Journal in a Spreadsheet

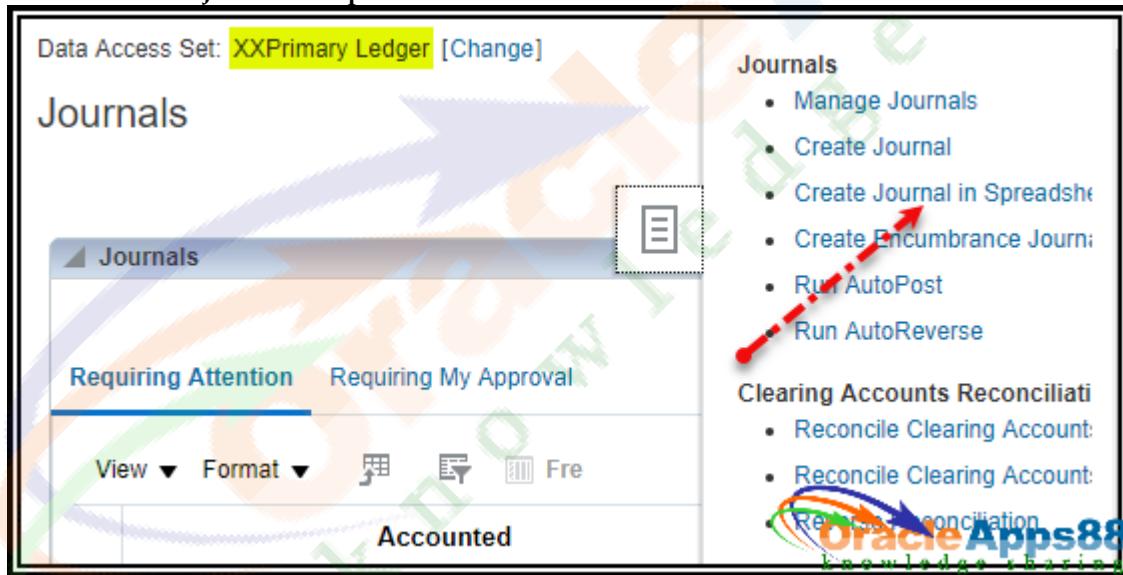
Will enter a journal in a spreadsheet and will upload into Oracle Fusion General Ledger.

##### Create a Journal in a Spreadsheet.

1. Navigate to: General Accounting > Journals > Tasks Panel Tab > Journals >



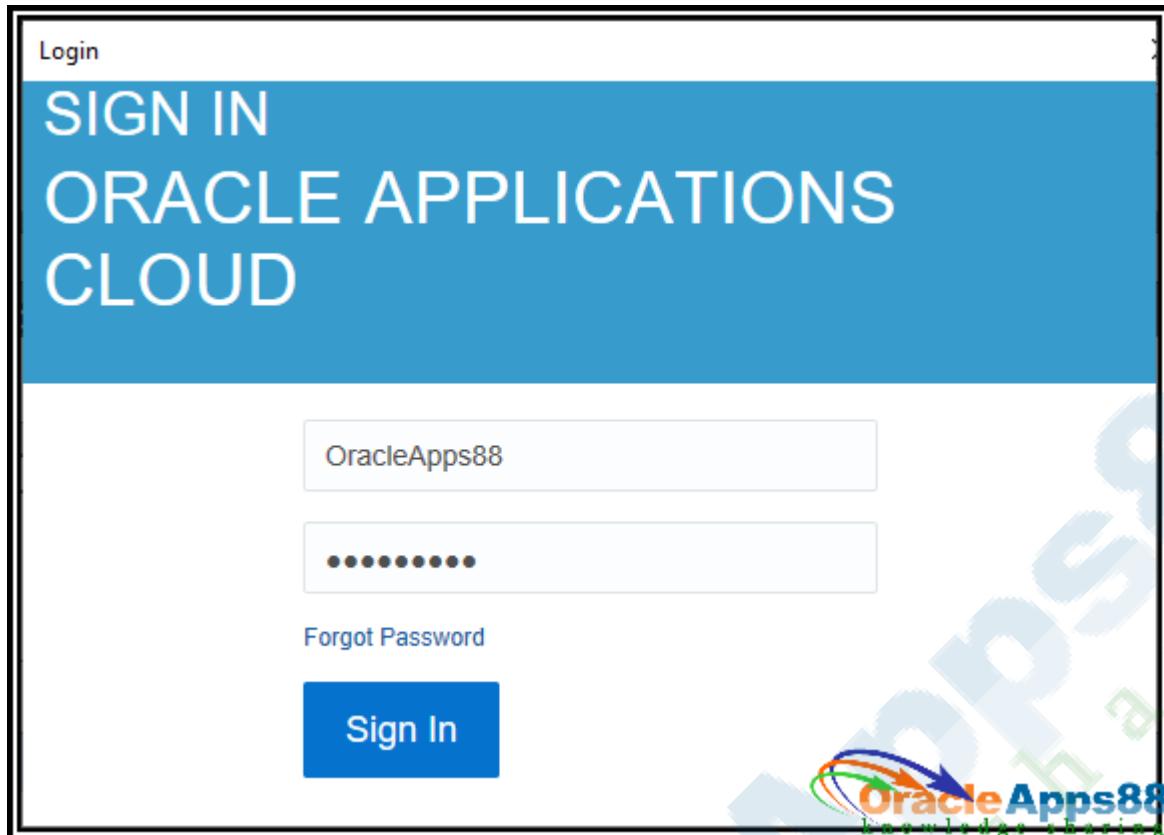
Click on Create Journal in Spreadsheet.



2. Click OK to open the Excel spread sheet and enter journal details.

3. Click Yes to connect to the Fusion instance.

4. Enter your user name and password.



5. Click OK to any message popups.
6. Enter the following details in the Excel spread sheet.

| Field           | Value                       |
|-----------------|-----------------------------|
| Journal         | XXComputer Sales Correction |
| Ledger          | XXPrimary Ledger            |
| Accounting Date | Current Date                |
|                 |                             |

7. In the Journal Lines region, enter the following details:

| Line | Account                  | Currency | Debit  | Credit | Line Description |
|------|--------------------------|----------|--------|--------|------------------|
| 1    | 101.88.12130.000.000.000 | USD      | 135000 |        | Notes Receivable |
| 2    | 101.88.41000.461.000.000 | USD      |        | 135000 | Hardware Revenue |

8. Click Submit.

The screenshot shows a validation error message: "Required \*\*At least one is required" and "If any rows on the worksheet have an Insert failed status, none of the rows are loaded to GL Interface table." The validation details are as follows:

|                           |                             |
|---------------------------|-----------------------------|
| Data Access Set           | XXPrimary Ledger            |
| Journal                   | XXComputer Sales Correction |
| Description               |                             |
| *Ledger                   | XXPrimary Ledger            |
| *Accounting Date          | 08-08-2019                  |
| Adjusting Period          |                             |
| Worksheet Status          |                             |
| *Group ID                 | 100000000102052             |
| *Source                   | Spreadsheet                 |
| *Category                 | XXCategory                  |
| Reversal Period           |                             |
| Reversal Date             |                             |
| Reference Date            |                             |
| Journal Validation Status |                             |

Validation results:

|                 |             |
|-----------------|-------------|
| Total Entered   | 1,35,000.00 |
| Total Entered   | 1,35,000.00 |
| Total Accounted | 0.00        |
| Total Accounted | 0.00        |

Journal Lines table:

| Changed | Row Status | *Company [..] | *Line of Business [..] | *Account [..] | *Cost Center [..] | *Product [..] | *Intercompany [..] | *Currency | **Entered Debit | **Entered Credit | Line Description |
|---------|------------|---------------|------------------------|---------------|-------------------|---------------|--------------------|-----------|-----------------|------------------|------------------|
| ▲       |            | 101           | 88                     | 12130         | 000               | 000           | 000                | USD       | 1,35,000.00     |                  | Notes Receivable |
| ▲       |            | 101           | 88                     | 41000         | 461               | 000           | 000                | USD       |                 | 1,35,000.00      | Hardware Revenue |

9. Select Submit Journal Import and Posting on the Submission Options dialog and select No for the Import Descriptive flexfields.

10. Click Submit.

The screenshot shows the Submission Options dialog with the following settings:

- Submission Option: Submit Journal Import and Posting (selected)
- Import Descriptive Flexfields: No (selected)
- Other Options: Defer Account Validations to Journal Import (unchecked)
- Send Email Notification for Journal Import Failures (unchecked)

Validation results:

|                 |             |
|-----------------|-------------|
| Total Entered   | 1,35,000.00 |
| Total Entered   | 1,35,000.00 |
| Total Accounted | 0.00        |
| Total Accounted | 0.00        |

Journal Lines table (partial view):

| Changed | Row Status | *Company [..] | *Line of Business [..] | *Account [..] | *Cost Center [..] | *Product [..] | *Intercompany [..] | *Currency | **Entered Debit | **Entered Credit | Line Description |
|---------|------------|---------------|------------------------|---------------|-------------------|---------------|--------------------|-----------|-----------------|------------------|------------------|
| ▲       |            | 101           |                        |               |                   |               |                    | USD       | 1,35,000.00     |                  | Notes Receivable |
| ▲       |            | 101           |                        |               |                   |               |                    | USD       |                 | 1,35,000.00      | Hardware Revenue |

11. Click OK to confirm.

The screenshot shows a Confirmation dialog box stating: "Your process 1610359 has been submitted." The OK button is highlighted.

Validation results:

|                 |             |
|-----------------|-------------|
| Total Entered   | 1,35,000.00 |
| Total Entered   | 1,35,000.00 |
| Total Accounted | 0.00        |
| Total Accounted | 0.00        |

Journal Lines table (partial view):

| Changed | Row Status                | *Company [..] | *Line of Business [..] | *Account [..] | *Cost Center [..] | *Product [..] | *Intercompany [..] | *Currency | **Entered Debit | **Entered Credit | Line Description |
|---------|---------------------------|---------------|------------------------|---------------|-------------------|---------------|--------------------|-----------|-----------------|------------------|------------------|
|         | Row Inserted successfully | 101           | 88                     | 12130         | 000               | 000           | 000                | USD       | 1,35,000.00     |                  | Notes Receivable |
|         | Row Inserted successfully | 101           | 88                     | 41000         | 461               | 000           | 000                | USD       |                 | 1,35,000.00      | Hardware Revenue |

Goto Tools → Schedule Process and refresh

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

| Name                   | Metadata Name | Process ID | Status    |
|------------------------|---------------|------------|-----------|
| Post Journals          | Posting       | 1610360    | Succeeded |
| Import Journals: Child | JournalImport | 1610359    | Succeeded |

**Import Journals: Child, 1610359: Details**

|                  |                                    |
|------------------|------------------------------------|
| Status Succeeded | Schedule Start 8/9/19 10:11 AM UTC |
|------------------|------------------------------------|

Log and Output

Attachment ESS\_L\_1610359 (1 more...)



| XXPrimary Ledger            |   |                 |                | Journal Import Execution Report |               |               |                        |                         | Date: 2019-08-09 10:11 | Page: 1        |
|-----------------------------|---|-----------------|----------------|---------------------------------|---------------|---------------|------------------------|-------------------------|------------------------|----------------|
| Process ID: 1610359.        |   |                 |                | Total Lines                     | Total Batches | Total Headers | Unbalanced Batches     | Unbalanced Headers      | Flex Errors            | Nonflex Errors |
| Spreadsheet                 |   | 100000000102052 |                | Success                         | 2             | 1             | 1                      | 0                       | 0                      | 0              |
| *** TOTALS ***              |   |                 |                | 2                               | 1             | 1             | 0                      | 0                       | 0                      | 0              |
| <hr/> Batches Created <hr/> |   |                 |                |                                 |               |               |                        |                         |                        |                |
| Warning                     | Batch Name                                |                 | Period Name    |                                 | Total Lines   | Total Headers | Total Accounted Debits | Total Accounted Credits |                        |                |
|                             | XXComputer Sales Correction Spreadsheet A |                 | 10000000010205 |                                 | Aug-19        | 2             | 1                      | 135000                  | 135000                 |                |



12. Close your spreadsheet without saving.

13. Navigate to: General Accounting > Journals > Tasks panel tab > Journals > Manage Journals.

Data Access Set: XXPrimary Ledger [Change]

Journals

Requiring Attention Requiring My Approval

View ▾ Format ▾ Accounted

**Journals**

- Manage Journals
- Create Journal
- Create Journal in Spreadsheet
- Create Encumbrance Journal
- Run AutoPost
- Run AutoReverse

**Clearing Accounts Reconciliation**

- Reconcile Clearing Account
- Reconcile Clearing Account



14. In the Search region, enter Accounting Period Equals: Current accounting period.

15. Find and click on your journal.

Data Access Set: XXPrimary Ledger [Change]

### Manage Journals

Done

**Search**

Basic Manage Watchlist Saved Search All Journals copy

\*\* At least one is required

\*\* Journal Starts with 1

\*\* Journal Batch Starts with 2 XXComputer Sales Correction Spread:

\*\* Accounting Period Equals

Source Equals

Category Equals

Batch Status Equals

Additional Information Equals

Additional Information Equals

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

| Ledger                    | Journal  | Journal Batch                 | Accounting Period | Source   | Category | Journal E  |
|---------------------------|--|-------------------------------|-------------------|----------|----------|------------|
| XXCAD Reporting Curren... | 300000184806814: XXComputer Sales Correctio... | XXComputer Sales Correctio... | Aug-19            | Sprea... | XXCat... | 135,000... |
| XXPrimary Ledger          | XXComputer Sales CorrectionXXCategory          | XXComputer Sales Correctio... | Aug-19            | Sprea... | XXCat... | 135,000... |

Oracle Apps88 Knowledge sharing

16. Review your journal.

Data Access Set: XXPrimary Ledger

Edit Journal

**Journal Batch:** XXComputer Sales Correction Spreadsheet A 100000000102052 1610359 N | [Show More](#)

**Batch Actions:** [Batch Actions ▾](#)

|                   |   |                   |                |
|-------------------|---|-------------------|----------------|
| Journal Batch     | XXComputer Sales Correction<br>Spreadsheet A 100000000102052<br>1610359 N | Source            | Spreadsheet    |
| Description       | Journal Import<br>Spreadsheet 1610359: //                                 | Approval Status   | Not required   |
| Balance Type      | Actual  | Funds Status      | Not applicable |
| Accounting Period | Aug-19  | Batch Status      | Posted         |
| Attachments       | None  | Completion Status | Complete       |

**Journal:** XXComputer Sales CorrectionXXCategory | [Show More](#)

**Journal Actions:** [XXComputer Sales CorrectionXXCategory ▾](#)

|                 |                                       |                         |                 |
|-----------------|---------------------------------------|-------------------------|-----------------|
| Journal         | XXComputer Sales CorrectionXXCategory | Currency                | USD - US Dollar |
| Description     | Journal Import 1610359: //            | Conversion Date         | 8/8/19          |
| Ledger          | XXPrimary Ledger                      | Conversion Rate Type    | User            |
| Accounting Date | 8/8/19                                | Conversion Rate         | 1               |
| Category        | XXCategory                            | Inverse Conversion Rate | 1               |

**Journal Lines:**

**Actions:** [Actions ▾](#) [View ▾](#) [Format ▾](#)

| Line  | * Account                | Entered (USD) |            | Unit of Measure | Statistical Quantity | Description      |
|-------|--------------------------|---------------|------------|-----------------|----------------------|------------------|
|       |                          | Debit         | Credit     |                 |                      |                  |
| 1     | 101.88.12130.000.000.000 | 135,000.00    |            |                 |                      | Notes Receivable |
| 2     | 101.88.41000.461.000.000 |               | 135,000.00 |                 |                      | Hardware Revenue |
| Total |                          | 135,000.00    | 135,000.00 |                 |                      |                  |

17. Click Cancel.

**End of Conversions - Data Loading (Inbound Integrations)**



## Reports - Data Extraction (Out Bound Integrations)

### Reports - BIP - Customizing Standard Templates

You can create a custom template by saving a copy of one of the templates Oracle provides and customizing it. Review the account structure in the provided templates to determine which most closely suits your business needs, and then use Oracle Smart View for Office to customize and upload the template for use on the Web.

Login the application with XMLP Server

URL : <https://<domain>/xmlpserver/>

Click on the Catalog

The screenshot shows the Oracle BI Publisher Enterprise interface. At the top, there's a navigation bar with tabs for Home, Catalog, New, Open, Signed In As (oracleapps88), and Sign Out. Below the navigation bar, there are sections for 'Create...', 'Recent', 'Reports', 'Others', and 'Favorites'. Under 'Create...', there are icons for Report, Report Job, and Data Model. Under 'Recent', there are links for Catalog Folders, Report Jobs, and Report Job History. A watermark for 'Oracle Apps88 Knowledge sharing' is visible across the page. The bottom right corner features the 'Oracle Apps88 Knowledge sharing' logo.

Customize the Invoice Print Template from Standard template

Path : /Shared Folders/Financials/Receivables/Bill Presentment/

Click More on the template and click on Customize

The screenshot shows the Catalog screen of the Oracle BI Publisher Enterprise interface. The left sidebar shows a tree view of folders: Receivables, Accounting, Bill Presentment (which is selected), Billing, Brazil, Period Close, Receivables Balances, Receivables to Ledger, Revenue Management, Transaction Tax, Workflow Notifications, Workflow Reports, and Functional Setup. The main area displays a list of templates under the 'Bill Presentment' folder. One template, 'Invoice Print Template', is highlighted. A context menu is open over this template, showing options like Add To Favorites, Delete, Copy, Cut, Rename, Download, Permissions, and Customize. A red arrow points to the 'Customize' option in the context menu. A watermark for 'Oracle Apps88 Knowledge sharing' is visible across the page. The bottom right corner features the 'Oracle Apps88 Knowledge sharing' logo.

Click on Add New Layout

ORACLE® BI Publisher Enterprise Search All Administration Help Sign Out

Invoice Print Template Home Catalog New Open Signed In As oracleapps88

Data Model Transactions Print Data Model Parameters Properties View Report View Thumbnails View a list

Add New Layout

Default Invoice Template Edit | Properties | Delete

Select the template click on Upload button

ORACLE® BI Publisher Enterprise Search All Administration Help Sign Out

Invoice Print Template Home Catalog New Open Signed In As oracleapps88

Data Model Transactions Print Data Model Parameters Properties View Report

Create Layout

Basic Templates

- Blank (Portrait)
- Blank (Landscape)
- Header and Footer (Portrait)

Upload or Generate Layout

Upload RTF, PDF, Excel, Flash, XSL Stylesheet, or eText template file.

Upload

Selected Data Model

Generate

Upload Template File

\*Layout Name XXAA\_AR\_INVOICE

\*Template File Choose File XXAA\_AR\_INVOICE.rtf

\*Type RTF Template

\*Locale English

Cancel

Upload

XXAA\_AR\_INVOICE

Selected Data Model

Generate

Upload

Cancel

Select the custom template and Click on Save

ORACLE® BI Publisher Enterprise Search All Administration Help Sign Out

**Invoice Print Template**

Data Model Transactions Print Data Model + Parameters Properties View Report View Thumbnails View a list

**Layout**

Apply Style Template

| Name                     | Template File            | Type | Output Formats  | Default Format | Default Layout                      | Apply Style Template                | Active                              | View Online                         | Loc |
|--------------------------|--------------------------|------|-----------------|----------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-----|
| Default Invoice Template | DefaultInvoiceReport.rtf | rtf  | HTML;PDF;RTF;Ex | PDF            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/>            | Eng |
| XXAA_AR_INVOICE          | XXAA_AR_INVOICE.rtf      | rtf  | HTML;PDF;RTF;Ex | PDF            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Eng |

Submit the job, Move to Navigator and Click on Scheduled Process

ORACLE®

## Navigator

**Projects**

- Project Hierarchy Dashboard
- Project Financial Management
- Project Management
- Requirements
- My Work
- Project Resources
- Assets
- Costs
- Project Manager Dashboard
- Project Performance Dashboard
- Team Member Dashboard
- Resource Manager Dashboard

**General Accounting**

- General Accounting Dashboard

**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 Mana...
- File Import and Export

Click on Schedule New Process

**Overview**

Search Results

View  Flat List  Hierarchy

Actions ▾ View ▾ **Schedule New Process** Resubmit Put On Hold Cancel Process Release Process View Log

| Name                         | Process ID | Status    | Scheduled Time      | Submission Time     |
|------------------------------|------------|-----------|---------------------|---------------------|
| Worker to Delete Staged Data | 1806828    | Succeeded | 3/26/20 7:46 PM UTC | 3/26/20 7:46 PM UTC |
| Create Tree Structures       | 1806834    | Succeeded | 3/26/20 7:46 PM UTC | 3/26/20 7:46 PM UTC |
| Create Tree Structures       | 1806833    | Succeeded | 3/26/20 7:46 PM UTC | 3/26/20 7:46 PM UTC |
| Create Tree Structures       | 1806832    | Succeeded | 3/26/20 7:46 PM UTC | 3/26/20 7:46 PM UTC |

Select the job and click on ok

**Schedule New Process**

Type  Job  Job Set

Name

Description Master program that initiates other child programs which prints transactions or delivers transactions using email.

Actions ▾ View ▾

| Name                         | Process ID | Status    | Scheduled Time      | Submission Time     |
|------------------------------|------------|-----------|---------------------|---------------------|
| Worker to Delete Staged Data | 1806828    | Succeeded | 3/26/20 7:46 PM UTC | 3/26/20 7:46 PM UTC |
| Create Tree Structures       | 1806834    | Succeeded | 3/26/20 7:46 PM UTC | 3/26/20 7:46 PM UTC |
| Create Tree Structures       | 1806833    | Succeeded | 3/26/20 7:46 PM UTC | 3/26/20 7:46 PM UTC |
| Create Tree Structures       | 1806832    | Succeeded | 3/26/20 7:46 PM UTC | 3/26/20 7:46 PM UTC |

Select the parameters and click on Submit

**Process Details**

This process will be queued up for submission at position 1

**Submit** **Cancel**

Name Print Receivables Transactions  
Description Master program that initiates other child progr...  
Schedule As soon as possible  
Submission Notes  Notify me when this process ends

**Basic Options**

Parameters

|                         |                               |
|-------------------------|-------------------------------|
| Name                    | Business Unit                 |
| Worker to Delete Staged | * Transactions to Print All   |
| Create Tree Structure   | * Order By Transaction Number |
| Create Tree Structure   | Batch Name                    |
| Create Tree Structure   | Transaction Class Invoice     |
|                         | Transaction Type Invoice      |
|                         | Customer Class                |

**Submission Time**

24 hours

Click on the Replublish to view the output file

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

| Name  | Process ID | Status    | Scheduled Time      | Submission Time     |
|---|------------|-----------|---------------------|---------------------|
| Upload Printed Receivables Transactions Child Process | 1806855    | Succeeded | 3/26/20 8:38 PM UTC | 3/26/20 8:38 PM UTC |
| Upload Printed Receivables Transactions               | 1806854    | Succeeded | 3/26/20 8:38 PM UTC | 3/26/20 8:38 PM UTC |
| Print Receivables Transactions: Invoices              | 1806853    | Succeeded | 3/26/20 8:38 PM UTC | 3/26/20 8:38 PM UTC |
| Print Receivables Transactions                        | 1806852    | Succeeded | 3/26/20 8:38 PM UTC | 3/26/20 8:38 PM UTC |

**Print Receivables Transactions: Invoices, 1806853: Details**

Status Succeeded Schedule Start 3/26/20 8:38 PM UTC Parent ID 1806852

**Log**  
Attachment ESS\_L\_1806853

**Output**

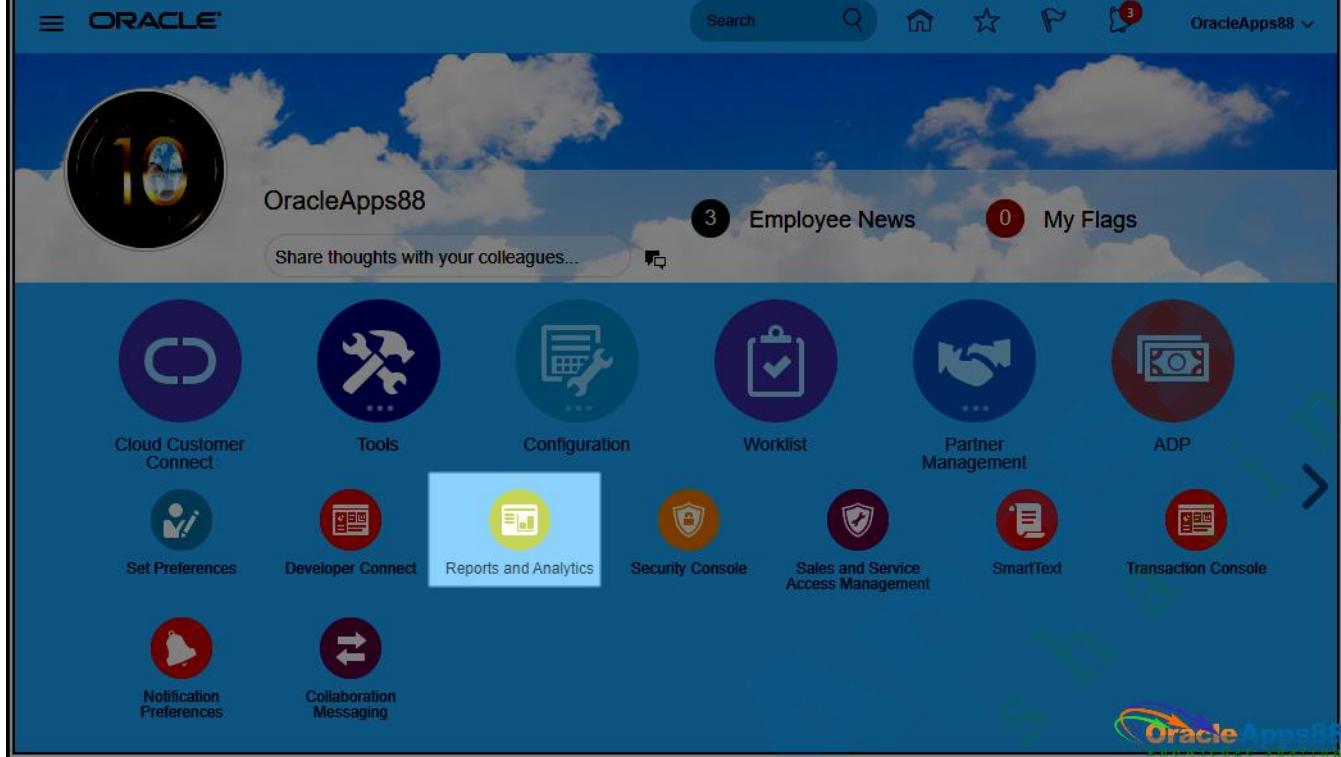
Republish

|             |                          |                     |                         |           |          |        |
|-------------|--------------------------|---------------------|-------------------------|-----------|----------|--------|
| XML Data    | Diagnostic Log           | Consolidated Output | Republish               |           |          |        |
| Output Name | Template                 | Format              | Locale                  | Time Zone | Calen... | Status |
| 1161214_1   | Default Invoice Template | PDF                 | English (United States) | UTC       |          |        |

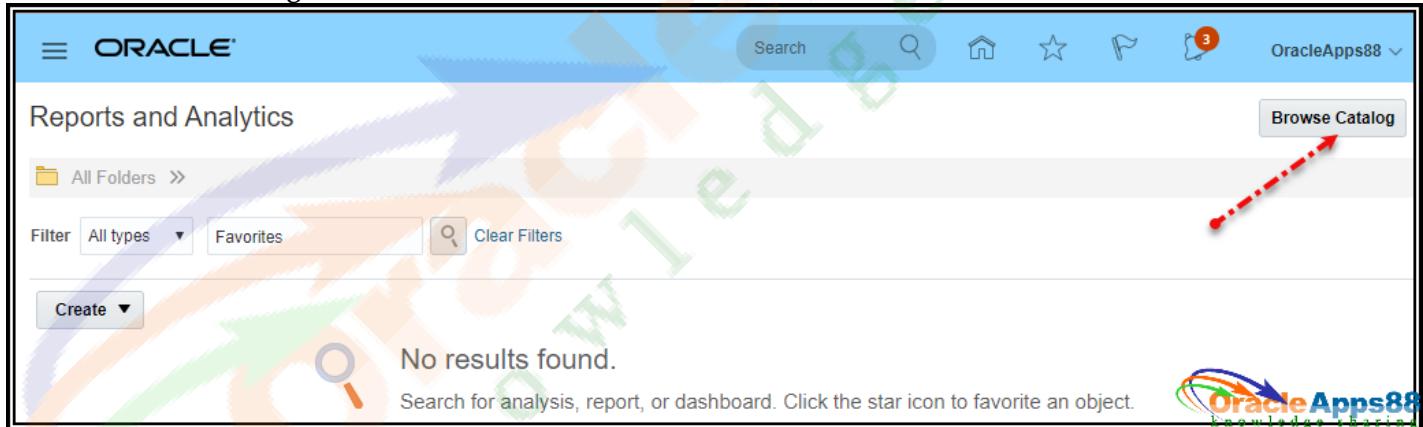
**BIP – Developing New BI Publisher Reports**

1. Log into the application and click on the **Reports and Analysis**.

Nav : Home → Reports and Analysis



2. Click on **Browse Catalog** button



3. Click on **New > Data Model**

The screenshot shows the Oracle Business Intelligence Catalog interface. On the left, there's a sidebar with 'Folders' (My Folders, Shared Folders) and 'Tasks' (My Folders). The main area shows a folder named 'Temp' with details: Last Modified 10/18/19 10:23 AM, Owner OracleApps88. On the right, a vertical sidebar titled 'Analysis and Interactive Reporting' lists various options: Analysis, Dashboard, Filter, Dashboard Prompt, Condition, Mobile Application, Mobile App, Published Reporting, Report, Report Job, Data Model (which has a red arrow pointing to it), Style Template, and Sub Template. At the bottom right is the 'Oracle Apps88 Knowledge sharing' logo.

4. Click on the **SQL Query** in data set  
Nav : Data Set → Diagram → SQL Query

The screenshot shows the 'Data Model' screen in Oracle BI. On the left, there's a sidebar with 'Properties' (Data Sets, Event Triggers, Flexfields, List of Values, Parameters, Bursting) and a main panel with a tree view of data sources. In the center, there's a list of data source types: SQL Query (selected and highlighted with a red circle), LDAP Query, MDX Query, Oracle BI Analysis, HTTP (XML Feed), View Object, Web Service, CSV File, Microsoft Excel File, XML File, and Content Server. A red dashed arrow points from the 'Properties' sidebar to the 'SQL Query' item in the list. Another red dashed arrow points from the 'Diagram' tab in the top navigation bar to the 'SQL Query' item in the list.

5. Enter the query and click on ok button

| Field       | Value                  |
|-------------|------------------------|
| Name        | KXAA_PO_DETAILS_REPORT |
| Data Source | ApplicationDB_FSCM     |
| Type of SQL | Standard SQL           |

New Data Set - SQL Query

\* Name: XXAA\_PO\_DETAILS\_REPORT

\* Data Source: ApplicationDB\_FSCM

\* Type of SQL: Standard SQL

```

SELECT
    poheader_id,
    po_num,
    proc_bu,
    bill_to_loc,
    ship_to_loc,
    vendor_num,
    vendor_name,
    site_name,
    apt_name,
    buyer_name,
    document_status,
    currency_code,
    NVL((select SUM(DECODE(po_line_type,'Goods',(NVL(po_qty,0)* NVL(po_unit_price,0)), 'Fixed Price Services', NVL(po_qty,0)))),0)
    FROM po_header_all JOIN po_line WHERE poheader_id = po_line.po_header_id
  
```

Query Builder

Generate Explain Plan | OK | Cancel

- Select the parameters and click on Ok

Add Parameter - XXAA\_PO\_DETAILS\_REPORT

Please select one or more bind variables to create corresponding parameters

P\_BU

P\_PO\_NUM

OK | Cancel

Parameters are created

The screenshot shows the Oracle Business Intelligence Data Model Parameters screen. On the left, there's a sidebar with 'Data Model' and 'Properties' sections. Under 'Properties', 'Parameters' is expanded, showing two entries: 'P\_PO\_NUM' and 'P\_BU'. The 'Parameters' section on the right lists two parameters: 'P\_PO\_NUM' (String, Text, Row Placement 1) and 'P\_BU' (String, Text, Row Placement 1). A red box highlights the 'P\_BU' row.

| *Name    | Data Type | Default Value | Parameter Type | Row Placement | Reord |
|----------|-----------|---------------|----------------|---------------|-------|
| P_PO_NUM | String    |               | Text           | 1             |       |
| P_BU     | String    |               | Text           | 1             |       |

**P\_PO\_NUM: Type: Text**  
 Display Label:   
 Text Field Size:   
 Options:  Text field contains comma-separated values  
 Refresh other parameters on change

7. Change parameters prompt and reorder to display the parameter sequence while running the report in data model

The screenshot shows the Oracle Business Intelligence Data Model Parameters screen after changes. The parameters are now listed in a different order: 'P\_BU' (String, Text, Row Placement 1) and 'P\_PO\_NUM' (String, Text, Row Placement 2). A red box highlights the 'Display Label' for 'P\_BU' which is set to 'Procurement BU Name'.

| *Name    | Data Type | Default Value | Parameter Type | Row Placement | Reord |
|----------|-----------|---------------|----------------|---------------|-------|
| P_BU     | String    |               | Text           | 1             |       |
| P_PO_NUM | String    |               | Text           | 2             |       |

**P\_BU: Type: Text**  
 Display Label: Procurement BU Name  
 Text Field Size:   
 Options:  Text field contains comma-separated values  
 Refresh other parameters on change

8. Change the group header.

Nav : Data Model → Properties → Data Sets → XXAA\_PO\_DETAILS\_REPORT → Menu → Properties

The screenshot shows the Oracle Business Intelligence Data Model Editor interface. On the left, there's a sidebar with 'Data Model' properties like Data Sets, Event Triggers, Flexfields, etc. A dataset named 'XXAA\_PO\_DETAILS\_REPORT' is selected, indicated by a red box and a circled '1'. In the main workspace, there's a table named 'G\_1' with columns: PO\_HEADER\_ID, PO\_NUM, PROC\_BU, BILL\_TO\_LOC, SHIP\_TO\_LOC, VENDOR\_NUM, VENDOR\_NAME, SITE\_NAME, NAME, BUYER\_NAME, and DOCUMENT\_STATUS. A context menu is open over the table, with 'Create Group Link' highlighted by a red box and circled '2'. Another circled '3' points to the 'Properties' option in the same menu. The bottom right corner has an 'Oracle Apps88 Knowledge sharing' watermark.

9. Enter the group name and click on Ok

| Field        | Value |
|--------------|-------|
| Group Name   | G_PO  |
| Display Name | G_PO  |

The screenshot shows the 'Edit Properties - G\_1' dialog box. Inside, it displays the 'Group Name' as 'G\_PO', 'Display Name' as 'G\_PO', and 'Data Set' as 'XXAA\_PO\_DETAILS\_REPORT'. At the bottom are 'OK' and 'Cancel' buttons, with a red arrow pointing to the 'OK' button. The background shows the same Data Model Editor interface as the previous screenshot.

10. Click on Save button save the Data Model

The screenshot shows the Oracle Business Intelligence Data Model interface. On the left, there's a sidebar titled 'Data Model' with sections for Properties, Data Sets (including XXAA\_PO\_DETAILS\_REQ), Event Triggers, Flexfields, List of Values, Parameters (with P\_BU and P\_PO\_NUM listed), and Bursting. In the center, there's a table named 'G\_PO' with columns: PO\_HEADER\_ID, PO\_NUM, PROC\_BU, BILL\_TO\_LOC, SHIP\_TO\_LOC, and VENDOR\_NUM. The 'Diagram' tab is selected at the top. A red arrow points to the 'Save As' icon in the top right corner.

11. Save the data model in custom location

i.e. **/Shared Folder/Custom/Procurement/Receivables/Data Model**

| Field       | Value   |
|-------------|---|
| Save in     | /Shared Folder/Custom/Procurement/Purchasing/Data Model |
| Name        | XXAA Purchase Order Details Report                      |
| Description | XXAA Purchase Order Details Report                      |

The screenshot shows the 'Save As' dialog box. It has a 'Folders' tree on the left with categories like Human Capital M, images, Incentive Competitor, Japan, P2P OTBI Dashb, Par, PPM, PRC, ProbeHandler, Procurement, OTBI Dashbo, Purchasing, and Data Mod. On the right, there's a 'Save In' field containing the path '/Shared Folders/Custom/Procurement/Purchasing/Data Model'. Below it are fields for 'Name' (XXAA Purchase Order Details Report) and 'Description'. At the bottom right are 'OK' and 'Cancel' buttons. A red arrow points to the 'OK' button.

12. Create **List of Values** for (LOV) for **Parameters** if required. Click on **List of Values** and click on **New** button

Nav : Data Model → Properties → List of Values → New

XXAA Purchase Order Details Report

Data Model

- Properties
  - Data Sets
    - XXAA\_PO\_DETAILS\_REF
  - Event Triggers
  - Flexfields
  - List of Values**
  - Parameters
    - P\_BU
    - P\_PO\_NUM
  - Bursting

List of Values

| Name                            | Type | Data Source | Reorder |
|---------------------------------|------|-------------|---------|
| [This area is currently empty.] |      |             |         |

13. Enter the LOV query

| Field       | Value  |
|-------------|--|
| Name        | Purchase Order Number  |
| Type        | SQL Query  |
| Data Source | ApplicationDB_FSCM   |
| SQL Query   | <pre>SELECT distinct poha.segment1 FROM po_headers_all poha ORDER BY 1</pre> |

XXAA Purchase Order Details Report

Data Model

- Properties
  - Data Sets
    - XXAA\_PO\_DETAILS\_REF
  - Event Triggers
  - Flexfields
  - List of Values**
    - Purchase Order Number**
  - Parameters
    - P\_BU
    - P\_PO\_NUM
  - Bursting

List of Values

| Name                  | Type      | Data Source        | Reorder |
|-----------------------|-----------|--------------------|---------|
| Purchase Order Number | SQL Query | ApplicationDB_FSCM |         |

New\_List\_of\_Value\_1: Type: SQL Query

Options Cache Result

SQL Query

```
SELECT distinct poha.segment1
FROM po_headers_all poha
ORDER BY 1
```

14. Assign the LOV to parameter, Change the parameter type to **Menu** and select the LOV value

| Field          | Value                 |
|----------------|-----------------------|
| Parameter Type | Menu                  |
| List of Values | Purchase Order Number |

The screenshot shows the Oracle Business Intelligence Data Model configuration interface. On the left, the 'Data Model' sidebar lists properties such as Data Sets (XXAA\_PO\_DETAILS\_REF), Event Triggers, Flexfields, List of Values (Procurement BU Name, Purchase Order Number), Parameters (P\_BU, P\_PO\_NUM), and Bursting. In the center, the 'Parameters' section is displayed, showing two parameters: P\_BU (String, Menu type, value 1) and P\_PO\_NUM (String, Menu type, value 1). Below these, a detailed view for P\_PO\_NUM shows its type as 'Menu' with a display label 'Purchase Order Number'. A dropdown menu labeled 'List of Values' is highlighted with a red box. Other settings include 'Number of Values to Display in List' set to 40, and checkboxes for 'Multiple Selection' and 'Can select all'. The top navigation bar includes links for Search All, Advanced, Administration, OTBI Help, Help, and Sign Out.

15. Click on the Save button to save the Data Model

The screenshot shows the same Oracle Business Intelligence Data Model configuration interface after saving. The 'Data Model' sidebar now shows the 'XXAA\_PO\_DETAILS\_REF' dataset selected. The 'Diagram' tab is active, displaying a table named 'G\_PO' with columns: PO\_HEADER\_ID, PO\_NUM, PROC\_BU, BILL\_TO\_LOC, SHIP\_TO\_LOC, VENDOR\_NUM, VENDOR\_NAME, and SITE\_NAME. Each column has a gear icon for configuration. A red dashed arrow points to the 'Save' button in the top right corner of the interface.

16. Now Click on View Data to see sample data.

XXAA Purchase Order Details Report

Data Model

Properties

- Data Sets
  - XXAA\_PO\_DETAILS\_REF
- Event Triggers
- Flexfields
- List of Values
  - Procurement BU Name
  - Purchase Order Number
- Parameters
  - P\_BU
  - P\_PO\_NUM
- Bursting

Diagram Structure Data Code

G\_PO

| PO_HEADER_ID | #E |  |
|--------------|----|--|
| PO_NUM       | A  |  |
| PROC_BU      | A  |  |
| BILL_TO_LOC  | A  |  |
| SHIP_TO_LOC  | A  |  |
| VENDOR_NUM   | A  |  |
| VENDOR_NAME  | A  |  |
| SITE_NAME    | A  |  |

17. Enter the parameters and click on View and click on the Save As Sample Data button

XXAA Purchase Order Details Report

Data Model

Properties

- Data Sets
  - XXAA\_PO\_DETAILS\_REF
- Event Triggers
- Flexfields
- List of Values
  - Procurement BU Name
  - Purchase Order Number
- Parameters
  - P\_BU
  - P\_PO\_NUM
- Bursting

Diagram Structure Data Code

Procurement BU Name US1 Business Unit Purchase Order Number 162355

Rows 5 View Export Save As Sample Data View Engine Log Generate SQL Monitor Report

Tree View Table View

DATA\_DS

- P\_BU (US1 Business Unit)
- P\_PO\_NUM (162355)
- G\_PO
  - PO\_HEADER\_ID (2147)
  - PO\_NUM (162355)
  - PROC\_BU (US1 Business Unit)
  - BILL\_TO\_LOC (Seattle)

18. Click on Export button to save the sample XML data in local system for developing the RTF file

The screenshot shows the Oracle Business Intelligence Data Model interface for the 'XXAA Purchase Order Details Report'. The 'Data' tab is selected. In the top right, there are buttons for Validate, Manage Private Data Sources, View Data, Create Report, and others. Below these are dropdowns for Procurement BU Name (US1 Business Unit) and Purchase Order Number (162355), and buttons for Rows (5), View, Export (highlighted with a red arrow), Save As Sample Data, View Engine Log, and Generate SQL Monitor Report. On the left, a tree view of the Data Model is shown, including sections for Properties, Data Sets (XXAA\_PO\_DETAILS\_REF), Event Triggers, Flexfields, List of Values (Procurement BU Name, Purchase Order Number), Parameters, P\_BU, P\_PO\_NUM, and Bursting. To the right, a detailed view of the DATA\_DS section shows fields like P\_BU (US1 Business Unit), P\_PO\_NUM (162355), G\_PO, PO\_HEADER\_ID (2147), PO\_NUM (162355), PROC\_BU (US1 Business Unit), and BILL\_TO\_LOC (Seattle). The Oracle Apps 88 logo is visible in the bottom right corner.

19. Save the XML file in local system

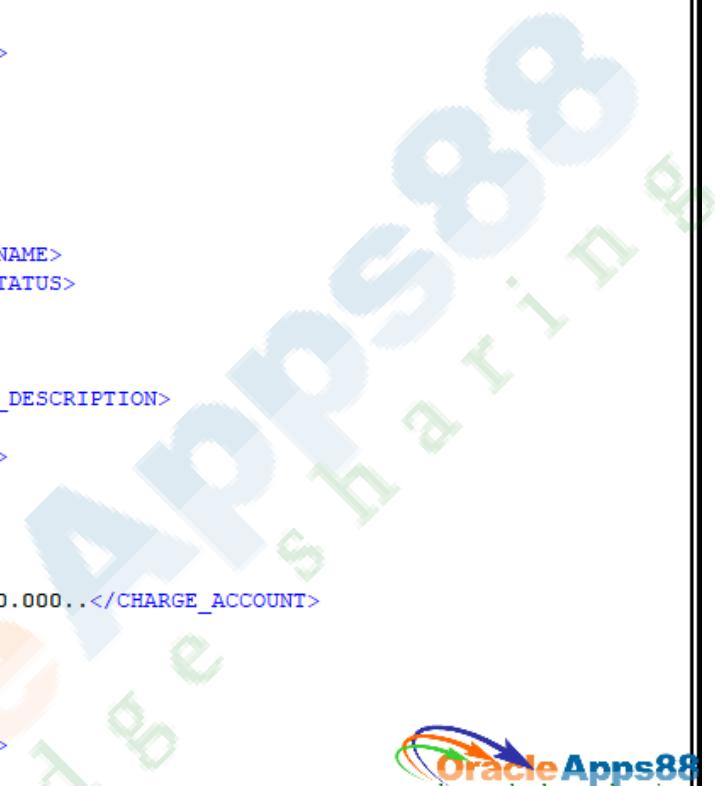
The screenshot shows a 'Save As' dialog box overlaid on the Oracle Business Intelligence interface. The dialog box has a 'Save As' title bar and a 'Save' and 'Cancel' button at the bottom. It displays the file path 'This PC > Desktop' and a list of desktop items: 3D Objects, Desktop (highlighted in blue), Documents, Downloads, Music, and Pictures. The message 'No items match your search.' is shown below the list. At the bottom, the 'File name:' field contains 'XXAA Purchase Order Details Report.xml' and the 'Save as type:' field is set to 'XML Document (\*.xml)'. The Oracle Apps 88 watermark is present across the entire image.

XXAA Purchase Order Details Report.xml

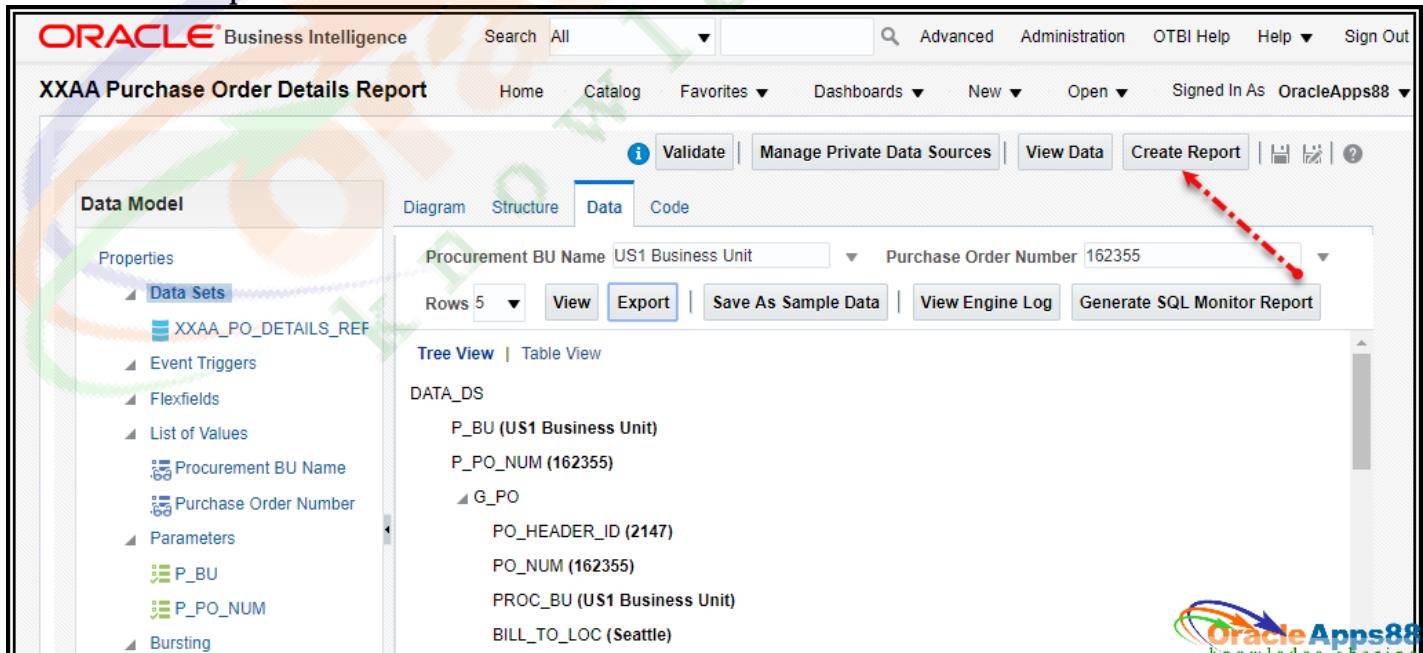
```

1  <?xml version = '1.0' encoding = 'utf-8'?>
2  <!--Generated by Oracle BI Publisher -Dataengine,
3  datamodel:_Custom_Procurement_Purchasing_Data_Model_XXAA_Purchase_Order_Details_Report_xdm -->
4  <DATA_DS>
5    <P_BU>US1 Business Unit</P_BU>
6    <P_PO_NUM>162355</P_PO_NUM>
7    <G_PO>
8      <PO_HEADER_ID>2147</PO_HEADER_ID>
9      <PO_NUM>162355</PO_NUM>
10     <PROC_BU>US1 Business Unit</PROC_BU>
11     <BILL_TO_LOC>Seattle</BILL_TO_LOC>
12     <SHIP_TO_LOC>Seattle</SHIP_TO_LOC>
13     <VENDOR_NUM>1262</VENDOR_NUM>
14     <VENDOR_NAME>EIP Inc</VENDOR_NAME>
15     <SITE_NAME>EIP US1</SITE_NAME>
16     <NAME>Net 30</NAME>
17     <BUYER_NAME>Miller, Saville</BUYER_NAME>
18     <DOCUMENT_STATUS>CLOSED</DOCUMENT_STATUS>
19     <CURRENCY_CODE>USD</CURRENCY_CODE>
20     <PO_AMT>756239</PO_AMT>
21     <LINE_NUM>1</LINE_NUM>
22     <ITEM_DESCRIPTION>Advertising</ITEM_DESCRIPTION>
23     <LINE_TYPE>Goods</LINE_TYPE>
24     <CATEGORY_NAME>Event</CATEGORY_NAME>
25     <QUANTITY>1</QUANTITY>
26     <UNIT_PRICE>51562</UNIT_PRICE>
27     <AMOUNT>51562</AMOUNT>
28     <LINE_STATUS>CLOSED</LINE_STATUS>
29     <CHARGE_ACCOUNT>101.10.63180.251.000.000..</CHARGE_ACCOUNT>
30   </G_PO>
31   <G_PO>
32     <PO_HEADER_ID>2147</PO_HEADER_ID>
33     <PO_NUM>162355</PO_NUM>
34     <PROC_BU>US1 Business Unit</PROC_BU>
35     <BILL_TO_LOC>Seattle</BILL_TO_LOC>

```



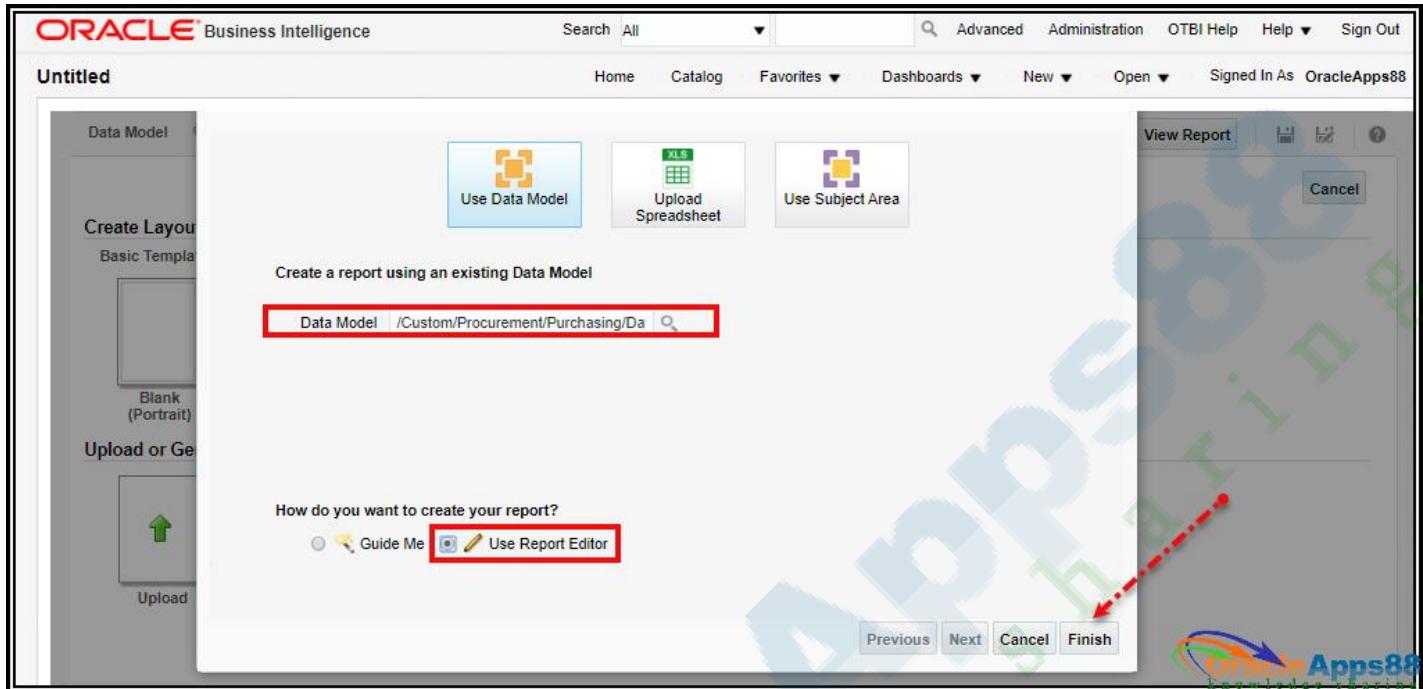

20. Click on Create Report.



The screenshot shows the Oracle BI Publisher interface for the "XXAA Purchase Order Details Report". The top navigation bar includes "Search All", "Advanced", "Administration", "OTBI Help", "Help", and "Sign Out". Below the navigation is a toolbar with "Validate", "Manage Private Data Sources", "View Data", "Create Report", and other options. On the left, a sidebar titled "Data Model" lists "Data Sets" (XXAA\_PO\_DETAILS\_REF), "Event Triggers", "Flexfields", "List of Values" (with "Procurement BU Name" and "Purchase Order Number" selected), "Parameters" (with "P\_BU" and "P\_PO\_NUM" selected), and "Bursting". The main panel displays the "DATA\_DS" structure with nodes like "P\_BU (US1 Business Unit)", "P\_PO\_NUM (162355)", "G\_PO", "PO\_HEADER\_ID (2147)", "PO\_NUM (162355)", "PROC\_BU (US1 Business Unit)", and "BILL\_TO\_LOC (Seattle)". A red arrow points to the "Create Report" button in the toolbar.

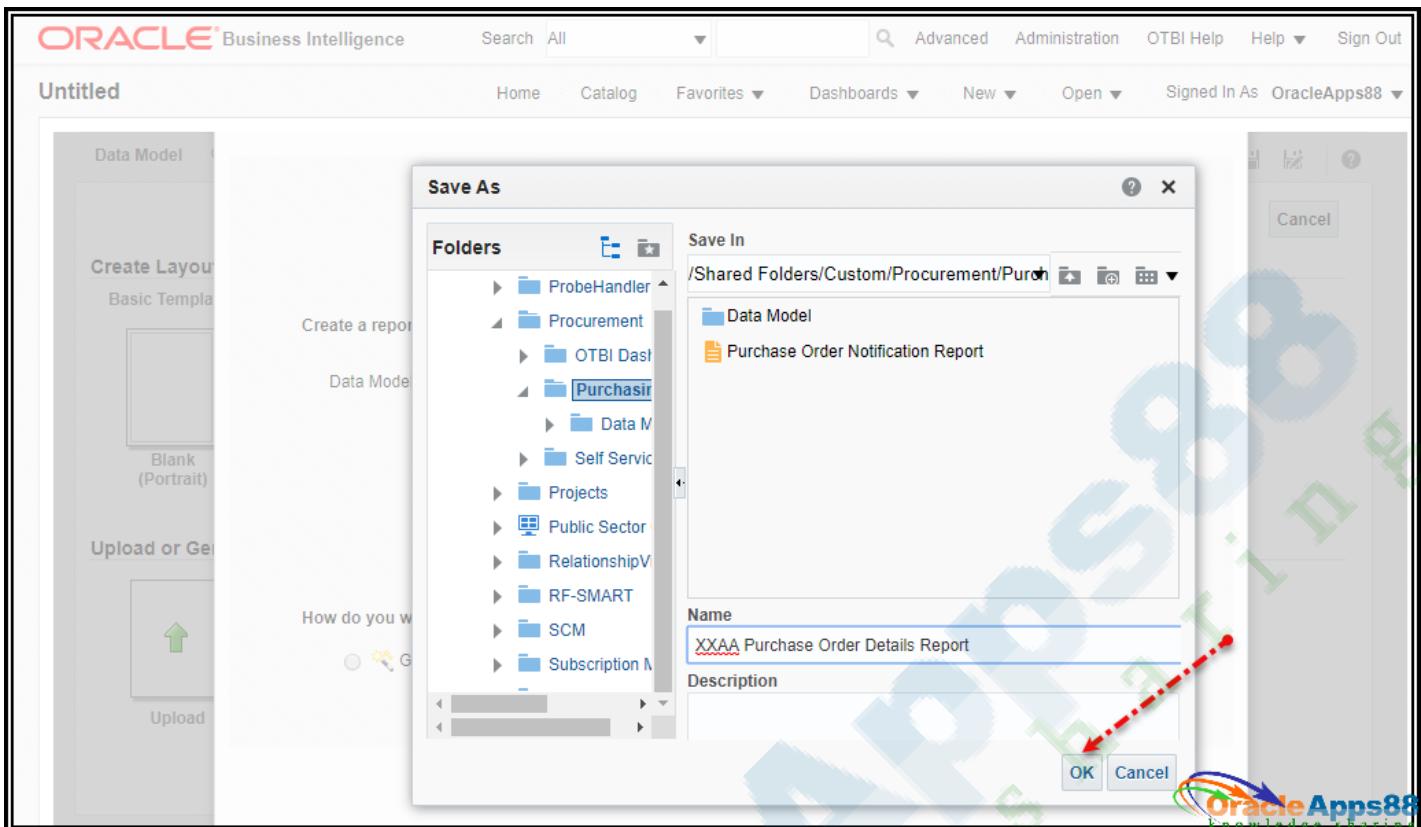
21. Select the Use Report Editor and click on Finish button

| Field      | Value  |
|------------|--|
| Data Model | /Shared Folder/Custom/Procurement/Purchasing/Data Model/XXAA Purchase Order Details Report.xdm |
| Report     | Use Report Editor  |

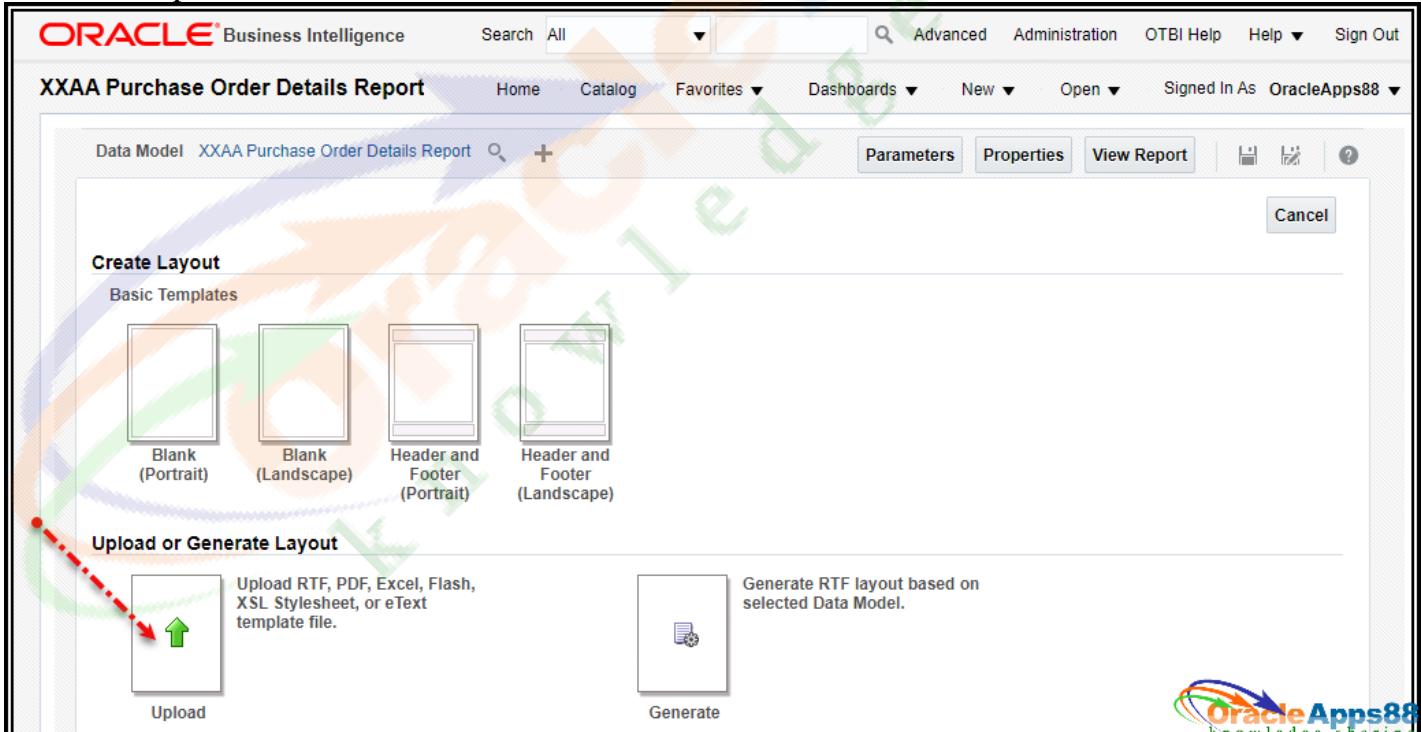


22. Save the template in custom location i.e. [/Shared Folder/Custom/Procurement/Purchasing](#)

| Field    | Value   |
|----------|---|
| Save in  | /Shared Folder/Custom/Procurement/Purchasing  |
| Name     | XXAA Purchase Order Details Report  |
| Location | /Shared Folder/Custom/Procurement/Purchasing/XXAA Purchase Order Details Report.xdo |



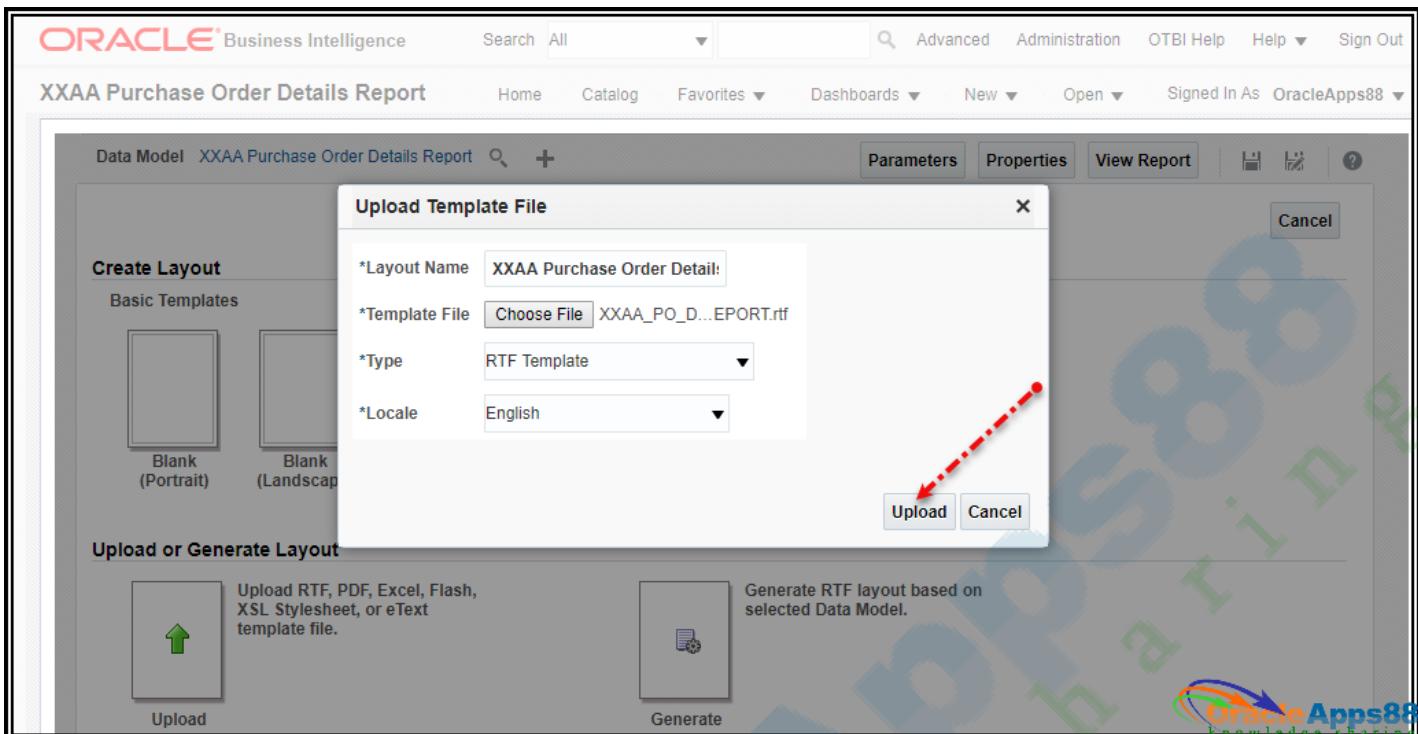
23. Click on **Upload** button



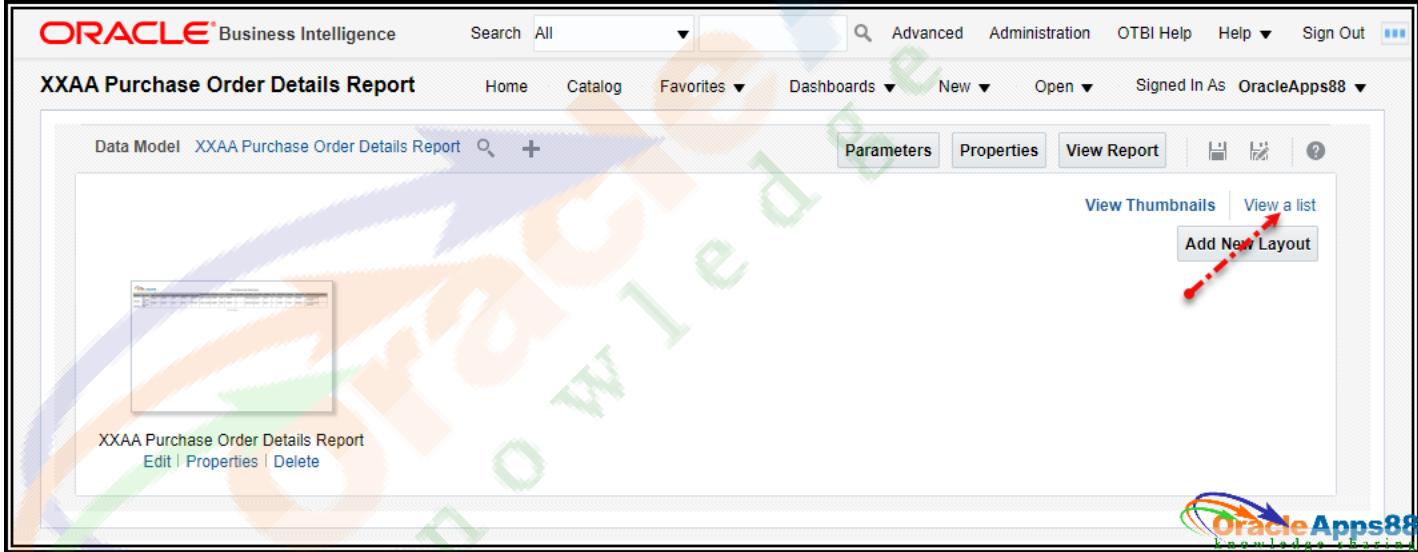
24. Enter the details and click on Upload button

| Field         | Value                                 |
|---------------|---------------------------------------|
| Layout Name   | XXAA Purchase Order Details Report    |
| Template Name | Select the template from local system |
| Type          | RTF Template                          |

|        |         |
|--------|---------|
| Locale | English |
|--------|---------|



25. Click on the View a list



26. Change the output format to Excel or PDF and click on the Save report

ORACLE Business Intelligence

XXAA Purchase Order Details Report

Data Model XXAA Purchase Order Details Report

Layout

| Name                     | Template File              | Type | Output Formats         | Default Format | Default Layout                      | Apply Style Template     | Active                              | View Online                         |
|--------------------------|----------------------------|------|------------------------|----------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|
| XXAA Purchase Order Dets | XXAA_PO_DETAILS_REPORT.rtf | rtf  | PDF;RTF;Excel (*.x...) | Excel (*.xlsx) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

27. Click on View Report.

ORACLE Business Intelligence

XXAA Purchase Order Details Report

Data Model XXAA Purchase Order Details Report

Layout

| Name                     | Template File              | Type | Output Formats         | Default Format | Default Layout                      | Apply Style Template     | Active                              | View Online                         |
|--------------------------|----------------------------|------|------------------------|----------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------------------|
| XXAA Purchase Order Dets | XXAA_PO_DETAILS_REPORT.rtf | rtf  | PDF;RTF;Excel (*.x...) | Excel (*.xlsx) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

30. Enter the parameter and click on apply

| XXAA Purchase Order Details Report |                   |             |             |          |           |           |                 |           |      |           |          |             |           |          |     |            |         |             |                                |         |
|------------------------------------|-------------------|-------------|-------------|----------|-----------|-----------|-----------------|-----------|------|-----------|----------|-------------|-----------|----------|-----|------------|---------|-------------|--------------------------------|---------|
| PO Num                             | Proc BU           | Bill To Loc | Ship To Loc | Supp Num | Supp Name | Supp Site | Buyer Name      | PO Status | Curr | PO Amount | Line Num | Item Desc   | Line Type | Category | Qty | Unit Price | Amount  | Line Status | Charge Account                 | Request |
| 162355                             | US1 Business Unit | Seattle     | Seattle     | 1262     | EIP Inc   | EIP US1   | Miller, Saville | CLOSED    | USD  | 756239    | 1        | Advertising | Goods     | Event    | 1   | \$1562     | \$1562  | CLOSED      | 101.10.63180.251.00<br>0.000.. |         |
| 162355                             | US1 Business Unit | Seattle     | Seattle     | 1262     | EIP Inc   | EIP US1   | Miller, Saville | CLOSED    | USD  | 756239    | 2        | Advertising | Goods     | Event    | 1   | \$17187    | \$17187 | CLOSED      | 101.10.63180.420.00<br>0.000.. |         |

End of Report

### Scheduler Job

We need to create a new Scheduler job to run the report from Schedule Processes.

1.Create the scheduler job

Nav : Navigator → setup and Maintenance

The screenshot shows the Oracle Cloud (Fusion) Navigator interface. On the left, there's a sidebar with various functional areas like Intercompany Accounting, Budgetary Control, Revenue Management, and Cash Management. In the center, there are sections for Cloud Customer Connect, My Enterprise, Configuration, and Worklist. A specific link, "Setup and Maintenance", is highlighted with a red box. The Oracle Apps88 logo is visible in the bottom right corner.

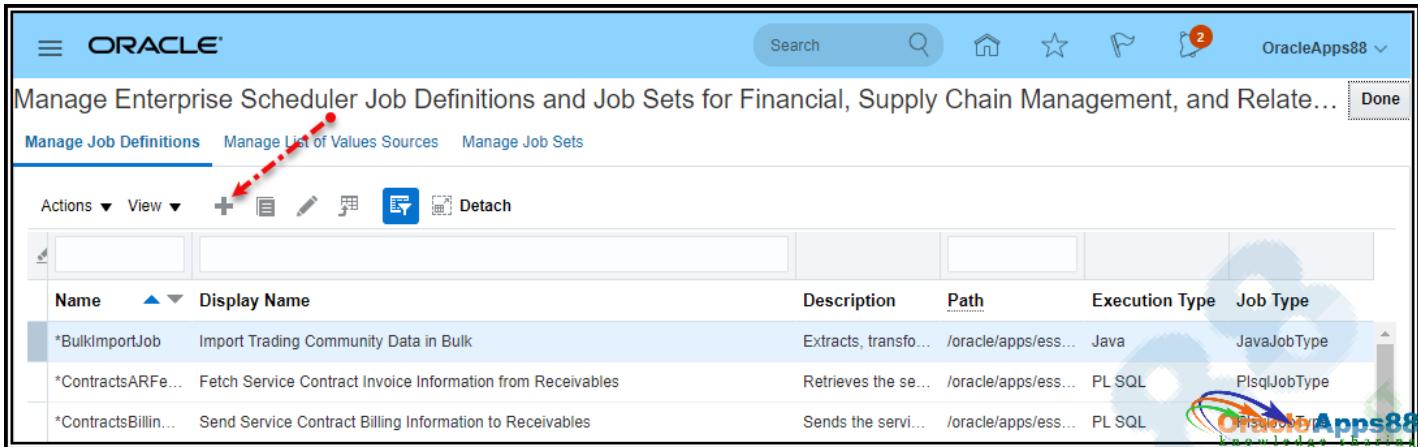
2. Click on the Tasks and click on Search

The screenshot shows the Oracle Cloud (Fusion) Setup: Financials interface. On the left, there's a sidebar with Functional Areas: Initial Users, Enterprise Profile, Legal Structures, Financial Reporting Structures, and General Ledger. The 'Initial Users' section is expanded. In the main pane, there's a 'Search Tasks' bar and a list of tasks under 'Initial Users'. One task, 'Run User and Roles Synchronization Process', is selected. A red arrow points from the 'Initial Users' section towards the task list. To the right, there's a sidebar with various management options.

Search with “**Manage Enterprise Scheduler Job Definitions and Job Sets for Financial, Supply Chain Management, and Related Applications**” and click on the Task.

The screenshot shows the Oracle Cloud (Fusion) Search interface. There's a search bar at the top with the placeholder "Sets for Financial, Supply Chain Management, and Related Applications". Below it, there's a "Match With" dropdown set to "Tasks, Task Lists, Business Objects". A red arrow points from the search bar towards the results table. The results table has columns for Name, Type, and Details. One row, "Manage Enterprise Scheduler Job Definitions and Job Sets for Financial, Supply Chain Management, and Related Applications", is selected and highlighted in blue. A red arrow points from this row towards the "Details" column.

3. Click on create  button

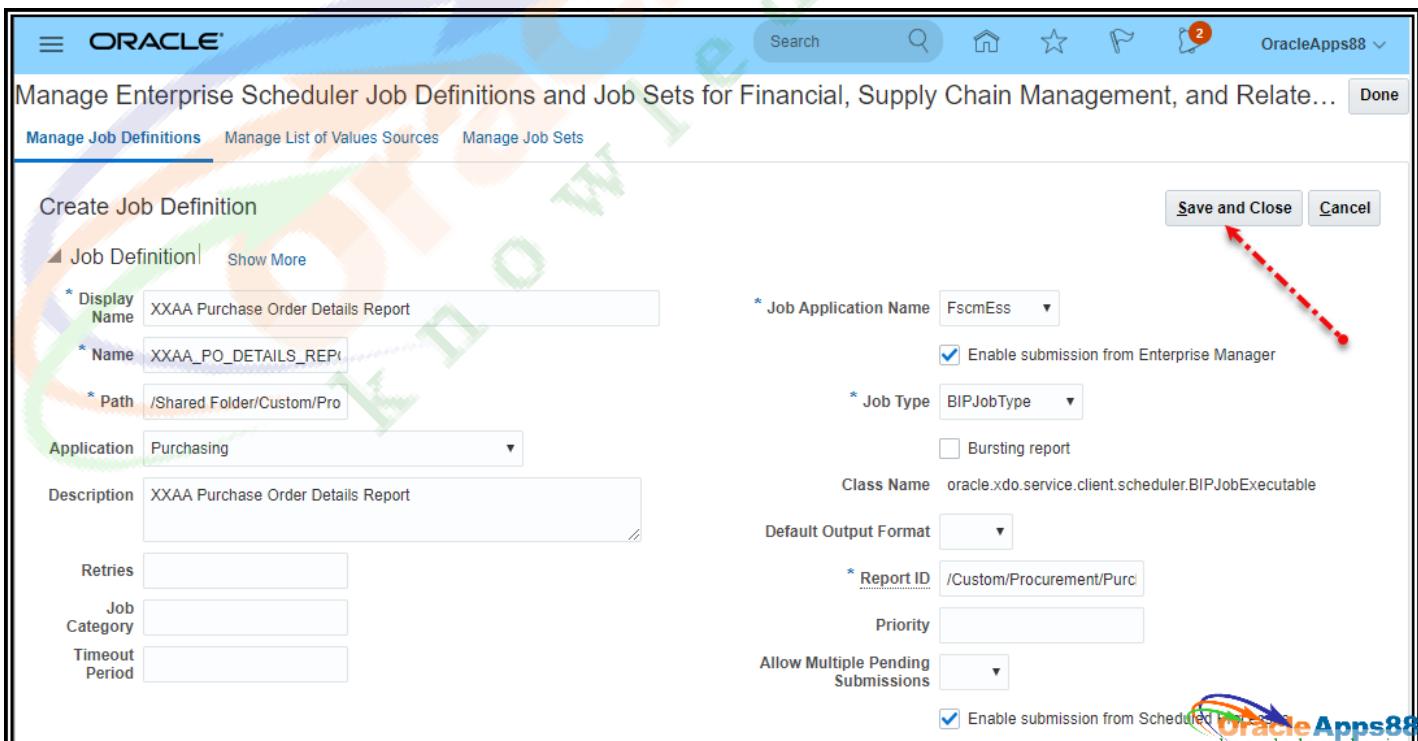


The screenshot shows the 'Manage Job Definitions' screen. The toolbar includes 'Actions', 'View', a 'Create' button (highlighted with a red arrow), and other icons like 'Edit', 'Delete', 'Print', and 'Detach'. Below the toolbar is a table with columns: Name, Display Name, Description, Path, Execution Type, and Job Type. Three jobs are listed:

| Name                 | Display Name  | Description          | Path                | Execution Type | Job Type     |
|----------------------|---|----------------------|---------------------|----------------|--------------|
| *BulkImportJob       | Import Trading Community Data in Bulk                       | Extracts, transfo... | /oracle/apps/ess... | Java           | JavaJobType  |
| *ContractsARFe...    | Fetch Service Contract Invoice Information from Receivables | Retrieves the se...  | /oracle/apps/ess... | PL SQL         | PlsqlJobType |
| *ContractsBilling... | Send Service Contract Billing Information to Receivables    | Sends the servi...   | /oracle/apps/ess... | PL SQL         |              |

4. Enter the below details and Save and Close button

| Field                                      | Value  |
|--|--|
| Display Name                               | XXAA Purchase Order Details Report   |
| Name                                       | XXAA_PO_DETAILS_REPORT   |
| Path                                       | /Shared Folder/Custom/Procurement/Purchasing/                                    |
| Application                                | Purchasing   |
| Description                                | XXAA_PO_DETAILS_REPORT - XXAA Purchase Order Details Report                      |
| Job Application Name                       | FscmEss  |
| Enable Submission from Enterprise Manager  | Yes  |
| Job Type                                   | BIPJobType   |
| Report ID                                  | /Custom/Procurement/Purchasing/XXAA Purchase Order Details Report.xdo (Step #26) |
| Enable submission from Scheduled Processes | Yes  |



The screenshot shows the 'Create Job Definition' dialog. It has two tabs: 'Job Definition' (selected) and 'Show More'. The 'Job Definition' tab contains fields for Display Name (XXAA Purchase Order Details Report), Name (XXAA\_PO\_DETAILS\_REPORT), Path (/Shared Folder/Custom/Procurement/Purchasing/), Application (Purchasing), and Description (XXAA Purchase Order Details Report). The 'Show More' tab contains fields for Retries, Job Category, Timeout Period, Job Application Name (FscmEss), Enable submission from Enterprise Manager (checked), Job Type (BIPJobType), Bursting report (unchecked), Class Name (oracle.xdo.service.client.scheduler.BIPJobExecutable), Default Output Format, Report ID (/Custom/Procurement/Purchasing/XXAA Purchase Order Details Report.xdo), Priority, Allow Multiple Pending Submissions, and Enable submission from Scheduled Processes (checked).

5. Select the Report and add the parameters

Nav : Actions → Edit

Manage Enterprise Scheduler Job Definitions and Job Sets for Financial, Supply Chain Management, and Relate...

Manage Job Definitions   Manage List of Values Sources   Manage Job Sets

Actions View + Detach

| Display Name                       | Description      | Path               | Execution Type | Job Type   |
|------------------------------------|------------------|--------------------|----------------|------------|
| XXAA Purchase Order Details Report | XXAA Purchase... | /Shared Folder/... | Java           | BIPJobType |

6. Click on create button in parameter section

Edit Job Definition

Job Definition | Show More

\* Display Name: XXAA Purchase Order Details Report

Name: XXAA\_PO\_DETAILS\_REPORT

Path: /Shared Folder/Custom/Procurement/Purchasing/

Application: Purchasing

Description: XXAA Purchase Order Details Report

Retries:

Job Category:

Timeout Period:

\* Job Application Name: FscmEss

Enable submission from Enterprise Manager

Job Type: BIPJobType

Bursting report

Class Name: oracle.xdo.service.client.scheduler.BIPJobExecutable

Default Output Format:

\* Report ID: /Custom/Procurement/Purd

Priority:

Allow Multiple Pending Submissions: False

Enable submission from Scheduled Processes

XXAA\_PO\_DETAILS\_REPORT: Parameters

Actions View + Detach

Parameter Prompt

No data to display.

Create parameter for Customer Name

| Field                 | Value  |
|-----------------------|--|
| Parameter Prompt      | Purchase Order Number                                |
| Data Type             | String   |
| Page Element          | List of Values                                       |
| List of Values Source | XXPurchaseOrderNumberVVO                             |
| Attribute             | SEGMENT1   |
| Derived Attributes    |  |
| View Attribute        | Purchase Order Number (Created in Parameter Section) |
| List Attribute        | Purchase Order Number                                |

Selected Attributes

Purchase Order Number

Create Parameter

\* Parameter Prompt: Purchase Order Number

\* Data Type: String

Read only

\* Page Element: List of values

\* List of Values Source: XXPurchaseOrderNumberVVO

\* Attribute: SEGMENT1

Derived Attributes: View, Detach

View Attribute: Purchase Order Number

List Attribute: SEGMENT1

\* Display Attributes: Available Attributes (empty), Selected Attributes (SEGMENT1)

Default Value: [input field]

Buttons: Save and Create Another, Save and Close, Cancel

The screenshot shows the 'Create Parameter' dialog box. The 'Parameter Prompt' is set to 'Purchase Order Number'. The 'Data Type' is 'String'. The 'Page Element' is 'List of values'. The 'List of Values Source' is 'XXPurchaseOrderNumberVVO'. The 'Attribute' is selected as 'SEGMENT1'. In the 'Display Attributes' section, there are two lists: 'Available Attributes' (empty) and 'Selected Attributes' (containing 'SEGMENT1'). A red dashed arrow points from the 'Available Attributes' list towards the 'Selected Attributes' list, indicating the action described in the caption.

7. Click on the reorder  buttons to display the parameters in Schedule Process



Manage Enterprise Scheduler Job Definitions and Job Sets for Financial, Supply Chain Management, and Relate... Done

Manage Job Definitions Manage List of Values Sources Manage Job Sets

### Edit Job Definition

**Job Definition** Show More

|                |   |  |  |
|----------------|---|--|--|
| * Display Name | XXAA Purchase Order Details Report            | * Job Application Name   | FscmEss  |
| Name           | XXAA_PO_DETAILS_REPORT                        | <input type="checkbox"/> Enable submission from Enterprise Manager             |  |
| Path           | /Shared Folder/Custom/Procurement/Purchasing/ | Job Type   | BIPJobType   |
| Application    | Purchasing                                    | — Bursting report  |  |
| Description    | XXAA Purchase Order Details Report            | Class Name   | oracle.xdo.service.client.scheduler.BIPJobExecutable |
| Retries        |   | Default Output Format  |  |
| Job Category   |   | * Report ID  | /Custom/Procurement/Purd                             |
| Timeout Period |   | Priority   |  |
|                |   | Allow Multiple Pending Submissions   | False  |
|                |   | <input checked="" type="checkbox"/> Enable submission from Scheduled Processes |  |

XXAA\_PO\_DETAILS\_REPORT: Parameters User Properties

| Parameter Prompt      | Data Type | Page Element   | Default Value | Read Only | Required |
|-----------------------|-----------|----------------|---------------|-----------|----------|
| Procurement BU Name   | String    | List of values | —             | —         | Required |
| Purchase Order Number | String    | List of values | —             | —         | Required |

8. Click on **Done** and **Done** buttons to complete the process

Manage Enterprise Scheduler Job Definitions and Job Sets for Financial, Supply Chain Management, and Relate... Done

Manage Job Definitions Manage List of Values Sources Manage Job Sets

| Name           | Display Name                       | Description      | Path               | Execution Type | Job Type |
|----------------|------------------------------------|------------------|--------------------|----------------|----------|
| XXAA_PO_DET... | XXAA Purchase Order Details Report | XXAA Purchase... | /Shared Folder/... | Java           |          |

### Running the Custom Job from Schedules Process

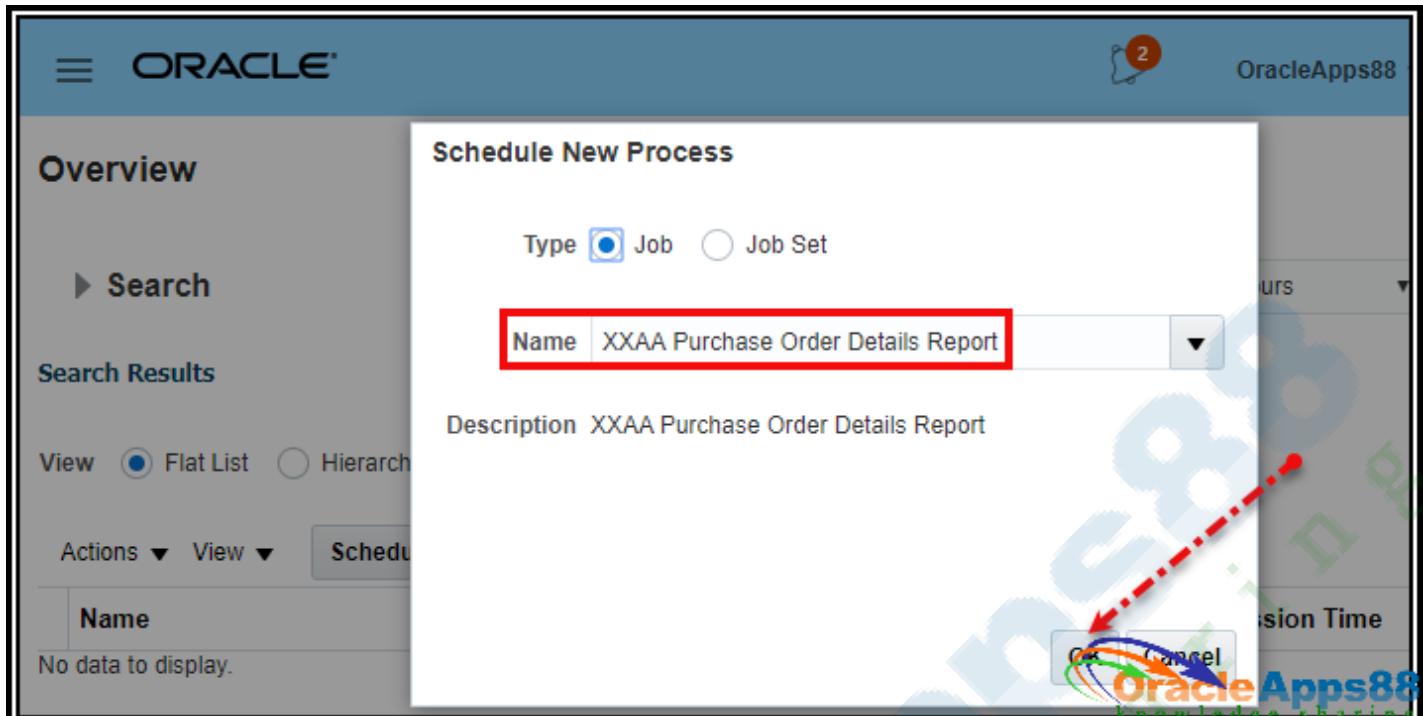
1. Click on the Scheduled Process from Navigator

The screenshot shows the Oracle Cloud Fusion Navigator. The top navigation bar includes the Oracle logo, search, home, star, and OracleApps88 links. The main area is titled 'Navigator'. It is organized into several sections: 'Projects' (Project Hierarchy Dashboard, Project Financial Management, Project Management, Requirements, My Work, Project Resources, Assets, Costs, Project Manager Dashboard, Project Performance Dashboard, Team Member Dashboard, Resource Manager Dashboard); 'Academics' (Financial Reporting Center, Person Search, Curriculum); 'Academic Tools' (Communications, Events, Task Management); 'Expenses' (Auditing, Corporate Cards); and 'Tools' (Set Preferences, Announcements, Alerts Composer, Deep Links, Developer Connect, Spaces, Contact Search, Reports and Analytics, **Scheduled Processes**, Security Console, Sales and Service Access Mana..., File Import and Export). A sidebar on the right lists 'Partner Management' (Partners, Enrollments, Programs, MDF), 'RB Portal' (ADP, Salesforce), and the 'Oracle Apps88 knowledge sharing' logo.

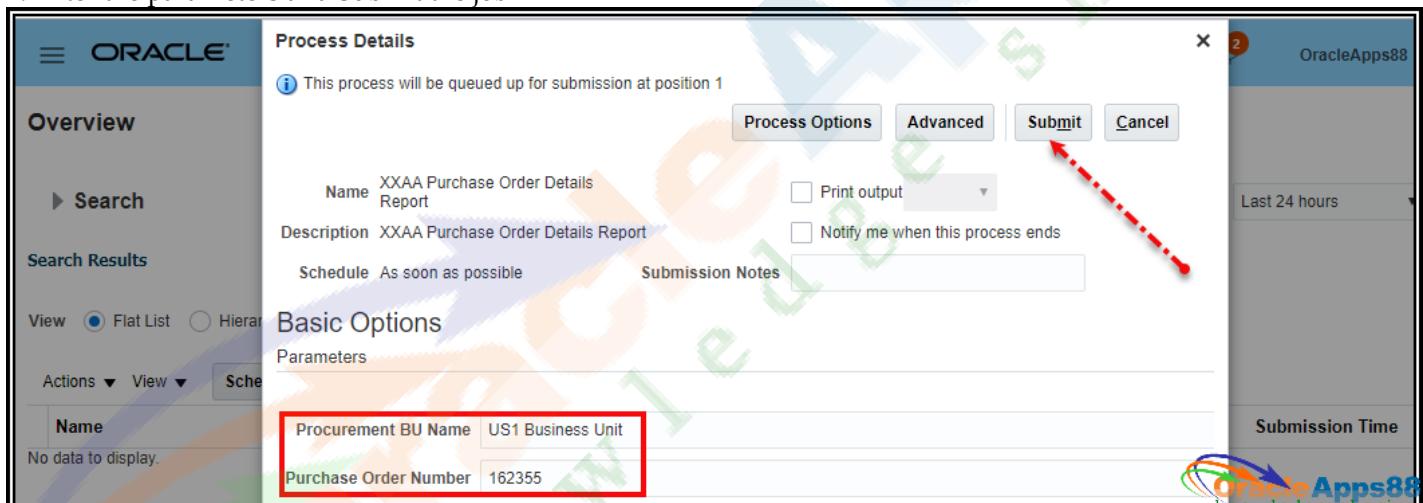
2. Click on Schedule New Process.

The screenshot shows the Oracle Cloud Fusion Overview page. The top navigation bar includes the Oracle logo, search, home, star, and OracleApps88 links. The main area is titled 'Overview'. It features a search bar with 'Search' and 'Saved Search Last 24 hours'. Below it is a 'Search Results' section with 'View' options ('Flat List' selected, 'Hierarchy'). The 'Actions' bar includes buttons for 'Actions', 'View', 'Schedule New Process' (which has a red arrow pointing to it), 'Resubmit', 'Put On Hold', 'Cancel Process', 'Release Process', and 'View Log'. A table below shows columns for 'Name', 'Process ID', 'Status', 'Scheduled Time', and 'Submission Time'. A message at the bottom states 'No data to display.' The 'Oracle Apps88 knowledge sharing' logo is visible in the bottom right corner.

3. Search for the "XXAA Purchase Order Details Report" click on Ok



## 4. Enter the parameters and Submit the job



## 5. Click on Republish button to open the output in PDF format

The screenshot shows the Oracle Cloud Fusion interface. At the top, there's a navigation bar with the Oracle logo, a search bar, and various icons. Below it, the main area has a title "Overview" and a "Search Results" section. Under "Search Results", there are options for "View" (Flat List or Hierarchy), "Actions" (Schedule New Process, Resubmit, Put On Hold, Cancel Process, Release Process, View Log), and a "Saved Search" dropdown. A table lists a single process entry:

| Name                               | Process ID | Status    | Scheduled Time       | Submission Time      |
|------------------------------------|------------|-----------|----------------------|----------------------|
| XXAA Purchase Order Details Report | 1695046    | Succeeded | 10/23/19 7:01 PM UTC | 10/23/19 7:01 PM UTC |

Below the table, a section titled "XXAA Purchase Order Details Report, 1695046: Details" shows the status as "Succeeded" and the schedule start time as "10/23/19 7:01 PM UTC". There's a "Log" section with an attachment link "Attachment ESS\_L\_1695046" and an "Output" section. The "Output" section contains a configuration panel with fields like "Output Name" (.Default Document), "Template" (XXAA Purchase Order Details Report), "Format" (XLSX), "Locale" (English (United States)), "Time Zone" (UTC), and a "Calendar" dropdown. A red arrow points from the "Republish" button in this panel to the "Save As" dialog shown in the next screenshot. To the left of the output panel, there's a sidebar with "Parameters" and "All Parameter Values" sections.

## 6. Save the output file into local system

The screenshot shows a "Save As" dialog box overlaid on a browser window. The browser window has a header with "Procurement BU Name: US1 Business Unit", "Purchase Order Number: 162355", and an "Apply" button. The dialog box itself has a title "Save As" and a navigation bar with "This PC > Desktop". It shows a list of folders: This PC, 3D Objects, Desktop, Documents, Downloads, Music, Pictures. The "Name" column is empty under "No items match your search.". At the bottom, there are fields for "File name:" (containing "XXAA Purchase Order Details Report\_XXAA Purchase Order Details Report.xlsx") and "Save as type:" (set to "Microsoft Excel Worksheet (\*.xlsx)"). A red arrow points from the "Save" button in the dialog box to the "Save" button in the Oracle interface above.

| XXAA Purchase Order Details Report |                   |             |             |          |           |           |                 |           |      |           |          |             |           |          |     |            |        |             |                            |         |
|------------------------------------|-------------------|-------------|-------------|----------|-----------|-----------|-----------------|-----------|------|-----------|----------|-------------|-----------|----------|-----|------------|--------|-------------|----------------------------|---------|
| PO Num                             | Proc DU           | Bill To Loc | Ship To Loc | Supp Num | Supp Name | Supp Site | Buyer Name      | PO Status | Curr | PO Amount | Line Num | Item Desc   | Line Type | Category | Qty | Unit Price | Amount | Line Status | Charge Account             | Request |
| 162355                             | US1 Business Unit | Seattle     | Seattle     | 1262     | EIP Inc   | EIP US1   | Miller, Saville | CLOSED    | USD  | 756239    | 1        | Advertising | Goods     | Event    | 1   | \$1562     | 51562  | CLOSED      | 101.10.63180.251.00 0.00.. |         |
| 162355                             | US1 Business Unit | Seattle     | Seattle     | 1262     | EIP Inc   | EIP US1   | Miller, Saville | CLOSED    | USD  | 756239    | 2        | Advertising | Goods     | Event    | 1   | 17187      | 17187  | CLOSED      | 101.10.63180.420.00 0.00.. |         |

End of Report



### OTBI - Oracle Fusion Transactional Business Intelligence Reports

With Oracle Fusion Transactional Business Intelligence embedded analytics, role-based dashboards, and on-the-fly ad hoc reporting capabilities make data access and interpretation easier than ever before. Users are able to see updates in real-time, and their impact, through embedded analytics. For example, during the compensation budgeting process, a manager is able to see a running tally for reference right on the page. This eliminates the guesswork with dashboards that deliver in-line information while you do your work. Pre-delivered operational reports are enriched with robust and flexible ad hoc query capabilities that access real-time transactional data – no need to push data to a separate warehouse or engage the IT department for a custom report: it is easy, and right at your fingertips.

### Business Intelligence Composer

The Business Intelligence Composer is a simple-to-use wizard that allows organizations to quickly and easily create, edit, or view data without requiring an engineering background. With this capability Human Resource organizations can build and deliver reports that the business needs whenever they need it, without waiting for IT support. It is built for the business user.

### Real Time Ad Hoc Query

Traditional ad-hoc reporting solutions require a person to have deep domain in their subject area and an understanding of data objects in the relevant tables they needed to report from.

OTBI hides that complexity and transforms the 9000+ reportable data objects into everyday business terminology. Which means if you are looking to see a worker's average performance rating you will find the reporting object named as "Worker's Average Performance Rating".

This is all done by using the standard Oracle query and reporting tool (OBIEE). OBIEE has end user tools (Answers, Dashboards) to provide an easy-to-use interface for business users to perform current state analysis of their business applications. Constructed queries and reports are executed real time against the transactional schema supported by a layer of view objects.

In OTBI, business users can also easily drill on predefined hierarchies, enable action links, compose a dashboard, schedule a report or dashboard for delivery and export data or reports to a variety of file formats. Fusion users can also easily embed an OTBI report or dashboard in a Fusion page through Personalization

### Integrated with Fusion Applications

OTBI is fully integrated with Fusion applications (roles, flex fields, lookups, trees). There is no need for additional implementation steps to map security or provide configuration inputs. OTBI needs minimum setup and is ready for use once Fusion Applications are configured and installed.

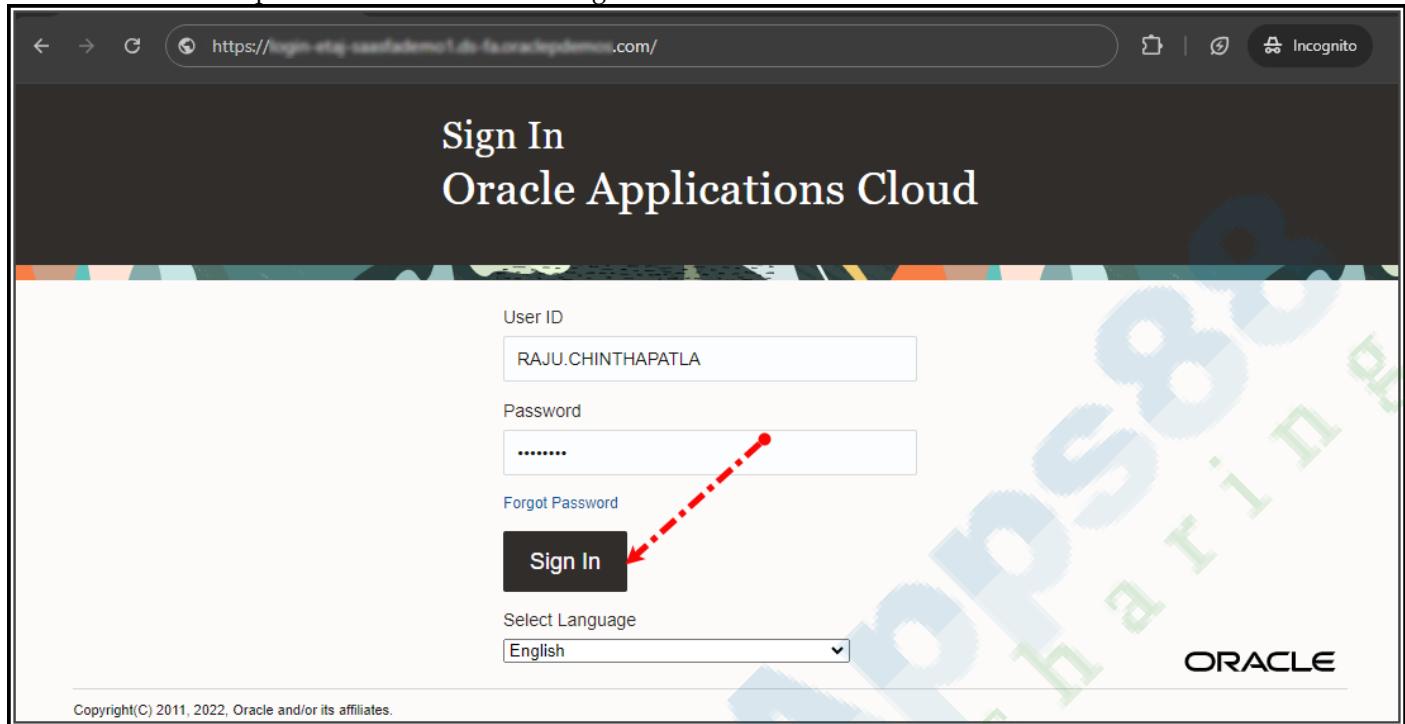
### We are going to develop the Below OTBI Reports

11. Navigating to Reports and Analytics
12. Roles Required to Run/Create/Modify the OTBI Reports
13. Running Oracle Standard Report
14. Creating Analysis Report for Supplier Details
  - a. Adding the new column to the existing Report
  - b. Remove the Column from the existing Report
  - c. Applying the Prompt (Filter) to the existing Report Column
15. Creating BI Report (Using Data Model) for Purchase Order Details
16. Creating Ad Hoc Report for Expense Details
17. Creating Dashboard Report
18. Creating Dashboard Report with Prompt (Filter)
19. Creating Master-Child Analysis Report with Prompt (Filter)
20. Creating Analysis Report with Multiple Subject Areas

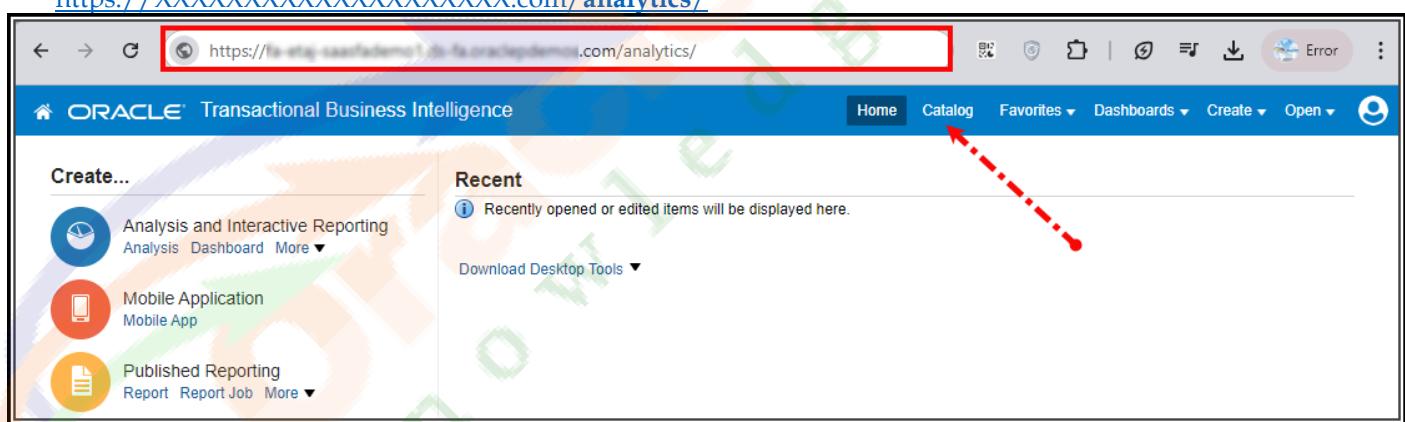
## Navigating to Reports and Analytics

Login to the application with URL

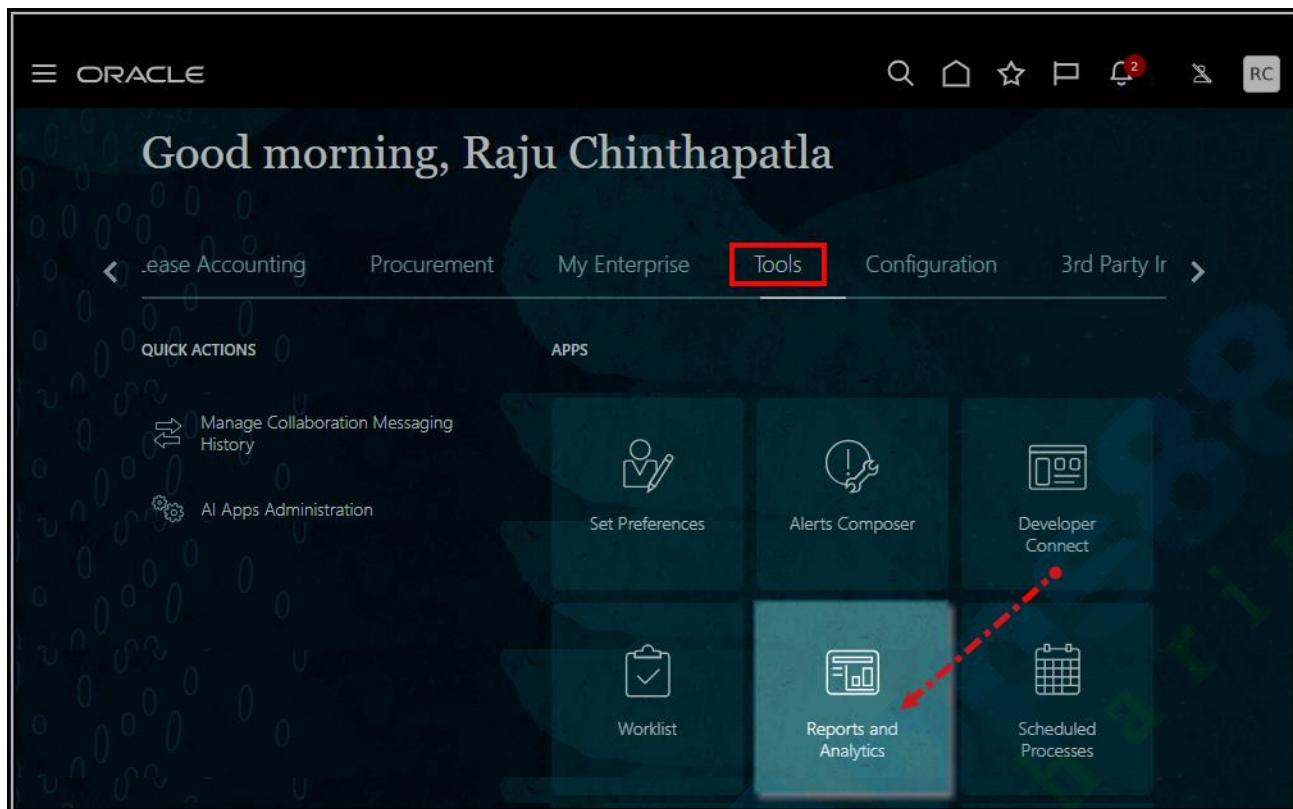
Enter the User name password and click on the Sign in



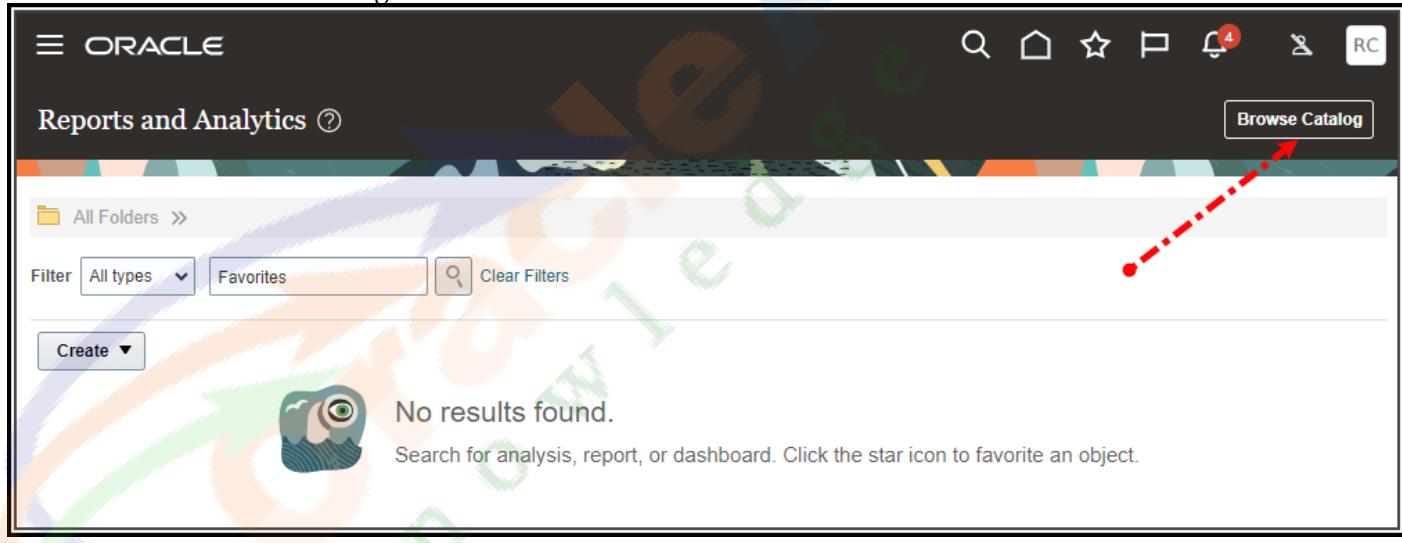
- Once login to the application, we have two options to connect the Analytics report
- Option 1: Modify the URL to add the **analytics**  
<https://XXXXXXXXXXXXXXXXXXXX.com/analytics/>



- Option 2: Select **Reports and Analytics** under **Tools** in the **Navigator**.



4. Click on the Browse Catalog



## 2. Roles Required to Run/Create/Modify the OTBI Reports

### BI Consumer Role

The predefined OTBI Transaction Analysis Duty roles inherit the BI Consumer Role. You can configure custom roles to inherit BI Consumer Role so that they can run reports but not author them.

### BI Author Role

The BI Author Role inherits the BI Consumer Role. Users with BI Author Role can create, edit, and run OTBI reports.

### BI Administrator Role

BI Administrator Role is a superuser role. It inherits BI Author Role, which inherits BI Consumer Role. The predefined Sales Cloud job roles do not have BI Administrator Role access.

BI Administrator Role Performs administrative tasks such as creating and editing dashboards and modifying security permissions for reports, folders, and so on.

### 3. Running Oracle Standard Report

On the *Reports and Analytics* page, under the **Contents** section, click the **Expand** icon to the left of Shared Folders and then click the **Expand** icon to the left of the applicable functional area folder into which you want to drill. In this example, we are drilling in to Financials and scrolling down to General Ledger and further drilling in to access the General Journals Report.

Nav: Shared Folder → Financials → General Ledger → Journals → General Journal Report

The screenshot shows the Oracle Fusion Catalog interface. The top navigation bar includes Home, Catalog, Favorites, Dashboards, Create, and Open. The main area has tabs for User View, Catalog, Favorites, Dashboards, Create, and Open. The Location is set to /Shared Folders/Financials/General Ledger/Journals. A search bar and a 'Show Hidden Items' checkbox are also present. On the left, there's a 'Folders' tree view with categories like General Ledger, Account Analysis, Australia, Journals, Data Models, General Journals Report, Setup, Trial Balances, and Intercompany Accounting. A red dashed arrow points from the 'General Journals Report' node in the tree view to its corresponding card on the right. The card displays the report's name, last modified date (3/29/24 8:28 PM), owner, and a brief description: 'Provides journal activity for a given period.' It also includes Open, Edit, and More options.

- Click the **General Journals Report** and then in the pop-out, click the **Open** link

This screenshot is similar to the previous one but focuses on the action of opening the report. A red dashed arrow points from the 'Open' link in the card on the right towards the card itself, indicating the user's interaction.

- A tab displaying the **General Journals Report** Parameters is opened in the pane on the right. Enter the required parameters and any additional parameters, then click the apply button.
- Depending upon the Parameters entered, the results are displayed in the region below the Parameters.

**General Journals Report**

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Ledger Set: US Ledger Set  
Ledger: US Primary Ledger  
\* Accounting Period: 09-24  
Entered Currency: USD  
Approval Status: --Select Value--  
Accounting Date Between:

Account: --Select Value--  
Source: --Select Value--  
Category: --Select Value--  
Journal Batch: --Select Value--  
Batch Status: --Select Value--  
Balance Type: --Select Value--  
Fund Status: --Select Value--

**General Journals Report**

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

| XX Test Journal Batch - 0906 | Manual | XX Test Journal - 0906 | Manual | 1 | Unposted | XX Test Journal Line 01 - 0906 | Actual | Not attempted | 101.10.63580.121.000.000 | USD |
|------------------------------|--------|------------------------|--------|---|----------|--------------------------------|--------|---------------|--------------------------|-----|
|                              |        |                        |        | 2 | Unposted | XX Test Journal Line 02 - 0906 | Actual | Not attempted | 101.10.63580.121.000.000 | USD |

**Note:** Depending upon the specific report and your web browser settings, you may need to use the vertical and horizontal scrollbars to view all of the data.

8. Scroll to the bottom of the bottom of the report.
9. Depending upon your access to a specific report, you may have the ability to Edit, Refresh, Print and/or Export a specific Report (also referred to as an Analysis within OTBI).

**General Journals Report**

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Ledger Set: US Ledger Set  
Account: --Select Value--  
Balance Type: --Select Value--

Ledger: US Primary Ledger  
Source: --Select Value--  
Fund Status: --Select Value--

\* Accounting Period: 09-24  
Category: --Select Value--

Entered Currency: USD  
Journal Batch: --Select Value--

Approval Status: --Select Value--  
Batch Status: --Select Value--

Accounting Date Between: [ ] - [ ]

Apply Reset ▾

**General Journals Report**

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

| XX Test Journal Batch - 0906       | Manual       | XX Test Journal - 0906       | Manual     | 1 | Unposted | XX Test Journal Line 01 - 0906 | Actual | Not attempted | 101.10.63580.121.000.000 | USD |
|------------------------------------|--------------|------------------------------|------------|---|----------|--------------------------------|--------|---------------|--------------------------|-----|
|                                    |              |                              |            | 2 | Unposted | XX Test Journal Line 02 - 0906 | Actual | Not attempted | 101.10.63580.121.000.000 | USD |
|                                    |              | XX Test Journal - 0906 Total |            |   |          |                                |        |               |                          |     |
|                                    | Manual Total |                              |            |   |          |                                |        |               |                          |     |
| XX Test Journal Batch - 0906 Total |              |                              |            |   |          |                                |        |               |                          |     |
| batch01                            | Manual       | 090924jurnal                 | Adjustment | 1 | Unposted | Testing jurnal Cash            | Actual | Not attempted | 101.10.11200.000.000.000 | USD |
|                                    |              |                              |            | 2 | Unposted | Testing jurnal Cash            | Actual | Not attempted | 101.10.47000.000.000.000 | USD |
|                                    |              | 090924jurnal Total           |            |   |          |                                |        |               |                          |     |
|                                    | Manual Total |                              |            |   |          |                                |        |               |                          |     |
| batch01 Total                      |              |                              |            |   |          |                                |        |               |                          |     |
| Grand Total                        |              |                              |            |   |          |                                |        |               |                          |     |

Edit - Refresh - Print - Export

| Report Option | Definition   |
|---------------|--|
| Edit          | Provides the user the ability to edit the current version of the Report (add additional columns, etc.). This option also allows the user to choose to "Save As" instead of overwriting the existing version. |
| Refresh       | Provides the user the ability to refresh the results of the current Report.  |
| Print         | Provides the user the ability to view the current Report in a printable PDF version or a Printable HTML version.   |
| Export        | Provides the user the ability to export the current Report to PDF, Excel (2003, 2007+), PowerPoint (2003, 2007+), Web Archive (mht), or to a Data file (CSV Format, Tab delimited Format or XML Format).     |

10. Click the Print link and select Print link and select Printable PDF.

Ledger Set US Ledger Set  
Ledger US Primary Ledger  
\* Accounting Period 09-24  
Entered Currency USD  
Approval Status --Select Value--  
Accounting Date Between [ ]

Account --Select Value-- Source --Select Value-- Category --Select Value-- Journal Batch --Select Value-- Batch Status --Select Value--

| Accounting Period | Journal Batch                            | Source   | Journal Name            | Category          | Journal Line Number | Batch Status | Description            | Balance Type | Fund Status   | Account                  | Entered Currency | Stat Qual |
|-------------------|--|----------|-------------------------|-------------------|---------------------|--------------|------------------------|--------------|---------------|--------------------------|------------------|-----------|
| 09-24             | Payables A<br>7203343000001<br>7203343 N | Payables | 09-24 Purchase Invoices | Purchase Invoices | 1                   | Unposted     | Journal Import Created | Actual       | Not attempted | 101.10.22100.000.000.000 | USD              |           |
|                   |  |          |                         |                   | 2                   | Unposted     | Journal Import Created | Actual       | Not attempted | 101.10.63530.110.000.000 | USD              |           |

11. The Printable PDF is displayed in a separate browser window. Use the PDF buttons to print, download or modify the current view within the browser window.

Ledger Set US Ledger Set  
Ledger US Primary Ledger  
Accounting Period 09-24  
Entered Currency USD  
Approval Status None  
Accounting Date Between None - None

Ledger US Primary Ledger  
Ledger Currency USD

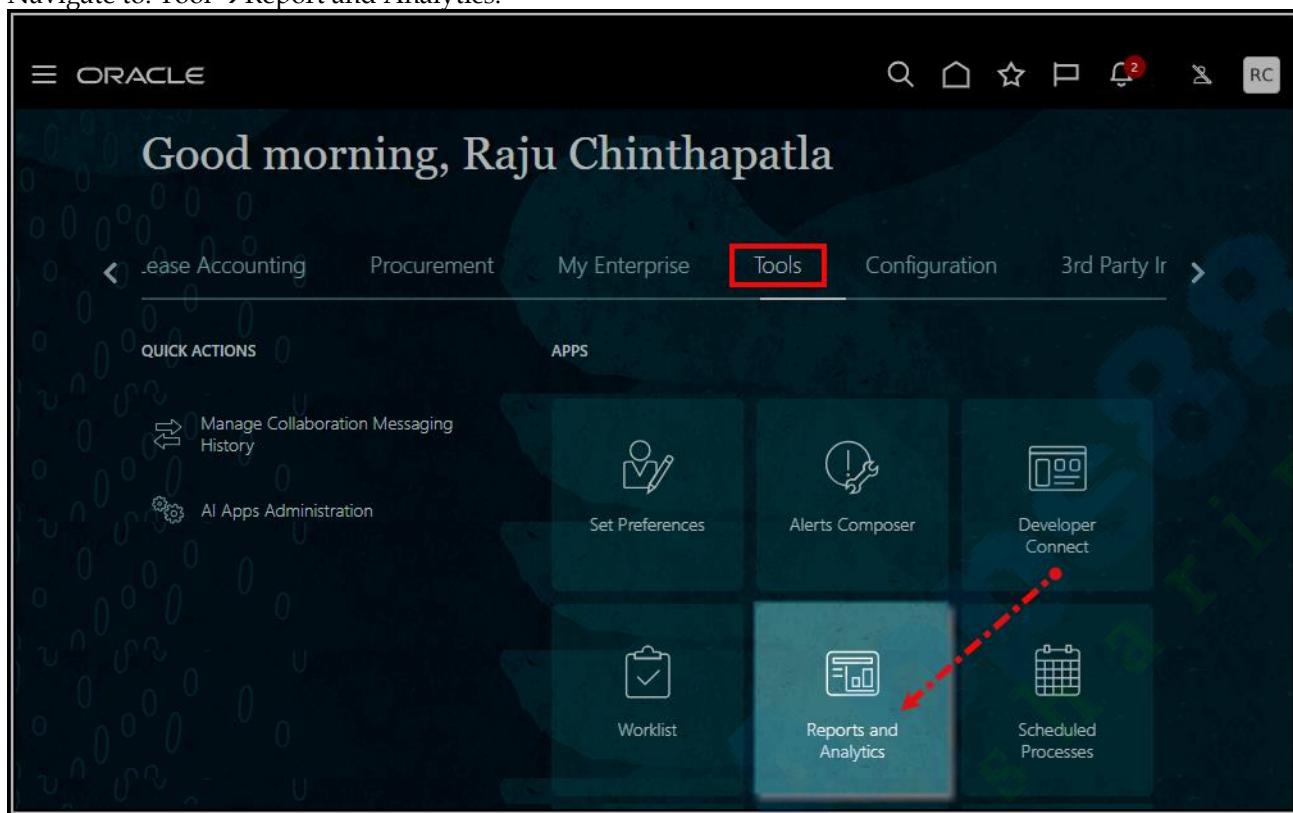
| Accounting Period | Journal Batch                            | Source   | Journal Name            | Category          | Journal Line Number | Batch Status | Description            | Balance Type | Fund Status   | Account                  | Entered Currency |
|-------------------|--|----------|-------------------------|-------------------|---------------------|--------------|------------------------|--------------|---------------|--------------------------|------------------|
| 09-24             | Payables A<br>7203343000001<br>7203343 N | Payables | 09-24 Purchase Invoices | Purchase Invoices | 1                   | Unposted     | Journal Import Created | Actual       | Not attempted | 101.10.22100.000.000.000 | USD              |
|                   |  |          |                         |                   | 2                   | Unposted     | Journal Import Created | Actual       | Not attempted | 101.10.63530.110.000.000 | USD              |

12. Click the Close button (X on the Printable PDF tab to close out).

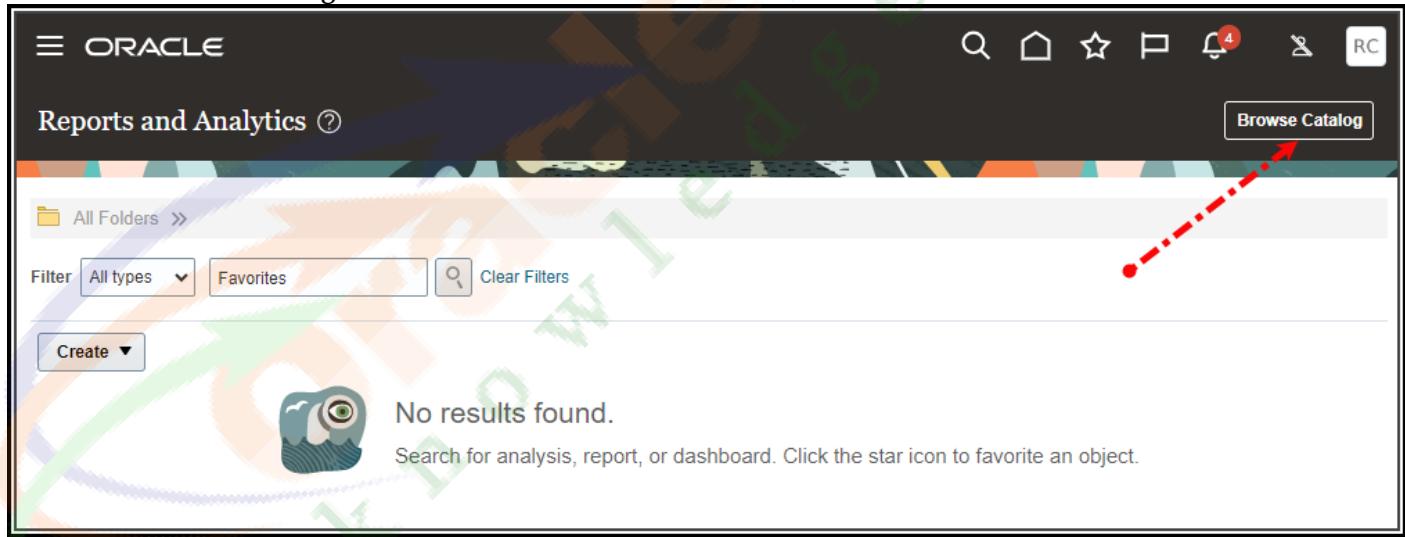
13. Click the Home icon when finished.

#### 4. Creating Analysis Reports for Suppliers

Navigate to: Tool → Report and Analytics.

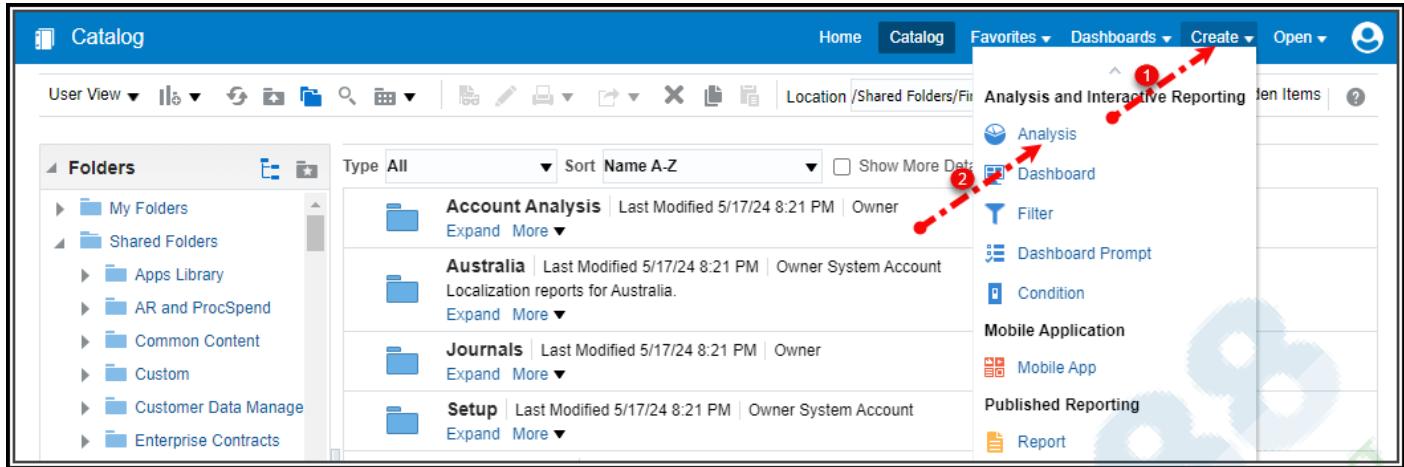


2. Click the **Browse Catalog** icon.



3. Click Create (New).

4. Select the **Analysis** option from the menu on the top-left of the page.



## Creating the Report

5. Select the Supplier - Supplier Real Time subject area.

Select Subject Area

- Provides information about supplier profile change requests.
- Supplier - Supplier Real Time** Provides information about suppliers.
- Supplier Import - Supplier Real Time Provides ability to export data that can be used to populate Cloud interface templates.
- Supplier Portal - Invoice Real Time Provides information about invoices accessible to external supplier users.
- Supplier Portal - Purchasing Real Time Provides information about Purchase Orders accessible to external supplier users.

6. Expand the Folders and select the field and Double-click on the field, it will populate on the right side  
Or select the field and Drag and drop to right side.

Untitled

Criteria Results Prompts Advanced

Subject Areas

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites
    - Consigned Inventory
    - General
    - Invoicing
  - Procurement BU
    - Business Unit
    - Business Unit Status
    - Created
    - Created By

Selected Columns

Supplier Profile

Supplier Name Supplier Number

Business Unit

Add Filters Here

7. Click the Results tab, Data will display in Compound Layout and click on Save Analysis icon

The screenshot shows the Oracle Fusion Reports interface. The top navigation bar includes Home, Catalog, Favorites, Dashboards, Create, and Open. The left sidebar has tabs for Criteria, Results (which is selected and highlighted with a red box), Prompts, and Advanced. Under Subject Areas, there's a tree view for Supplier - Supplier Real Time, including Supplier Addresses, Supplier Contacts, Supplier Counts, Supplier Site Assignments, Supplier Sites, Supplier Spend Authorization, and Suppliers. The Catalog tab shows a list of All views, with 'Table' selected. The main area displays a 'Compound Layout' with a 'Title' section and a 'Table' section. The 'Table' section contains a grid of supplier data:

| Supplier Name                 | Supplier Number | Business Unit               | Site              | Client BU                   | Address   |
|-------------------------------|-----------------|-----------------------------|-------------------|-----------------------------|-----------|
| 24/7 Community Hospital Group | 1416            | Healthcare US Business Unit | 24/7 Healthcare   | Healthcare US Business Unit | 24/7 Head |
| 49K                           | 1479            |                             |                   | 49K HYD BU                  | S2_Ad     |
| 49K Home supplier             | 1480            | 49K HYD BU                  | S2_Address        | 49K HYD BU                  | S2_Ad     |
| 49K Office Supplies           | 1477            | 49K HYD BU                  | S1_Address        | 49K HYD BU                  | S1_Ad     |
| A1 Juice Supply               | 1373            | Supremo US Business Unit    | A1JS Supremo US   | Supremo US Business Unit    | A1JS Su   |
| ABC                           | 123             |                             |                   |                             |           |
| ABC Bank                      | 1359            | US1 Business Unit           | ABC Bank US1      | US1 Business Unit           | ABC Ban   |
| ABC Consulting                | 1288            | Healthcare US Business Unit | ABC Healthcare    | Healthcare US Business Unit | ABC He    |
| ABC Consulting                | 1288            | Customer US                 | ABC Consulting US | Customer US                 | ABC Con   |

Below the table is a 'Selection Steps' section.

08. Save the report in custom folder.

The screenshot shows the Oracle Fusion Reports interface with the 'Save As' dialog box open. The dialog box has 'Folders' on the left and 'Save In' on the right, showing the path /Shared Folders/Custom/Procurement/Purchasing. The 'Name' field is highlighted with a red box and contains the value 'XXAA Supplier Detail Analysis Report'. The 'Description' field is empty. At the bottom are 'OK' and 'Cancel' buttons, with a red arrow pointing to the 'OK' button.

09. Click Edit icon on Table area

XXAA Supplier Detail Analysis Report

Criteria **Results** Prompts Advanced

**Subject Areas**

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites

**Catalog**

List All

- My Folders
- Shared Folders

**Views**

Title

Table

**Compound Layout**

**Title**

**XXAA Supplier Detail Analysis Report**

**Table**

| Supplier Name                 | Supplier Number | Business Unit               | Site            | Client BU                   | Address   |
|-------------------------------|-----------------|-----------------------------|-----------------|-----------------------------|-----------|
| 24/7 Community Hospital Group | 1416            | Healthcare US Business Unit | 24/7 Healthcare | Healthcare US Business Unit | 24/7 Head |
| 49K                           | 1479            |                             |                 |                             |           |
| 49K Home supplier             | 1480            | 49K HYD BU                  | S2_Address      | 49K HYD BU                  | S2_Ad     |
| 49K Office Supplies           | 1477            | 49K HYD BU                  | S1_Address      | 49K HYD BU                  | S1_Ad     |
| A1 Juice Supply               | 1373            | Supremo US Business Unit    | A1JS Supremo US | Supremo US Business Unit    | A1JS Su   |
| ABC                           | 123             |                             |                 |                             |           |
| ABC Bank                      | 1359            | US1 Business Unit           | ABC Bank US1    | US1 Business Unit           | ABC Ba    |
| ABC Consulting                | 1288            | Healthcare US Business Unit | ABC Healthcare  | Healthcare US Business Unit | ABC He    |

10. To get the group wise values in the report perform the below step  
 In the Layout Pane, Under the Columns and Measures section, click and drag Supplier Type into **Sections Area**  
 Click on the Done button to apply the changes

XXAA Supplier Detail Analysis Report

Criteria **Results** Prompts Advanced

**Table**

**Subject Areas**

- Status
- Supplier Customer Number
- Supplier Hierarchy Spend Summary
- Supplier Name
- Supplier Number
- Supplier Spend Summary
- Supplier Type**
- Tax Classification Code
- Tax Officer Number
- Tax Officer Number (Description)

**Catalog**

List All

- My Folders
- Shared Folders

**Editing from: "Compound Layout"**

**Done** **Revert**

**Supplier Name** **Supplier Number** **Business Unit** **Site** **Client BU** **Address**

|                               |      |                             |                 |                             |           |
|-------------------------------|------|-----------------------------|-----------------|-----------------------------|-----------|
| 24/7 Community Hospital Group | 1416 | Healthcare US Business Unit | 24/7 Healthcare | Healthcare US Business Unit | 24/7 Head |
| 49K                           | 1479 |                             |                 |                             |           |
| 49K Home supplier             | 1480 | 49K HYD BU                  | S2_Address      | 49K HYD BU                  | S2_Ad     |
| 49K Office Supplies           | 1477 | 49K HYD BU                  | S1_Address      | 49K HYD BU                  | S1_Ad     |
| A1 Juice Supply               | 1373 | Supremo US Business Unit    | A1JS Supremo US | Supremo US Business Unit    | A1JS Su   |
| ABC                           | 123  |                             |                 |                             |           |
| ABC Bank                      | 1359 | US1 Business Unit           | ABC Bank US1    | US1 Business Unit           | ABC Ba    |
| ABC Consulting                | 1288 | Healthcare US Business Unit | ABC Healthcare  | Healthcare US Business Unit | ABC He    |

**Layout**

Drag/drop measures, columns and hierarchies to determine table layout.

**Table Prompts** **xyz**

**Drop here for Table prompts**

**Sections** **xyz** **Supplier Type** **Drop here for a sectioned Table**

**Selection Steps**

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Table

**Subject Areas**

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites
  - Supplier Spend Authorization
- Suppliers
  - Income Tax
  - Supplier Rank Accounts

**Catalog**

List All

- My Folders
- Shared Folders

**Layout**

Sections: XYZ

- Supplier Profile
- Supplier Type

Table XYZ

Columns and Measures Σ XYZ

Report will have divided into groups based on supplier type

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Table

**Subject Areas**

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites

**Catalog**

List All

- My Folders
- Shared Folders

**Views**

- Title
- Table

**Layout**

Compound Layout

Title: XXAA Supplier Detail Analysis Report

Table:

**Contractor**

| Supplier Name | Supplier Number | Business Unit            | Site                  | Client BU                | Address Name          |
|---------------|-----------------|--------------------------|-----------------------|--------------------------|-----------------------|
| Eric Whims    | 1452            | Supremo US Business Unit | Eric Whims Supremo US | Supremo US Business Unit | Eric Whims Supremo US |

**Insurance Company**

| Supplier Name        | Supplier Number | Business Unit               | Site          | Client BU                   | Address Name  |
|----------------------|-----------------|-----------------------------|---------------|-----------------------------|---------------|
| Washington Insurance | 1400            | Healthcare US Business Unit | Washington-HC | Healthcare US Business Unit | Washington-HC |

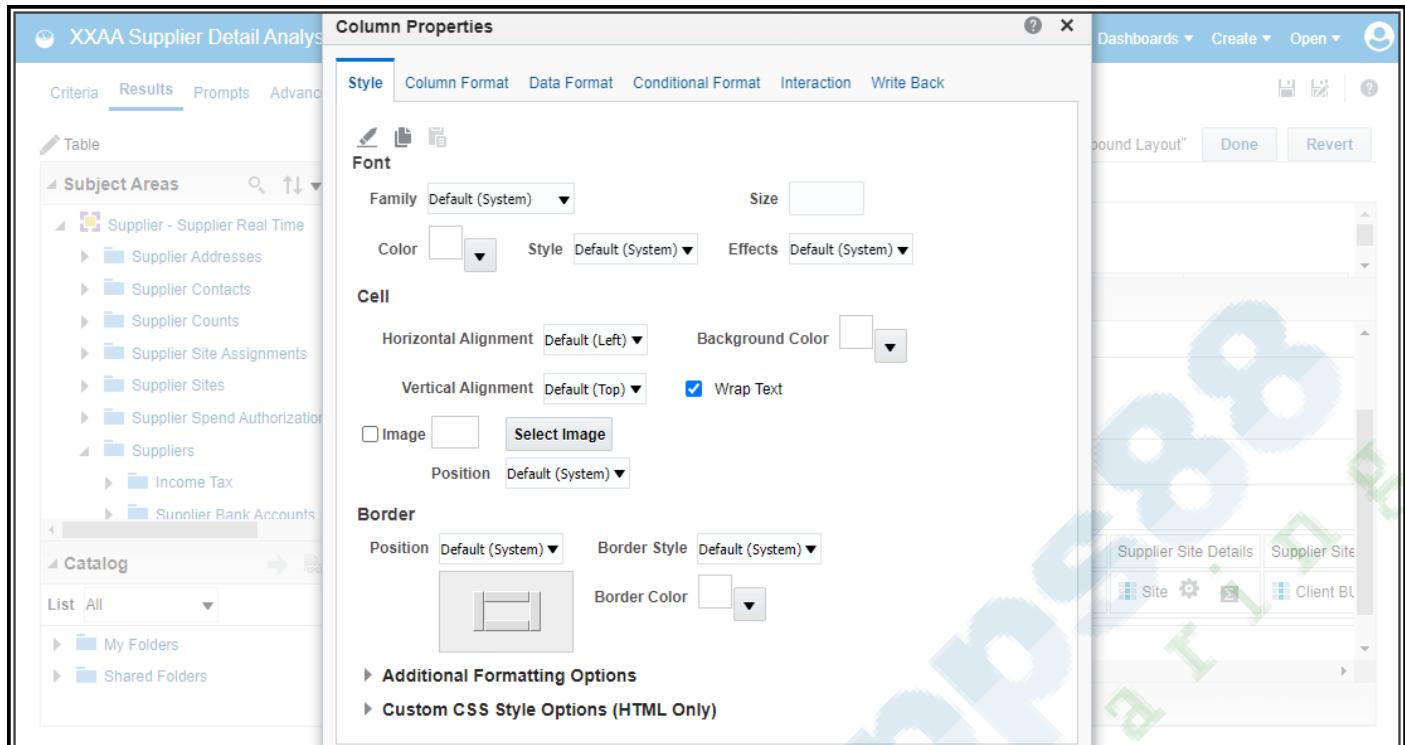
**Manufacturing**

- Click on the Edit button to modify the column properties

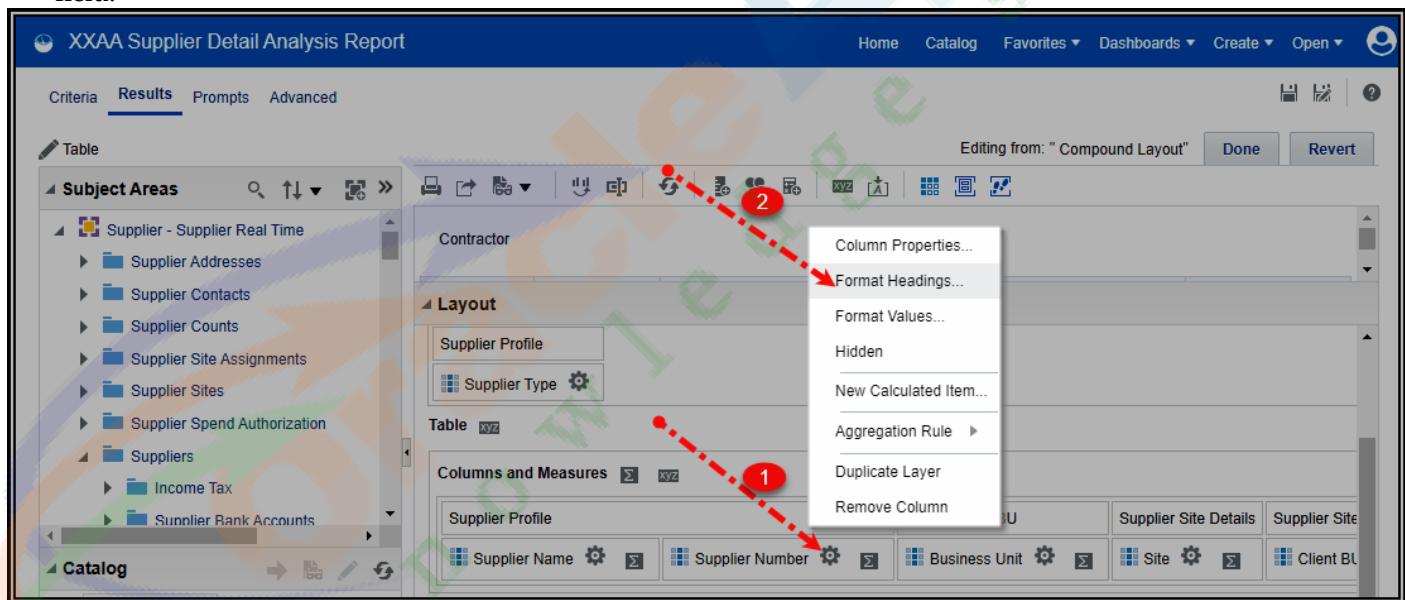
| Supplier Name                 | Supplier Number | Business Unit               | Site            | Client BU                   | Address   |
|-------------------------------|-----------------|-----------------------------|-----------------|-----------------------------|-----------|
| 24/7 Community Hospital Group | 1416            | Healthcare US Business Unit | 24/7 Healthcare | Healthcare US Business Unit | 24/7 Head |
| 49K                           | 1479            |                             |                 |                             |           |
| 49K Home supplier             | 1480            | 49K HYD BU                  | S2_Address      | 49K HYD BU                  | S2_Adde   |
| 49K Office Supplies           | 1477            | 49K HYD BU                  | S1_Address      | 49K HYD BU                  | S1_Adde   |
| A1 Juice Supply               | 1373            | Supremo US Business Unit    | A1JS Supremo US | Supremo US Business Unit    | A1JS Su   |
| ABC                           | 123             |                             |                 |                             |           |
| ABC Bank                      | 1359            | US1 Business Unit           | ABC Bank US1    | US1 Business Unit           | ABC Ba    |
| ABC Consulting                | 1288            | Healthcare US Business Unit | ABC Healthcare  | Healthcare US Business Unit | ABC He    |

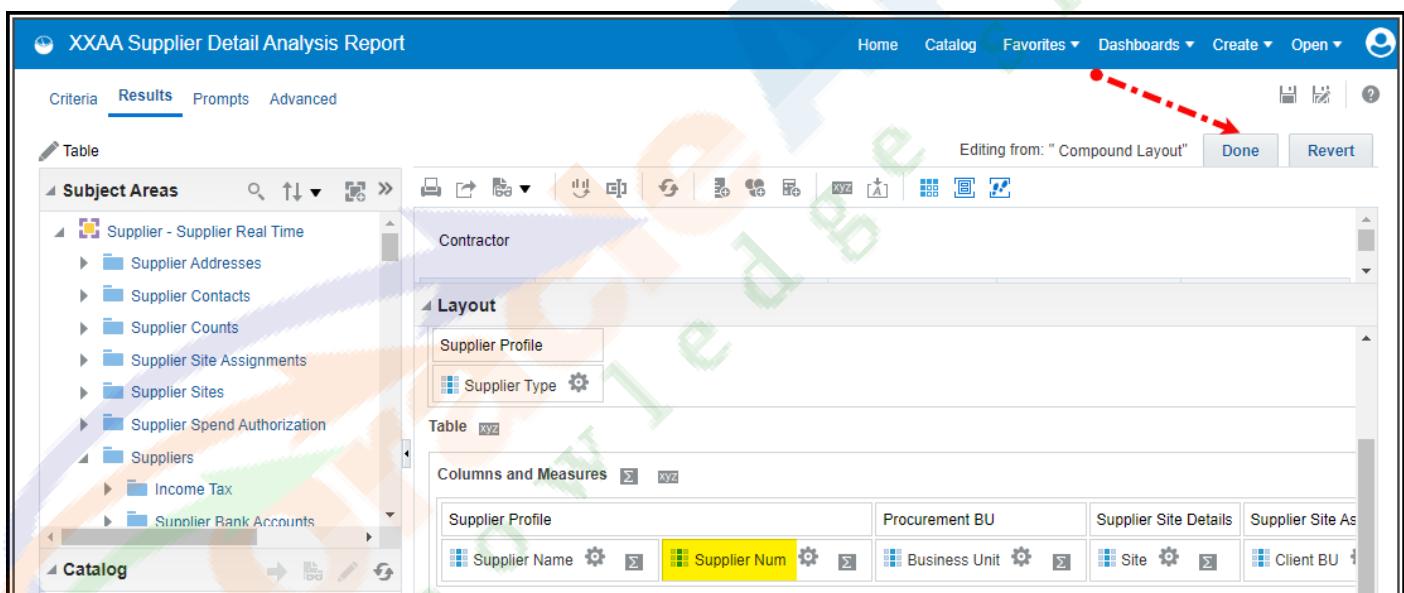
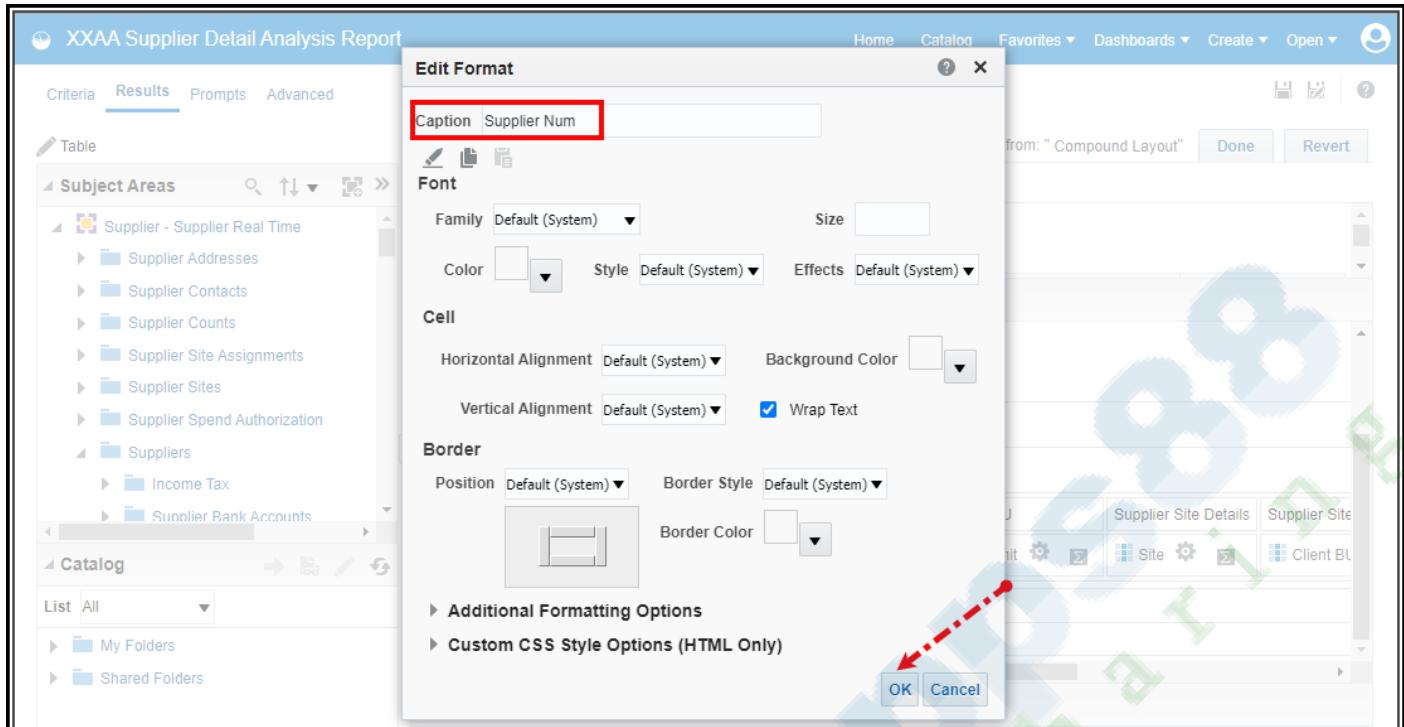
15. Click on the Field properties, The Edit Format Window opens to allow a user to format the display of the field
- The Column Format tab can change the name of the column.
  - The Data Format tab can change the format of the data to be shown.
  - Conditional Format tab can add a condition to the column in order to highlight that

16. Modify the column properties



17. After clicking on Format Headings, the Edit Format Window opens to allow a user to format the display of the field.





18. Adding filter to the report, move to the Criteria tab and click on the Filter icon and select the filed for filter the report

XXAA Supplier Detail Analysis Report

Home Catalog Favorites Dashboards Create Open

**Criteria** Results Prompts Advanced

**Subject Areas**

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites
  - Supplier Spend Authorization
  - Suppliers

**Catalog**

**Selected Columns**

| Supplier Profile | Procurement BU   |
|------------------|------------------|
| Supplier Name    | Business Unit    |
| Supplier Number  | Site             |
| Supplier Type    | Client BU        |
| Business Unit    | Address Name     |
| Site             | More Columns ... |
| Client BU        |                  |
| Address Name     |                  |
| More Columns ... |                  |

**Filters**

19. Select the Operator and value and click on OK button

XXAA Supplier Detail Analysis Report

Home Catalog Favorites Dashboards Create Open

**Criteria** Results Prompts Advanced

**Subject Areas**

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites
  - Supplier Spend Authorization
  - Suppliers

**Catalog**

**New Filter**

|          |               |
|----------|---------------|
| Column   | Supplier Type |
| Operator | contains any  |
| Value    | Supplier      |

Add More Options Clear All

OK Cancel

20. Click on the result tab to show the report data and save the report

**XXAA Supplier Detail Analysis Report**

Criteria Results Prompts Advanced

Subject Areas

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites

Catalog

List All

My Folders Shared Folders

Views

Title

Compound Layout

Table

**XXAA Supplier Detail Analysis Report**

| Supplier Type | Supplier Name     | Supplier Num | Business Unit               | Site           | Client BU                   | Ad  |
|---------------|-------------------|--------------|-----------------------------|----------------|-----------------------------|-----|
| Supplier      | 49K Home supplier | 1480         | 49K HYD BU                  | S2_Address     | 49K HYD BU                  | S2, |
| Supplier      | ABC               | 123          |                             |                |                             |     |
| Supplier      | ABC Consulting    | 1288         | Healthcare US Business Unit | ABC Healthcare | Healthcare US Business Unit | AB  |
| Supplier      | ABC Consulting    | 1288         | Supremo US Business Unit    | ABC Supremo US | Supremo US Business Unit    | AB  |
| Supplier      | ABC Consulting    | 1288         | Sweden Business Unit        | ABC Norway     | Sweden Business Unit        | AB  |

21. To run the report, move to Catalog and click on the Open link on report

Catalog

User View

Home Catalog Favorites Dashboards Create Open

Folders

- My Folders
- Shared Folders
- Apps Library
- AR and ProcSpend
- Common Content
- Custom
- Subject Area Content
- Dashboards
- Apps Library

XXAA Supplier Detail Analysis Report | Last Modified 9/9/24 4:24 PM | Owner RAJU CHINTHAPATLA

Open Edit More

22. Click on the Export to download the report into available formats

Export → Formatted → PDF

XXAA Supplier Detail Analysis Report

| Supplier Type | Supplier Name     | Supplier Num | Business Unit               | Site           | Client BU                   | Ad  |
|---------------|-------------------|--------------|-----------------------------|----------------|-----------------------------|-----|
| Supplier      | 49K Home supplier | 1480         | 49K HYD BU                  | S2_Address     | 49K HYD BU                  | S2_ |
| Supplier      | ABC               | 123          |                             |                |                             |     |
| Supplier      | ABC Consulting    | 1288         | Healthcare US Business Unit | ABC Healthcare | Healthcare US Business Unit | AB  |
| Supplier      | ABC Consulting    | 1288         | Supremo US Business Unit    | ABC Supremo US | Supremo US Business Unit    | AB  |
| Supplier      | ABC Consulting    | 1288         | Sweden Business Unit        | ABC Norway     | Sweden Business Unit        | AB  |
| Supplier      | ABC Consulting    | 1288         | Sweden Business Unit        | ABC Sweden     | Sweden Business Unit        | AB  |
| Supplier      | ABC Consulting    | 1288         | US1 Business Unit           | ABC US1        | US1 Business Unit           | AB  |
| Supplier      | ABCA              | 124          |                             |                |                             |     |
| Supplier      | ABCAB             | 12           |                             |                |                             |     |
| Supplier      | ABCC              | 12           |                             |                |                             |     |
| Supplier      | ABCG              | 13           |                             |                |                             |     |

Edit - Refresh - Print - Export - Add to Briefcase

PDF Excel Powerpoint Web Archive

Formatted Data

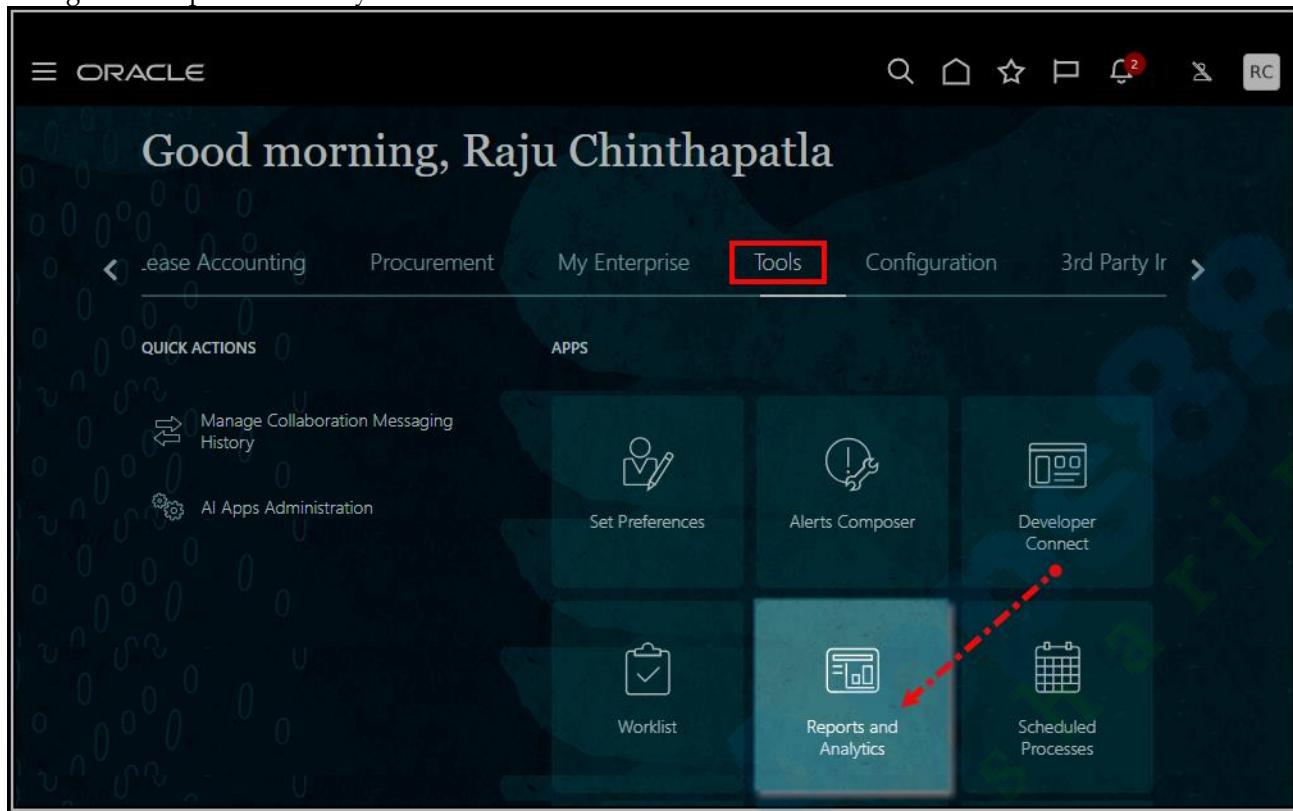
XXAA Supplier Detail Analysis Report

| Supplier Type | Supplier Name     | Supplier Num | Business Unit               | Site           | Client BU                   | Address Name   |
|---------------|-------------------|--------------|-----------------------------|----------------|-----------------------------|----------------|
| Supplier      | 49K Home supplier | 1480         | 49K HYD BU                  | S2_Address     | 49K HYD BU                  | S2_Address     |
| Supplier      | ABC               | 123          |                             |                |                             |                |
| Supplier      | ABC Consulting    | 1288         | Healthcare US Business Unit | ABC Healthcare | Healthcare US Business Unit | ABC Healthcare |
| Supplier      | ABC Consulting    | 1288         | Supremo US Business Unit    | ABC Supremo US | Supremo US Business Unit    | ABC Supremo US |
| Supplier      | ABC Consulting    | 1288         | Sweden Business Unit        | ABC Norway     | Sweden Business Unit        | ABC Norway     |

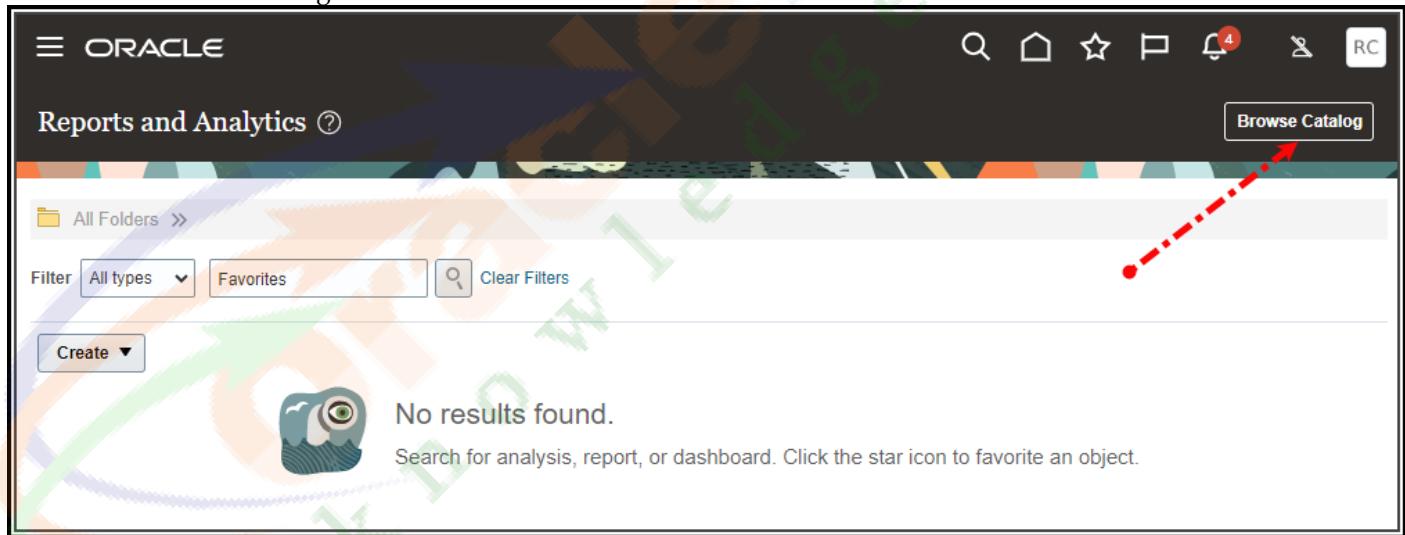


**4 a. Adding the new column to the existing Report**

Navigate to: Report and Analytics.



2. Click the Browse Catalog icon.



Move to the folder and click on the Edit in the report

Catalog

User View ▾

Type All Sort Name A-Z Show More Details

XXAA Supplier Detail Analysis Report | Last Modified 9/9/24 5:17 PM | Owner RAJU CHINTHAPATLA

Open Edit More ▾

Folders

- Procurement
- Purchasing
- Reconciliation
- Suppliers**
- Projects
- Public Sector
- Redwood
- RelationshipViewer

Click on the Table Edit view

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Subject Area...

Supplier - Supplier Real Time

- Supplier Addresses
- Supplier Contacts
- Supplier Counts
- Supplier Site Assignment
- Supplier Sites
- Supplier Spend Authorization
- Suppliers

Compound Layout

Title

XXAA Supplier Detail Analysis Report

Table

| Supplier Type     | Supplier Name        | Supplier Number | Business Unit               | Client BU                   | Site          | Address Name          |
|-------------------|----------------------|-----------------|-----------------------------|-----------------------------|---------------|-----------------------|
| Contractor        | Eric Whims           | 1452            | Supremo US Business Unit    | Supremo US Business Unit    | Eric Whims    | Eric Whims Supremo US |
| Insurance Company | Washington Insurance | 1400            | Healthcare US Business Unit | Healthcare US Business Unit | Washington-HC | Washington-HC         |

Expand the Folders and select the field and Double-click on the field, it will populate on the right side Layout Section

Or select the field and Drag and drop to right side.

Click on Done

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Table

Subject Area...

Supplier Contacts

- Contact Details
- Address Name
- Administrative Co...
- Created
- Created By
- E-Mail
- Fax
- Fax Area Code
- Fax Country Cod...
- First Name
- Inactive Date
- Job Title
- Last Name

Editing from: "Compound Layout"

Done Revert

Layout

| Procurement BU | Supplier Site Assignment De... | Supplier Site Details | Address Details | Contact Details |
|----------------|--------------------------------|-----------------------|-----------------|-----------------|
| Business Unit  | Client BU                      | Site                  | Address Name    | Last Name       |

## Save the Report

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

**Subject Area:** Supplier - Supplier Real Time

**Compound Layout:**

**Title:** XXAA Supplier Detail Analysis Report

**Table:**

| Supplier Type     | Supplier Name        | Supplier Number | Business Unit               | Client BU                   | Site                  | Address Name          |
|-------------------|----------------------|-----------------|-----------------------------|-----------------------------|-----------------------|-----------------------|
| Contractor        | Eric Whims           | 1452            | Supremo US Business Unit    | Supremo US Business Unit    | Eric Whims Supremo US | Eric Whims Supremo US |
| Insurance Company | Washington Insurance | 1400            | Healthcare US Business Unit | Healthcare US Business Unit | Washington-HC         | Washington-HC         |

To run the report, move to Catalog and click on the Open link on report

Catalog

User View ▾

**Folders:**

- PRC
- Procurement
- Purchasing
- Reconciliation
- Suppliers**
- Projects

Type All Sort Name A-Z Show More Details

**XXAA Supplier Detail Analysis Report** Last Modified 9/9/24 5:25 PM Owner RAJU CHINTHAPATLA

[Open](#) [Edit](#) [More](#)

Verify the newly added column

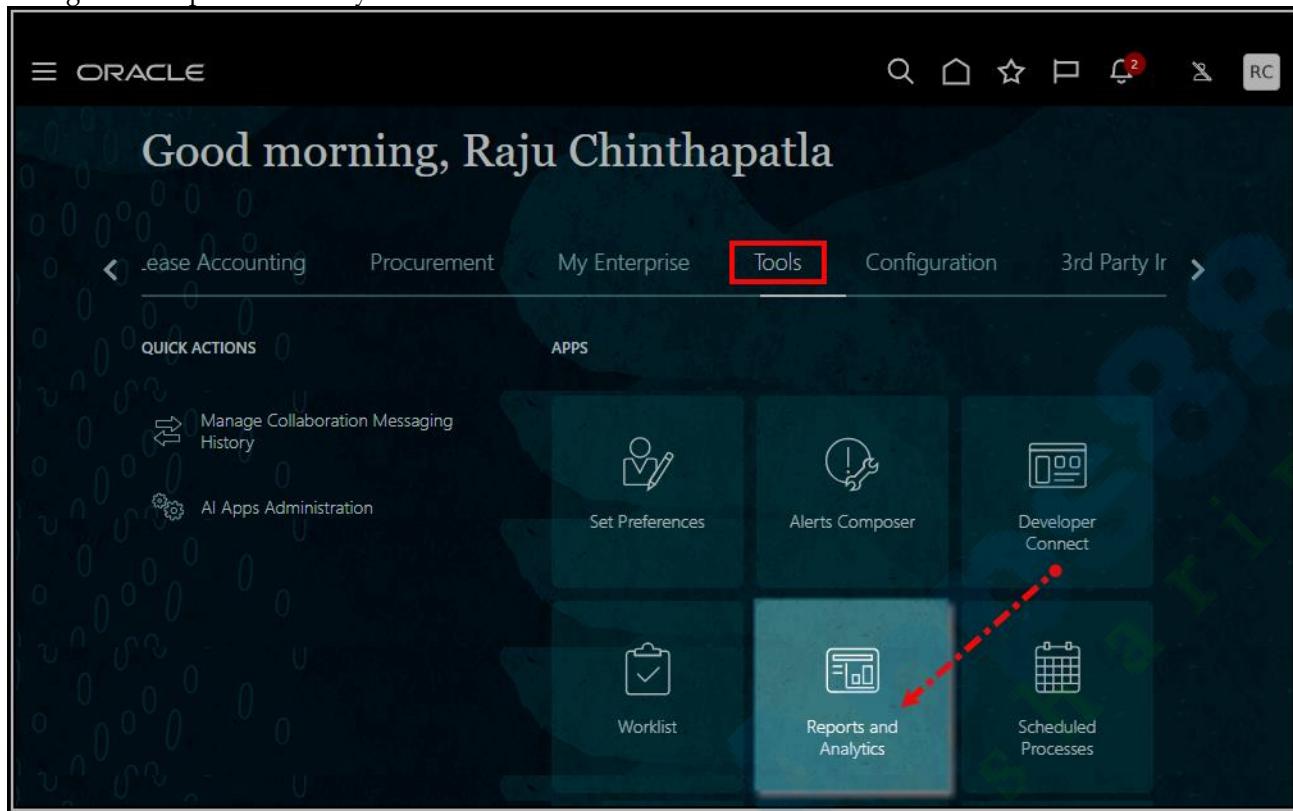
XXAA Supplier Detail Analysis Report

| Supplier Name        | Supplier Number | Business Unit               | Client BU                   | Site                  | Address Name          | Last Name |
|----------------------|-----------------|-----------------------------|-----------------------------|-----------------------|-----------------------|-----------|
| Eric Whims           | 1452            | Supremo US Business Unit    | Supremo US Business Unit    | Eric Whims Supremo US | Eric Whims Supremo US | Whims     |
| Washington Insurance | 1400            | Healthcare US Business Unit | Healthcare US Business Unit | Washington-HC         | Washington-HC         | Zeller    |
| ABC Consulting       | 1288            | Sweden                      | Sweden                      | ABC Sweden            | ABC Sweden            | Abbott    |

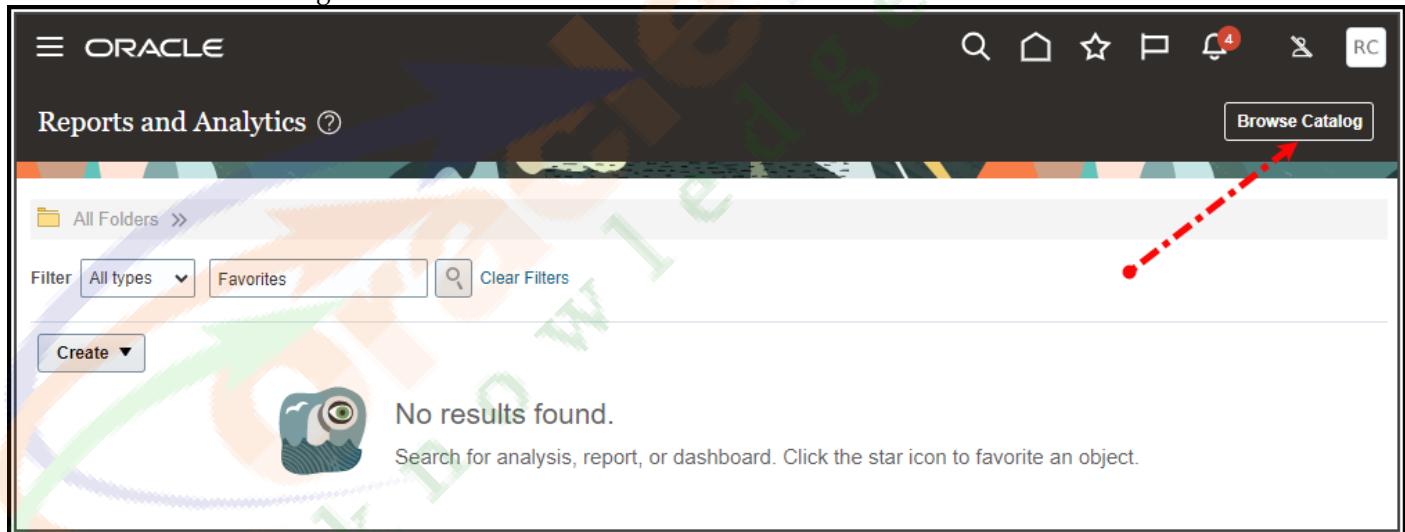
Edit - Refresh - Print - Export - Add to Briefing Book - Email - Copy

**4 b. Remove the Column from the existing Report**

Navigate to: Report and Analytics.



2. Click the Browse Catalog icon.



Move to the folder and click on the Edit in the report

Catalog

User View ▾

Type All Sort Name A-Z Show More Details

XXAA Supplier Detail Analysis Report | Last Modified 9/9/24 5:17 PM | Owner RAJU CHINTHAPATLA

Open Edit More ▾

Folders

- Procurement
- Purchasing
- Reconciliation
- Suppliers**
- Projects
- Public Sector
- Redwood
- RelationshipViewer

Click on the Table Edit view

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Subject Area...

Supplier - Supplier Real Time

- Supplier Addresses
- Supplier Contacts
- Supplier Counts
- Supplier Site Assignments
- Supplier Sites
- Supplier Spend Authorizations
- Suppliers**

Compound Layout

Title

XXAA Supplier Detail Analysis Report

Table

| Supplier Type     | Supplier Name        | Supplier Number | Business Unit               | Client BU                   | Site          | Address Name |
|-------------------|----------------------|-----------------|-----------------------------|-----------------------------|---------------|--------------|
| Contractor        | Eric Whims           | 1452            | Supremo US Business Unit    | Supremo US Business Unit    | Eric Whims    | Supremo US   |
| Insurance Company | Washington Insurance | 1400            | Healthcare US Business Unit | Healthcare US Business Unit | Washington-HC | Wash         |

In the Layout section, Select the column, Click on More Options, click on the Remove Column, and select Ok

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Table

Subject Area...

Supplier - Supplier Real Time

- Supplier Addresses
- Supplier Contacts
- Supplier Counts
- Supplier Site Assignments
- Supplier Sites
- Supplier Spend Authorizations
- Suppliers**

Layout

The selected column will be removed from all views.

OK Cancel

Compound Layout Done Revert

Supplier Profile

Supplier Type Supplier Name Supplier Number Business Unit Client BU Site Address Name

|                   |                      |      |                             |                             |               |            |
|-------------------|----------------------|------|-----------------------------|-----------------------------|---------------|------------|
| Contractor        | Eric Whims           | 1452 | Supremo US Business Unit    | Supremo US Business Unit    | Eric Whims    | Supremo US |
| Insurance Company | Washington Insurance | 1400 | Healthcare US Business Unit | Healthcare US Business Unit | Washington-HC | Wash       |

Column Properties... Format Headings... Format Values... Hidden New Calculated Item... Aggregation Rule... Duplicate Layer Remove Column

Click on Done and Save the Report

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Editing from: "Compound Layout" Done Revert

**Table**

**Subject Area...**

**Supplier Type** **Supplier Name** **Supplier Number** **Client BU** **Site** **Address Name**

|                   |                      |      |                             |                       |                       |
|-------------------|----------------------|------|-----------------------------|-----------------------|-----------------------|
| Contractor        | Eric Whims           | 1452 | Supremo US Business Unit    | Eric Whims Supremo US | Eric Whims Supremo US |
| Insurance Company | Washington Insurance | 1400 | Healthcare US Business Unit | Washington-HC         | Washington-HC         |

**Layout**

Sections Drop here for a sectioned Table

**Table XYZ**

**Columns and Measures**

**Supplier Profile**

**Supplier Site Assignment De...**

To run the report, move to Catalog and click on the Open link on report

Catalog

Home Catalog Favorites Dashboards Create Open

User View Location /Shared Folders/Custom/Procurement/Suppliers  Show Hidden Items

**Folders**

- PRC
- Procurement
- Purchasing
- Reconciliation
- Suppliers**
- Projects

Type All Sort Name A-Z  Show More Details

**XXAA Supplier Detail Analysis Report** | Last Modified 9/9/24 5:25 PM | Owner RAJU CHINTHAPATLA

Open Edit More

Verify the Removed column

XXAA Supplier Detail Analysis Report

Home Catalog Favorites Dashboards Create Open

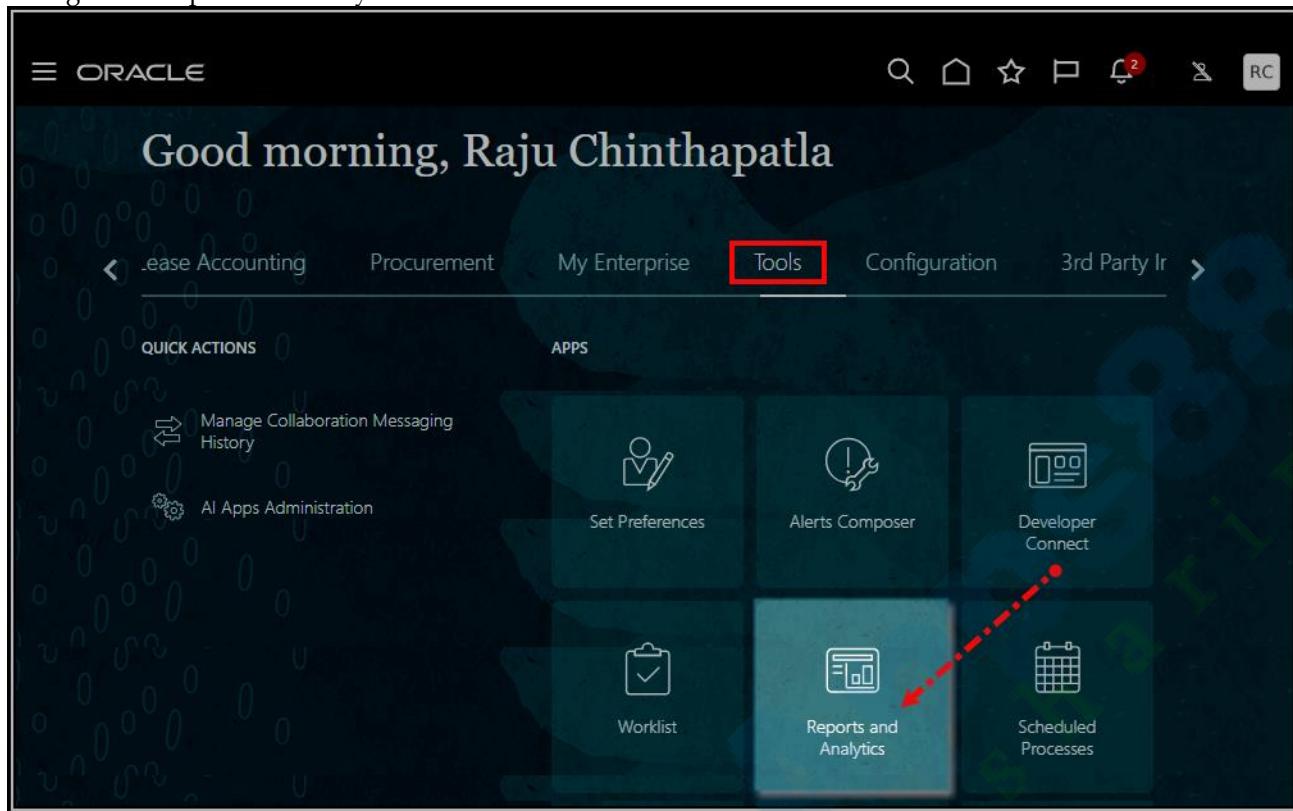
### XXAA Supplier Detail Analysis Report

| Supplier Type     | Supplier Name        | Supplier Number | Client BU                   | Site                  | Address Name          |
|-------------------|----------------------|-----------------|-----------------------------|-----------------------|-----------------------|
| Contractor        | Eric Whims           | 1452            | Supremo US Business Unit    | Eric Whims Supremo US | Eric Whims Supremo US |
| Insurance Company | Washington Insurance | 1400            | Healthcare US Business Unit | Washington-HC         | Washington-HC         |
| Supplier          | ABC Consulting       | 1288            | Sweden Business Unit        | ABC Sweden            | ABC Sweden            |

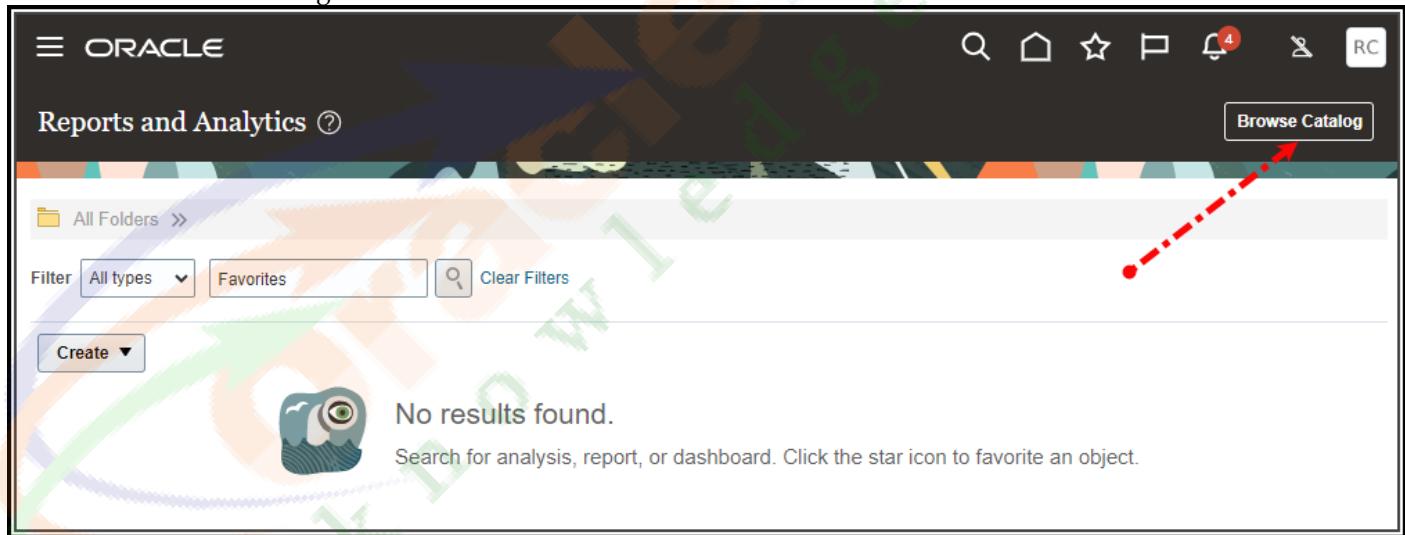
Edit - Refresh - Print - Export - Add to Briefing Book - Email - Copy

**4 c. Applying the Filter to existing Report Column**

Navigate to: Report and Analytics.



2. Click the Browse Catalog icon.



Move to the folder and click on the Edit in the report

Catalog

User View ▾

Type All Sort Name A-Z Show More Details

XXAA Supplier Detail Analysis Report | Last Modified 9/9/24 5:17 PM | Owner RAJU CHINTHAPATLA

Open Edit More ▾

Folders

- Procurement
- Purchasing
- Reconciliation
- Suppliers**
- Projects
- Public Sector
- Redwood
- RelationshipViewer

## 1. Create the Filter

Move to Criteria, Click on the Actions and click on the Filter

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Subject Area... ▾

Selected Columns

| Supplier Profile | Supplier Site Assignment Details | Supplier Site Details |
|------------------|----------------------------------|-----------------------|
| Supplier Type    | Supplier Name                    | Supplier Number       |

Filters

Sort Edit formula Column Properties Filter Delete Save Column As

Select the Operator and Enter the Filter condition value

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

New Filter

Column Supplier Type fx

Operator is equal to / is in

Value Supplier

Add More Options Clear All

Protect Filter Convert this filter to SQL

OK Cancel

Save the Report

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Subject Area: Supplier - Supplier Real Time

- Supplier Addresses
- Supplier Contacts
- Supplier Counts
- Supplier Site Assignments
- Supplier Sites
- Supplier Spend Authorizations
- Suppliers

Compound Layout

Title: XXAA Supplier Detail Analysis Report

Table:

| Supplier Type | Supplier Name     | Supplier Number | Client BU                   | Site           | Address Name   |
|---------------|-------------------|-----------------|-----------------------------|----------------|----------------|
| Supplier      | 49K Home supplier | 1480            | 49K HYD BU                  | S2_Address     | S2_Address     |
| Supplier      | ABC               | 123             |                             |                |                |
| Supplier      | ABC Consulting    | 1288            | Healthcare US Business Unit | ABC Healthcare | ABC Healthcare |

## 2. Create the Table Level Prompt

Click on the Table Edit view

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Subject Area: Supplier - Supplier Real Time

- Supplier Addresses
- Supplier Contacts
- Supplier Counts
- Supplier Site Assignments
- Supplier Sites
- Supplier Spend Authorizations
- Suppliers

Compound Layout

Title: XXAA Supplier Detail Analysis Report

Table:

| Supplier Type | Supplier Number | Client BU | Site | Address Name | Last |
|---------------|-----------------|-----------|------|--------------|------|
| Supplier      | 1213            |           |      |              |      |
| Supplier      | 121314          |           |      |              |      |
| Supplier      | 1214            |           |      |              |      |

Right click on the Column and Move Column, to Prompts

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Editing from: "Compound Layout" Done Revert

**Table**

**Subject Area:** Supplier Customer

- Supplier Hierarchy
- Supplier Name
- Supplier Number
- Supplier Spend S
- Supplier Type
- Tax Classification
- Tax Officer Numbr
- Tax Officer Numbr
- Tax Organization

**Catalog**

List All

- My Folders
- Shared Folders

**Layout**

Sort Column

Keep Only

Remove

Add Members...

Add Custom Calculated Item...

Show Subtotal

Show Row level Grand Total

Table Prompts

Sections

Table

**Selection Steps**

1

2

3

| Supplier Type | Supplier Name | Client BU              | Site           | Address Name   |
|---------------|---------------|------------------------|----------------|----------------|
| Supplier      | 49K Home s    | HYD BU                 | S2_Address     | S2_Address     |
| Supplier      | ABC           | Healthcare US Business | ABC Healthcare | ABC Healthcare |
| Supplier      | ABC Consult   | Supremo US Business    | ABC Supremo US | ABC Supremo    |
| Supplier      | ABC Consult   |                        |                |                |

Drop here for Table prompts

Drop here for a sectioned Table

To Prompts

To Sections

Table Prompt is created

XXAA Supplier Detail Analysis Report

Criteria Results Prompts Advanced

Editing from: "Compound Layout" Done Revert

**Table**

**Subject Area:** Supplier - Supplier Real Time

- Supplier Addresses
- Supplier Contacts
- Supplier Counts
- Supplier Site Assignmen
- Supplier Sites
- Supplier Spend Authoriz
- Suppliers
- Income Tax
- Supplier Bank Accou

**Catalog**

List All

- My Folders
- Shared Folders

**Layout**

Supplier Name: ABC Consulting

| Supplier Type | Supplier Number | Client BU                   | Site           | Address Name   | Last Name |
|---------------|-----------------|-----------------------------|----------------|----------------|-----------|
| Supplier      | 1288            | Healthcare US Business Unit | ABC Healthcare | ABC Healthcare | Abbott    |
| Supplier      | 1288            | Supremo US Business Unit    | ABC Supremo US | ABC Supremo US | Abbott    |
| Supplier      | 1288            | Sweden Business Unit        | ABC Norway     | ABC Norway     | Abbott    |
| Supplier      | 1288            | Sweden Business Unit        | ABC Sweden     | ABC Sweden     | Abbott    |

**Table Prompts**

Supplier Profile

Supplier Name

**Sections**

Verify the Report output, Here the Supplier name Column will be in the report

XXAA Supplier Detail Analysis Report

Supplier Name: ABC Consulting

| Supplier Type | Supplier Number | Client BU                   | Site           | Address Name   | Last Name |
|---------------|-----------------|-----------------------------|----------------|----------------|-----------|
| Supplier      | 1288            | Healthcare US Business Unit | ABC Healthcare | ABC Healthcare | Abbott    |
| Supplier      | 1288            | Supremo US Business Unit    | ABC Supremo US | ABC Supremo US | Abbott    |
| Supplier      | 1288            | Sweden Business Unit        | ABC Norway     | ABC Norway     | Abbott    |
| Supplier      | 1288            | Sweden Business Unit        | ABC Sweden     | ABC Sweden     | Abbott    |
| Supplier      | 1288            | US1 Business Unit           | ABC US1        | ABC US1        | Abbott    |

Edit - Refresh - Print - Export - Add to Briefing Book - Email - Copy

### Create the Analysis report level Prompt

Move to Prompts, Click on the New, Column Prompt, and select the Column

XXAA Supplier Detail Analysis Report

Prompts

| Prompt Label | Type | Prompt For | Description | Required |
|--------------|------|------------|-------------|----------|
| Page 1       | Page |            |             |          |

Column Prompt 2 Supplier Type  
Variable Prompt Supplier Name 3  
Image Prompt  
Currency Prompt  
Supplier Number  
Client BU  
Site  
Address Name  
Last Name  
More Columns ...

Select the Operator and click Ok

XXAA Supplier Detail Analysis Report

Edit Prompt: Select Supplier Name

Prompt For Column "Supplier Profile"."Supplier | fx"

Label Select Supplier Name

Custom Label

Description

Operator is equal to / is in

User Input Choice List

OK Cancel

In the below we can verify it and Save it

XXAA Supplier Detail Analysis Report

Prompts

Add prompts for users when they run this analysis.

| Prompt Label         | Type         | Prompt For    | Description | Required                 | New Column |
|----------------------|--------------|---------------|-------------|--------------------------|------------|
| Page 1               | Page         |               |             |                          |            |
| Select Supplier Name | Column value | Supplier Name |             | <input type="checkbox"/> |            |

ABC Bank  
ABC Consulting  
ABCA  
ABCAB  
ABCC  
ABCG

Select Supplier Name ABC Consulting

To run the report, move to Catalog and click on the Open link on report

Catalog

XXAA Supplier Detail Analysis Report | Last Modified 9/9/24 5:25 PM | Owner RAJU CHINTHAPATLA

Open Edit More

Verify the report output, Select the Supplier name form List and click ok

XXAA Supplier Detail Analysis Report

Select Supplier Name ABC Consulting ▾

OK Reset ▾

Edit - Refresh - Copy

XXAA Supplier Detail Analysis Report

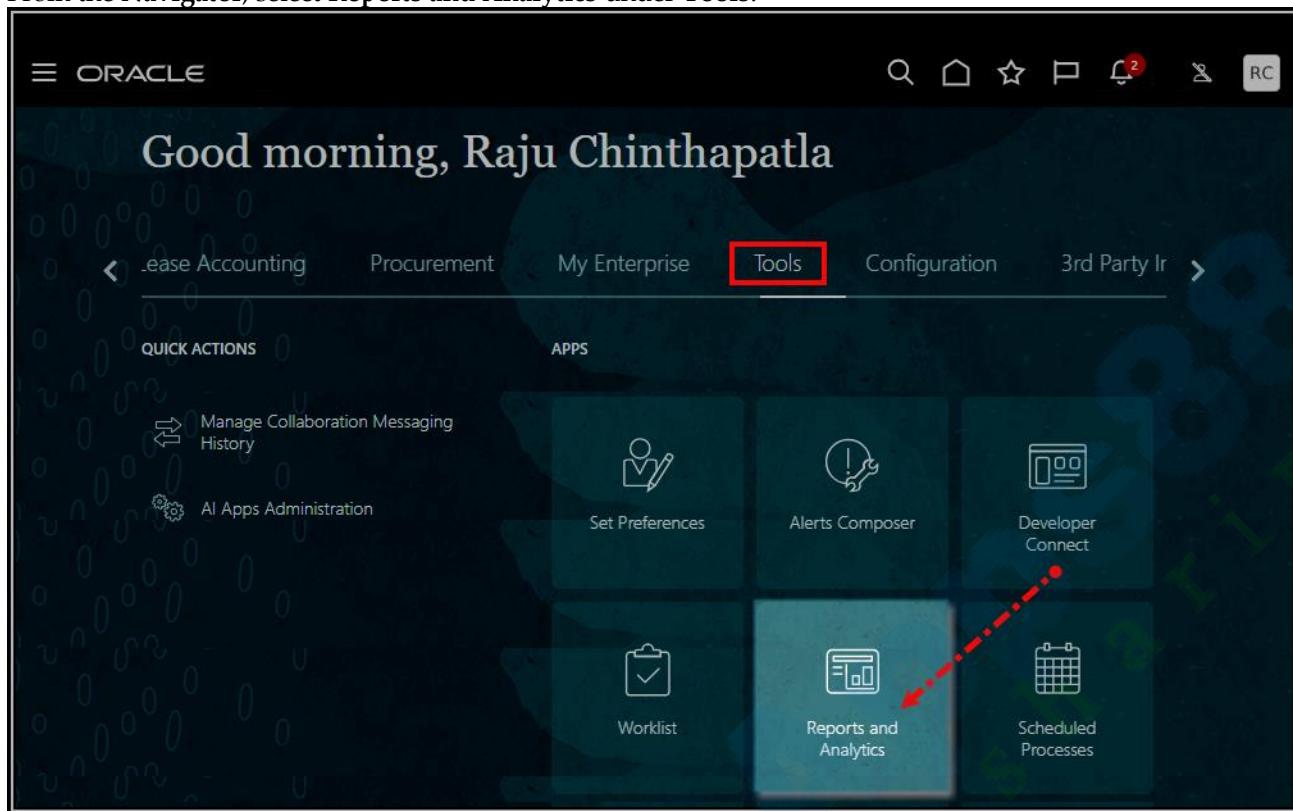
Home Catalog F

| Supplier Type | Supplier Name  | Supplier Number | Client BU                   | Site           | Address Name   | Last |
|---------------|----------------|-----------------|-----------------------------|----------------|----------------|------|
| Supplier      | ABC Consulting | 1288            | Healthcare US Business Unit | ABC Healthcare | ABC Healthcare | Abt  |
| Supplier      | ABC Consulting | 1288            | Supremo US Business Unit    | ABC Supremo US | ABC Supremo US | Abt  |
| Supplier      | ABC Consulting | 1288            | Sweden Business Unit        | ABC Norway     | ABC Norway     | Abt  |
| Supplier      | ABC Consulting | 1288            | Sweden Business Unit        | ABC Sweden     | ABC Sweden     | Abt  |
| Supplier      | ABC Consulting | 1288            | US1 Business Unit           | ABC US1        | ABC US1        | Abt  |

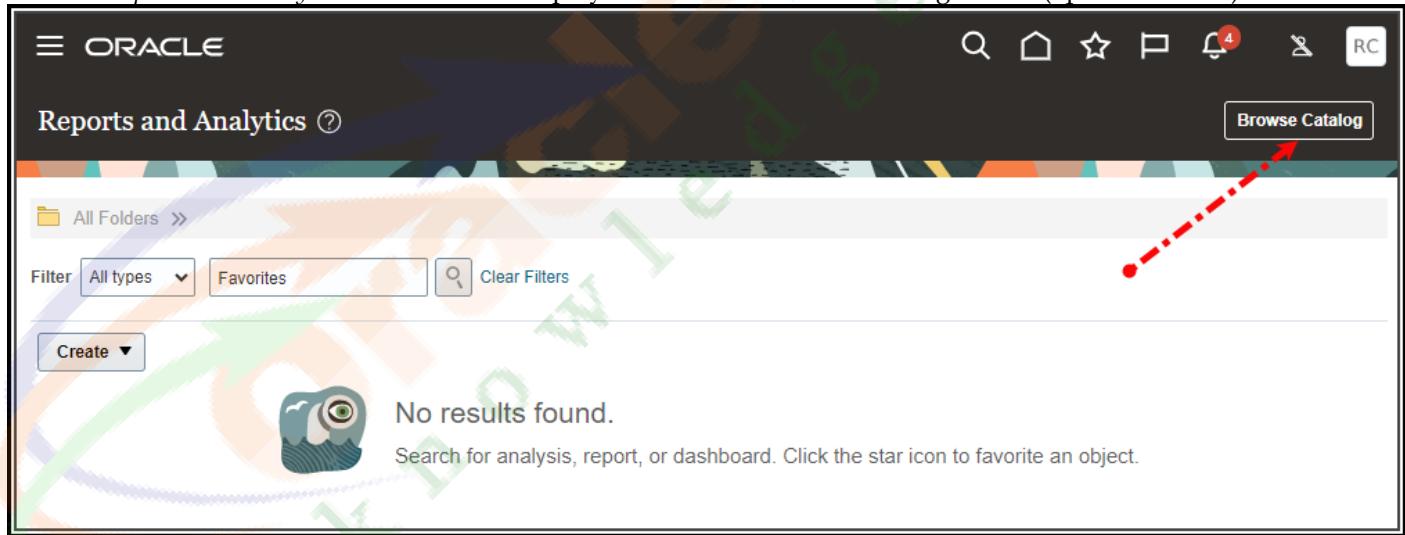
Edit - Refresh - Print - Export - Add to Briefing Book - Email - Copy

## 5. Creating BI Report (Using Data Model) for Purchase Order Details

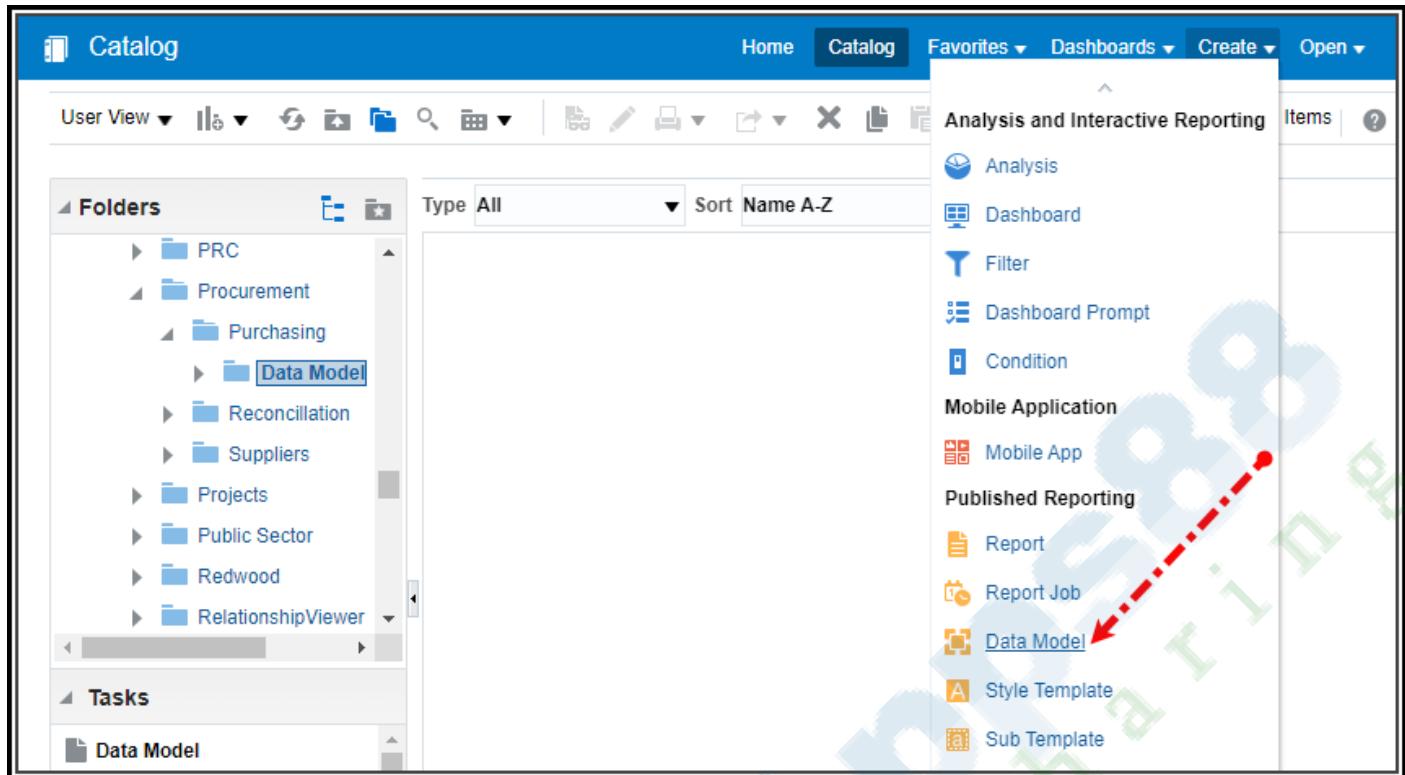
From the Navigator, select Reports and Analytics under Tools.



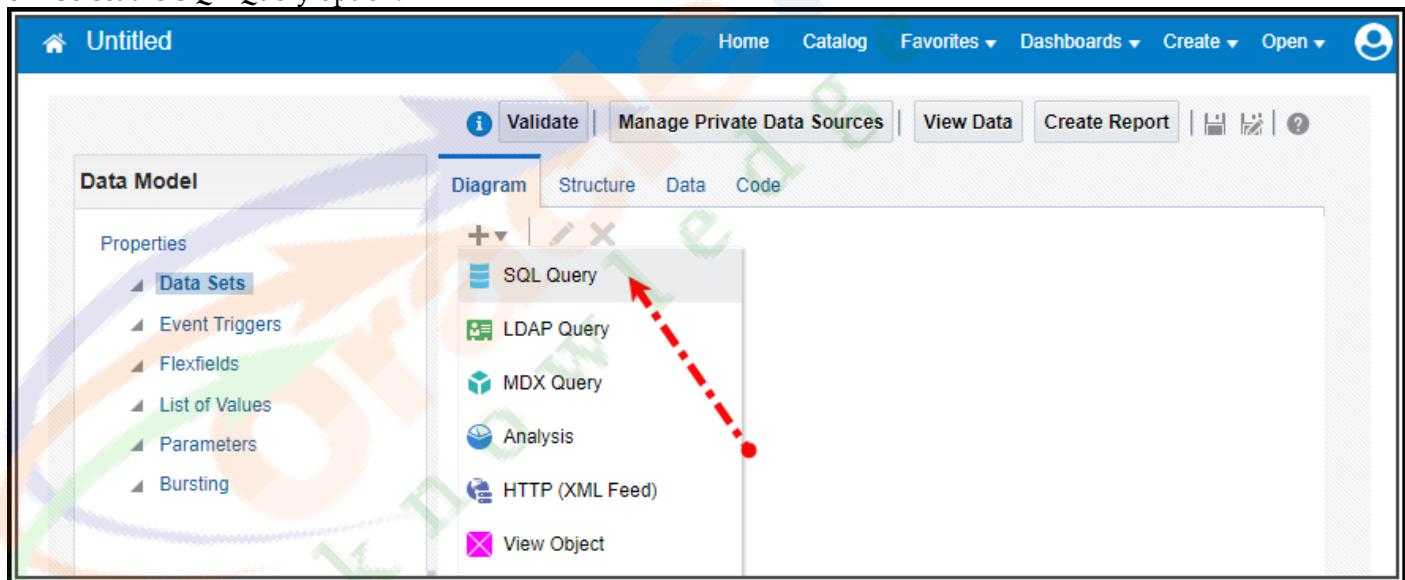
1. The *Reports and Analytics* Work Area is displayed. Click the Browse Catalog button (open book icon).



2. Expand the **Shared Folders** folder in the **Reports and Analytics** work area. Expand the **Custom** folder.
3. Select the **Data Model** folder to create the report
4. Select the Folder and click on Create (New) > **Data Model**



5. The **Data Model** window is displayed. Click **Data Sets** and click the + icon.
6. Select the **SQL Query** option.



7. Enter the **Name**, **Data Source** and **SQL Query**. Click the **OK** button.

The screenshot shows the Oracle SQL Developer Data Modeler interface. The top navigation bar includes Home, Catalog, Favorites, Dashboards, Create, and Open. Below the navigation is a toolbar with Validate, Manage Private Data Sources, View Data, Create Report, and other icons. On the left, a sidebar titled "Data Model" lists categories like Data Set, Event Trigger, Flexfields, List of Values, Parameters, and Bursting. A modal dialog box is open, titled "New Data Set - SQL Query". It contains fields for Name (set to XXAA\_PO\_DETAILS), Data Source (set to ApplicationDB\_FSCM), and Type of SQL (set to Standard SQL). The main area of the dialog is a "SQL Query" text editor containing the following SQL code:

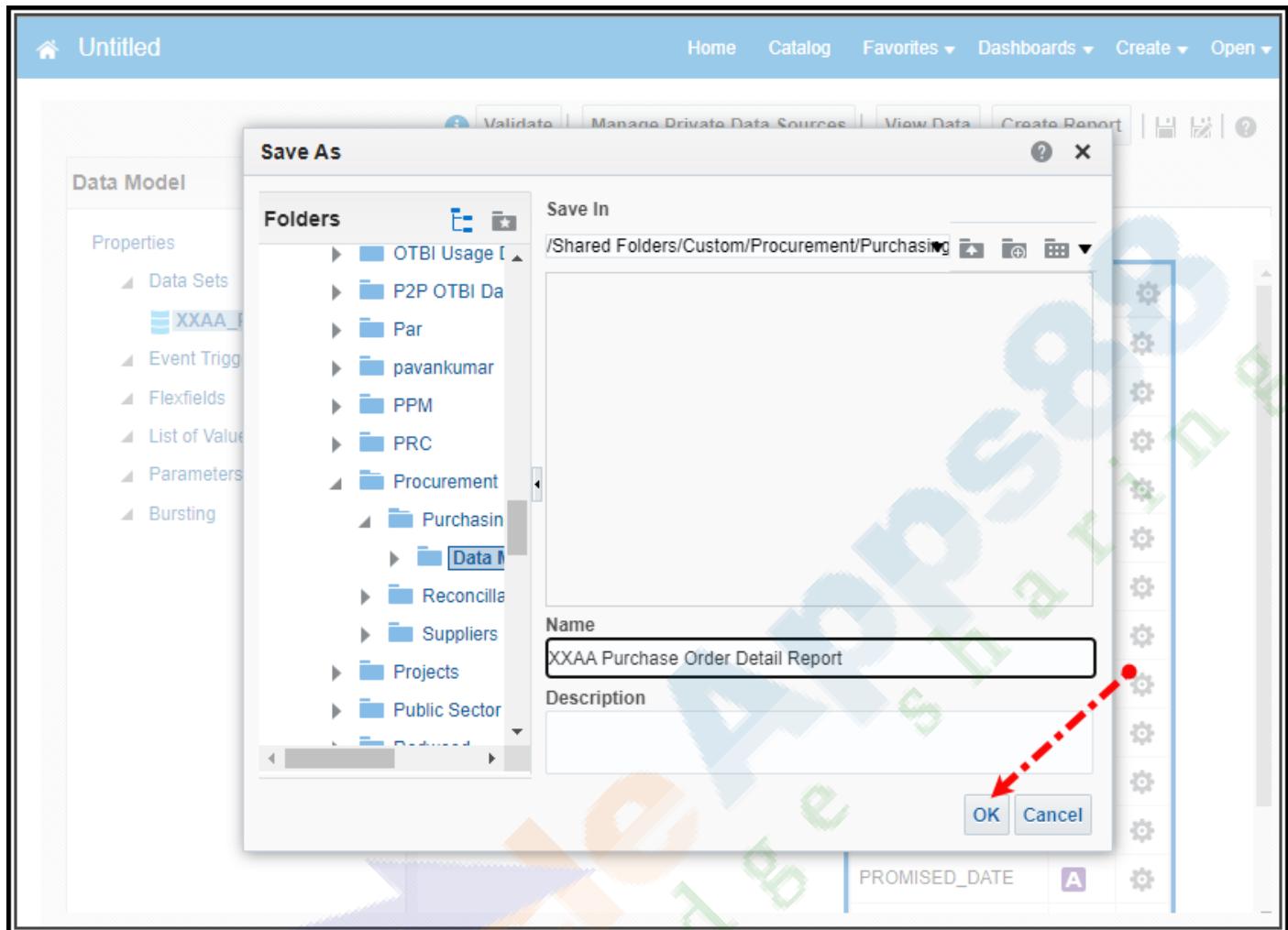
```
SELECT
    poa.segment1 AS po_num,
    naot.name AS proc_bu,
    ps.segment1 vendor_num,
    hp.party_name AS vendor_name,
    hps.party_site_name AS site_name,
    pola.line_num,
    polt.line_type,
    DECODE(polt.line_type,'Goods', pola.quantity, 'Fixed Price Services', 1) AS QTY,
    DECODE(polt.line_type,"Goods", pola.unit_price,Fixed Price Services', pola.amount) AS price,
    DECODE(polt.line_type,"Goods", (polo.quantity * pola.unit_price), 'Fixed Price Services',
    pola.amount) AS amount,
    SUBSTR(polla.need_by_date,0,10) AS need_by_date,
    SUBSTR(polla.promised_date,0,10) AS promised_date,
    NVL((select SUM(DECODE(polt1.line_type,'Goods', (NVL(pola1.quantity,0) *
```

At the bottom of the dialog are three buttons: "Generate Explain Plan", "OK", and "Cancel". A red dashed arrow points from the bottom right towards the "OK" button. A small yellow circular icon with a play button symbol is located in the bottom right corner of the application window.

8. Click the **Save** icon. In the **Save As** window, select the location and enter a **Name**, then click the **OK** button.

The screenshot shows the Oracle Database Modeler application. The top navigation bar includes Home, Catalog, Favorites, Dashboards, Create, and Open. The main area is titled "Data Model". On the left, a sidebar lists properties: Data Sets (with "XXAA\_PO\_DETAILS" selected), Event Triggers, Flexfields, List of Values, Parameters, and Bursting. The central workspace has tabs for Diagram, Structure, Data, and Code, with Diagram selected. A sub-menu for "Global Level Functions" is open, showing a placeholder "Drop here for aggregate function". A context menu is displayed over a table named "G\_PO", which contains columns: PO\_NUM, PROC\_BU, VENDOR\_NUM, VENDOR\_NAME, SITE\_NAME, LINE\_NUM, LINE\_TYPE, QTY, PRICE, and AMOUNT. The context menu options include Validate, Manage Private Data Sources, View Data, Create Report, and a question mark icon. A red dashed arrow points from the "Create Report" button in the top right to the "Create Report" option in the context menu.

Enter the data Model Name and click on Ok



9. In the **Data Model** window, select the **Data** tab and click **View**.

**XXAA Purchase Order Detail Report**

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

**Data Model**

Properties

- Data Sets
  - XXAA\_PO\_DETAILS**
- Event Triggers
- Flexfields
- List of Values
- Parameters
- Bursting

Diagram Structure **Data** Code

Rows 5 View Export Save As Sample Data View Engine Log Generate

Tree View | Table View

An Image Oracle BI Publisher Date: Sep 9, 2024 6:42:54 PM Page 1 Of 1

| PO_NUM | PROC_BU           | VENDOR_NUM | VENDOR_NAME  | SITE_NAME | LINE_NUM | LINE_TYPE            | QTY | PR  |
|--------|-------------------|------------|--------------|-----------|----------|----------------------|-----|-----|
| 162026 | US1 Business Unit | 1254       | JGA          | JGA US1   | 1        | Goods                | 1   | 279 |
| 162027 | US1 Business Unit | 1252       | Lee Supplies | Lee US1   | 1        | Goods                | 1   | 149 |
| 162028 | US1 Business Unit | 1252       | Lee Supplies | Lee US1   | 1        | Goods                | 14  | 189 |
| 162029 | US1 Business Unit | 1255       | Dell Inc.    | Dell US1  | 1        | Goods                | 1   | 121 |
| 162030 | US1 Business Unit | 1254       | JGA          | JGA US1   | 1        | Fixed Price Services | 1   | 200 |

10. Click the **Save as Sample Data** button to save the output as sample data.

**XXAA Purchase Order Detail Report**

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

**Data Model**

Properties

- Data Sets
  - XXAA\_PO\_DETAILS**
- Event Triggers
- Flexfields
- List of Values
- Parameters
- Bursting

Diagram Structure **Data** Code

Rows 5 View Export **Save As Sample Data** View Engine Log Generate

Tree View | Table View

An Image Oracle BI Publisher Date: Sep 9, 2024 6:42:54 PM Page 1 Of 1

| PO_NUM | PROC_BU           | VENDOR_NUM | VENDOR_NAME  | SITE_NAME | LINE_NUM | LINE_TYPE            | QTY | PR  |
|--------|-------------------|------------|--------------|-----------|----------|----------------------|-----|-----|
| 162026 | US1 Business Unit | 1254       | JGA          | JGA US1   | 1        | Goods                | 1   | 279 |
| 162027 | US1 Business Unit | 1252       | Lee Supplies | Lee US1   | 1        | Goods                | 1   | 149 |
| 162028 | US1 Business Unit | 1252       | Lee Supplies | Lee US1   | 1        | Goods                | 14  | 189 |
| 162029 | US1 Business Unit | 1255       | Dell Inc.    | Dell US1  | 1        | Goods                | 1   | 121 |
| 162030 | US1 Business Unit | 1254       | JGA          | JGA US1   | 1        | Fixed Price Services | 1   | 200 |

XXAA Purchase Order Detail Report

Data Model

Properties

- Data Sets
  - XXAA\_PO\_DETAILS**
- Event Triggers
- Flexfields
- List of Values
- Parameters
- Bursting

Validate | Manage Private Data Sources | View Data | Create Report | Diagram | Structure | Data | Code | Rows 5 | View | Export | Save As Sample Data | View Engine Log | Generate | Tree View | Table View | An Image | Oracle BI Publisher | Date: Sep 9, 2024 6:42:54 PM | Page 1 Of 1

| PO_NUM | PROC_BU           | VENDOR_NUM | VENDOR_NAME  | SITE_NAME | LINE_NUM | LINE_TYPE            | QTY | PR  |
|--------|-------------------|------------|--------------|-----------|----------|----------------------|-----|-----|
| 162026 | US1 Business Unit | 1255       | Dell Inc.    | Dell US1  | 1        | Goods                | 1   | 279 |
| 162027 | US1 Business Unit | 1252       | Lee Supplies | Lee US1   | 1        | Goods                | 1   | 149 |
| 162028 | US1 Business Unit | 1252       | Lee Supplies | Lee US1   | 1        | Goods                | 14  | 189 |
| 162029 | US1 Business Unit | 1255       | Dell Inc.    | Dell US1  | 1        | Goods                | 1   | 121 |
| 162030 | US1 Business Unit | 1254       | JGA          | JGA US1   | 1        | Fixed Price Services | 1   | 200 |

11. Click the **Create Report** button.

XXAA Purchase Order Detail Report

Data Model

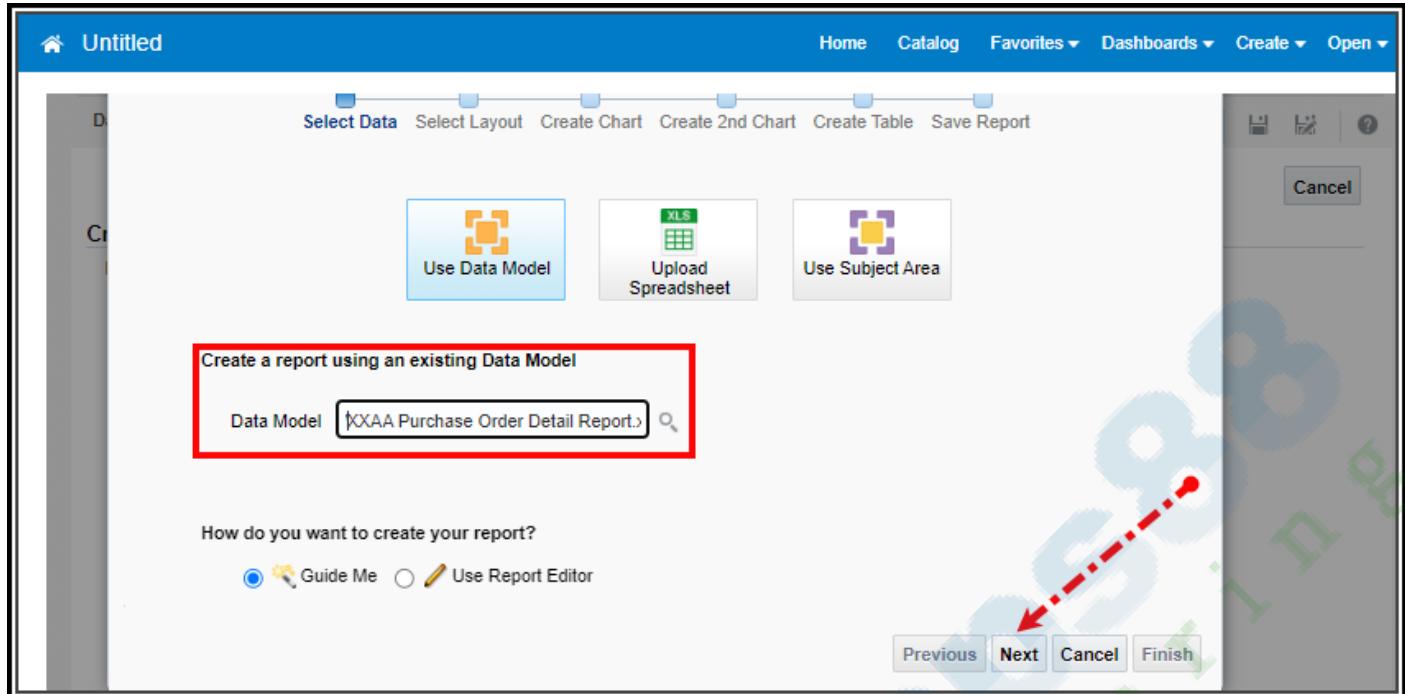
Properties

- Data Sets
  - XXAA\_PO\_DETAILS**
- Event Triggers
- Flexfields
- List of Values
- Parameters
- Bursting

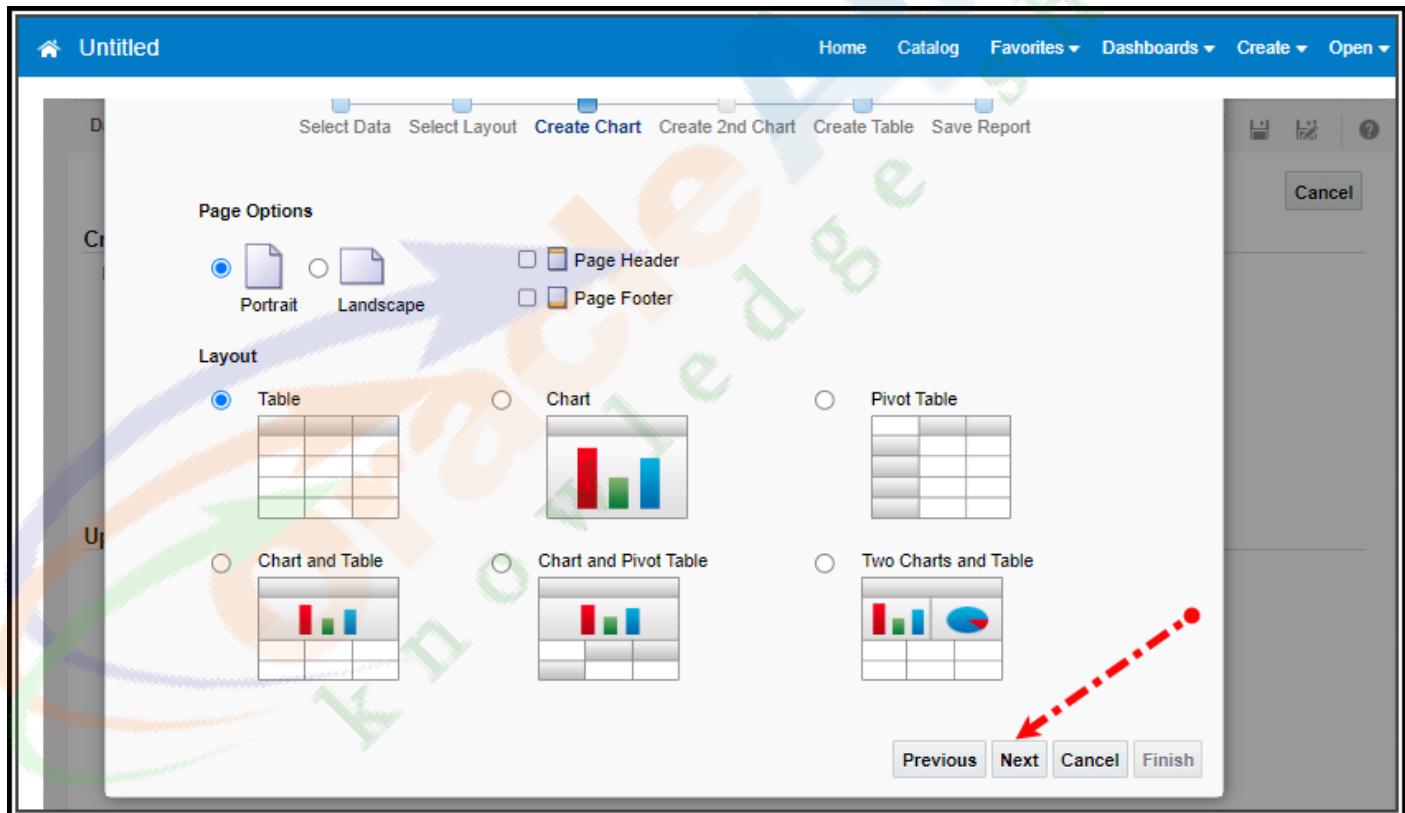
Validate | Manage Private Data Sources | View Data | **Create Report** | Diagram | Structure | Data | Code | Rows 5 | View | Export | Save As Sample Data | View Engine Log | Generate | Tree View | Table View | An Image | Oracle BI Publisher | Date: Sep 9, 2024 6:42:54 PM | Page 1 Of 1

| PO_NUM | PROC_BU           | VENDOR_NUM | VENDOR_NAME  | SITE_NAME | LINE_NUM | LINE_TYPE            | QTY | PR  |
|--------|-------------------|------------|--------------|-----------|----------|----------------------|-----|-----|
| 162026 | US1 Business Unit | 1254       | JGA          | JGA US1   | 1        | Goods                | 1   | 279 |
| 162027 | US1 Business Unit | 1252       | Lee Supplies | Lee US1   | 1        | Goods                | 1   | 149 |
| 162028 | US1 Business Unit | 1252       | Lee Supplies | Lee US1   | 1        | Goods                | 14  | 189 |
| 162029 | US1 Business Unit | 1255       | Dell Inc.    | Dell US1  | 1        | Goods                | 1   | 121 |
| 162030 | US1 Business Unit | 1254       | JGA          | JGA US1   | 1        | Fixed Price Services | 1   | 200 |

12. Select the **Data Model** and click the **Next** button.



13. Click Next



14. Select the desired columns in the output, then click the Next button.

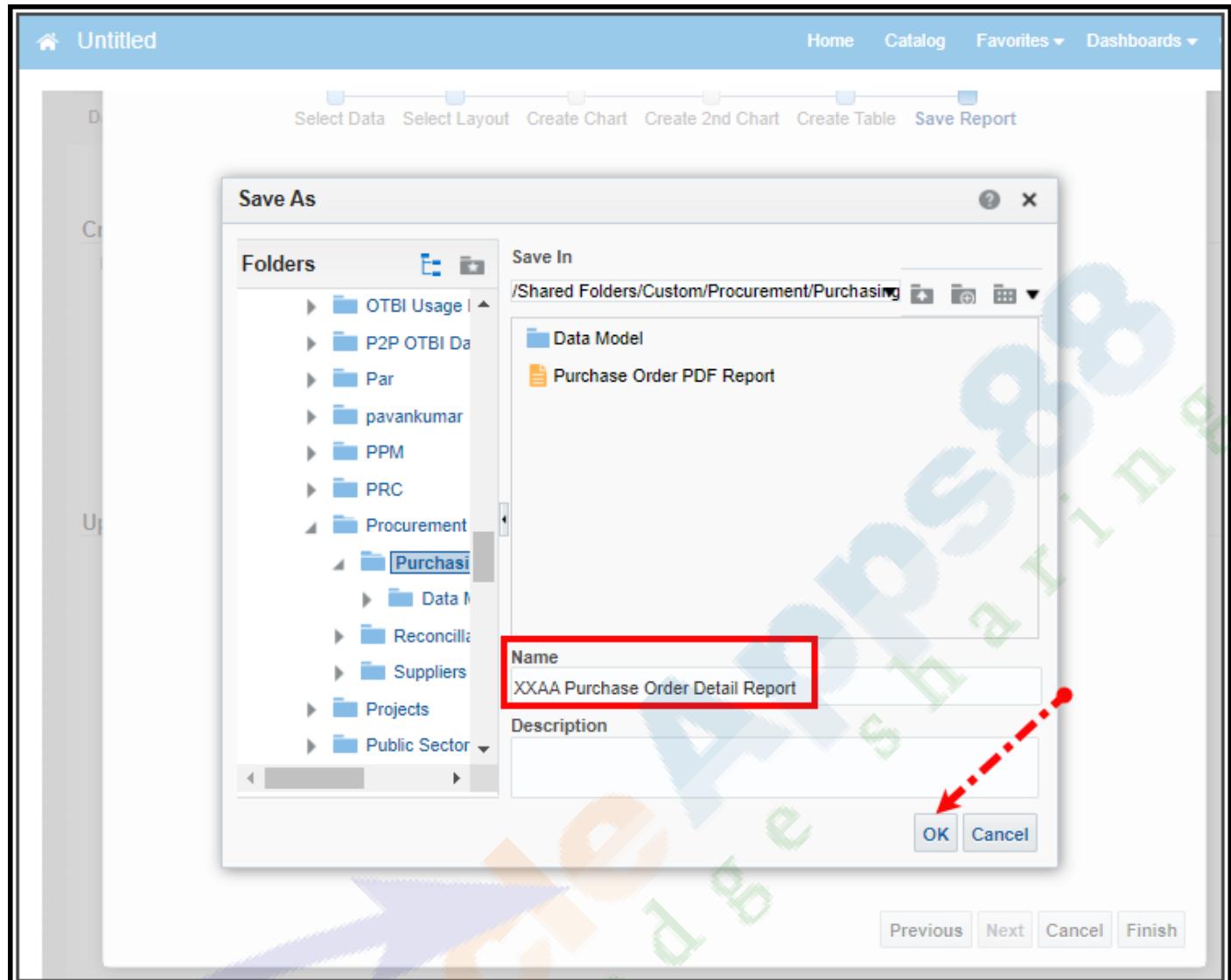
The screenshot shows the Oracle Business Intelligence interface with the title bar "Untitled". The main area displays a table titled "Data Source" with columns: PROC\_BU, VENDOR\_NAME, VENDOR\_NUM, SITE\_NAME, and PO\_NUM. The table contains five rows of sample data. On the left, there's a sidebar with various fields listed. At the bottom right, there are buttons for "Previous", "Next", "Cancel", and "Finish". A red arrow points from the "Next" button to the "Preview Report" button.

| PROC_BU           | VENDOR_NAME  | VENDOR_NUM | SITE_NAME | PO_NUM |
|-------------------|--------------|------------|-----------|--------|
| US1 Business Unit | JGA          | 1254       | JGA US1   | 162026 |
| US1 Business Unit | Lee Supplies | 1252       | Lee US1   | 162027 |
| US1 Business Unit | Lee Supplies | 1252       | Lee US1   | 162028 |
| US1 Business Unit | Dell Inc.    | 1255       | Dell US1  | 162029 |
| US1 Business Unit | JGA          | 1254       | JGA US1   | 162030 |

15. With the View Report radio button selected, click the Next button.

The screenshot shows the Oracle Business Intelligence interface with the title bar "Untitled". It displays a message: "Congratulations. You created your report! Would you like to view your report or go to the Layout Editor to customize it?". Below this, there are two options: "View Report" (with a radio button selected) and "Customize Report Layout". At the bottom, there are buttons for "Previous", "Next", "Cancel", and "Finish". A red box highlights the "View Report" button, and a red arrow points from the "Next" button to the "Finish" button.

16. Save the report. Enter a Name and click the OK button.



17. The output is displayed as shown below.

The screenshot shows a report titled "XXAA Purchase Order Detail Report". The table contains the following data:

| Proc BU           | Supp Name    | Supp Num | Site Name | PO Num | PO Amount | Line Num | Need By Date | Dist Num | QTY | Line Am |
|-------------------|--------------|----------|-----------|--------|-----------|----------|--------------|----------|-----|---------|
| US1 Business Unit | JGA          | 1254     | JGA US1   | 162026 | 2232      | 1        | 2013-12-18   | 1        | 1   | 2232    |
| US1 Business Unit | Lee Supplies | 1252     | Lee US1   | 162027 | 1192      | 1        | 2013-12-18   | 1        | 1   | 1192    |
| US1 Business Unit | Lee Supplies | 1252     | Lee US1   | 162028 | 21168     | 1        |              | 1        | 14  | 21168   |
| US1 Business Unit | Dell Inc.    | 1255     | Dell US1  | 162029 | 9754.24   | 1        | 2013-12-18   | 1        | 1   | 9754.24 |
| US1 Business Unit | JGA          | 1254     | JGA US1   | 162030 | 1600      | 1        | 2013-12-19   | 1        | 1   | 1600    |

**18. Export the output in different formats**

The screenshot shows the same report interface with the export options menu open. The "PDF" option is highlighted with a red arrow and circled with a red number 2. The menu also includes options for "Interactive", "HTML", "RTF", "Excel (\*.xlsx)", and "PowerPoint (\*.pptx)".

**Formatting the Report and Column Names**

Click on the Actions and Edit Layout

The screenshot shows the Oracle Fusion Reports interface with a report titled "XXAA Purchase Order Detail Report". A context menu is open on the right side, listing options such as "Edit Report", "Edit Layout" (which is highlighted with a red arrow), "Export", "Send", "Schedule", "Jobs", "Job History", "Republish from History", "Share Report Link", and "Online Diagnostics".

Double click on the column name to format and click on Save

The screenshot shows the Oracle Fusion Reports builder interface with a report titled "XXAA Purchase Order Detail Report : XXAA Purchas...". On the left, there is a "Data Source" tree view showing a "DATA\_DS" node with a "G\_PO" folder containing various columns like PO\_NUM, PROC\_BU, VENDOR\_NUM, etc. In the center, there is a "Table Column Header" panel with font and alignment settings. On the right, there is a preview area showing the report's layout with a table containing three rows of data.

| Proc BU           | Supp Name    | Supp Num | Site Name | PO Num | PO Amount | Line Num | Need By Date | Dist Num | QTY |
|-------------------|--------------|----------|-----------|--------|-----------|----------|--------------|----------|-----|
| US1 Business Unit | JGA          | 1254     | JGA US1   | 162026 | 2232      | 1        | 2013-12-18   | 1        | 1   |
| US1 Business Unit | Lee Supplies | 1252     | Lee US1   | 162027 | 1192      | 1        | 2013-12-18   | 1        | 1   |
| US1 Business Unit | Lee Supplies | 1252     | Lee US1   | 162028 | 21168     | 1        |              | 1        | 14  |

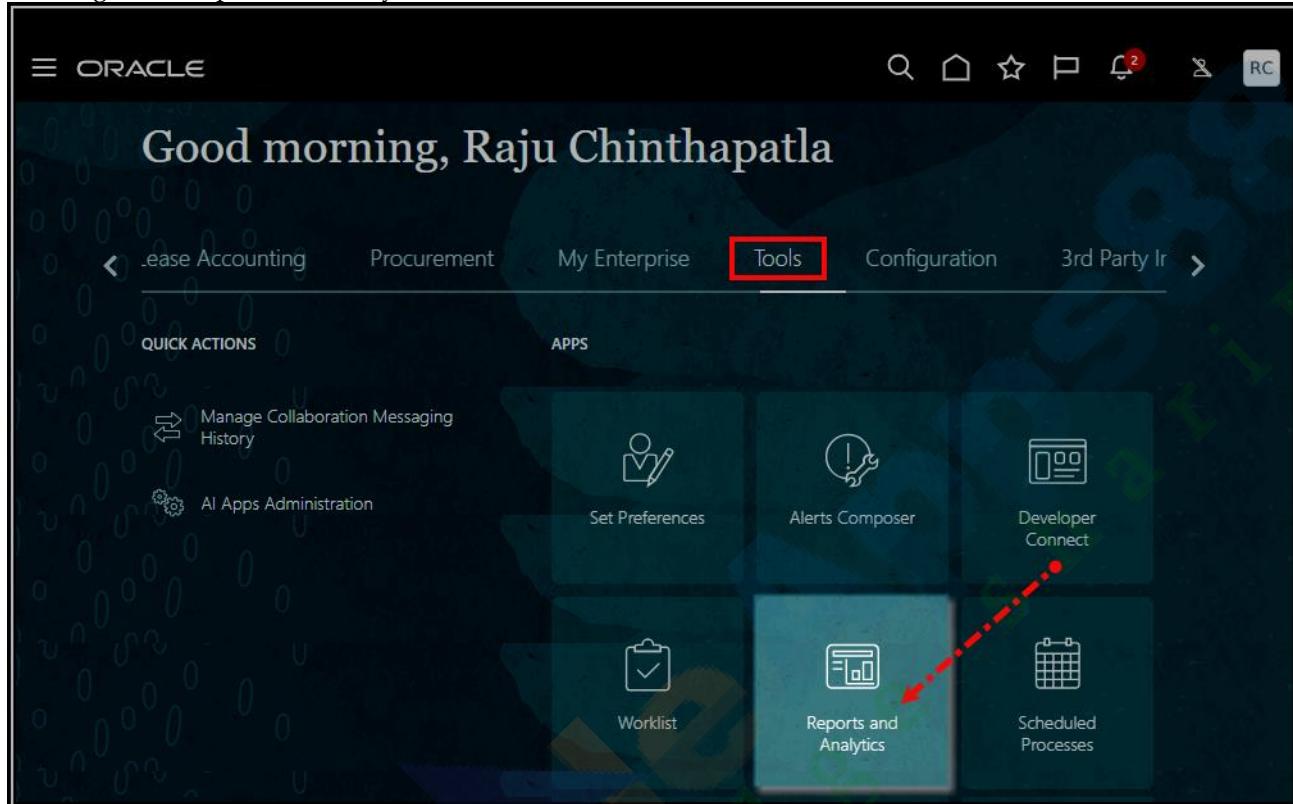
| Proc BU           | Supp Name    | Supp Num | Site Name | PO Num | PO Amount | Line Num | Need By Date | Dist Num | QTY | Line Amt |
|-------------------|--------------|----------|-----------|--------|-----------|----------|--------------|----------|-----|----------|
| US1 Business Unit | JGA          | 1254     | JGA US1   | 162026 | 2232      | 1        | 2013-12-18   | 1        | 1   | 2        |
| US1 Business Unit | Lee Supplies | 1252     | Lee US1   | 162027 | 1192      | 1        | 2013-12-18   | 1        | 1   | 1        |
| US1 Business Unit | Lee Supplies | 1252     | Lee US1   | 162028 | 21168     | 1        |              | 1        | 14  | 26       |
| US1 Business Unit | Dell Inc.    | 1255     | Dell US1  | 162029 | 9754.24   | 1        | 2013-12-18   | 1        | 1   | 1219     |
| US1 Business Unit | JGA          | 1254     | JGA US1   | 162030 | 1600      | 1        | 2013-12-19   | 1        | 1   | 20       |

## 6. Creating Ad Hoc Reports for Expenses

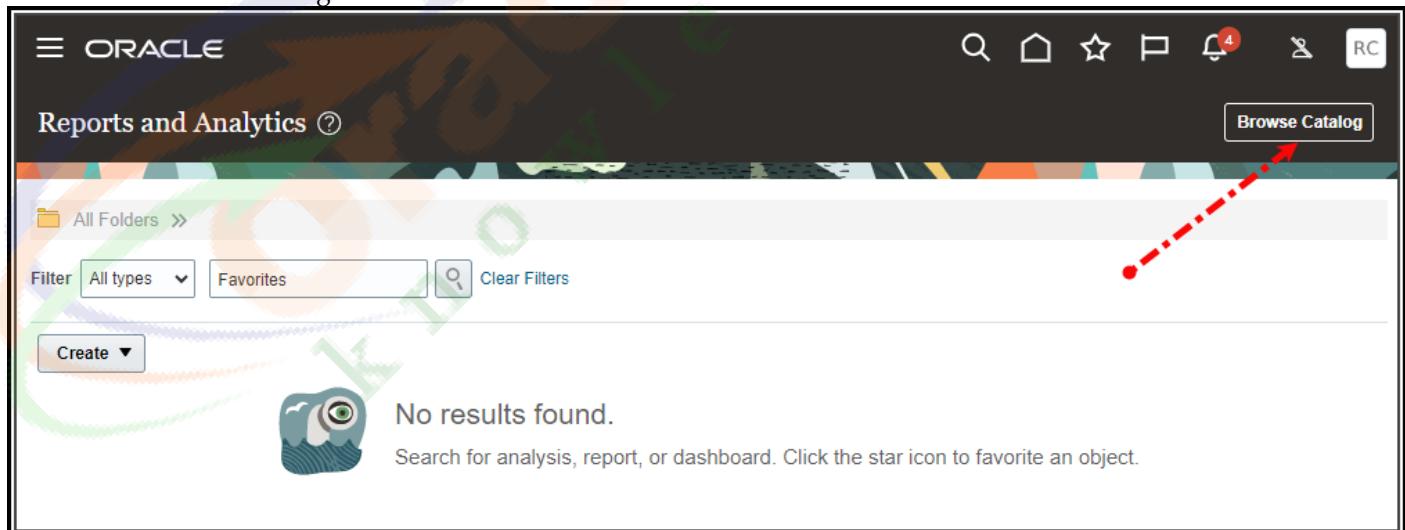
Reviewing expenses at the end of the quarter for the US1 Business Unit to compare the quarterly expense by expense categories with the previous quarters.

Create an ad hoc report that you can use going forward that compares an organization's expense with previous quarters.

1. Navigate to: Report and Analytics.



2. Click the Browse Catalog icon.



3. Click Create (New).

4. Select the Analysis option from the menu on the top-left of the page.

The screenshot shows the Oracle Fusion Catalog interface. The top navigation bar includes 'Home', 'Catalog', 'Favorites', 'Dashboards', 'Create', and 'Open'. A red dashed arrow points from the 'Create' button to the 'Analysis' option in the dropdown menu. The main content area displays a list of items under 'Folders' and 'Type All'. One item, 'Australia', is expanded to show its details.

## Creating the Report

5. Select the Expenses - Employee Expense Real Time subject area.

The screenshot shows the Oracle Fusion Catalog interface with the 'Select Subject Area' dialog box open. The dialog lists several subject areas, with 'Expenses - Employee Expense Overview Real Time' selected. A red dashed arrow points from the 'Select Subject Area' button in the catalog header to this dialog.

6. Expand the Time folder and double-click in the Year and Calendar Quarter Code.

7. Expand the Expense Information folder and double-click Expense Category.

8. Expand the Expense Amounts folder, and then expand the Employee Expense Amounts sub-folder.

9. Double-click Total Expense Amount and Ledger Currency.

The screenshot shows the Oracle Fusion Analysis workspace with the 'Criteria' tab selected. The 'Subject Areas' tree view on the left shows various expense-related categories. The 'Selected Columns' section on the right contains a table with columns: Time, Expense Information, and Employee Expense Amounts. The 'Year' and 'Calendar Quarter' columns are highlighted with a red border. A red dashed arrow points from the 'Selected Columns' table to the 'Employee Expense Amounts' column.

10. Click the Results tab.

11. Click the New View icon.

12. Choose the Graph menu option > Bar sub-menu option > Stacked Vertical.

The screenshot shows the Oracle Business Intelligence interface. On the left, there's a sidebar with 'Subject Areas' (Expenses - Employee Expense Overview, Balancing Segment, Business Unit, Cost Center, Employee, Expense Amounts, Expense Information, Ledger, Ledger Set) and 'Views' (Title, Table). The main area is titled 'Compound Layout' and contains a table with columns Year, Calendar Quarter Code, and Expenses. The table has three rows for 2012 Q1, 2012 Q2, and 2012 Q3, each with several expense items like Accommodations, Airfare, Car Rental, Meals, and Miscellaneous. At the top right, there's a navigation bar with Home, Catalog, Favorites, Dashboards, New, and Open. A dropdown menu is open under the 'Dashboards' button, showing various visualization types: Bar, Line, Area, Pie, Line-Bar, Time Series Line, Pareto, Scatter, Bubble, Radar, Waterfall, Stacked Horizontal, 100% Stacked Vertical, 100% Stacked Horizontal, and Stacked Vertical. The 'Stacked Vertical' option is highlighted.

13. Scroll down the page to locate the Graph section.

14. Click the Edit View icon for the graph.

The screenshot shows the Oracle Business Intelligence visualization editor. The left sidebar is identical to the previous screenshot. The main area is titled 'Graph (2)' and displays a bar chart. The chart title is 'Total Expense Amount' and it shows data for the year 2012 and calendar quarter 2012 Q1. The Y-axis is labeled 'Total Expense Amount' and ranges from 0.000K to 300.000K. The X-axis categories are Accommodations, Airfare, Car Rental, Meals, and Miscellaneous. Each category has a blue bar representing the total expense amount. In the top right corner of the chart area, there are three icons: a pencil for edit, a checkmark for save, and a close X. A red arrow points to the edit icon.

15. Drag-and-drop the columns as follows:

- Year in Sections (Display as Slider: Checked)
- Calendar Quarter Code under Bars Group by section
- Expense Category in Vary Color By section

Editing from: "Compound Layout" Done

**Layout**

Sections xyz  Display as Slider

Bar Graph

Measures

Bars (Vertical Axis)

Total Expense Amount

Bars

Group By (Horizontal Axis)

Expense Category

Vary Color By (Horizontal Axis)

Show In Legend

Ledger Currency

Calendar Quarter

Sample

Total Expense Amount

Le Cur Cala Qua Tot Exp Am

16. Select 3D from the drop-down menu and click Done.

Editing from: "Compound Layout" Done

Default 2D 3D

**Layout**

Drag/drop measures, columns and hierarchies to determine graph layout

Graph Prompts

Sections xyz  Display as Slider

Bar Graph

Measures

Bars (Vertical Axis)

Total Expense Amount

Bars

Group By (Horizontal Axis)

Expense Category

Vary Color By (Horizontal Axis)

Sample

Total Expense Amount

Le Cur Cala Qua Tot Exp Am

17. In the Compound Layout page, the order of the sections is Title, Table, and Graph.

The screenshot shows the Oracle Business Intelligence interface. In the center, there is a 'Compound Layout' window. On the left, a sidebar titled 'Subject Areas' lists various expense categories. Below the sidebar, the main area displays a table with expense data for the year 2012, quarter Q1. A red dashed arrow points to the 'X' icon in the top right corner of the table's header area, indicating where to click to remove the table section.

| Year | Calendar Quarter Code | Expense Category | Total Expense Amount | Ledger Currency |
|------|-----------------------|------------------|----------------------|-----------------|
| 2012 | 2012 Q 1              | Accommodations   | 101,376              | USD             |
|      |                       | Airfare          | 282,621              | USD             |

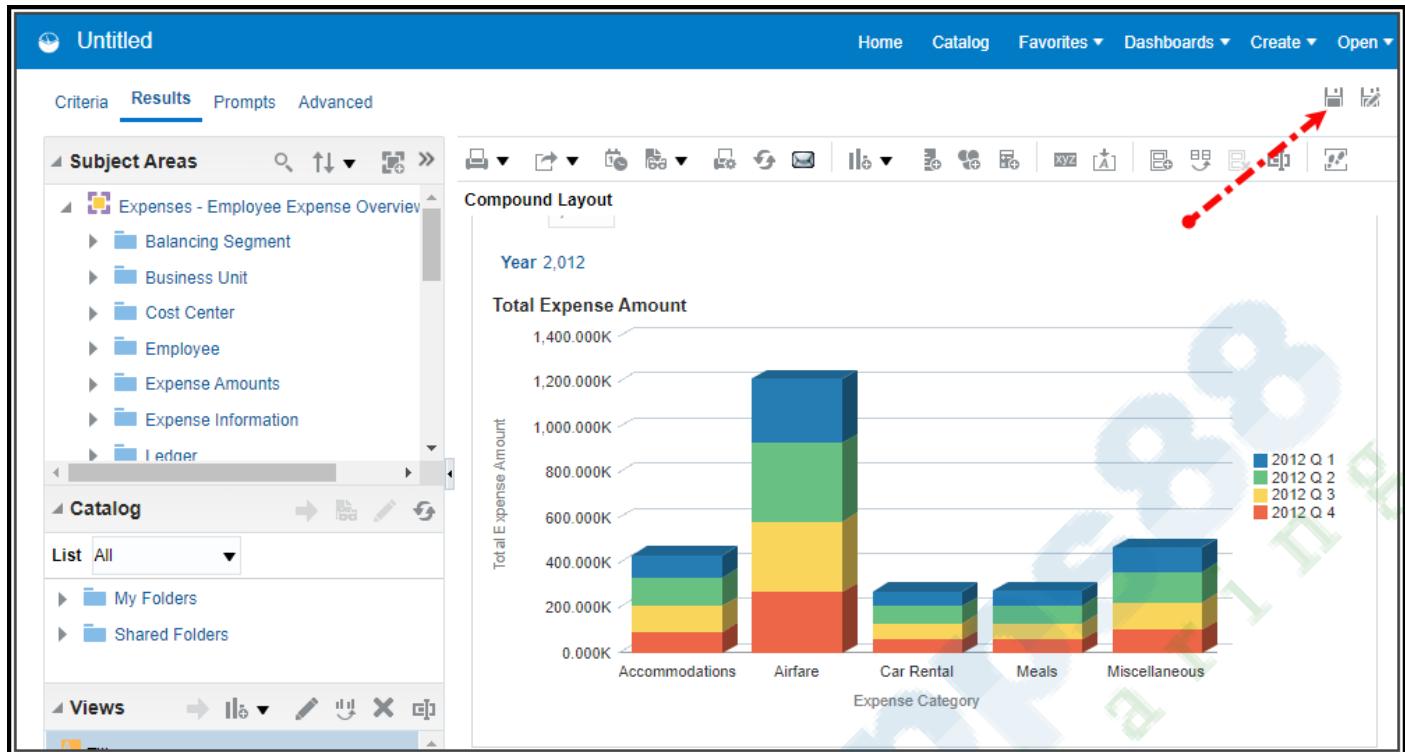
**Remove the table section by clicking the X icon in the table region.**

18. The Total Expense Amount graph is displayed.

The screenshot shows the Oracle Business Intelligence interface with a different layout. The left sidebar includes 'Subject Areas' (Expenses - Employee Expense Overview), 'Catalog' (My Folders, Shared Folders), and 'Views'. The main area features a 'Compound Layout' with a title 'Year 2,012'. Below it is a chart titled 'Total Expense Amount' showing the cumulative total for each expense category across four quarters (2012 Q 1, 2012 Q 2, 2012 Q 3, 2012 Q 4). The categories on the x-axis are Accommodations, Airfare, Car Rental, Meals, and Miscellaneous.

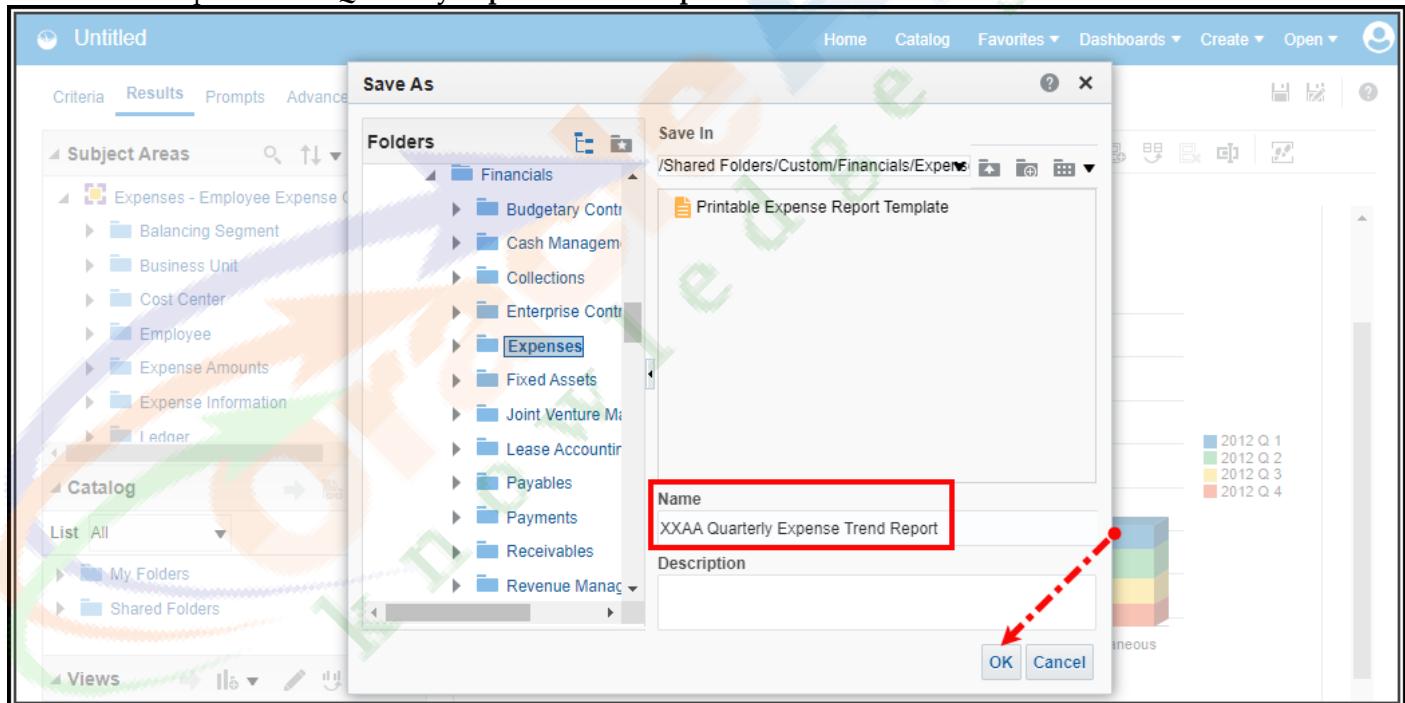
| Expense Category | 2012 Q 1 | 2012 Q 2 | 2012 Q 3 | 2012 Q 4 | Total |
|------------------|----------|----------|----------|----------|-------|
| Accommodations   | ~100K    | ~100K    | ~100K    | ~100K    | ~400K |
| Airfare          | ~200K    | ~200K    | ~200K    | ~200K    | ~800K |
| Car Rental       | ~100K    | ~100K    | ~100K    | ~100K    | ~400K |
| Meals            | ~100K    | ~100K    | ~100K    | ~100K    | ~400K |
| Miscellaneous    | ~100K    | ~100K    | ~100K    | ~100K    | ~400K |

19. Click the Save As icon to save the report in My Folder.



20. Create a new folder called Expenses.

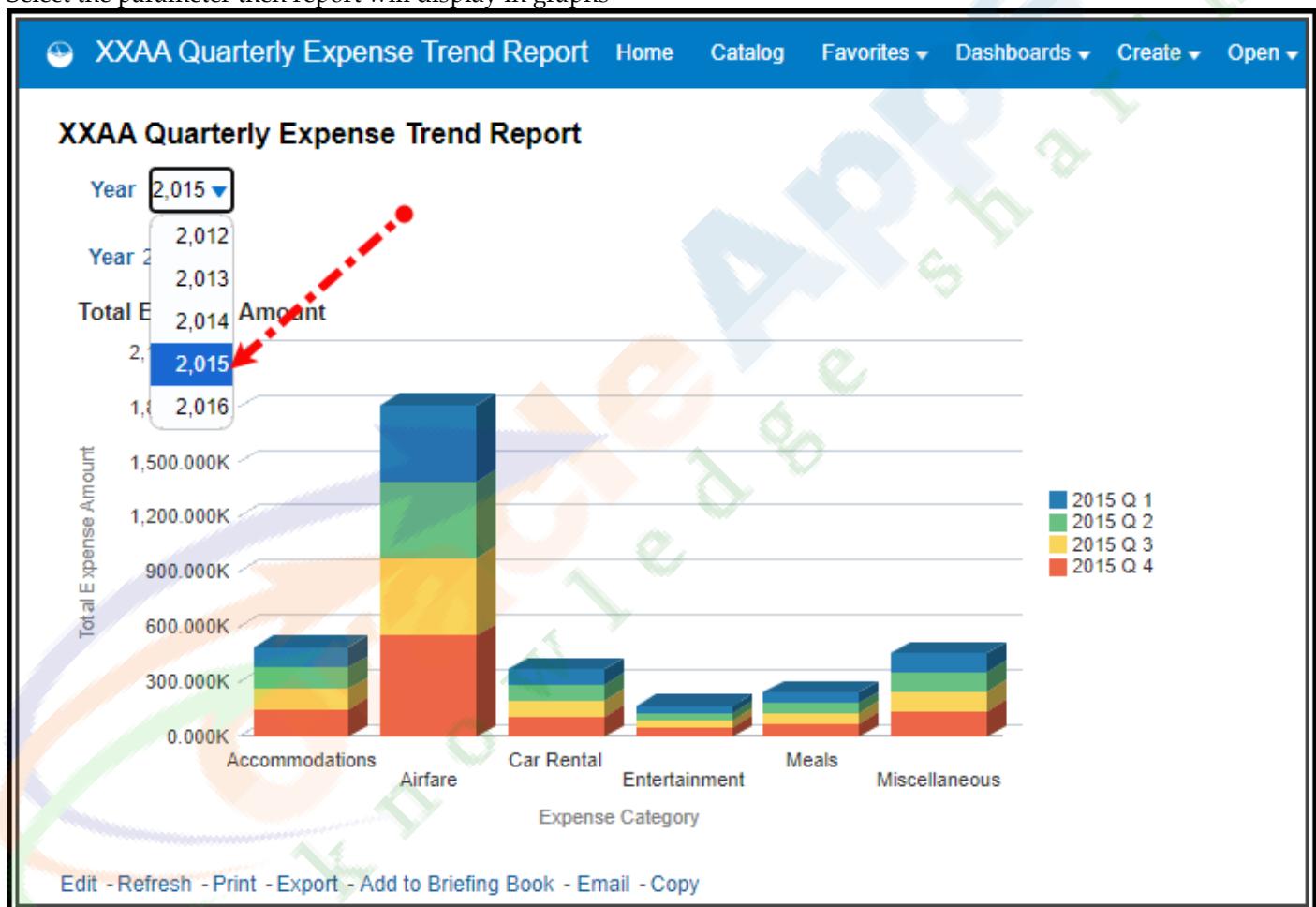
21. Name the report XXAA Quarterly Expense Trend Report.



To run the report go to folder and click on the Open

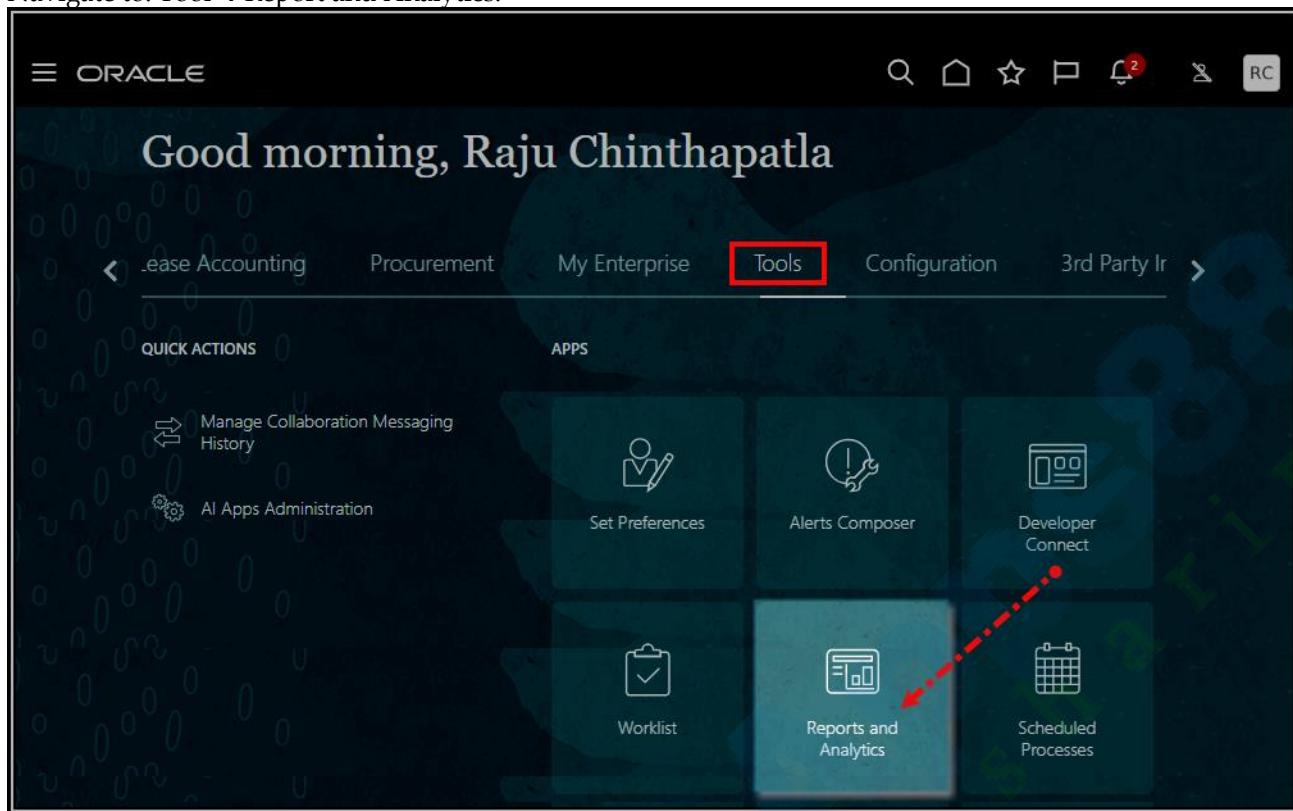
The screenshot shows the Oracle Fusion Catalog interface. On the left, there's a sidebar with 'Folders' expanded, showing categories like 'My Folders', 'Shared Folders', 'Apps Library', etc. The main area lists reports with their details and actions. A red arrow points from the report title 'XXAA Quarterly Expense Trend Report' to its 'Open' link.

Select the parameter then report will display in graphs

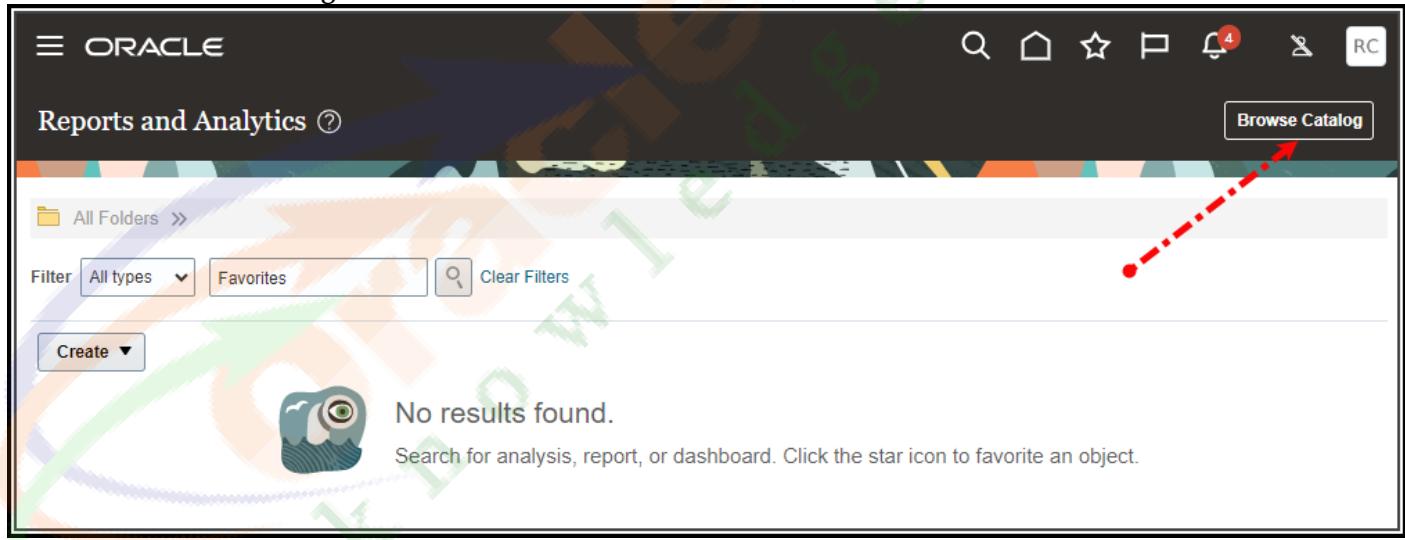


## 7. Creating Dashboard Report

Navigate to: Tool → Report and Analytics.

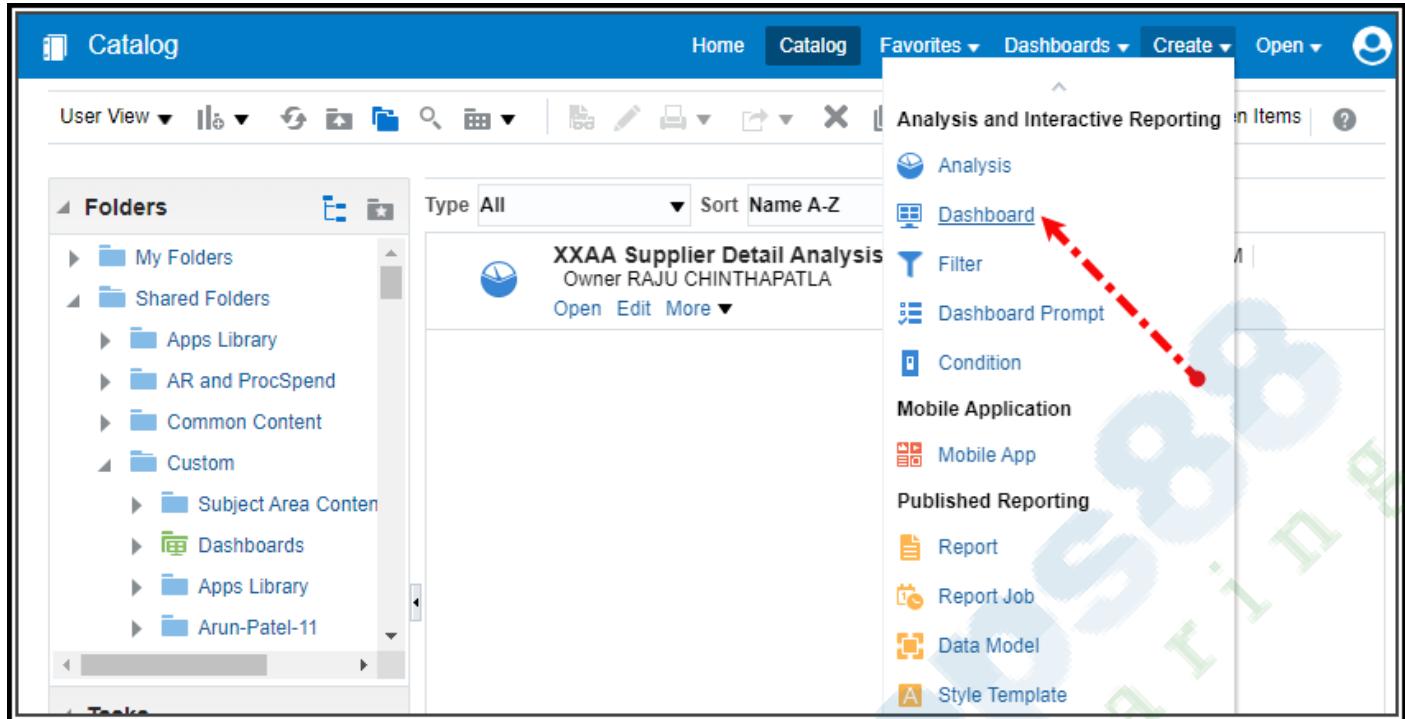


2. Click the **Browse Catalog** icon.

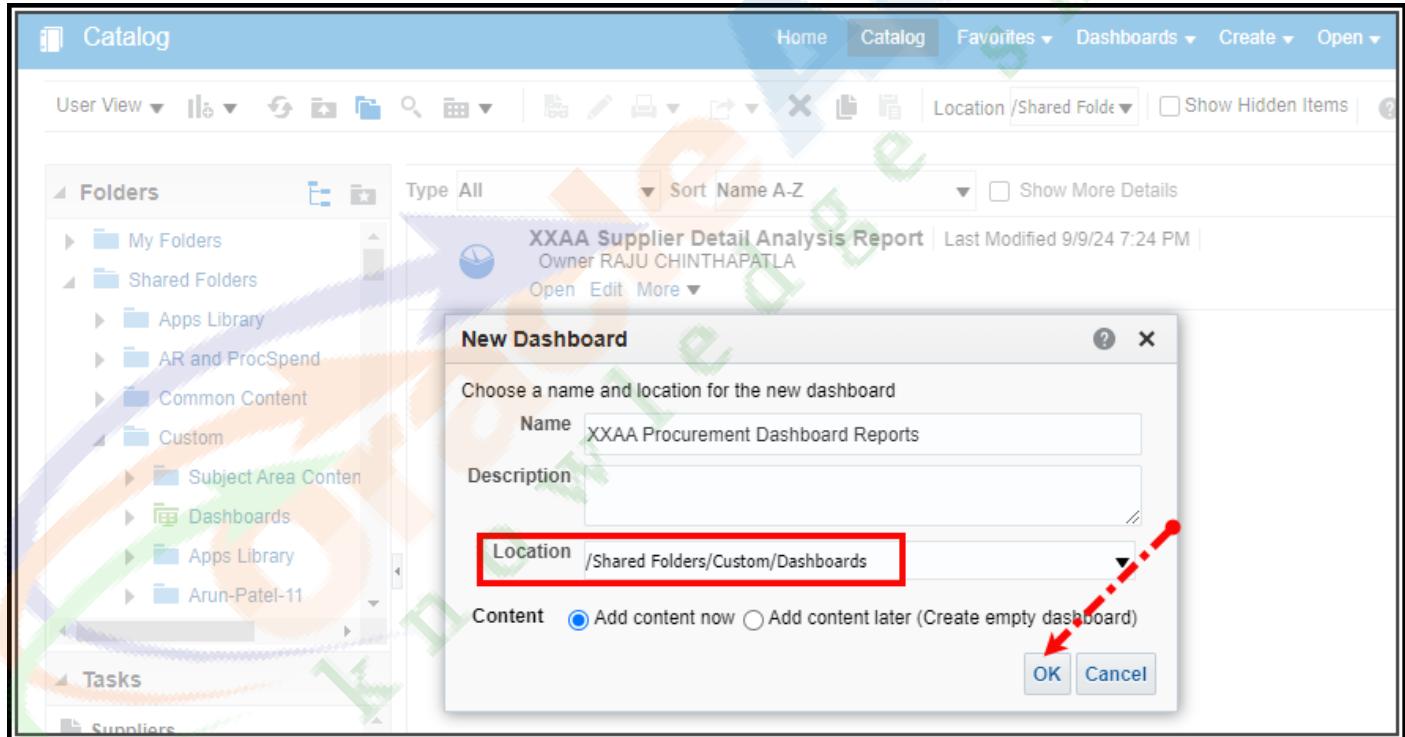


3. Click Create (New).

4. Select the **Dashboard** option from the menu on the top-right of the page.



Enter the Dashboard name and select the desired location and click on ok



Dashboard will open with new page

The screenshot shows the Oracle Fusion Procurement Dashboard Reports interface. On the left, there's a sidebar titled "Dashboard Obj..." containing icons for Column, Section, Alert Section, Action Link, and Action Link Menu. Below that is the "Catalog" section, which lists various items: Suppliers, TASK\_NO, TEST101, test\_smart\_form, Test\_suppliers, TOLERANCE\_RE, UN\_NUMBER, and Projects. To the right is a large white area with a placeholder text "Drop Content Here". At the top right of the interface are several navigation and action buttons.

Rename the Page, Click on the Actions and click on Dashboard Properties

This screenshot shows the same interface as above, but with a context menu open over the page title "XXAA Procurement Dashboard Reports". The menu has two red arrows pointing to it from the top right. The menu items include: Dashboard Properties..., Print & Export Options..., Page Report Links..., Prompts Buttons on Current Page, Allow Saving Personal Customizations (with a checked checkbox), Publish Page to Dashboard..., and Advanced Page Properties... .

Select the Page and click on Rename Icon

**Dashboard Properties**

Set properties for the Dashboard. Delete, rename, and reorder Dashboard pages.

**General Properties**

Style Default (Alta)

Description

Page Size Fit Content Fill Browser Window

**Filters and Variables**

**Dashboard Report Links**

Prompts Apply Buttons Use page settings

Prompts Reset Buttons Use page settings

Prompts Auto-Complete Use user preference settings Off

**Dashboard Pages**

Except for Hide and Reorder, clicking Cancel will not undo operations in this section.

| Pages  | Hide Page                | Show Add To Briefing Book           | Prompt before Opening    |
|--------|--------------------------|-------------------------------------|--------------------------|
| page 1 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Enter the Name and click ok

**XXAA Procurement Data**

**Dashboard Properties**

Set properties for the Dashboard. Delete, rename, and reorder Dashboard pages.

**General Properties**

Style Default (Alta)

Description

**Rename**

Name   Preserve references to old name of this item.

Display Name   Custom Display Name

OK Cancel

**Dashboard Pages**

Except for Hide and Reorder, clicking Cancel will not undo operations in this section.

| Pages  | Hide Page                | Show Add To Briefing Book           | Prompt before Opening    |
|--------|--------------------------|-------------------------------------|--------------------------|
| page 1 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

**XXAA Procurement Data**

**Dashboard Properties**

Set properties for the Dashboard. Delete, rename, and reorder Dashboard pages.

**General Properties**

Style: Default (Alta)

Description:

Page Size: Fit Content (selected) / Fill Browser Window

**Filters and Variables**

**Dashboard Report Links**

Prompts Apply Buttons: Use page settings

Prompts Reset Buttons: Use page settings

Prompts Auto-Complete: Use user preference settings (selected) / Off

**Dashboard Pages**

Except for Hide and Reorder, clicking Cancel will not undo operations in this section.

| Pages     | Hide Page                | Show Add To Briefing Book           | Prompt before Opening    |
|-----------|--------------------------|-------------------------------------|--------------------------|
| Suppliers | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

**XXAA Procurement Dashboard Reports**

**Suppliers**

**Dashboard Objects**

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu

**Catalog**

- REQ\_NUMBER
- RTF
- SITE\_ASSIGNMENT
- status\_code1
- SUPPLIER\_CON
- Suppliers
- TASK\_NO

Drop Content Here

Expand the Folders and select report Drag and Drop to the Dashboard Page

The screenshot shows the Oracle Fusion Procurement Dashboard Reports interface. On the left, the Catalog pane is open under the 'Suppliers' section. It contains several items: 'SUPPLIER\_COUN', 'Suppliers' (which is expanded), 'XXAA Supplier', 'TASK\_NO', and 'TEST101'. A red dashed arrow points from the 'XXAA Supplier' item towards the main dashboard area. The main dashboard area has two columns: 'Column 1' and 'Section 2'. In 'Section 2', there is a report titled 'XXAA Supplier Detail Analysis Report Compound View'. The top navigation bar includes links for Home, Catalog, Favorites, Dashboards, Create, and Open.

Click on Add Dash Page Icon

This screenshot is similar to the previous one, showing the Oracle Fusion Procurement Dashboard Reports interface. The Catalog pane on the left is identical, with the 'Suppliers' folder expanded and 'XXAA Supplier' selected. A red dashed arrow points to the 'Add Dash Page' icon (represented by a plus sign inside a square) located in the top right corner of the dashboard area. The main dashboard area shows the same report as before.

Enter the New page Name and click Ok

The screenshot shows the Oracle Fusion Procurement Dashboard Reports interface. On the left, there's a sidebar titled 'Suppliers' with sections for 'Dashboard Objects' and 'Catalog'. Under Catalog, there's a folder 'SUPPLIER\_CON' containing 'Suppliers' which includes 'XXAA Suppliers'. Other items in the catalog include 'TASK\_NO', 'TEST101', 'test\_smart\_form', and 'Test\_suppliers'. The main area has a header 'Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾'. A modal dialog titled 'Add Dashboard Page' is open, asking for 'Page Name' (with 'Purchase Orders' typed in) and 'Page Description'. At the bottom right of the dialog are 'OK' and 'Cancel' buttons.

This screenshot shows the same interface after adding the 'Purchase Orders' page. The 'Purchase Orders' tab is now highlighted with a red border. The catalog sidebar now shows a 'Purchasing' folder expanded, containing 'Data Model', 'Purchase Ord', and 'XXAA Purcha' (which is also highlighted with a blue box). The main dashboard area has a placeholder 'Drop Content Here'.

Expand the Folders and select report Drag and Drop to the Dashboard Page

**XXAA Procurement Dashboard Reports**

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Suppliers Purchase Orders

**Dashboard Obj...**

- Column
- Section

**Catalog**

- Purchasing
- Data Model
- Purchase Ord
- XXAA Purch...

**Column 1**

Section 1

XXAA Purchase Order Detail Report

Create the Dashboard Page for the Invoices and drag and Drop the Invoices report

**XXAA Procurement Dashboard Reports**

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Suppliers Purchase Orders Invoices Expenses

**Dashboard Obj...**

- Column
- Section

**Catalog**

- Shared Folders
  - Apps Library
  - AR and ProcSpend
  - Common Content

**Column 1**

Section 1

XXAA Invoice Details Analysis Report  
Compound View

Create the Dashboard Page for the Expenses and drag and Drop the Invoices report

**XXAA Procurement Dashboard Reports**

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Suppliers Purchase Orders Invoices Expenses

**Dashboard Obj...**

- Column
- Section

**Catalog**

- Shared Folders
  - Apps Library
  - AR and ProcSpend

**Column 1**

Section 1

XXAA Quarterly Expense Trend Report  
Compound View

Click on Run

XXAA Procurement Dashboard Reports

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Suppliers Purchase Orders Invoices Expenses

Dashboard Obj... Column Section

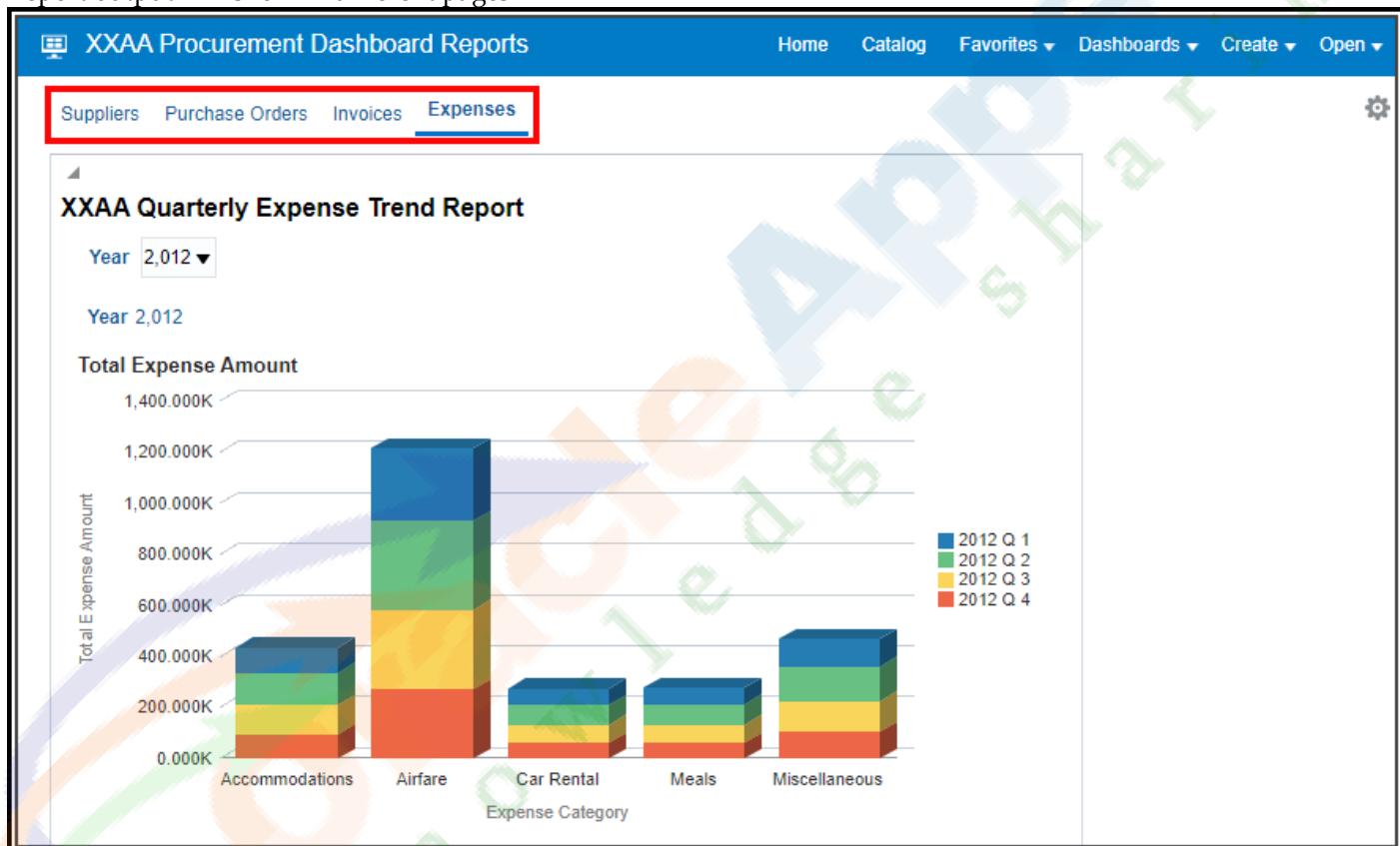
Catalog Shared Folders Apps Library AR and ProcSpend

Column 1

Section 1

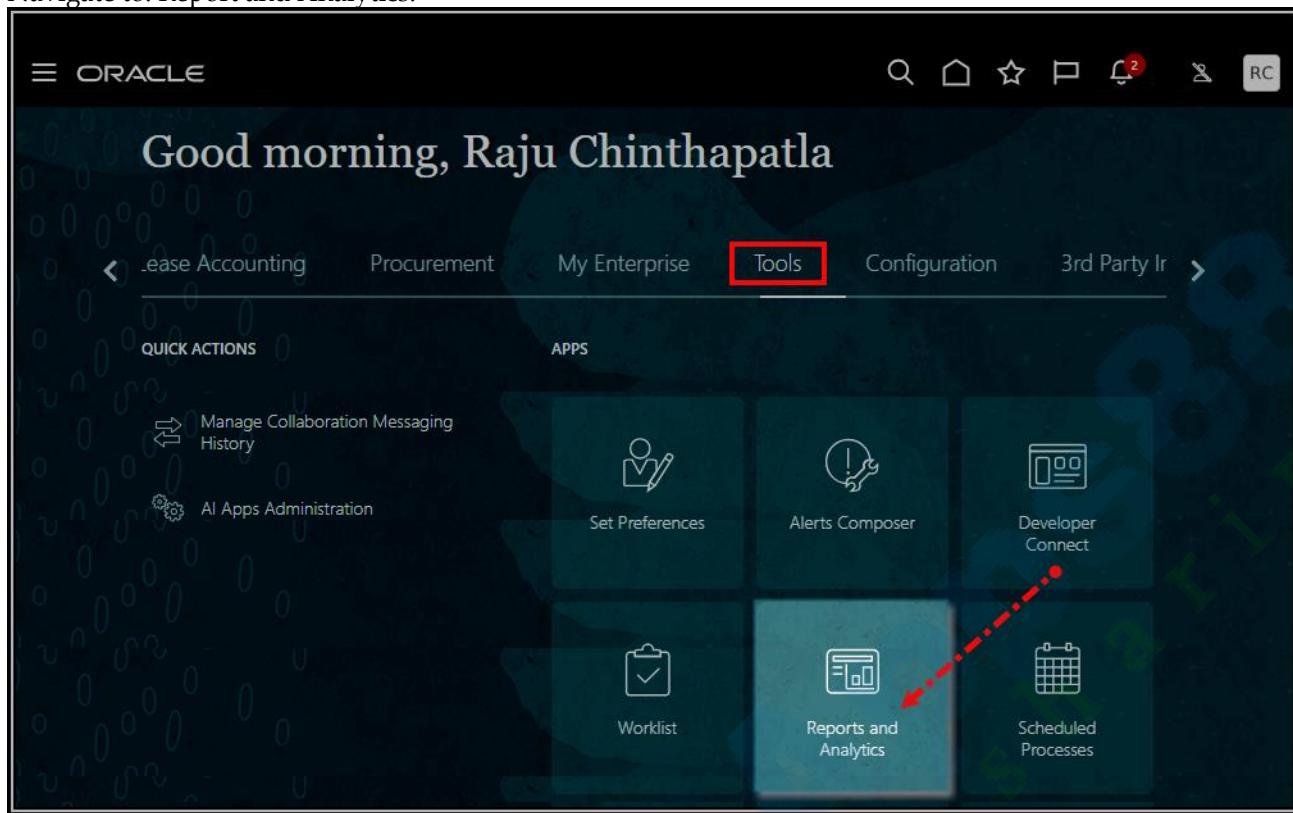
XXAA Quarterly Expense Trend Report Compound View

Report output will show in different pages

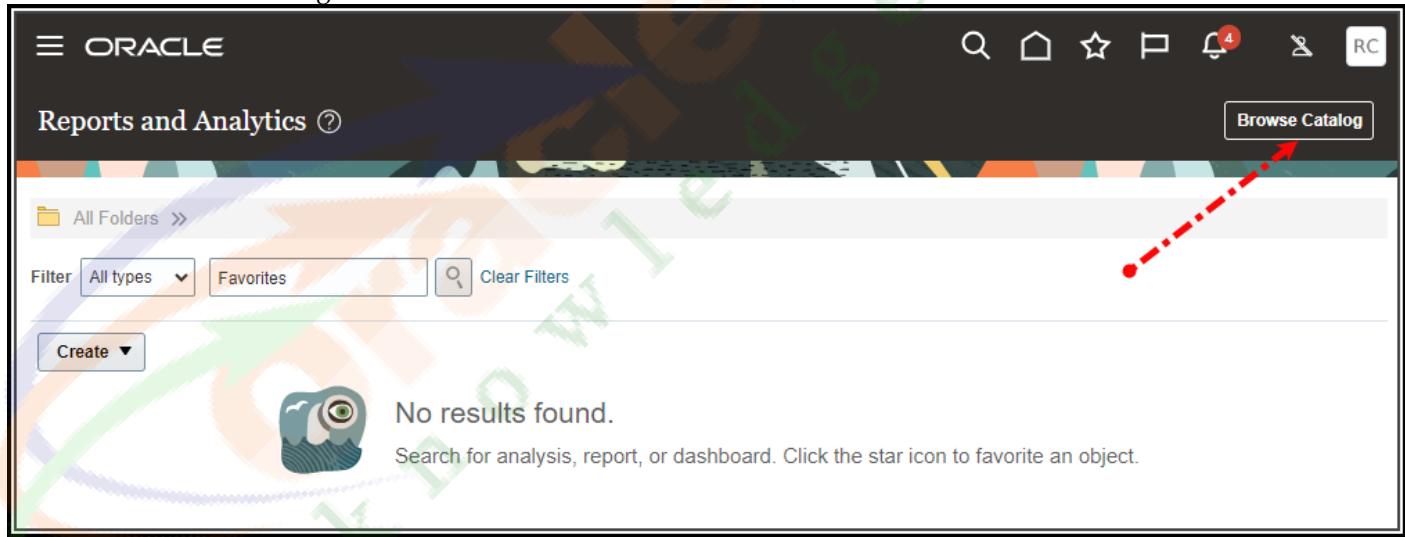


## 8. Creating Dashboard Report with Prompt (Filter)

Navigate to: Report and Analytics.



2. Click the Browse Catalog icon.



**Add the Prompt filter to the existing report or create new report with a column filter as Is Prompted**

Move to the folder and click on the Edit in the report

Catalog

User View ▾

Folders

- Procurement
- Purchasing
- Reconciliation
- Suppliers**
- Projects
- Public Sector
- Redwood
- RelationshipViewer

Type All Sort Name A-Z Show More Details

XXAA Supplier Detail Analysis Report | Last Modified 9/9/24 5:17 PM | Owner RAJU CHINTHAPATLA

Open Edit More ▾

Move to Criteria, and Filters, Click on the New filter icon and select the column to apply the filter

XXAA Supplier Detail Analysis Report

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Criteria Results Prompts Advanced

Subject Area...

Supplier - Supplier Real Time

- Supplier Addresses
- Supplier Contacts
- Supplier Counts
- Supplier Site Assignments
- Supplier Sites
- Supplier Spend Authorization
- Suppliers

Selected Columns

|                                      |                                      |  |                                  |
|--------------------------------------|--------------------------------------|--|----------------------------------|
| Supplier Profile                     | Supplier Site Assignment Data        |  |                                  |
| Supplier Type <input type="button"/> | Supplier Name <input type="button"/> | Supplier Number <input type="button"/> | Client BU <input type="button"/> |

Filters

Supplier Type is equal to / is in Supplier

Supplier Type

Supplier Name  **2**

Supplier Number

Client BU

Site

Address Name

Last Name

More Columns ...

Select the Is Prompted as Operator and click on Ok

**XXAA Supplier Detail Analysis Report**

Criteria Results Prompts Advanced

**New Filter**

Column: Supplier Name      Operator: is prompted

OK Cancel

Save the Report

**XXAA Supplier Detail Analysis Report**

Criteria Results Prompts Advanced

**Selected Columns**

Supplier Profile      Supplier Site Assignment Data

Supplier Type      Supplier Name      Supplier Number

**Filters**

Supplier Type is equal to / is in Supplier  
AND Supplier Name is prompted

#### Create the Dashboard Prompt for the Filter Column

Click Create (New).

Select the **Dashboard Prompt** option from the menu on the top-right of the page.

The screenshot shows the Oracle Cloud Catalog interface. On the left, there's a sidebar with 'Folders' containing categories like pavankumar, PPM, PRC, Procurement, Purchasing, Reconciliation, Suppliers, Projects, Public Sector, and Redwood. The main area displays a report titled 'XXAA Supplier Detail Analysis Re' owned by RAJU CHINTHAPATLA. A red arrow points from the 'Dashboard Prompt' option in the top right menu to the 'Select Subject Area' dialog box.

Select the Subject Area

The screenshot shows the Oracle Cloud Catalog interface with the 'Select Subject Area' dialog box open. The dialog lists several options under 'Supplier - Supplier Real Time': 'Supplier - Supplier Real Time' (Provides information about suppliers), 'Supplier Import - Supplier Real Time' (Provides ability to export data that can be used to populate Cloud interface templates), and 'Supplier Portal - Invoice Real Time' (Provides information about Invoices accessible to external supplier users). A red arrow points to the first item in the list.

Click on New and click on Prompt

Untitled

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾ ?

**Definition**

Add prompts for users when they run this analysis.

| Prompt Label | Type | Prompt For | Description | R | Column Prompt... |
|--------------|------|------------|-------------|---|------------------|
| Page 1       | Page |            |             |   | Column           |

**Display**

Page 1 /

1 Column Prompt... 2 Column

Variable Prompt  
Image Prompt  
Currency Prompt

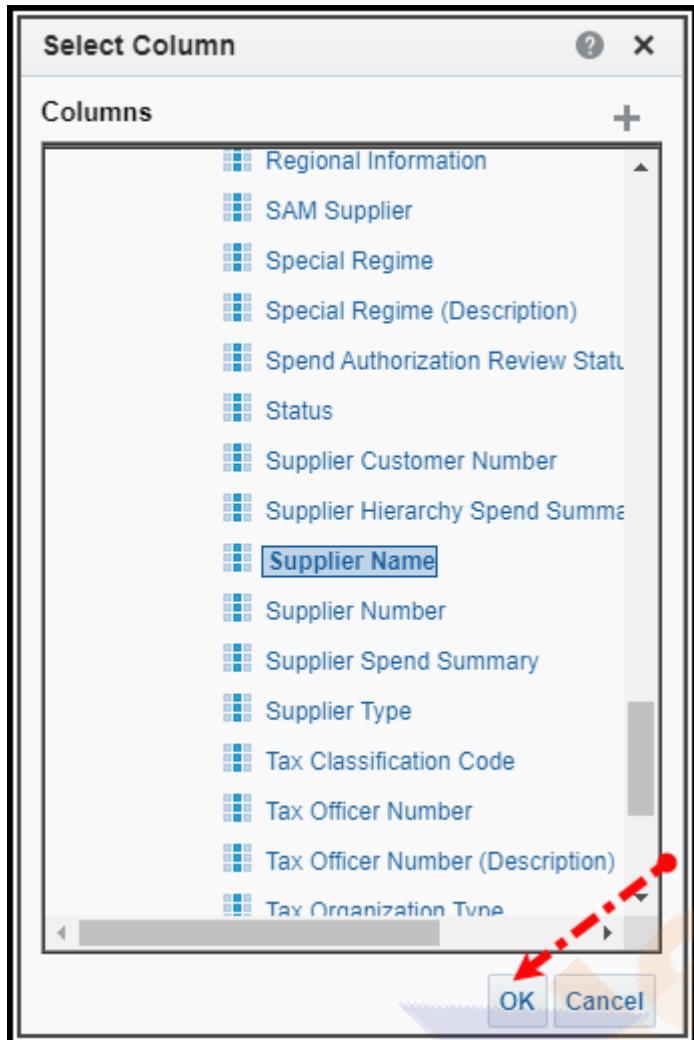
Select the Prompt Column from the folders

Select Column

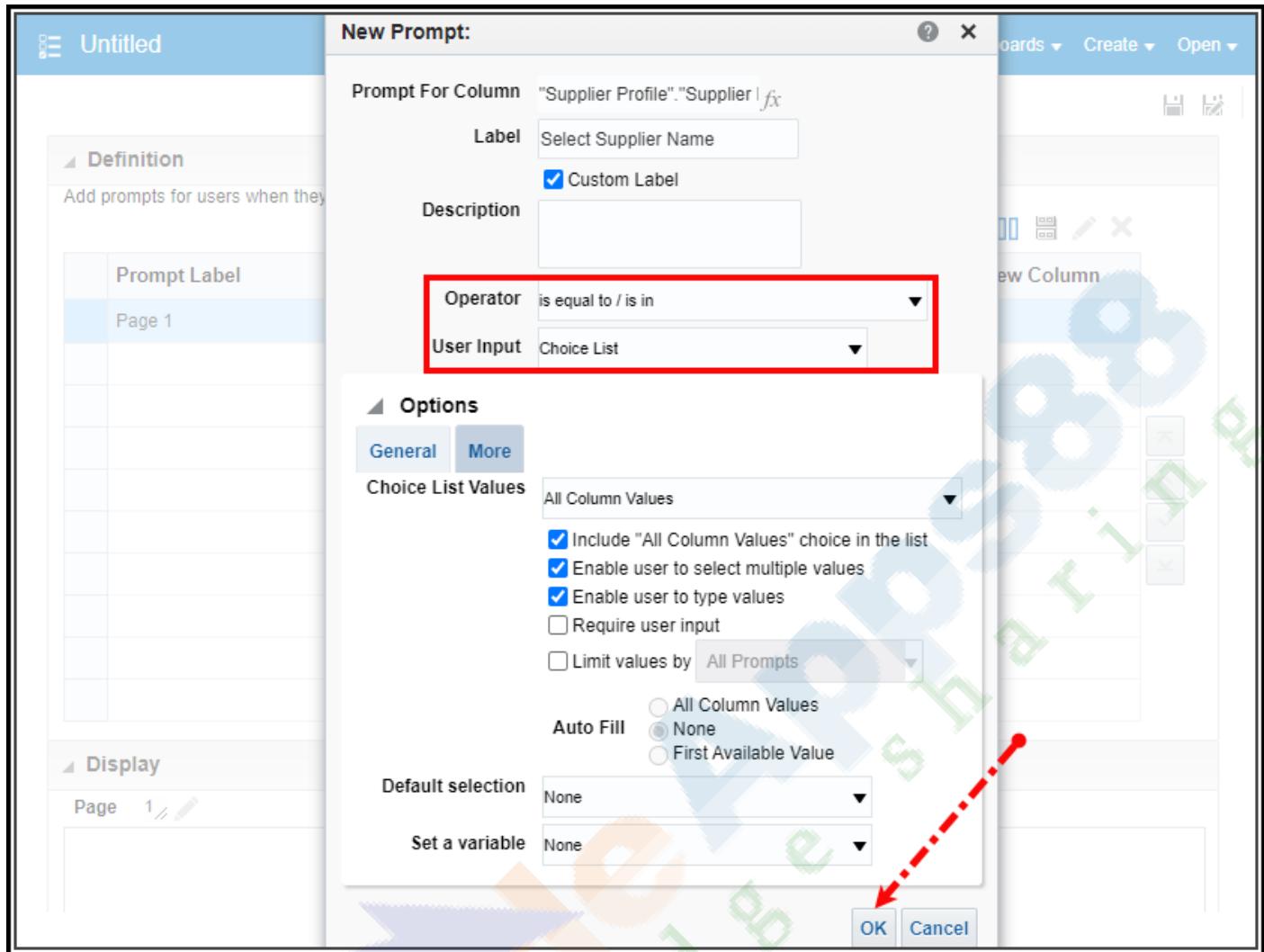
Columns

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites
  - Supplier Spend Authorization
- Suppliers
  - Income Tax
  - Supplier Bank Accounts
  - Supplier Business Classification
  - Supplier Organization
  - Supplier Products And Services
  - Supplier Profile
    - DataFox Intelligence Score Detail

OK Cancel



Select the Operator and click on Ok

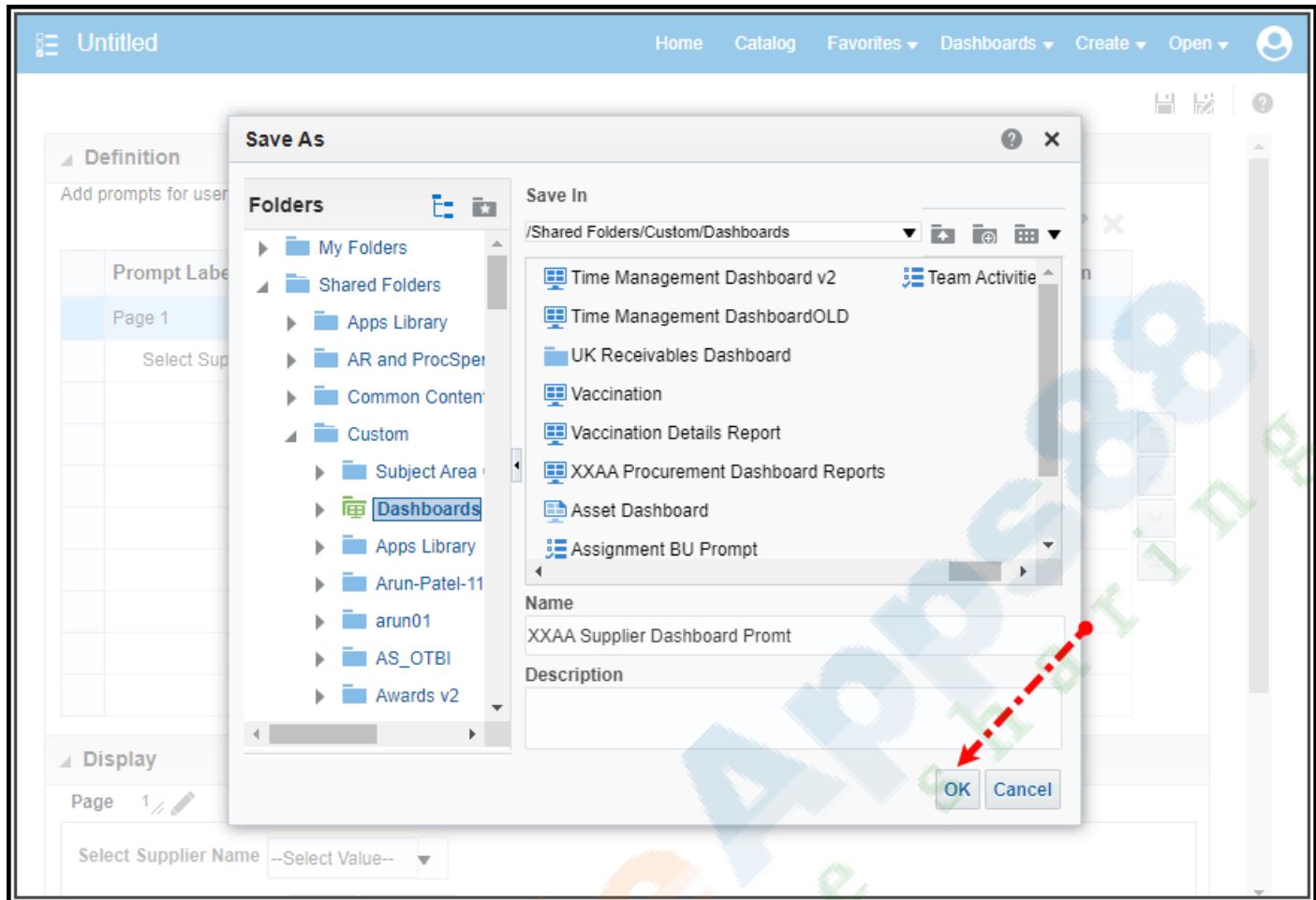


Click on save the Dashboard Prompt

The screenshot shows the 'Untitled' dashboard with a table of prompts:

| Prompt Label         | Type         | Prompt For    | Description | Required | New Column               |
|----------------------|--------------|---------------|-------------|----------|--------------------------|
| Page 1               | Page         |               |             |          |                          |
| Select Supplier Name | Column value | Supplier Name |             |          | <input type="checkbox"/> |

Select the folder and save it



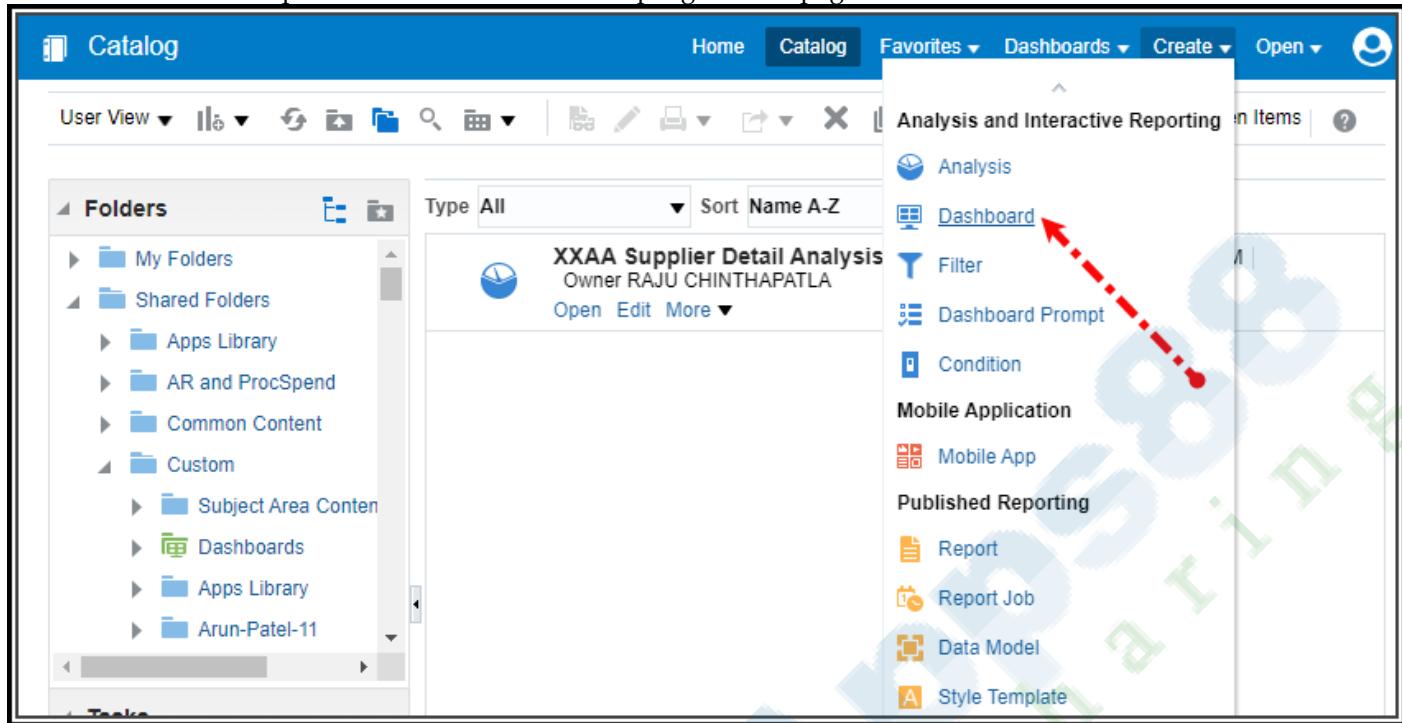
We can verify the Prompt value in the below display section

| Prompt Label          | Type         | Prompt For    | Description | Required | New Column               |
|-----------------------|--------------|---------------|-------------|----------|--------------------------|
| Page 1: Supplier Name | Page         |               |             |          | <input type="checkbox"/> |
| Select Supplier Name  | Column value | Supplier Name |             |          | <input type="checkbox"/> |

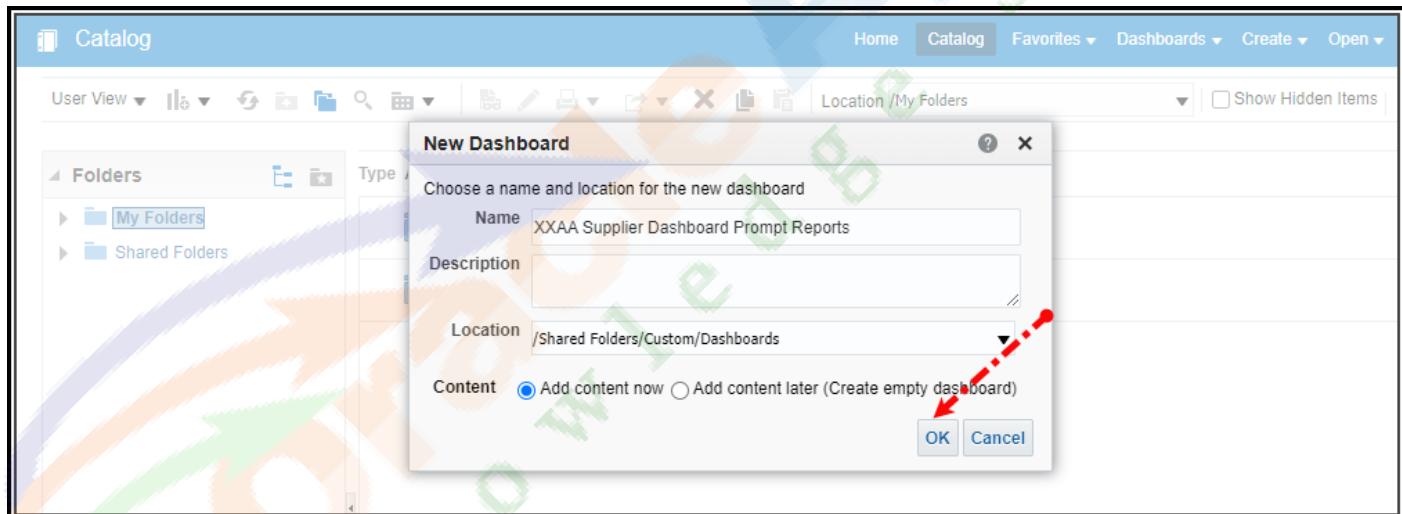
Create the Dashboard report for the Dashboard Prompt

Click Create (New).

Select the **Dashboard** option from the menu on the top-right of the page.



Enter the Dashboard name and select the desired location and click on ok



Dashboard will open with new page

XXAA Supplier Dashboard Prompt Reports

page 1

Dashboard Obj...

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

Catalog

Shared Folders

Drop Content Here

Home Catalog Favorites Dashboards Create Open

Rename the Page, Click on the Actions and click on Dashboard Properties

XXAA Supplier Dashboard Prompt Reports

page 1

Dashboard Obj...

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

Catalog

Shared Folders

Drop Content Here

Home Catalog Favorites Dashboards Create Open

1

2

Dashboard Properties...

Print & Export Options...

Page Report Links...

Prompts Buttons on Current Page

Allow Saving Personal Customizations

Publish Page to Dashboard...

Advanced Page Properties...

Select the Page and click on Rename Icon

**XXAA Supplier Dashboard Pro**

### Dashboard Properties

Set properties for the Dashboard. Delete, rename, and reorder Dashboard pages.

**General Properties**

Style: Default (Alta)

Description:

Page Size: Fit Content (selected)

Filters and Variables:

Dashboard Report Links:

- Prompts Apply Buttons: Use page settings
- Prompts Reset Buttons: Use page settings
- Prompts Auto-Complete: Use user preference settings (selected)

**Dashboard Pages**

Except for Hide and Reorder, clicking Cancel will not undo operations in this section.

| Pages  | Hide Page                | Show Add To Briefing Book           | Prompt before Opening    |
|--------|--------------------------|-------------------------------------|--------------------------|
| page 1 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Enter the Name and click ok

**XXAA Supplier Dashboard Pro**

### Dashboard Properties

Set properties for the Dashboard. Delete, rename, and reorder Dashboard pages.

**General Properties**

Style: Default (Alta)

**Rename**

Name: Suppliers

Display Name: Suppliers

Custom Display Name:

OK Cancel

**Dashboard Pages**

Except for Hide and Reorder, clicking Cancel will not undo operations in this section.

| Pages  | Hide Page                | Show Add To Briefing Book           | Prompt before Opening    |
|--------|--------------------------|-------------------------------------|--------------------------|
| page 1 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

XXAA Supplier Dashboard Pro

### Dashboard Properties

Set properties for the Dashboard. Delete, rename, and reorder Dashboard pages.

**General Properties**

Style Default (Alta) ▾  
Description  
Page Size  Fit Content  Fill Browser Window  
Filters and Variables  
Dashboard Report Links  
Prompts Apply Buttons Use page settings ▾  
Prompts Reset Buttons Use page settings ▾  
Prompts Auto-Complete  Use user preference settings  Off

**Dashboard Pages**

Except for Hide and Reorder, clicking Cancel will not undo operations in this section.

| Pages     | Hide Page                | Show Add To Briefing Book           | Prompt before Opening    |
|-----------|--------------------------|-------------------------------------|--------------------------|
| Suppliers | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Open ▾

Suppliers

Dashboard Objects

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

Catalog

Shared Folders

XXAA Supplier Dashboard Prompt Reports

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Suppliers

Dashboard Objects

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

Catalog

Shared Folders

Drop Content Here

Expand the Folders and select Dashboard Prompt and Drag and Drop to the Dashboard Page at top of the report

XXAA Supplier Dashboard Prompt Reports

Suppliers

**Dashboard Objects**

- Column
- Section
- Alert Section

**Catalog**

- Vaccination Details Report
- XXAA Procurement Dashboard Reports
- XXAA Supplier Dashboard Prompt Reports
- Asset Dashboard
- Assignment BU Prompt
- Fixed Assets
- Team Activities Prompt
- XXAA Supplier Dashboard Prompt**
- abcd
- Apps Library

Column 1

Section 1

XXAA Supplier Dashboard Prompt

Now drag and drop the Analysis report to a page after the dashboard prompt

XXAA Supplier Dashboard Prompt Reports

Suppliers

**Dashboard Objects**

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

**Catalog**

- SUPPLIER\_CONTACT
- Suppliers
- XXAA Supplier Detail Analysis Report**
- TASK\_NO
- TEST101

Column 1

Section 1

XXAA Supplier Dashboard Prompt

XXAA Supplier Detail Analysis Report Compound View

Save the report

XXAA Supplier Dashboard Prompt Reports

Suppliers

Dashboard Objects

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

Catalog

- SUPPLIER\_CONTACT
- Suppliers
- XXAA Supplier Detail Analysis Report**
- TASK\_NO

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Column 1

Section 1

XXAA Supplier Dashboard Prompt

XXAA Supplier Detail Analysis Report Compound View

Click on the Run

XXAA Supplier Dashboard Prompt Reports

Suppliers

Dashboard Objects

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

Catalog

- SUPPLIER\_CONTACT
- Suppliers
- XXAA Supplier Detail Analysis Report**
- TASK\_NO

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

Column 1

Section 1

XXAA Supplier Dashboard Prompt

XXAA Supplier Detail Analysis Report Compound View

Select the Supplier and click on Apply

XXAA Supplier Dashboard Prompt Reports

Supplier Name  
Select Supplier Name ABC Consulting ▾

Apply Reset ▾

**XXAA Supplier Detail Analysis Report**

| Supplier Type | Supplier Name  | Supplier Number | Client BU                   | Site           | Address Name   | Last |
|---------------|----------------|-----------------|-----------------------------|----------------|----------------|------|
| Supplier      | ABC Consulting | 1288            | Healthcare US Business Unit | ABC Healthcare | ABC Healthcare | Abt  |
| Supplier      | ABC Consulting | 1288            | Supremo US Business Unit    | ABC Supremo US | ABC Supremo US | Abt  |
| Supplier      | ABC Consulting | 1288            | Sweden Business Unit        | ABC Norway     | ABC Norway     | Abt  |
| Supplier      | ABC Consulting | 1288            | Sweden Business Unit        | ABC Sweden     | ABC Sweden     | Abt  |
| Supplier      | ABC Consulting | 1288            | US1 Business Unit           | ABC US1        | ABC US1        | Abt  |

Change report output Page settings

Click on the Actions and Click on **Print & Export Options**

XXAA Supplier Dashboard Prompt Reports

Suppliers

Dashboard Objects

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

Catalog

Shared Folders

Home Catalog Favorites ▾ Dashboards ▾ Create ▾ Open ▾

XXAA Supplier Dashboard Prompt

XXAA Supplier Detail Analysis Report Compound View

Print & Export Options... →

Page Report Links...

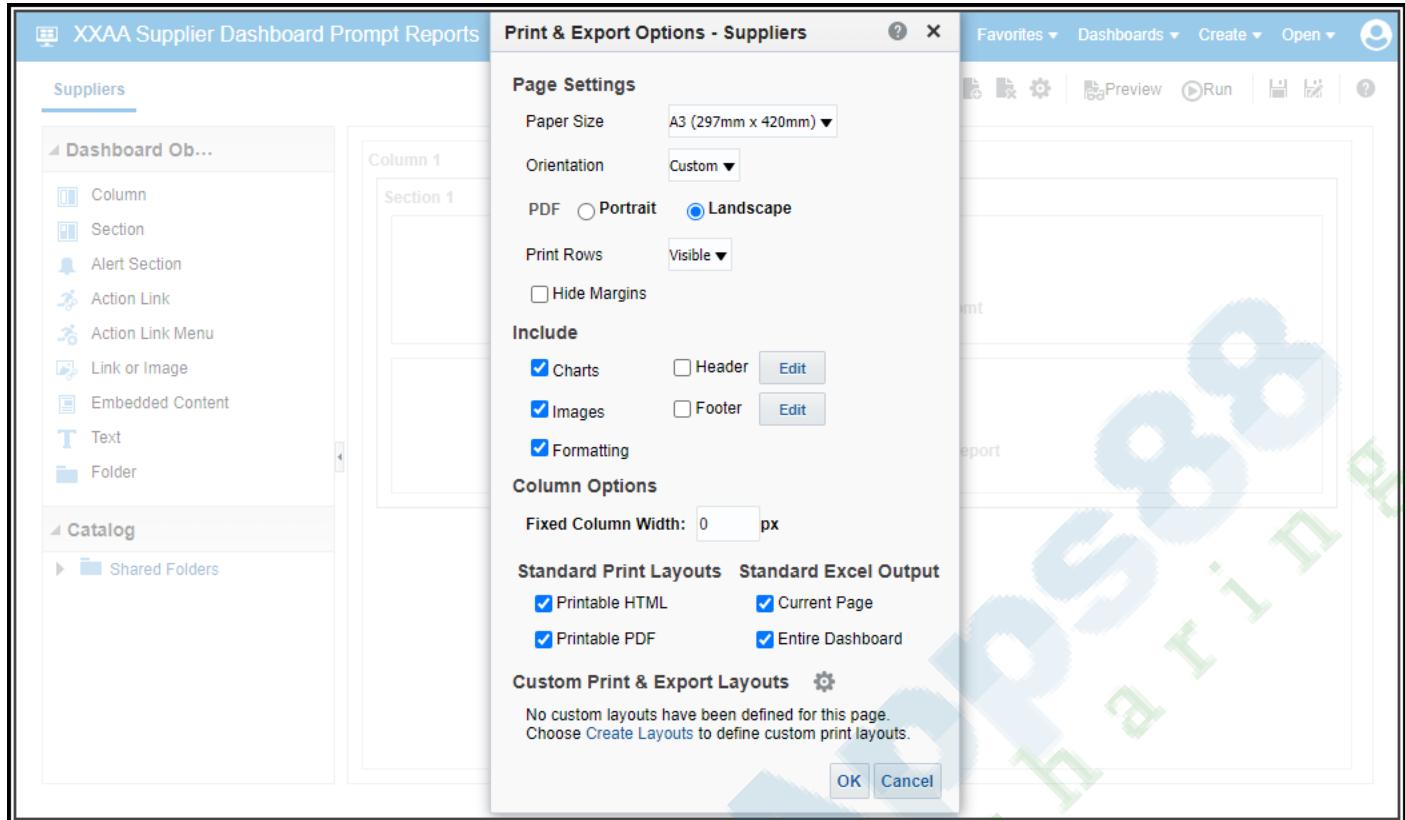
Prompts Buttons on Current Page

Allow Saving Personal Customizations

Publish Page to Dashboard...

Advanced Page Properties...

Change the page settings



To get the Print and Export links in the report, Click on Page report Links in the Actions

The 'Page Report Links...' option in the context menu is highlighted with a red arrow.

Select the links and click on Ok

XXAA Supplier Dashboard Prompt Reports

Suppliers

Dashboard Objects:

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

Catalog:

- Shared Folders

Report Links

- Inherit Dashboard Settings  Customize
- Analyze  Edit
- Export  Refresh
- Add to Briefing Book  Print
- Copy

OK Cancel

XXAA Supplier Detail Analysis Report Compound View

Save the report

XXAA Supplier Dashboard Prompt Reports

Suppliers

Dashboard Objects:

- Column
- Section
- Alert Section
- Action Link
- Action Link Menu
- Link or Image
- Embedded Content
- Text
- Folder

Catalog:

- SUPPLIER\_CONTACT
- Suppliers
- XXAA Supplier Detail Analysis Report**
- TASK\_NO

XXAA Supplier Dashboard Prompt

XXAA Supplier Detail Analysis Report Compound View

Verify the dashboard report from the Catalog

Catalog

User View

Folders:

- Custom
- Subject Area Content
- Dashboards
- Apps Library
- Arun-Patel-11
- arun01
- AS\_OTBI
- Awards v2

Type: All Sort: Name A-Z Show More Details

|   |                               |                         |
|---|-------------------------------|-------------------------|
| <b>Vaccination Details Report</b>             | Last Modified 5/26/22 9:50 AM | Owner Curtis Feitly     |
| <b>XXAA Procurement Dashboard Reports</b>     | Last Modified 9/9/24 8:05 PM  | Owner RAJU CHINTHAPATLA |
| <b>XXAA Supplier Dashboard Prompt Reports</b> | Last Modified 9/10/24 4:37 AM | Owner RAJU CHINTHAPATLA |
| <b>Asset Dashboard</b>                        | Last Modified 5/26/22 9:50 AM | Owner System Account    |

Select the values from the list and Apply  
We can see the links at the bottom of the report

XXAA Supplier Dashboard Prompt Reports

Supplier Name

Select Supplier Name ABC Consulting ▾

Apply Reset ▾

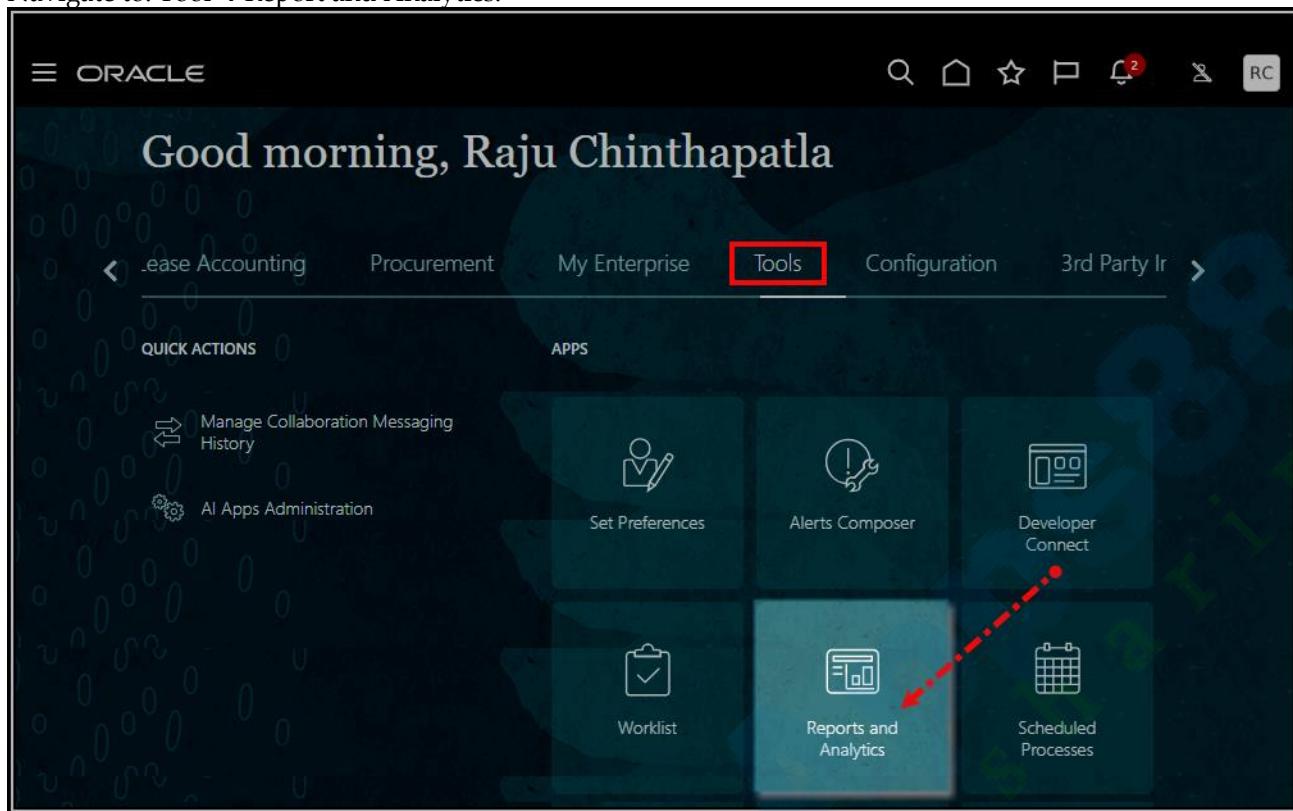
**XXAA Supplier Detail Analysis Report**

| Supplier Type | Supplier Name  | Supplier Number | Client BU                   | Site           | Address Name   | Last |
|---------------|----------------|-----------------|-----------------------------|----------------|----------------|------|
| Supplier      | ABC Consulting | 1288            | Healthcare US Business Unit | ABC Healthcare | ABC Healthcare | Abt  |
| Supplier      | ABC Consulting | 1288            | Supremo US Business Unit    | ABC Supremo US | ABC Supremo US | Abt  |
| Supplier      | ABC Consulting | 1288            | Sweden Business Unit        | ABC Norway     | ABC Norway     | Abt  |
| Supplier      | ABC Consulting | 1288            | Sweden Business Unit        | ABC Sweden     | ABC Sweden     | Abt  |
| Supplier      | ABC Consulting | 1288            | US1 Business Unit           | ABC US1        | ABC US1        | Abt  |

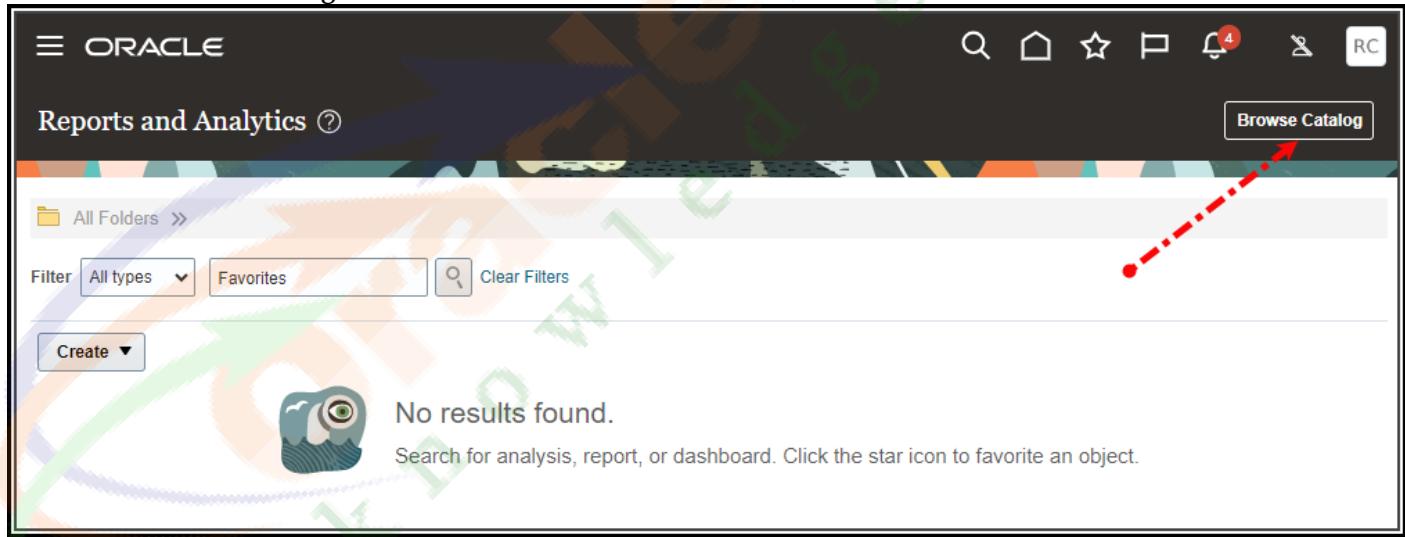
Edit - Refresh - Print - Export - Copy

## 9. Creating Master-Child Analysis Report with Prompt (Filter)

Navigate to: Tool → Report and Analytics.



2. Click the **Browse Catalog** icon.



3. Click Create (New).

4. Select the **Analysis** option from the menu on the top-left of the page.

The screenshot shows the Oracle Cloud Catalog interface. The top navigation bar includes Home, Catalog, Favorites, Dashboards, Create, and Open. The 'Create' dropdown is open, displaying options like Analysis and Interactive Reporting, Dashboard, Filter, Dashboard Prompt, Condition, Mobile Application, Mobile App, Published Reporting, and Report. A red dashed arrow labeled '1' points to the 'Analysis' option, and another red dashed arrow labeled '2' points to the 'Dashboard' option.

### Creating the Master Analysis Report

5. Select the Supplier - Supplier Real Time subject area.

The screenshot shows the Oracle Cloud Catalog interface with a 'Select Subject Area' dialog box overlaid. The dialog lists several subject areas: 'Supplier - Supplier Real Time' (highlighted with a red arrow), 'Supplier Import - Supplier Real Time', 'Supplier Portal - Invoice Real Time', and 'Supplier Portal - Purchasing Real Time'. The 'Supplier - Supplier Real Time' entry is described as 'Provides information about suppliers.'

6. Expand the Folders and select the field and Double-click on the field, it will populate on the right side  
Or select the field and Drag and drop to right side. Save it

The screenshot shows the 'XXAA Supplier Master Analysis Report' interface. On the left, there's a 'Subject Area' tree view with 'Supplier - Supplier Real Time' expanded, showing sub-options like Supplier Addresses, Supplier Contacts, etc. On the right, there's a 'Selected Columns' grid with columns like Supplier Profile, Client BU, Site, and Address Name. The 'Supplier Type' and 'Supplier Number' columns are currently selected.

### Creating the Child Analysis Report

Select the Payables Invoices - Transactions Real Time subject area.

The screenshot shows the Oracle Fusion Catalog interface. On the left, there's a sidebar with 'Folders' containing 'My Folders', 'Shared Folders' (with 'Apps Library', 'AR and ProcSpend', 'Common Content', 'Custom', 'Subject Area Content', 'Dashboards', and 'Apps Library'), and 'User View' dropdowns. The main area displays a report titled 'XXAA Supplier Master Analysis Report' last modified 9/1. A red dashed arrow points from the 'Subject Area Content' folder in the sidebar to the 'Select Subject Area' dialog on the right. The dialog has a search bar and a list of items under 'Payables Invoices'.

- Payables Invoices - Prepayment Applications Real Time**  
Real time distribution information for prepayments that were applied against standard invoices.
- Payables Invoices - Transactions Real Time**  
Real time information on invoices.
- Payables Invoices - Trial Balance Real Time**  
Real Time information on posted invoices and payments so that users can reconcile Payables balance with the General Ledger balance.
- Payables Invoices - Withholding Real Time**  
Real time information on summarized tax amounts withheld at the supplier site level.

Expand the Folders and select the field and Double-click on the field, it will populate on the right side  
Or select the field and Drag and drop to right side. Save it

The screenshot shows the configuration screen for the 'XXAA Invoice Details Analysis Report'. It includes tabs for Criteria, Results, Prompts, and Advanced. Under Criteria, there's a 'Subject Area...' tree view expanded to show 'Payables Invoices - Installm' with various sub-options like Business Unit, Fiscal Calendar, etc. On the right, there's a 'Selected Columns' section with a table:

| Business Unit      | Supplier | Supplier Site   | General Information |
|--------------------|----------|-----------------|---------------------|
| Business Unit Name | Supplier | Supplier Number | Site                |
|                    |          |                 | Invoice Number      |
|                    |          |                 | Invoice Date        |

Connect between these Master and Child analysis reports with Prompt  
Go to **Master** Analysis Report, Move to the Results tab, Click on the Link Filter column Actions and click on Column Properties

1. XXAA Supplier Master Analysis Report

2. Results

3. Column Properties...

4. Supplier Number

| Supplier Type | Supplier Name     | Supplier Number | Client RII | Site           | Address Name   |
|---------------|-------------------|-----------------|------------|----------------|----------------|
| Supplier      | 49K Home supplier | 1480            |            | S2_Address     | S2_Address     |
| Supplier      | ABC               | 123             |            | ABC Healthcare | ABC Healthcare |
| Supplier      | ABC Consulting    | 1288            |            | ABC Supremo US | ABC Supremo    |
| Supplier      | ABC Consulting    | 1288            |            |                |                |

Move to Interactions tab, Select the Action Links from the Primary interactions and click on the new icon

1. Interaction

2. Primary Interaction Action Links

3. +

| Link Text             | Action | Show Link |
|-----------------------|--------|-----------|
| Add Menu Action Links |        |           |

Click on the New actions select the Navigate to BI Content

**XXAA Supplier Master Analysis Report**

Criteria Results Prompts Advanced

Table

Subject Are... ▾

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites
  - Supplier Spend Authorizations
  - Suppliers

Catalog

List All ▾

My Folders

Column Properties

Interaction

New Action Link ...

Link Text:

Action:

Show Link:  Always  Conditionally

Add Menu Action Links

Do not display in a popup if only one action link is available at runtime

Enable on Totals

ADF Navigate to BI Content

ADF Contextual Event

Navigate to BI Content

Navigate to a Web Page

Invoke a Web Service

Invoke a Java Method

Invoke a Browser Script

Invoke Server Script

Invoke an HTTP Request

Select the Child analysis report

**XXAA Supplier Master Analysis Report**

Criteria Results Prompts Advanced

Table

Subject Are... ▾

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments
  - Supplier Sites
  - Supplier Spend Authorizations
  - Suppliers

Catalog

List All ▾

My Folders

Select BI Content For Action

Folders

- PRC
- Procurement
  - PO\_CANC
  - Purchasing
  - Reconcilia
  - Suppliers
- Projects
- Public Sector
- Redwood
- RelationshipV
- RF-SMART
- Risk Manager
- Sagar Vish

Open In /Shared Folders/Custom/Procurement/Suppliers

XXAA Invoice Details Analysis Report

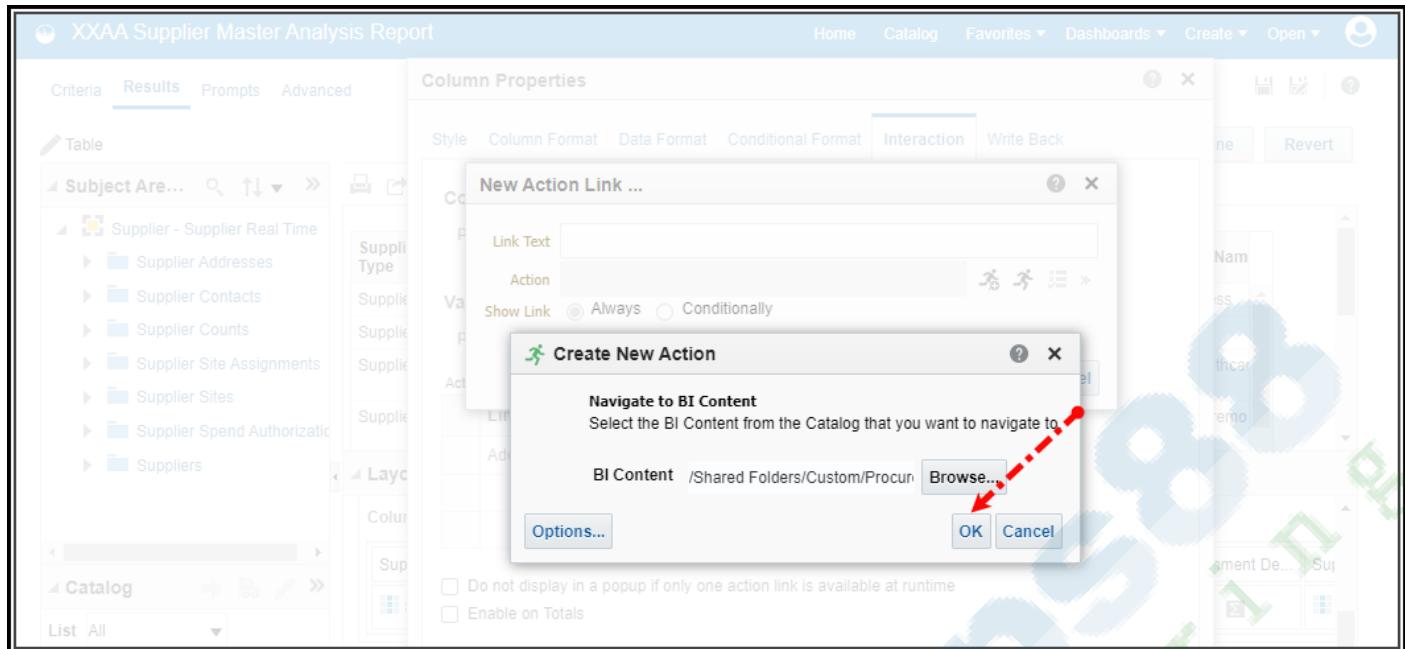
XXAA Supplier Master Analysis Report

Name: XXAA Invoice Details Analysis Report

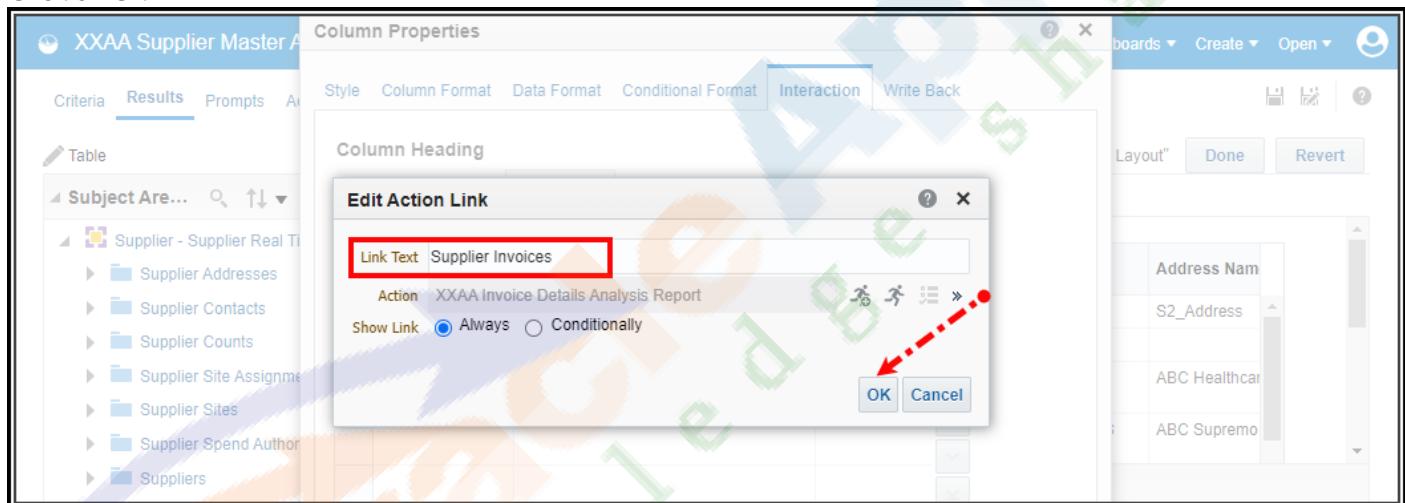
Description

OK Cancel

Click on Ok



Click on Ok



Click on Ok and Save it

Column Properties

Interaction

Column Heading

Value

| Link Text         | Action                               | Show Link   |
|-------------------|--------------------------------------|-------------|
| Supplier Invoices | XXAA Invoice Details Analysis Report | Always Enab |

Do not display in a popup if only one action link is available at runtime

Enable on Totals

OK Cancel

We can see the link in the Results tab and Master report changes are done

| Supplier Type | Supplier Name     | Supplier Number | Client BU                   | Site           | Address Name   |
|---------------|-------------------|-----------------|-----------------------------|----------------|----------------|
| Supplier      | 49K Home supplier |                 | 9K HYD BU                   | S2_Address     | S2_Address     |
| Supplier      | ABC               |                 | Supplier Invoices           |                |                |
| Supplier      | ABC Consulting    | 1288            | Healthcare US Business Unit | ABC Healthcare | ABC Healthcare |
| Supplier      | ABC Consulting    | 1288            | Supremo US Business Unit    | ABC Supremo US | ABC Supremo    |

Go to the Child Analysis Report, move to Criteria, Click on the Link Filter column Actions, and click on the filter

XXAA Invoice Details Analysis Report

**Criteria** Results Prompts Advanced

**Selected Columns**

| Business Unit      | Supplier | Supplier Site   | General Information |
|--------------------|----------|-----------------|---------------------|
| Business Unit Name | Supplier | Supplier Number | Site                |

Sort Edit formula Column Properties Filter Delete Save Column As

Select the **Is Prompted** as the operator and click on Ok

New Filter

Column Supplier

Operator **is prompted**

OK Cancel

Save it, and the Child changes are done

XXAA Invoice Details Analysis Report

**Criteria** Results **Prompts** Advanced

**Selected Columns**

| Business Unit      | Supplier | Supplier Site   | General Information |
|--------------------|----------|-----------------|---------------------|
| Business Unit Name | Supplier | Supplier Number | Site                |

**Filters**

Supplier is prompted

Got to the Catalog and Open the Master Analysis Report  
Link is created and click on the details

**XXAA Supplier Master Analysis Report**

| Supplier Type | Supplier Name     | Supplier Number | Client BU                   | Site           | Address Nam  |
|---------------|-------------------|-----------------|-----------------------------|----------------|--------------|
| Supplier      | 49K Home supplier | 1480            | 49K HYD BU                  | S2_Address     | S2_Address   |
| Supplier      | ABC               | 123             |                             |                |              |
| Supplier      | ABC Consulting    | 1288            | Healthcare US Business Unit | ABC Healthcare | ABC Healthca |
| Supplier      | ABC Consulting    | 1288            | Supremo US Business Unit    | ABC Supremo US | ABC Supremo  |
| Supplier      | ABC Consulting    | 1288            | Sweden Business Unit        | ABC Norway     | ABC Norway   |
| Supplier      | ABC Consulting    | 1288            | Sweden Business Unit        | ABC Sweden     | ABC Sweden   |
| Supplier      | ABC Consulting    | 1288            | US1 Business Unit           | ABC US1        | ABC US1      |

Edit - Refresh - Print - Export - Add to Briefing Book - Email - Copy

Child Analysis Report will open with details

**XXAA Invoice Details Analysis Report**

| BU Name                  | Supplier Name  | Supp Num | Site           | Invoice Number | Invoice Date | Instal Numt |
|--------------------------|----------------|----------|----------------|----------------|--------------|-------------|
| Supremo US Business Unit | ABC Consulting | 1288     | ABC Supremo US | SUP111         | 2/16/20      |             |
| Supremo US Business Unit | ABC Consulting | 1288     | ABC Supremo US | SUP300         | 6/16/21      |             |
| Supremo US Business Unit | ABC Consulting | 1288     | ABC Supremo US | SUP301         | 6/17/21      |             |
| Supremo US Business Unit | ABC Consulting | 1288     | ABC Supremo US | SUP314         | 7/13/21      |             |

Edit - Refresh - Print - Export - Add to Briefing Book - Email - Copy

We can create the Dashboard Prompted report for the Mast-Child Analysis Report  
Create the Dashboard and Select the Prompt and master report into page and save it

The screenshot shows the Oracle Cloud Fusion Catalog interface. The top navigation bar includes Home, Catalog, Favorites, Dashboards, Create, and Open. The main area displays a dashboard object titled 'XXAA Master-Child Dashboard Reports'. The dashboard has two sections: 'Section 1' and 'Section 2'. 'Section 1' contains a placeholder for 'XXAA Supplier Dashboard Prompt'. 'Section 2' contains a placeholder for 'XXAA Supplier Master Analysis Report Compound View'. On the left, a sidebar lists various dashboard objects like Column, Section, Alert Section, Action Link, etc. A large watermark 'ORACLE APPS88' is visible across the screen.

Open the Dashboard report from the Catalog

The screenshot shows the Oracle Cloud Fusion Catalog interface. The top navigation bar includes Home, Catalog, Favorites, Dashboards, Create, and Open. The main area displays a list of items under the 'Folders' section. One item, 'XXAA Master-Child Dashboard Reports', is highlighted with a red arrow pointing to its 'Open' link. Other items listed include 'Vaccination Details Report', 'XXAA Procurement Dashboard Reports', and 'XXAA Supplier Dashboard Prompt Reports'. A large watermark 'ORACLE APPS88' is visible across the screen.

Click on the Master link

**XXAA Master-Child Dashboard Reports**

Supplier Name  
Select Supplier Name ABC Consulting ▾  
Apply Reset ▾

**XXAA Supplier Master Analysis Report**

| Supplier Type | Supplier Name  | Supplier Number | Client BU                   | Site           | Address Name   | Last |
|---------------|----------------|-----------------|-----------------------------|----------------|----------------|------|
| Supplier      | ABC Consulting | 1288            | Healthcare US Business Unit | ABC Healthcare | ABC Healthcare | Abt  |
| Supplier      | ABC Consulting | 1288            | Supremo US Business Unit    | ABC Supremo US | ABC Supremo US | Abt  |
| Supplier      | ABC Consulting | 1288            | Sweden Business Unit        | ABC Norway     | ABC Norway     | Abt  |
| Supplier      | ABC Consulting | 1288            | Sweden Business Unit        | ABC Sweden     | ABC Sweden     | Abt  |
| Supplier      | ABC Consulting | 1288            | US1 Business Unit           | ABC US1        | ABC US1        | Abt  |

Edit - Refresh - Print - Export - Copy

Child report will open with details

**XXAA Master-Child Dashboard Reports**

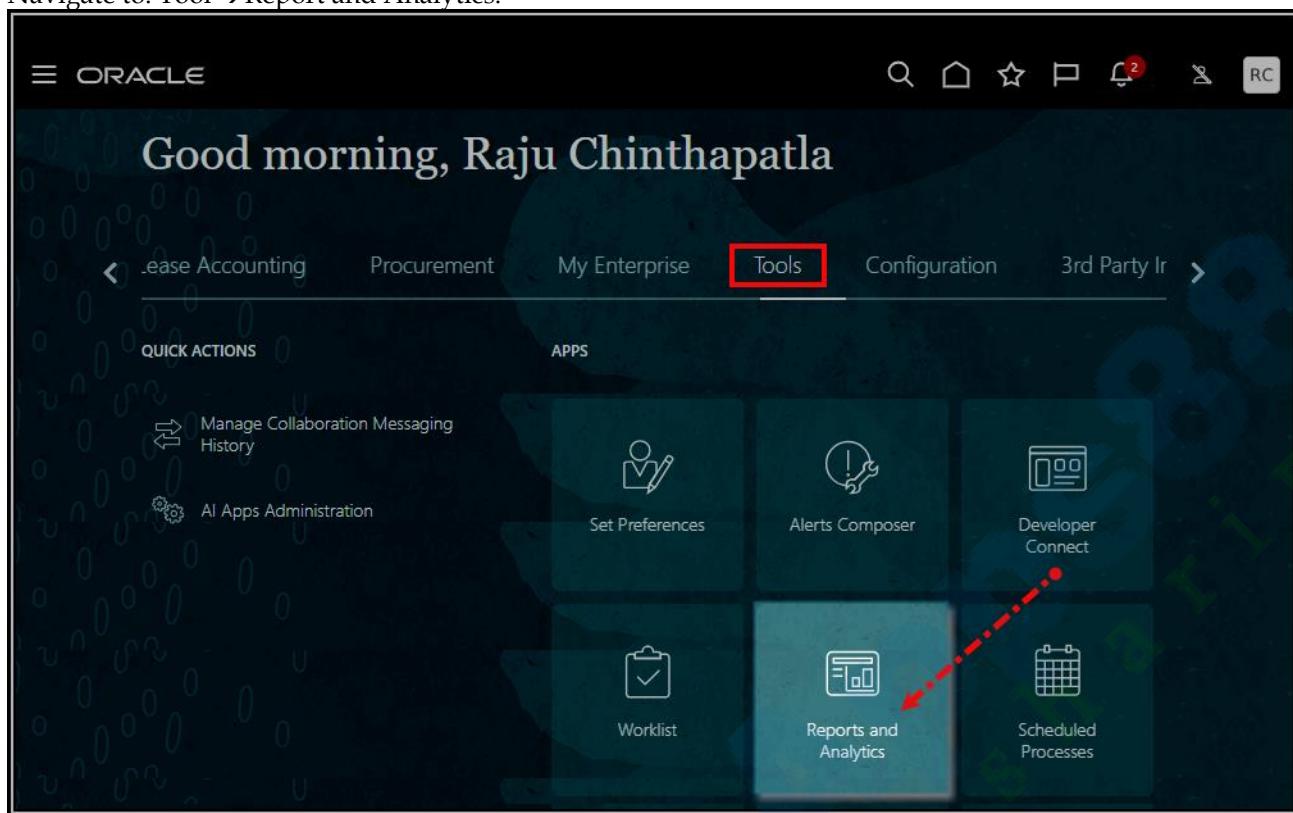
**XXAA Invoice Details Analysis Report**

| BU Name                  | Supplier Name  | Supp Num | Site           | Invoice Number | Invoice Date | Instal Numt |
|--------------------------|----------------|----------|----------------|----------------|--------------|-------------|
| Supremo US Business Unit | ABC Consulting | 1288     | ABC Supremo US | SUP111         | 2/16/20      |             |
| Supremo US Business Unit | ABC Consulting | 1288     | ABC Supremo US | SUP300         | 6/16/21      |             |
| Supremo US Business Unit | ABC Consulting | 1288     | ABC Supremo US | SUP301         | 6/17/21      |             |
| Supremo US Business Unit | ABC Consulting | 1288     | ABC Supremo US | SUP314         | 7/13/21      |             |

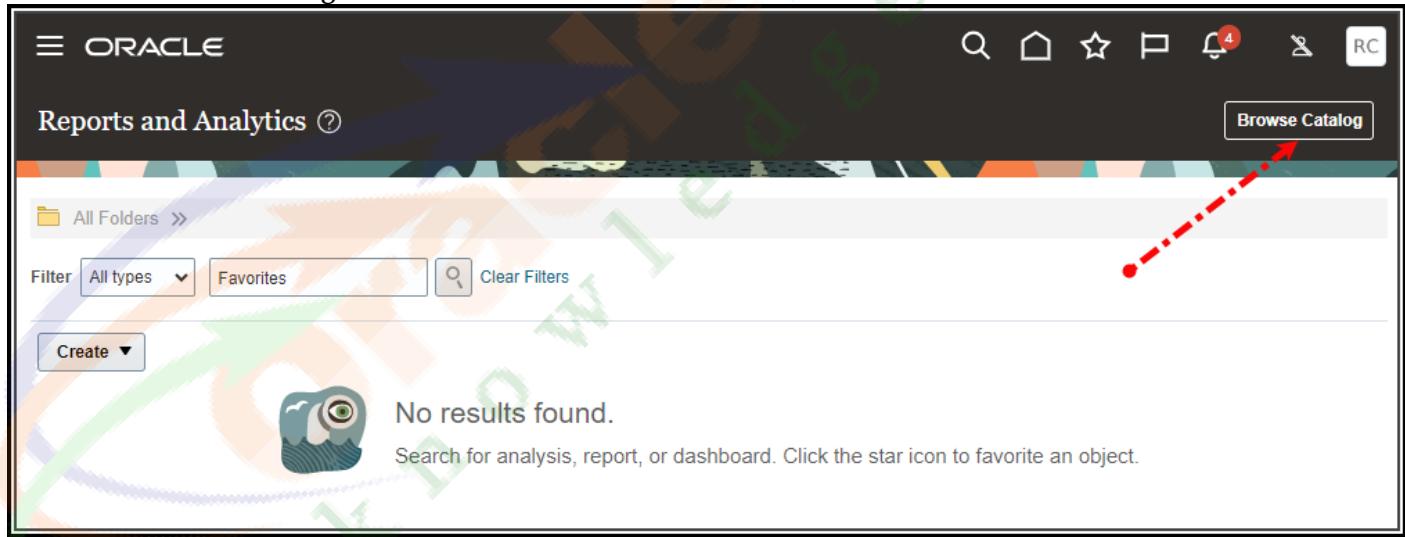
Return - Edit - Refresh - Print - Export - Create Bookmark Link - Copy

## 10. Creating Analysis Report with Multiple Subject Areas

Navigate to: Tool → Report and Analytics.

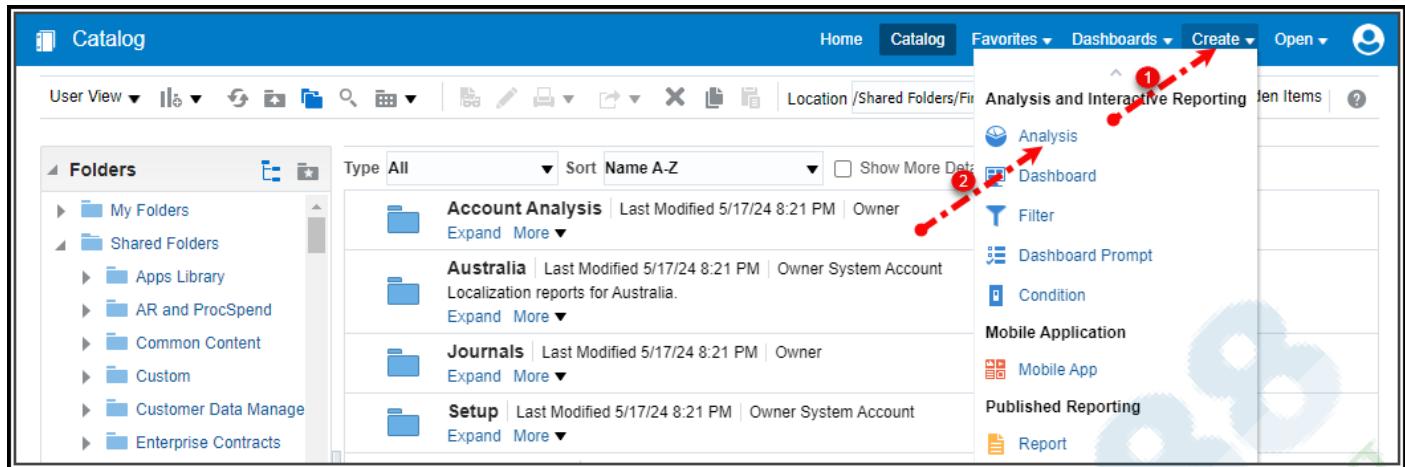


2. Click the **Browse Catalog** icon.

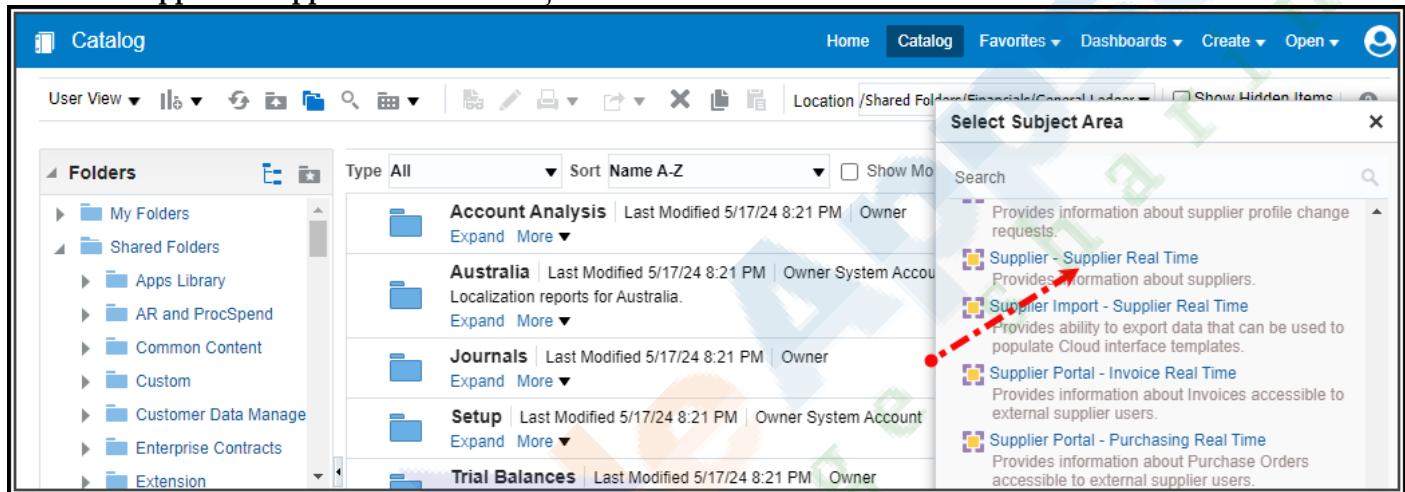


3. Click Create (New).

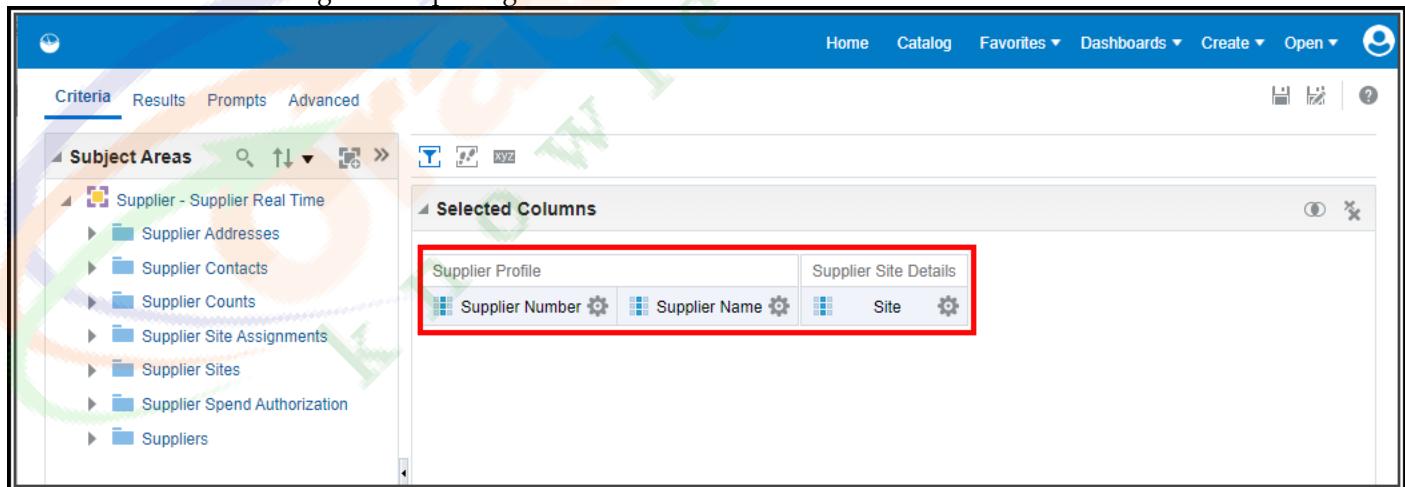
4. Select the **Analysis** option from the menu on the top-left of the page.



Select the **Supplier - Supplier Real Time** subject area.



Expand the Subject area 1 Folders and select the field and Double-click on the field, it will populate on the right side  
Or select the field and Drag and drop to right side.



Click on the Add/ Remove subject areas and select the subject area

XXAA Supplier Invoice Analysis Report

Criteria Results Prompts Advanced

**Subject Areas**

- Supplier - Supplier Real Time
  - Supplier Addresses
  - Supplier Contacts
  - Supplier Counts
  - Supplier Site Assignments

Add / Remove Subject Areas

- Payables Invoices - Installments Real Time  
Real time information on invoice payment installment information.
- Payables Invoices - Prepayment Applications Req  
Real time distribution information for prepayment that were applied against standard invoices.

OK Cancel

Expand the Subject area 2 Folders and select the field and Double-click on the field, it will populate on the right side  
Or select the field and Drag and drop to right side.

XXAA Supplier Invoice Analysis Report

Criteria Results Prompts Advanced

**Subject Areas**

- Supplier - Supplier Real Time
- Payables Invoices - Installments Real Time
  - Business Unit
    - Business Unit Created By
    - Business Unit Created By User
    - Business Unit Creation Date
    - Business Unit Identifier
    - Business Unit Last Update Date
    - Business Unit Last Updated By
    - Business Unit Last Updated Date

**Selected Columns**

| Supplier Profile | Supplier Site Details | Business Unit | General Information |
|------------------|-----------------------|---------------|---------------------|
| Supplier Number  | Supplier Name         | Site          | Business Unit Name  |
|                  |                       |               | Invoice Number      |

Save the report and open from the catalog

Catalog

User View Home Catalog Favorites Dashboards Create Open

Folders

- My Folders
- Shared Folders
- Apps Library
- AR and ProcSpend
- Common Content
- Custom
- Subject Area Content

Type All Sort Name A-Z Show More Details

|                                       |  |
|---------------------------------------|--|
| XXAA Invoice Details Analysis Report  | Last Modified 9/10/2024 6:07:34 AM   Owner RAJU CHINTHAPATLA |
| XXAA Supplier Detail Analysis Report  | Last Modified 9/10/2024 6:22:45 AM   Owner RAJU CHINTHAPATLA |
| XXAA Supplier Invoice Analysis Report | Last Modified 9/10/2024 6:37:25 PM   Owner RAJU CHINTHAPATLA |

Report output will show the multiple subject areas fields

XXAA Supplier Invoice Analysis Report

Home Catalog Fa

**XXAA Supplier Invoice Analysis Report**

| Supplier Name  | Supplier Number | Site           | Business Unit Name          | Invoice Number |
|----------------|-----------------|----------------|-----------------------------|----------------|
| ABC Consulting | 1288            | ABC Healthcare | Healthcare US Business Unit | AB03989        |
| ABC Consulting | 1288            | ABC Healthcare | Healthcare US Business Unit | ABC1728        |
| ABC Consulting | 1288            | ABC Healthcare | Healthcare US Business Unit | FLA-2-1002     |
| ABC Consulting | 1288            | ABC Healthcare | Healthcare US Business Unit | HCUSV02        |
| ABC Consulting | 1288            | ABC Supremo US | Supremo US Business Unit    | STD_ZP_001     |
| ABC Consulting | 1288            | ABC Supremo US | Supremo US Business Unit    | STD_ZP_003     |
| ABC Consulting | 1288            | ABC Supremo US | Supremo US Business Unit    | ST_ZP_002      |
| ABC Consulting | 1288            | ABC Supremo US | Supremo US Business Unit    | SUP111         |

Edit - Refresh - Print - Export - Add to Briefing Book - Email - Copy



## Oracle Fusion Smart View Setup and Process

### Overview:

Smart View enables you to download the analysis (OTBI Reports) from the BI catalog and view them in Microsoft Office applications like Excel, PowerPoint and Word.

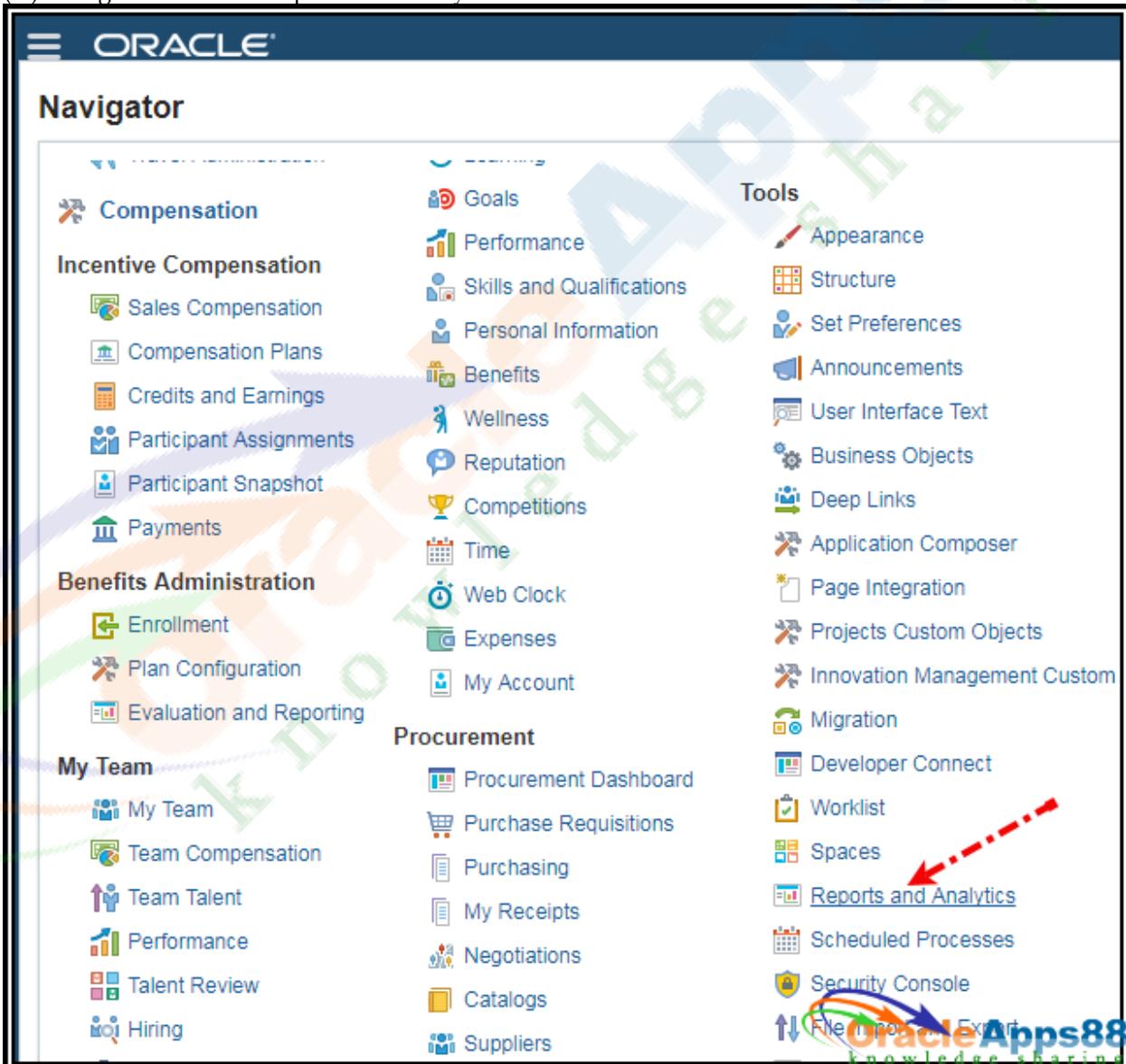
We can also create a new analysis with OTBI content and upload new analysis back to the BI catalog.

Smart View uses a Microsoft Office interface designed for Oracle Enterprise Performance Management System, Oracle Business Intelligence, and Oracle Fusion Financials products. When working with report packages in Smart View, we can:

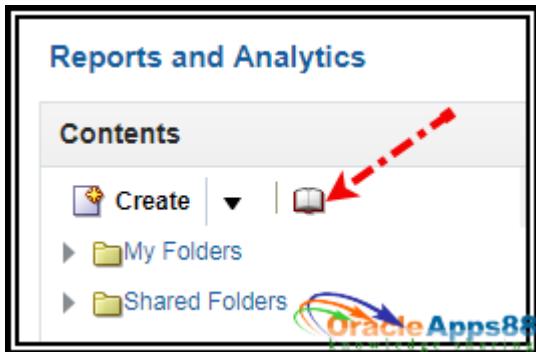
- Author doclets using familiar Microsoft Office tools to access and work with data without having to download and work on them locally.
- Complete review and sign off tasks for report packages.
- Perform complex analyses on your data.

### Installing, Setting up and Working with Smart View

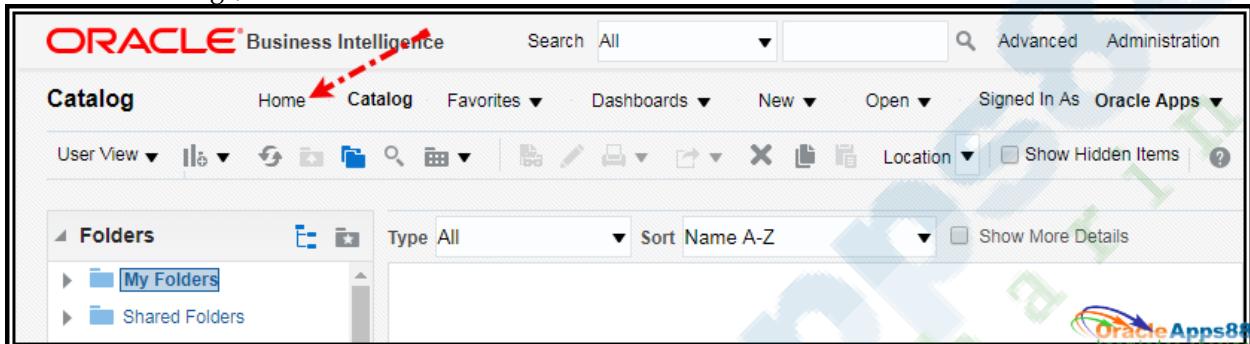
1. (N) Navigator > Tools > Reports and Analytics



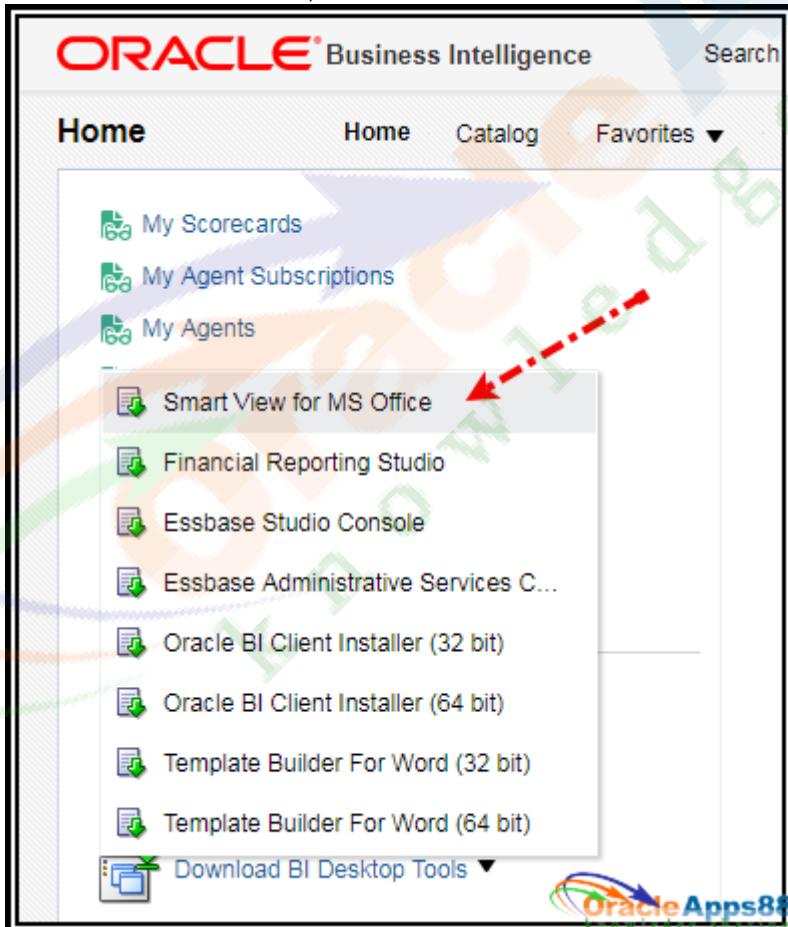
2. Click on Browse Catalog icon



3. On BI Answer Page, Click on Home



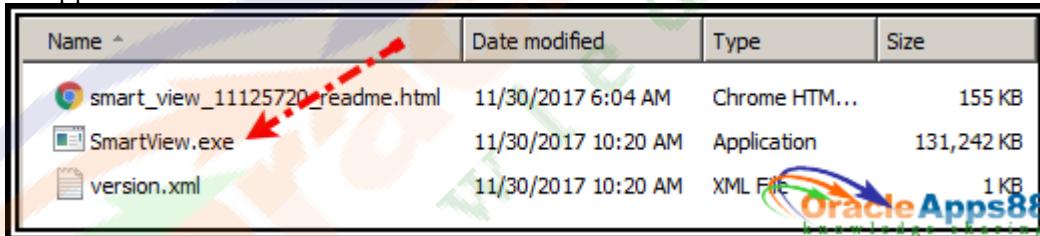
4. Under Get Started section, select "Smart View for MS Office" from "Download BI Desktop Tools" list



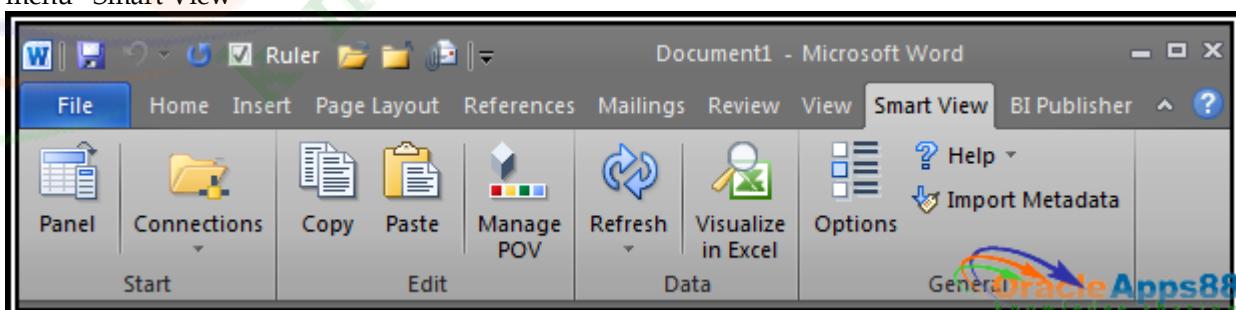
5. Below url page will open from where Latest Version of Smart View can be downloaded

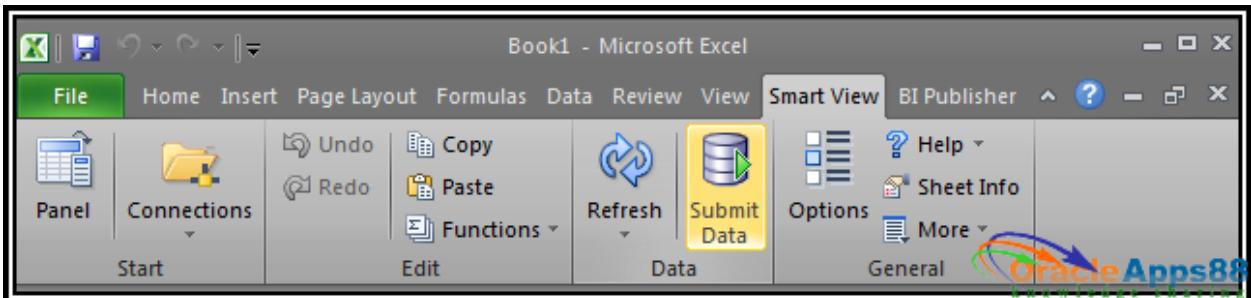
<http://www.oracle.com/technetwork/middleware/smart-view-for-office/overview/index.html>

6. Save the zip file at local drive, unzip it and install Smart View while using SmartView application from unzipped folder

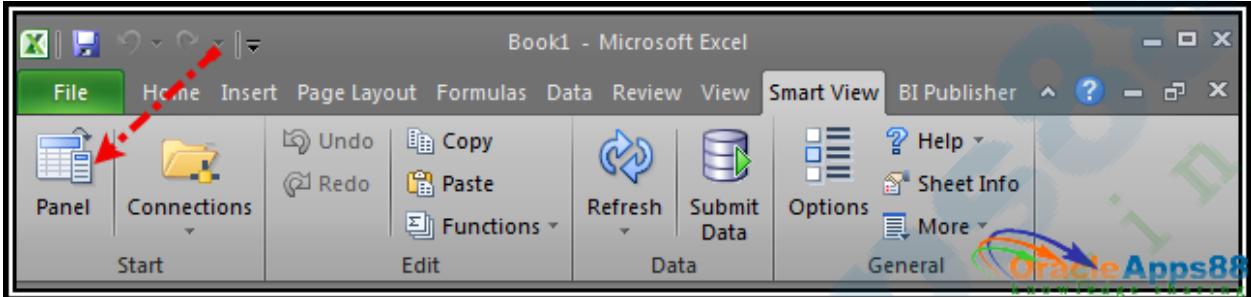


7. Once Smart View is installed, next time when MS Excel, MS Word or PowerPoint opens, there will be added menu "Smart View"

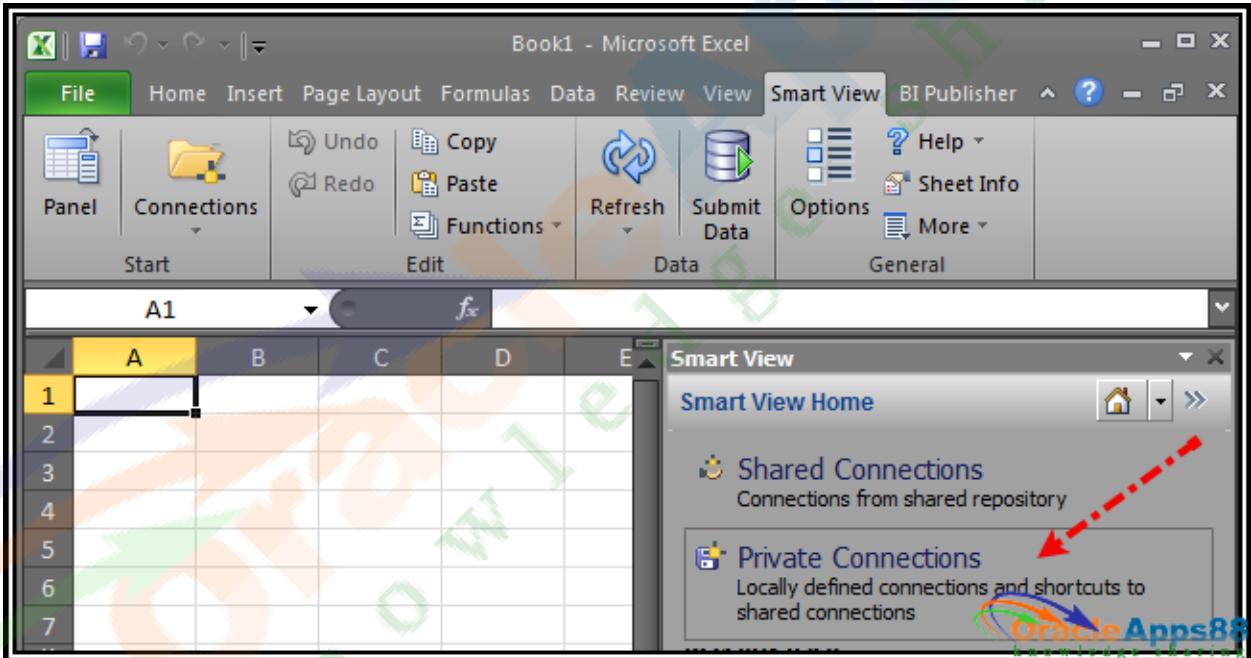




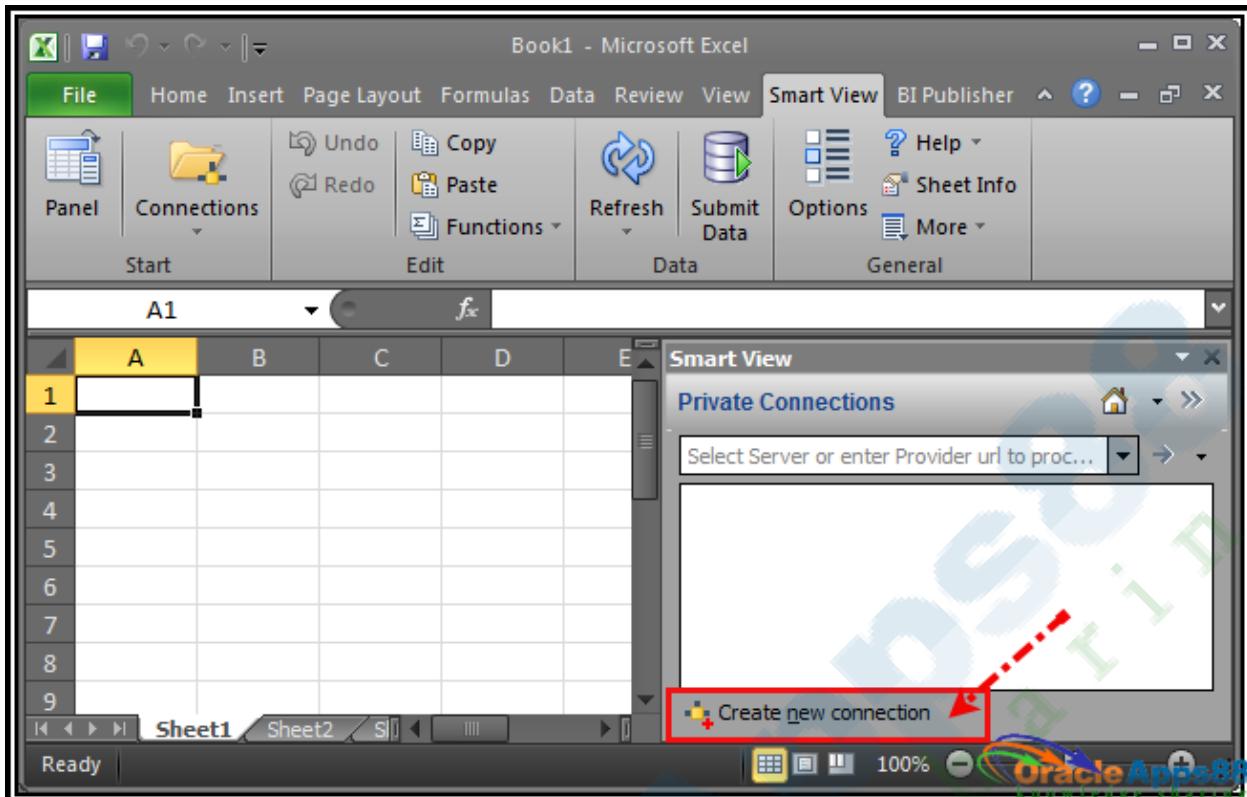
8. Select Smart View from Menu and click on Panel



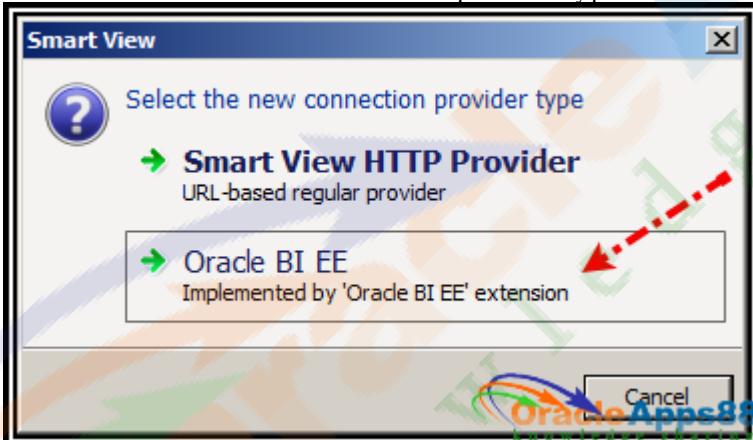
9. Select Private Connections



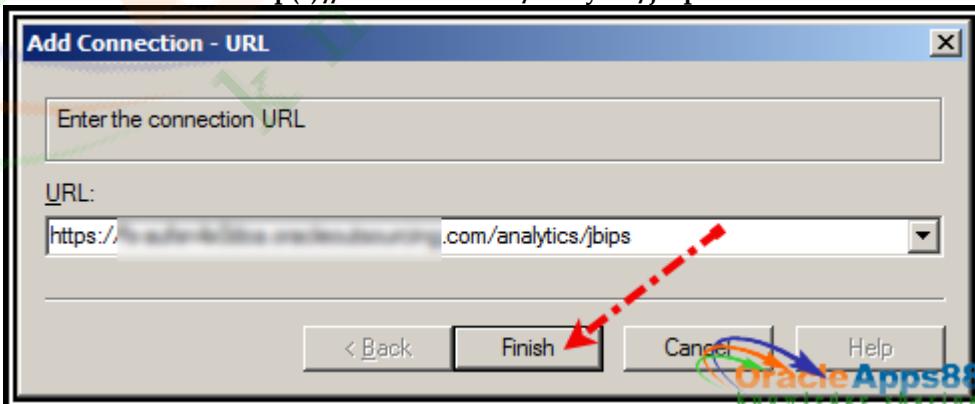
10. Click on Create New Connection



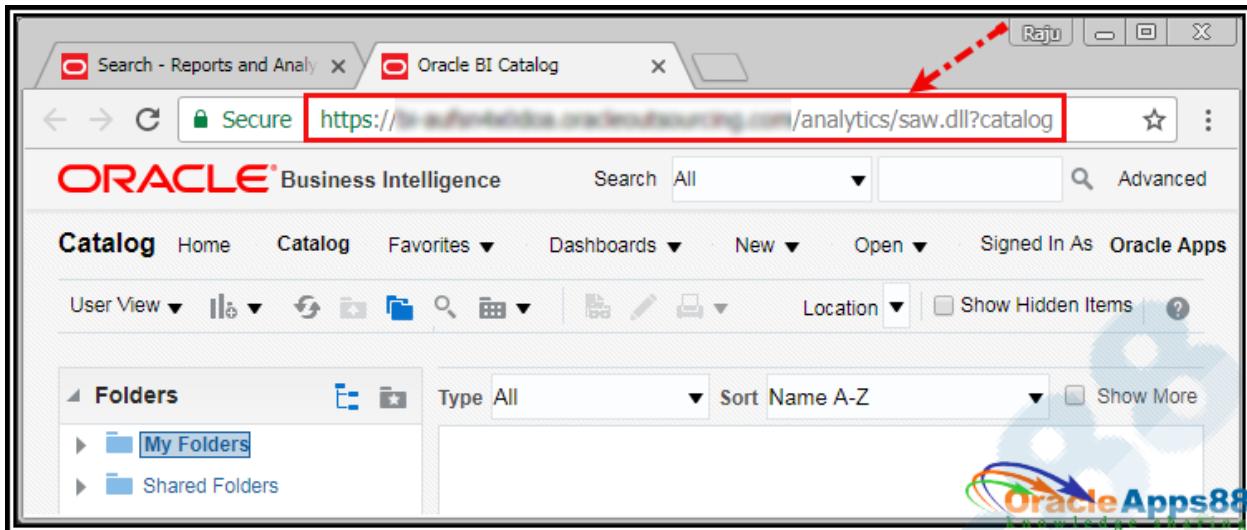
11. Select Oracle BI EE as new connection provider type



12. Provide the URL as `http(s)://<ServerName>/analytics/jbips`

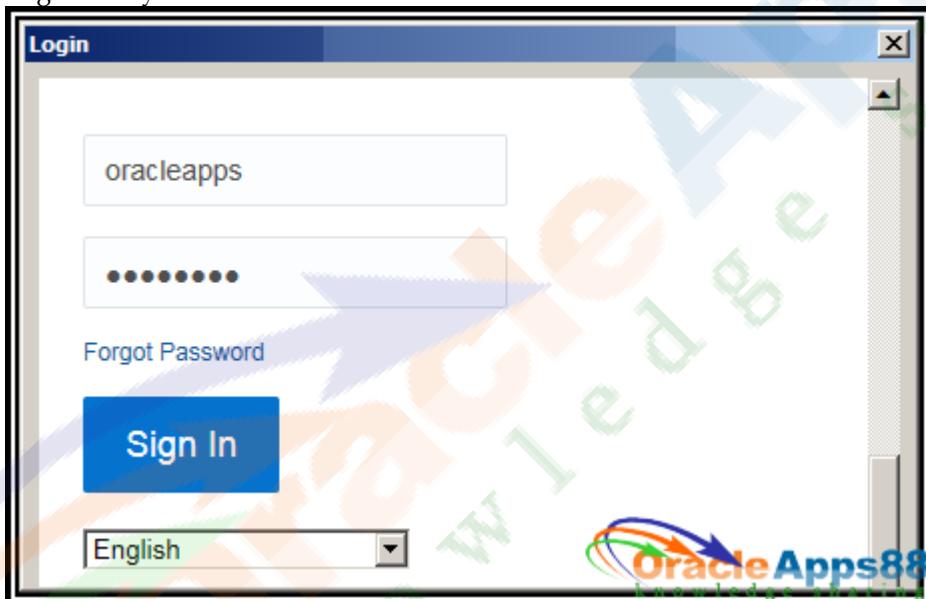


13. We can use the URL from Oracle BI catalog page

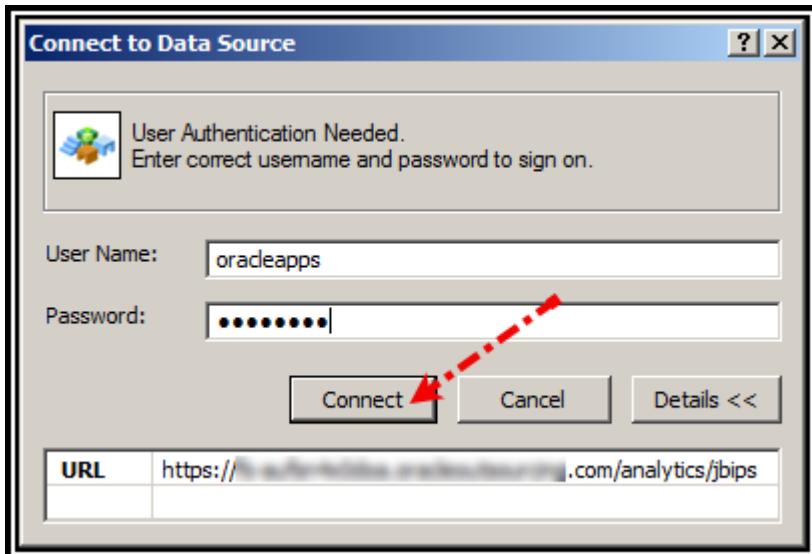


14. Here replace the text after analytics/ with jbips  
<https://<ServerName>/analytics/saw.dll?catalog>  
<https://<ServerName>/analytics/jbips>
- Replace saw.dll?catalog  
-- with jbips

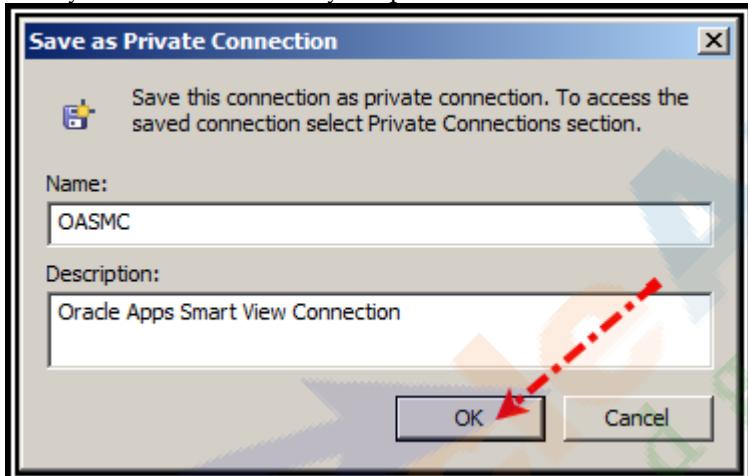
15. Login with your Fusion user credentials



16. And then connect to Data Source with your Fusion user credentials



17. Give your desired name of your private connection



18. Once Connection created and connected, we can see the same folder structure is visible in Excel as in BI Catalog page in Fusion

The image displays two side-by-side screenshots of Oracle BI catalog interfaces.

**Fusion BI Catalog (Left):**

- Header: Folders
- Content Tree:
  - My Folders
  - Shared Folders
  - Common Content
  - Custom
    - Dashboards
    - Customer Relationships
    - Financials
    - Functional Setup
    - HCM Reports
    - Human Capital Management
    - Incentive Compensation
    - Procurement
    - Projects
    - Supply Chain Management
    - Customer Data Management
    - Enterprise Contracts
    - Extension
    - Financials
    - Functional Setup
- Bottom: Tasks

**Smart View Catalog (Right):**

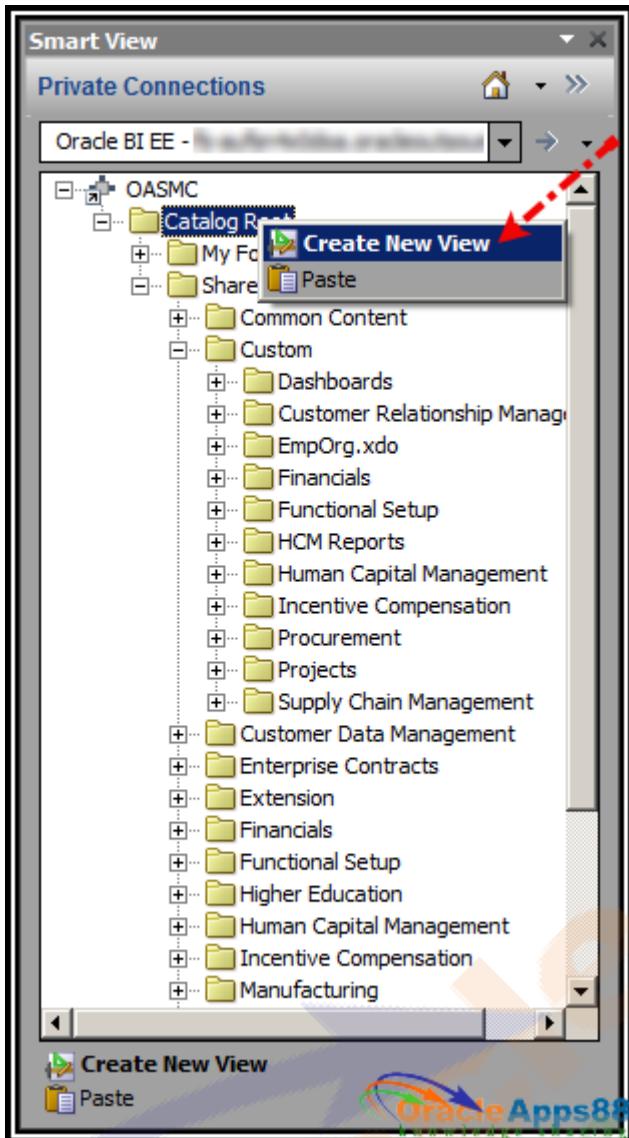
- Header: Smart View
- Content Tree:
  - Private Connections
  - Oracle BI EE -
  - OASMC
    - Catalog Root
      - My Folders
      - Shared Folders
        - Common Content
        - Custom
          - Dashboards
          - Customer Relationship Manager
          - EmpOrg.xdo
          - Financials
          - Functional Setup
          - HCM Reports
          - Human Capital Management
          - Incentive Compensation
          - Procurement
          - Projects
          - Supply Chain Management
          - Customer Data Management
          - Enterprise Contracts
          - Extension
          - Financials
          - Functional Setup
          - Higher Education
          - Human Capital Management
  - Bottom: Action Buttons
    - Modify connection
    - Rename
    - Remove connection
    - More >>

Fusion BI Catalog

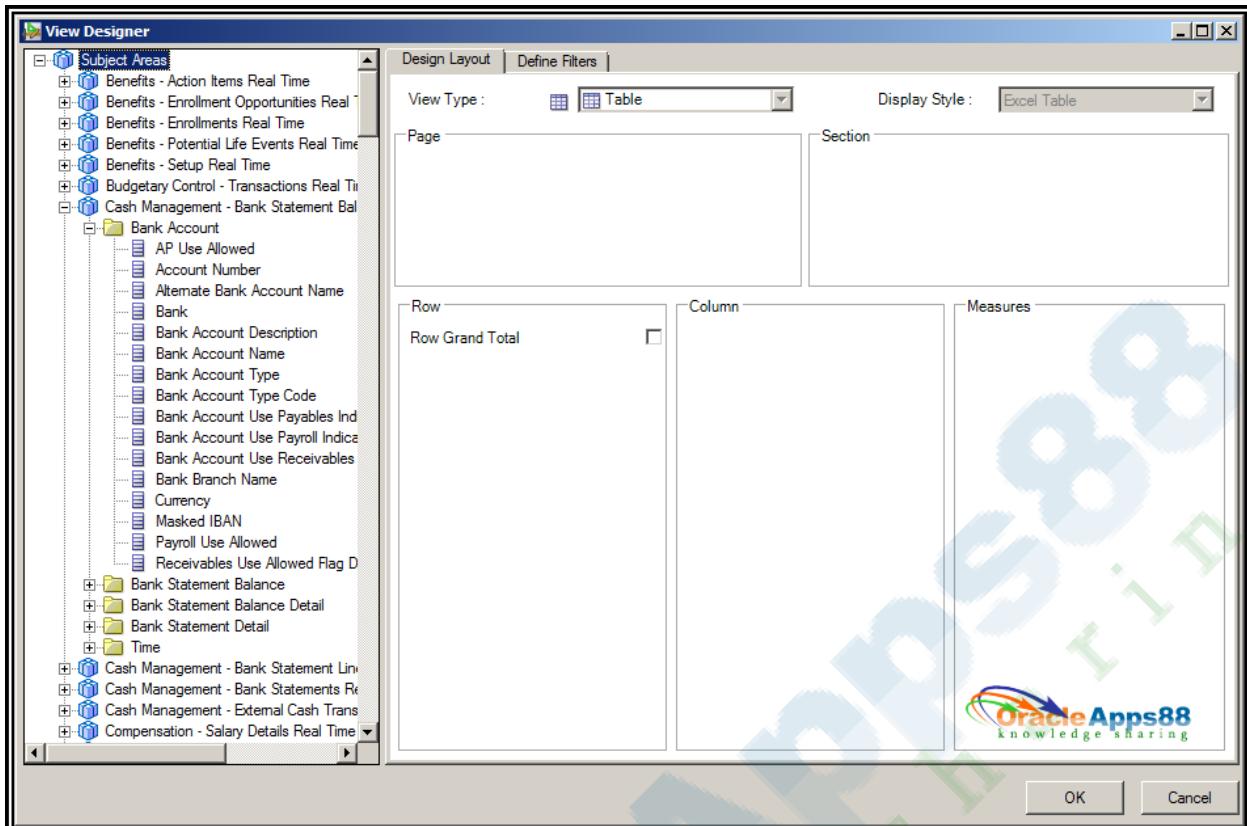
Smart View Catalog

Now we are ready to work with Smart View

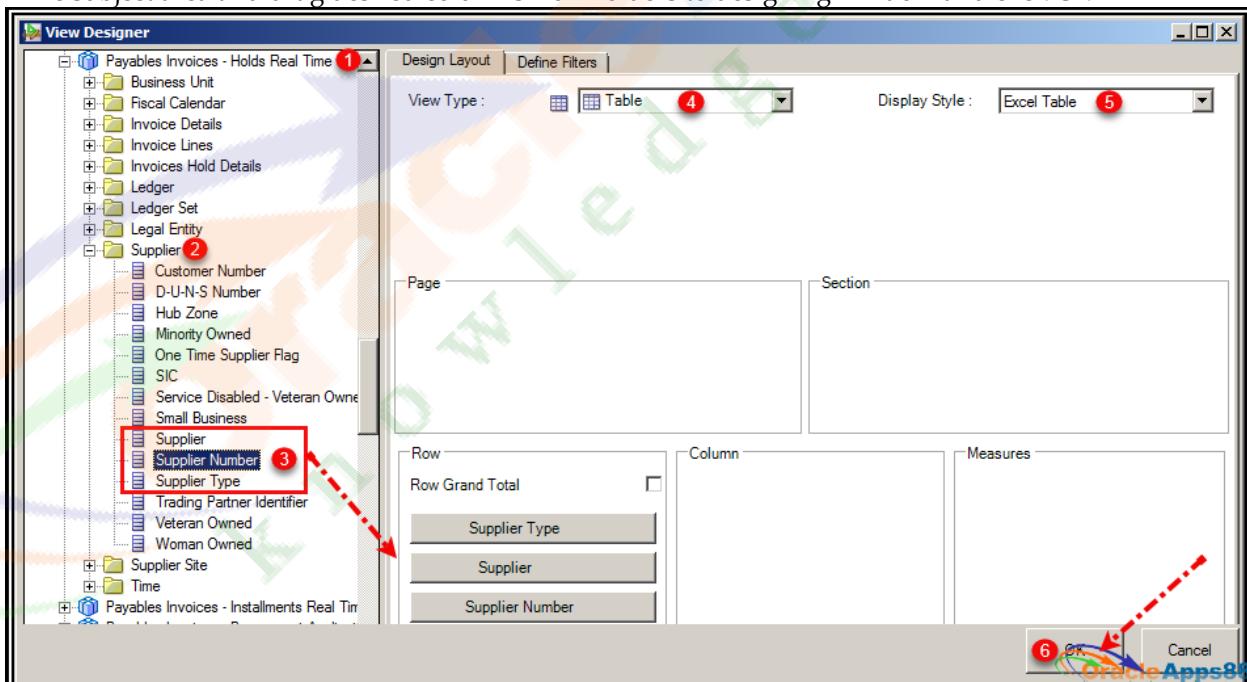
19. Right click on 'Catalog Root' and select 'Create New View'



20. It opens the View Designer Window where Subject Areas are available in left side and designer window in right side



21. As an example, to create New Analysis through Smart View, select Payables Invoices – Transactions Real Time subject area and drag desired columns from folders to designing window and click Ok

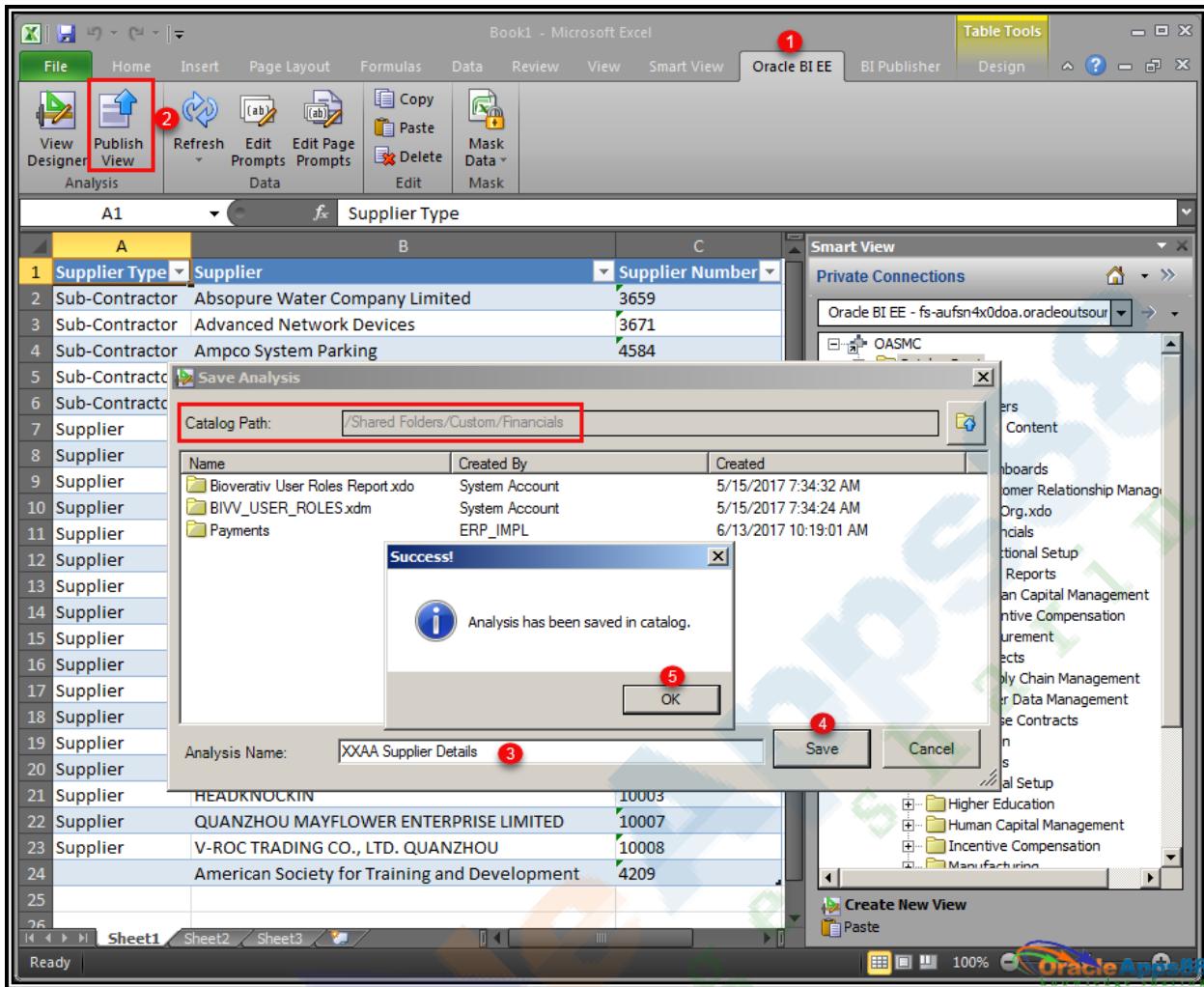


22. It created the Analysis in Excel

The screenshot shows a Microsoft Excel spreadsheet titled "Book1 - Microsoft Excel". The data is organized into three columns: A, B, and C. Column A contains labels like "Sub-Contractor" and "Supplier". Column B contains company names and some text in Chinese. Column C contains numerical values. The "Smart View" pane on the right displays a hierarchical tree structure of the Oracle BI Catalog Root, including categories like "My Folders", "Shared Folders", and various functional modules such as Customer Relationship Management, Financials, and Supply Chain Management.

|    | A              | B   | C     |
|----|----------------|---|-------|
| 4  | Sub-Contractor | Ampco System Parking                                | 4584  |
| 5  | Sub-Contractor | Aramark Refreshment Services Inc                    | 3666  |
| 6  | Sub-Contractor | Wood Darrell Artistic Video                         | 4172  |
| 7  | Supplier       | 365GAMES.CO.UK                                      | 10011 |
| 8  | Supplier       | 3M COMPANY 你好                                       | 3997  |
| 9  | Supplier       | American Bar Association                            | 3662  |
| 10 | Supplier       | American Council of Life Insurers                   | 4176  |
| 11 | Supplier       | American Institute of Certified Public Accountants  | 4177  |
| 12 | Supplier       | American Red Cross                                  | 4207  |
| 13 | Supplier       | Anixter Incorporated                                | 3665  |
| 14 | Supplier       | Association of California Life and Health Insurance | 3891  |
| 15 | Supplier       | BOBBLEBOSS  | 10001 |
| 16 | Supplier       | BOBBLEHEADS.COM, LLC                                | 10002 |
| 17 | Supplier       | BOBBLEHEADZ   | 10009 |
| 18 | Supplier       | BOBBLEWORLD   | 10010 |
| 19 | Supplier       | CHUMBAK DESIGN PVT. LTD.                            | 10004 |
| 20 | Supplier       | CUSTOMBOBBLE  | 10012 |
| 21 | Supplier       | HEADKNOCKIN   | 10003 |
| 22 | Supplier       | QUANZHOU MAYFLOWER ENTERPRISE LIMITED               | 10007 |
| 23 | Supplier       | V-ROC TRADING CO., LTD. QUANZHOU                    | 10008 |
| 24 |                | American Society for Training and Development       | 4209  |
| 25 |                |   |       |
| 26 |                |   |       |
| 27 |                |   |       |
| 28 |                |   |       |
| 29 |                |   |       |

23. To move it to BI Catalog, select Publish View under ORACLE BI EE menu and select your folder under which want to save the Analysis.



24. Once Analysis is saved to catalog, we can see the Analysis in Fusion as well.

The screenshot shows the Oracle Business Intelligence Catalog interface and the Smart View interface. The Catalog interface displays a list of items such as 'Payments' and 'XXAA Supplier Details'. The Smart View interface shows a hierarchical tree view of the catalog structure under 'OASMC', with 'XXAA Supplier Details' highlighted. Both interfaces have 'Oracle Apps88 knowledge sharing'水印。

25. Click on Open

The screenshot shows a web-based application interface for Oracle Business Intelligence. At the top, there is a navigation bar with the Oracle logo, a search bar labeled "Search All", and menu items "Home", "Catalog", "Favorites", and "Dashboards". Below the navigation bar, the title "XXAA Supplier Details" is displayed, along with links to "Home", "Catalog", "Favorites", and "Dashboards". The main content area is titled "XXAA Supplier Details" and contains a table with the following data:

| Supplier Type  | Supplier   | Supplier Number |
|----------------|--|-----------------|
| Sub-Contractor | Absopure Water Company Limited                     | 3659            |
|                | Advanced Network Devices                           | 3671            |
|                | Ampco System Parking                               | 4584            |
|                | Aramark Refreshment Services Inc                   | 3666            |
|                | Wood Darrell Artistic Video                        | 4172            |
| Supplier       | 365GAMES.CO.UK                                     | 10011           |
|                | 3M COMPANY 你好                                      | 3997            |
|                | American Bar Association                           | 3662            |
|                | American Council of Life Insurers                  | 4176            |
|                | American Institute of Certified Public Accountants | 4177            |
|                | American Red Cross                                 | 4207            |
|                | Anixter Incorporated                               |                 |

At the bottom right of the table, there is a watermark logo for "Oracle Apps88 knowledge sharing".

End of Reports - Data Extraction (Out Bound Integrations)



## BPM - Approval Management (BPM Business Process Management)

### **Introduction**

An invoice is a commercial document issued by a seller to a buyer indicating the products, quantities, and agreed upon prices for the goods or services the seller has provided to the buyer. An invoice indicates the buyer must pay the seller according to the payment terms. One of the most important and difficult aspects in paying an invoice is to verify the invoice details and obtain approvals from the relevant or appropriate approvers. Approval process also enables organizations to review their internal processes and controls to prevent any frauds or scandals that may arise due to the lack of such controls. Such controls are implemented in modern Enterprise Resource Planning (ERP) applications using workflow functionality.

In this document we discuss in detail the invoice approvals workflow functionality in Oracle Fusion Payables and also discuss in detail various features available for customers to implement their approval policy for payables invoices. Payables use Oracle SOA Suite approval management extensions for various approval flows.

### **Approval Management Key Components Overview**

Approval management in Oracle Fusion Applications is comprised of several key components that are integrated seamlessly for delivering end-to-end and robust approval workflow functionality. Using the approval management functionality you can define complex and multistage routing rules.

#### **Key components of approval management are:**

- Oracle SOA Suite Approval Management Extensions
- Oracle Business Process Management (BPM)
- Oracle Fusion Human Capital Management (HCM)

### **Oracle SOA Suite Approval Management Extensions**

Approval management extensions of the human workflow services from Oracle SOA Suite are the core of approval functionality in Oracle Fusion Applications and perform many key integrated tasks for approval functionality to work. Some of the key functions of approval management extensions are:

Integrates with HCM to derive approvers based on the supervisory, job role, and position-based hierarchies defined in HCM.

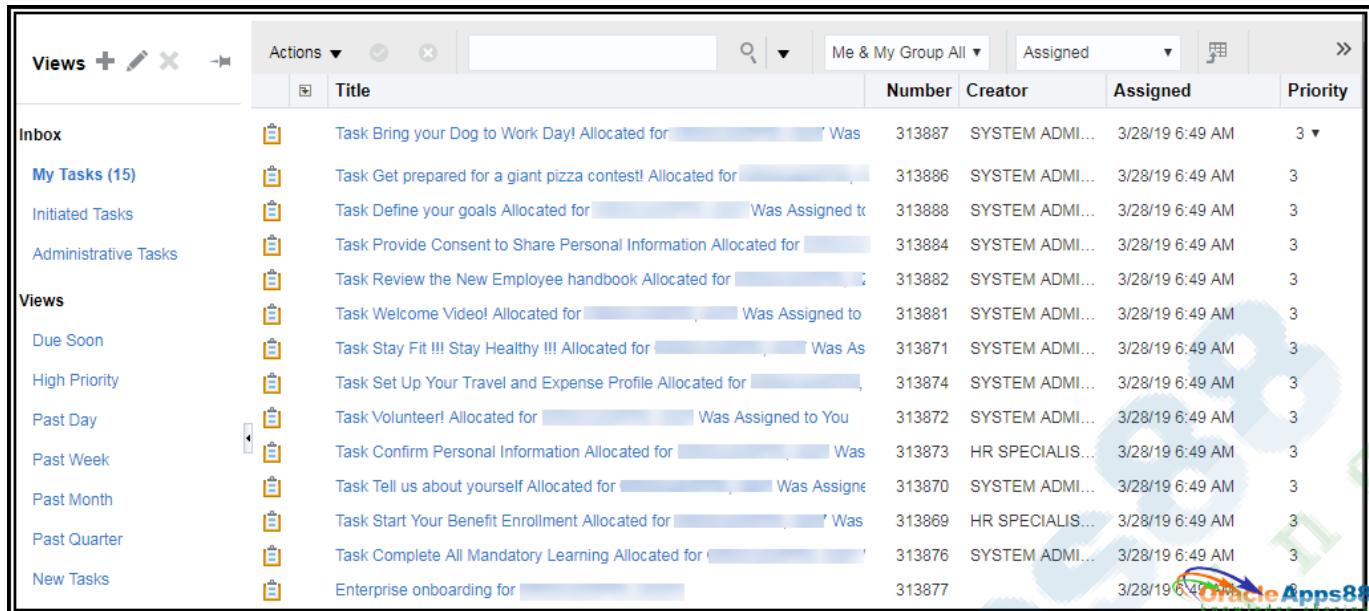
Provides the framework for defining approval rules for various business documents like Payables invoices.

Provides the ability to select complex routing patterns based on your business processes, such as whether to route documents to approvers in sequential or in parallel fashion.

### **BPM**

BPM provides an interface called the BPM Worklist application for business users to perform the following two key activities related to the approvals functionality:

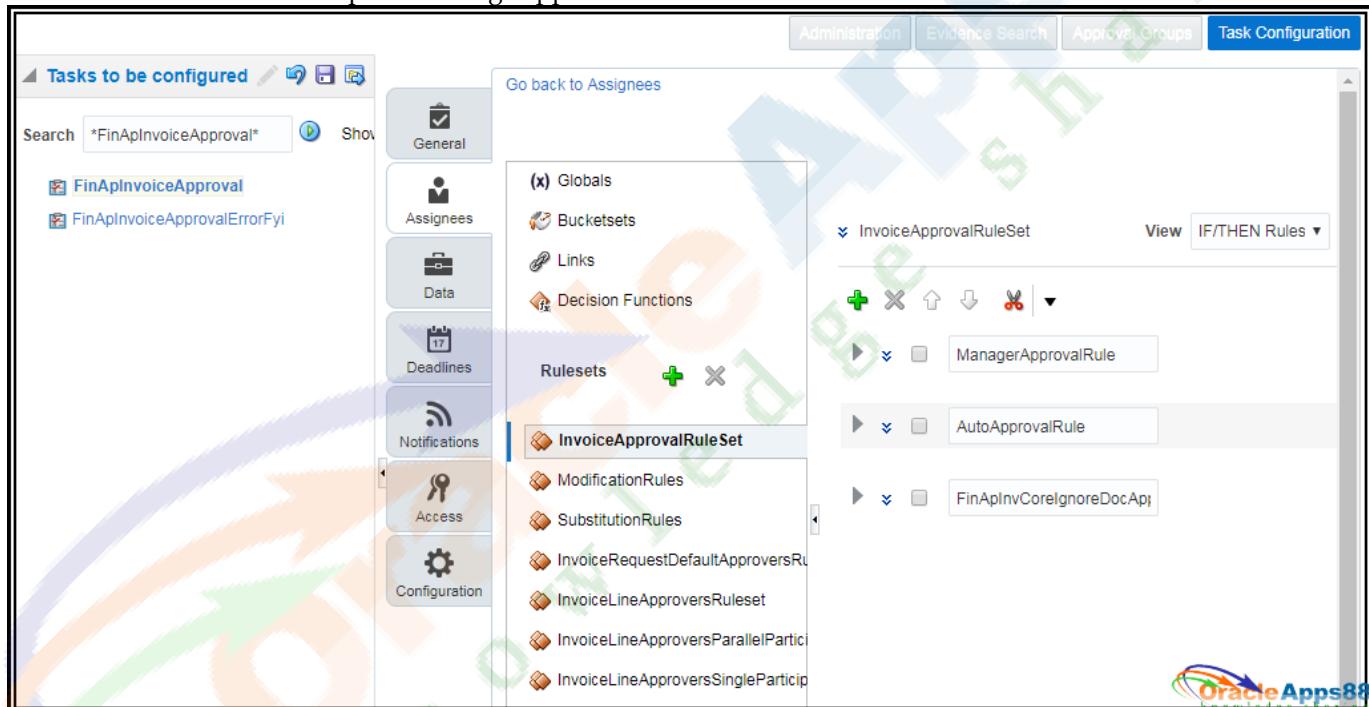
Provides an interface to work with various notifications tasks assigned to them. The BPM Worklist is a web-based application that displays all worklist tasks assigned to the business users and they can perform various approval-related actions on the tasks assigned to them. Using this application, users can drill down to the task assigned to them, for example an approver can drill down to the payables invoice approval notification (task) to see invoice details like header amount, line details, line amounts, and so on, and can perform the necessary approval action.



The screenshot shows the Oracle Fusion Cloud Tasks interface. On the left, there's a sidebar with various views like Inbox, My Tasks (15), Initiated Tasks, Administrative Tasks, and several Views (Due Soon, High Priority, Past Day, Past Week, Past Month, Past Quarter, New Tasks). The main area displays a table of tasks:

|                      | Title   | Number | Creator         | Assigned        | Priority |
|----------------------|---|--------|-----------------|-----------------|----------|
| Inbox                | Task Bring your Dog to Work Day! Allocated for [REDACTED] Was               | 313887 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3 ▾      |
| My Tasks (15)        | Task Get prepared for a giant pizza contest! Allocated for [REDACTED]       | 313886 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
| Initiated Tasks      | Task Define your goals Allocated for [REDACTED] Was Assigned to             | 313888 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
| Administrative Tasks | Task Provide Consent to Share Personal Information Allocated for [REDACTED] | 313884 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
| Views                | Task Review the New Employee handbook Allocated for [REDACTED]              | 313882 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
| Due Soon             | Task Welcome Video! Allocated for [REDACTED] Was Assigned to                | 313881 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
| High Priority        | Task Stay Fit !!! Stay Healthy !!! Allocated for [REDACTED] Was As          | 313871 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
| Past Day             | Task Set Up Your Travel and Expense Profile Allocated for [REDACTED]        | 313874 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
| Past Week            | Task Volunteer! Allocated for [REDACTED] Was Assigned to You                | 313872 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
| Past Month           | Task Confirm Personal Information Allocated for [REDACTED] Was              | 313873 | HR SPECIALIS... | 3/28/19 6:49 AM | 3        |
| Past Quarter         | Task Tell us about yourself Allocated for [REDACTED] Was Assign             | 313870 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
| New Tasks            | Task Start Your Benefit Enrollment Allocated for [REDACTED] Was             | 313869 | HR SPECIALIS... | 3/28/19 6:49 AM | 3        |
|                      | Task Complete All Mandatory Learning Allocated for [REDACTED]               | 313876 | SYSTEM ADMI...  | 3/28/19 6:49 AM | 3        |
|                      | Enterprise onboarding for [REDACTED]  | 313877 |                 | 3/28/19 6:49 AM | 3        |

Provides an interface to set up and manage approval rules.



The screenshot shows the Oracle Fusion Cloud Task Configuration interface. On the left, there's a sidebar with options like General, Assignees, Data, Deadlines, Notifications, Access, and Configuration. The main area shows a tree structure for configuration:

- InvoiceApprovalRuleSet
  - ManagerApprovalRule
  - AutoApprovalRule
  - FinAplInvCoreIgnoreDocAppl
- ModificationRules
- SubstitutionRules
- InvoiceRequestDefaultApproversRule
- InvoiceLineApproversRuleSet
- InvoiceLineApproversParallelParticipants
- InvoiceLineApproversSingleParticipants

## HCM

HCM is used for defining various employee hierarchies like supervisory, job-based, or position-based. Approval management extensions integrate with HCM to derive the required approvers if approval rules are configured based on HCM hierarchies.

### Approval Key Concepts

#### List Builders

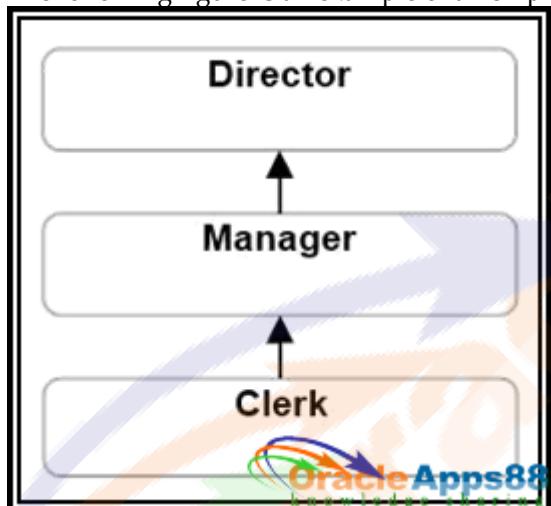
List builder is the way approvals management builds the list of approvals required for a transaction based on the rule condition. Each approval rule is associated with a list builder for generating the list of approvers. For Payables invoice approvals, the following list builders are supported:

- Supervisory
- Job Level
- Position
- Approval Group
- Resource

#### Supervisory

Approvals can be set up based on the employee supervisory hierarchy, which is defined in HCM. Employees must be set up in HCM with appropriate jobs and supervisors. For example, the clerk reports to the manager, who reports to the director.

The following figure is an example of an employee and supervisor approval structure.



For complete details on setting up the employee supervisory hierarchy, refer to the HCM application.

#### Job Level

Job level routings are based on the supervisory hierarchy defined in HCM. Employees must be set up in HCM with the appropriate job levels and supervisors. For example, Job Level1 employee, a clerk, reports to Job Level2 employee, a manager, who reports to Job Level4 employee, a director.

The approval list is generated based on the starting position specified in the rule and continues until an approver with a sufficient job level is found. The supervisory hierarchy needs to be defined along with the corresponding job levels.

The following figure provides an example of a Job Level structure:



For complete details on setting up job levels and assigning job levels to employees, refer to the HCM application.

## Position

Organizations can also choose to route invoice approvals based on the position hierarchy defined in HCM. The position hierarchy needs to be defined and employees must be assigned the corresponding positions.

Here's an example of a position hierarchy approval structure for Beta Retail:



For complete details on setting up the position hierarchy, refer to the HCM application.

## Approval Groups

An approval group consists of a static predefined set of users configured to act on a task. Depending on the participant type defined, approval tasks are routed to an approval group in serial or parallel mode. For example, you can create an approval group called Finance Group comprised of users from the finance department who need to participate in the approving of a task.

New approval groups can be created, or existing approval groups can be edited from the Approvals Groups tab on the BPM Worklist application Administration page.

#### **Steps to create an approval group:**

Sign in to the BPM Worklist application as an administrator

- ## 1. Click the Administration link.

2. Click the Approval Groups tab.
3. Click the icon in the left side pane.
4. Enter the name of the approval group.
5. Click the icon in the Details area to add users to the approval group.
6. Select users to add to the group.
7. Save the approval group.

### Resource

Using the Resource list builder, you can build the approvers list by using a specific user, group duty role, or application role. Resource list builder is one of the easiest ways to build the approvers list.

### Participant

A participant is a user or set of users who are participating in the approval process, including their routing policy in the process. Each participant is associated with a single rule set. Approval rules are defined in the context of a rule set and you can create many rules under one rule set. Based on your approval requirements, you need to configure the approval rules within the context of a participant.

### Types of participants

| Participant | Description  |
|-------------|--|
| Serial      | This participant indicates that approvers must work in sequence. This is a commonly-used participant for configuring rules using management hierarchies where approvals are performed in sequential fashion one after another. |
|             |  |

|          |  |
|----------|--|
| Parallel | This participant indicates that a set of people must work in parallel. For example, while using this participant an invoice is assigned to all of the users at the same time and the invoice gets approved only when all of the users approve it. Even if one of the users rejects the invoice, the invoice will get rejected.   |
| Single   | This participant indicates that a task will be assigned to a set of people in parallel and the task outcome is decided by a response from any one of the users. In common parlance, this participant is equivalent to a first-responder-wins scenario. For example, if an invoice approval notification is sent to multiple users, and if any one of the users approves or rejects the invoice, then the invoice task is completed with the respective status. |
| FYI      | This participant indicates that users just receive a notification for informational purposes and the business process does not wait for the participant's response. Users cannot perform any actions on FYI notifications.   |

### Payables implementation of participant model

For invoice approvals configuration you need to use task **FinAPIInvoiceApproval**. This task includes participants for both invoices and invoice requests.

**Note:** An invoice request is an invoice without a purchase order that's submitted through Oracle Fusion Supplier Portal and that's pending approval from the requester.

For Payables approvals we have a total of 16 predefined participants. The following figure shows the predefined participant model for Payables invoice approvals. Out of the 16, participants 1 to 5 relate to invoice requests and participants 6 to 16 relate to invoices.

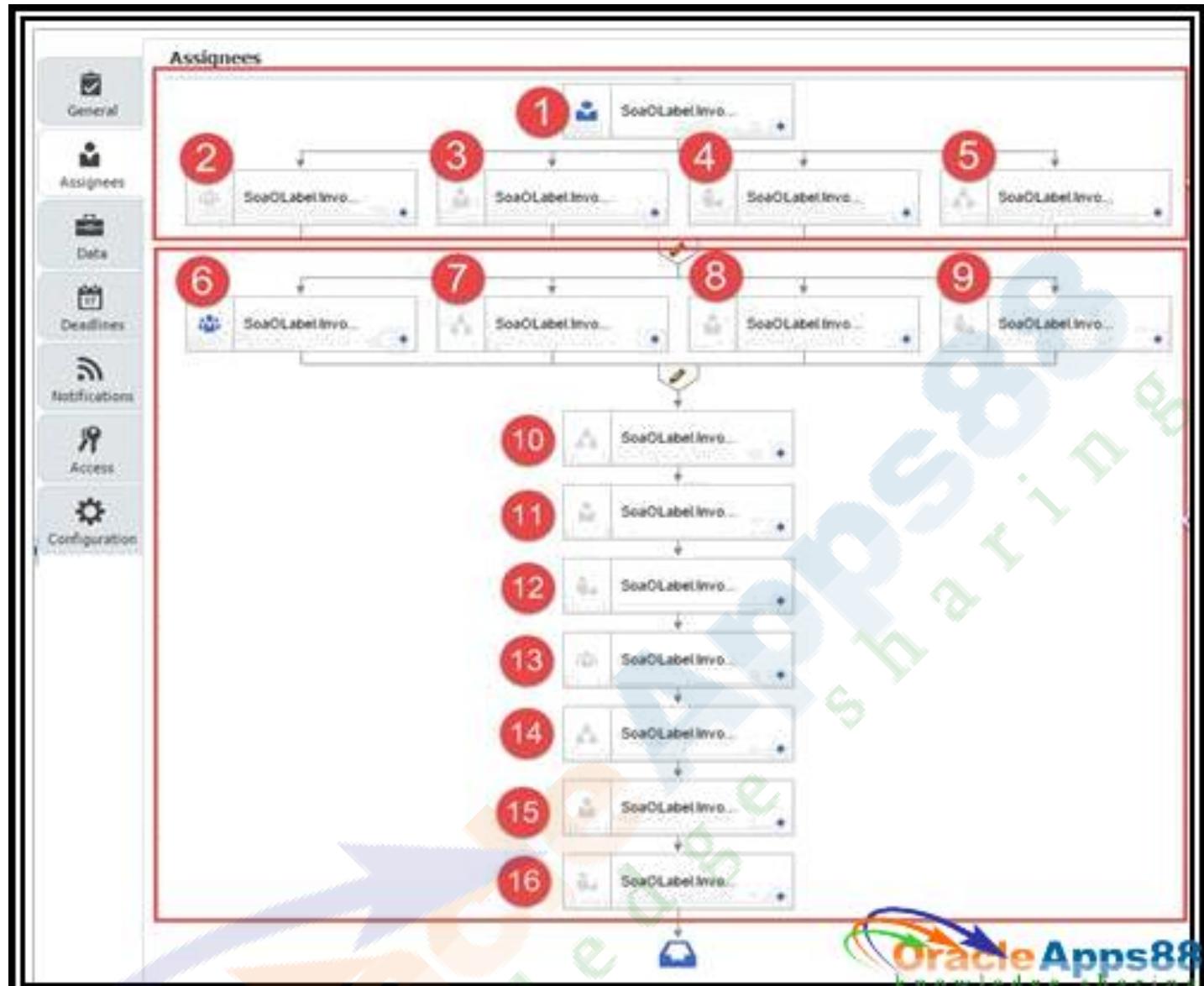
This participant model is designed to support both parallel and sequential mode of approvals.

**Parallel Mode:** When the participants are in parallel mode, the task gets assigned and notifications will go to all of the participants at once in parallel.

For example as shown in the diagram, Invoice request participants 2 to 5 are executed in parallel. Invoice participants 6 to 9 are executed in parallel.

**Sequential Mode:** The task gets assigned and notifications go in sequential manner, meaning one after another, to each participant in sequential mode. All have to approve sequentially to get the task approved.

For example as shown in the diagram, Invoice participants 10 to 16 are executed in sequential mode.



### Invoice request participant details

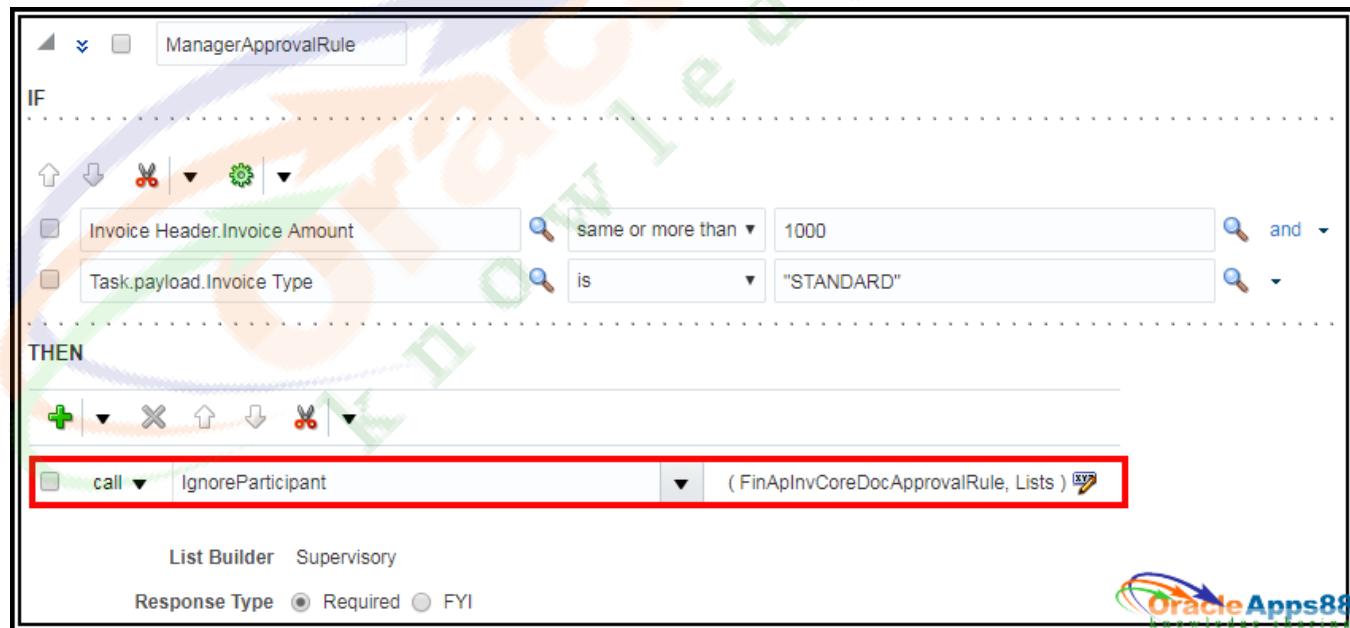
| No | Participant   | Rule Set   |
|----|---|--|
| 1  | InvoiceRequestDefaultApprovers                        | InvoiceRequestDefaultApproversRuleSet              |
| 2  | InvoiceRequestAdditionalApprovers                     | InvoiceRequestApprovalRuleSet                      |
| 3  | InvoiceRequestSingleApprovalTypeParticipantinParallel | CustomSingleTypeParticipantInParallelModeRuleSet   |
| 4  | InvoiceRequestApproversFYIParticipantinParallel       | CustomFyiTypeParticipantInParallelModeRuleSet      |
| 5  | InvoiceRequestApproversParallelParticipantinParallel  | CustomParallelTypeParticipantInParallelModeRuleSet |
| 6  | InvoiceApprovers                                      | InvoiceApprovalRuleSet                             |
| 7  | InvoiceApproversParallelParticipantinParallel         | ParallelTypeParticipantInParallelModeRuleSet       |
| 8  | InvoiceApproversSingleParticipantinParallel           | SingleTypeParticipantInParallelModeRuleSet         |
| 9  | InvoiceApproversFYIParticipantinParallel              | FyiTypeParticipantInParallelModeRuleSet            |
| 10 | InvoiceApproversParallelParticipantOneinSequence      | ParallelTypeParticipantOneInSequencialModeRuleSet  |
| 11 | InvoiceApproversSingleParticipantOneinSequence        | SingleTypeParticipantOneInSequencialModeRuleSet    |
| 12 | InvoiceApproversFYIParticipantOneinSequence           | FyiTypeParticipantOneInSequencialModeRuleSet       |
| 13 | InvoiceApproversSerialParticipantTwoinSequence        | SerialTypeParticipantTwoInSequencialModeRuleSet    |
| 14 | InvoiceApproversParallelParticipantTwoinSequence      | ParallelTypeParticipantTwoInSequencialModeRuleSet  |
| 15 | InvoiceApproversSingleParticipantTwoinSequence        | SingleTypeParticipantTwoInSequencialModeRuleSet    |
| 16 | InvoiceApproversFYIParticipantTwoinSequence           | FyiTypeParticipantTwoInSequencialModeRuleSet       |

### Key Considerations

Only two participants, InvoiceApprovers and InvoiceRequestDefaultApprovers are enabled by default. You need to enable other participants as per your requirements.

Rules have been predefined for the two active participants InvoiceApprovers and InvoiceRequestDefaultApprovers. You need to review the predefined rules and modify them as per your approval requirements.

You can disable participants that you do not want to use by selecting the ignore participant option or by defining a rule to ignore the participant as shown in the screenshot below.



Note: You cannot change the order of predefined participants.

You cannot add participants.

You cannot change voting regime settings for Parallel and Serial participants.



**Use Cases 1 : Requirement :** Invoices should be approved based on invoice amount. As invoice amounts increase, the number of approver levels also increases. For example, if the invoice amount is less than 1000, then it should be approved by a manager. If the invoice amount is 10000, then it should be approved by a director. If the invoice amount is greater than 100k, then it should be approved by the CEO.

**Solution :** For the purpose of this use case, you need to enable only one serial participant and use the job level hierarchy list builder. All other participants should be disabled.

Enable Serial participant InvoiceApprovers and create a rule with the job level hierarchy list builder.

**Use Case 2 : Requirement :** You want an invoice to be approved by two approvers, one payables manager and one finance manager, and you want approvals to happen simultaneously.

**Solution:** For the purpose of this use case, you need to enable only one parallel participant. All other participants should be disabled.

Enable parallel participant InvoiceApproversParallelParticipantinParallel with an approval group comprised of the finance manager and the payables manager.

**Use Case 3 : Requirement :** You require the requester's supervisory hierarchy to approve the invoices based on invoice amount limits.

After approval of the requester's group, you want the invoice to be approved by any one of the finance managers.

**Solution:** For the purpose of this use case, you need to use two participants in sequential mode. All other participants should be disabled.

Enable serial participant InvoiceApprovers with the supervisory hierarchy list builder for configuring the requester's group approvals.

The selection of the second participant for finance manager depends on two factors:

Execution sequence: As you want approval of the finance manager to happen after the requester's group approval, you need to use a participant that gets executed after the InvoiceApprovers participant.

Participant type: As you want approval of one of the finance managers, you should use a Single type participant.

Based on the above two factors, you need to enable the Single type participant that gets executed after

InvoiceApprovers, which is InvoiceApproversSingleParticipantOneinSequence, with approval group as the list builder. The approval group can have the list of finance managers in your company.

**Use Case 4 : Requirement :**

You require the requester's job level hierarchy to approve invoices based on invoice amount limits.

After approval of the requester's group, the invoice should be approved by any one of the payables managers.

After approval of a payables manager, the invoice should be approved by a finance group based on invoice limits.

**Solution:**

For the purpose of this use case, you need to use three participants in sequential mode. All other participants should be disabled.

Enable Serial participant InvoiceApprovers with a supervisory hierarchy list builder for configuring requester's group approvals.

Enable InvoiceApproversSingleParticipantOneinSequence for payables manager approval with approval group as the list builder. The approval group can have the list of payables managers in your company.

Enable InvoiceApproversSerialParticipantTwoinSequence for finance group approval with the job level list builder.



**Payables Approvals Overview : Enabling Payables Approvals**

To route Payables invoices for approval, you need to enable approvals on the Manage Invoice Options page in the context of the invoicing business unit.

**Tasks in Payables**

For invoice approvals configuration you need to use the task **FinAPIInvoiceApproval**. This task includes participants for both invoices and invoice requests.

**Rules Overview :**

Approval rules are configured in the context of a rule set from the BPM Worklist application. You need to have administration privileges to configure rules.

**Structure of an approval rule:**

- Each rule consists of an IF and THEN component.
- In the IF section of the rule, you need to define the condition to determine when the rule should be applied. You can define multiple conditions if needed.
- In the THEN section of the rule, you need to define how approvers are to be generated if the conditions are met. The THEN component consists of a List builder and related attributes

**Response type:** Indicates if the assignees are required to respond or if they receive an FYI notification

**Automatic action setting:** Allows you to set an automatic response, for example automatically approve or reject

**Rules Configuration : Navigation to BPM Worklist**

For configuring approval rules, you need to navigate to BPM Worklist. You can navigate to the BPM Worklist application in the following two ways:

1. Using the Oracle Fusion Functional Setup Manager task Manage Task Configuration for Financials.
2. From the Oracle Fusion Application Toolkit Home page:

Sign in to Oracle Fusion Applications

Navigate to the Worklist section -> View menu -> Click Servers. →Click Financials.

**Configuration of simple rule for invoice approvals**

In this section we will create an approval rule for the following simple use case:

- All standard invoices greater than 1000 should be approved by the requester specified on the invoice.

01. Sign in to the BPM Worklist application using the Functional Setup Manager task Manage Task Configuration for Financials. The BPM Worklist application home page opens.
02. Click the Administration link on the top right.
03. Click the Task Configuration tab.
04. Navigate to the invoice approvals task FinApInvoiceApproval.
05. Click the InvoiceApprovers participant.
06. Go to the rules configuration page by clicking the icon.
07. Click the + icon to add the rule.
08. Steps for creating the rule for routing invoices having an invoice amount greater than 1000 to the requester:
09. Enter the rule name and description as required.
10. Define the condition as InvoiceHeader.invoiceAmount more than 1000. You can select the invoice amount field using the Condition Browser by clicking the magnifier icon.
11. Add another condition by selecting the + simple test action from the dropdown menu.
12. Add the second condition to specify the invoice type as "Standard"
13. In the THEN part of the rule, select the Resource list builder by navigating to Add Action -> Add Approver -> Resource.
14. Select the invoice requester attribute in the User field as Task.payload.invoiceRequestor.
15. Enter null in the Groups and Application Role fields.
16. Now validate the rule using the Validate button at the top left-hand corner.
17. Click the Save icon near the top left of the screen to save the rule.
18. Click the Commit icon near the top left of the screen next to the save icon, to complete the rule configuration.

### Configuration of rule using Supervisory hierarchy

Let us taken an example where payables invoices should be routed for supervisory hierarchy based on the following invoice limits:

| Invoice Amount Greater Than (USD) | Invoice Amount Less Than or Equal To (USD) | Levels of Approval Required |
|-----------------------------------|--|-----------------------------|
| 0                                 | 5,000                                      | One                         |
| 5,000                             | 10,000                                     | Two                         |
| 10,000                            | 20,000                                     | Three                       |
| 20,000                            | 30,000                                     | Four                        |
| 30,000                            | 50,000                                     | Five                        |
| 50,000                            | 100,000                                    | Six                         |
| 150,000                           | 150,000                                    | Seven                       |
| 500,000                           | 500,000                                    | Eight                       |

Steps to configure approval rules for the previously mentioned approval limits using Supervisory list builder criteria:

1. Sign in to BPM Worklist or navigate to BPM approval rules through Functional Setup Manager.
2. Navigate to the invoice approvals task FinApInvoiceApproval.
3. Click the InvoiceApprovers participant.
4. Click the + icon to add the rule.
5. Steps for creating the rule for routing invoices having invoice amounts up to 5000 USD to a manager:
  1. Enter a rule name and description as required.
  2. Define the condition InvoiceHeader.invoiceAmount same or less than 5000.

Define the supervisory action by navigating to Add Action -> Add Approver -> Supervisory.

1. Enter Number of levels as 1.
2. Add Starting Participant as HierarchyBuilder.getManager("supervisory",InvoiceHeader.createdBy,-1,"").
3. Add Top Participant as HierarchyBuilder.getPrincipal("FINUSER30",-1,"").
4. Set the Auto Action Enabled field to False.
5. Set the Auto Action field to null.

Note: Default setting for the top of the supervisory hierarchy is FINUSER30. You need to replace FINUSER30 with the highest position in your company like the CEO.

1. Repeat steps 4 and 5 for every approval limit. You must also add a row to the IF component specifying the amount limits.

### Configuration of rule using Job Level hierarchy

You have a requirement to configure approval rules for the following approval limits and job levels.

| Employee Role   | Job Level | Approval limit (USD) |
|-----------------|-----------|----------------------|
| Manager         | 1         | 5000                 |
| Senior Manager  | 2         | 10000                |
| Director        | 3         | 20000                |
| Senior Director | 4         | 30000                |
| Vice President  | 5         | 50000                |
| SVP             | 6         | 100000               |
| EVP             | 7         | 150000               |
| CEO             | 8         | 500000               |

#### Steps

1. Define the various job levels in HCM:

- Navigate to Workforce Management -> Work Force Structures.

Click on Manage Jobs to create the various job levels.

1. Assign job levels to users in HCM:

Navigate to Navigator -> Personal Management -> Search for the employee.

Click Manage Employment.

Click Edit -> Update to update the job for a user or employee.

1. Sign in to BPM Worklist or navigate to BPM approval rules through the Functional Setup Manager task.
2. Navigate to the invoice approvals task FinApInvoiceApproval.
3. Navigate to the InvoiceApprovers participant.
4. Click the + icon to add the rule.
5. Steps for creating the rule for manager level whose approval limit is up to 5000 USD.

Enter the rule name and description as required.

Define the condition as

- i. InvoiceHeader.invoiceAmount is 5000

1. Define the Job Level action by navigating to Add Action -> Add Approver -> Job Level.

1. Specify the number of levels required to perform the approval action should be specified along with other details.

A lower bound and an upper bound for job levels should be specified. These levels can be relative to the starting point, the task requester, or an absolute job level.

1. For the manager level, approval is required by at least Job Level 1 and at most Job Level 1 (approval rules are modeled using absolute levels).

Enter At least level as 1.

Enter At most level as 1.

Add Starting Participant as HierarchyBuilder.getManager("jolevel", Task.payload.invoiceRequestor,-1,"")

Note: Considering approval of an invoice starts from the manager of the invoice requester. During invoice entry, you need to manually enter the requester

Add Top Participant as HierarchyBuilder.getPrincipal("<Top Job Level Name>", -1, "")

Set Utilized Participants to All Approvers.

Set Auto Action Enabled to False.

Set Auto Action to null.

Note: In our internal instance we have 'JL9' as the Top in the hierarchy. You need to replace this with the top participant in your company like CEO as per your requirement.

Similar to the above rule you need to create rules for other job levels in your organization.



### Available Attributes

For configuring approvals rules for invoice approval routing, you can use attributes from the invoice header, lines, and distributions. The following tables list the key attributes available for rules configuration, and the following screen shots show the navigation for accessing these attributes from the Condition Browser window.

Invoice header level attributes are included in the InvoiceHeader folder:

#### Header-Level Attributes

| Attribute Name                    | Description   |
|-----------------------------------|---|
| <b>AmountApplicableToDiscount</b> | Invoice amount applicable for a discount.   |
| <b>AmountWithheld</b>             | Tax amount withheld.  |
| <b>Attribute Category</b>         | Descriptive Flexfield: structure definition of the user descriptive flexfield.  |
| <b>Attribute1 - 15</b>            | Segment of User Descriptive Flexfield.  |
| <b>BaseAmount</b>                 | Invoice amount in the ledger currency.  |
| <b>BatchName</b>                  | Batch to which the invoice belongs.   |
| <b>BuName</b>                     | Business unit of the invoice.   |
| <b>ControlAmount</b>              | Control total to validate calculated tax.   |
| <b>CorrectionPeriod</b>           | Correction period for the invoice being corrected.  |
| <b>CorrectionYear</b>             | Correction year for the invoice.  |
| <b>CreatedBy</b>                  | Name of user who created the invoice.   |
| <b>CreationDate</b>               | Date and time of invoice creation.  |
| <b>CustRegistrationCode</b>       | Customer legal registration code. Used to derive customer registration number for invoice. Use the Manage Suppliers task, Transaction Tax region to identify valid values.          |
| <b>CustRegistrationNumber</b>     | Customer legal registration number. Used to derive customer registration number for invoice header. Use the Manage Suppliers task, Transaction Tax region to identify valid values. |
| <b>Description</b>                | Invoice description.  |
| <b>DocCategoryCode</b>            | Sequential numbering (voucher number) document category code.   |
| <b>DocCategoryName</b>            | Sequential numbering (voucher number) document category name.   |
| <b>DocumentSubType</b>            | A document type required by a tax or governmental authority.  |
| <b>ExchangeDate</b>               | Date exchange rate is effective. Usually the accounting date of the transaction.  |
| <b>ExchangeRate</b>               | Exchange rate used for foreign currency invoices. User entered conversion rate.   |
| <b>ExchangeRateType</b>           | Exchange rate type for foreign currency invoices.   |
| <b>FreightAmount</b>              | Freight amount on invoice.  |
| <b>GLDate</b>                     | Default accounting date for invoice distributions.  |
| <b>GlobalAttributeCategory</b>    | Global Descriptive Flexfield: structure definition of the global descriptive flexfield.   |
| <b>GlobalAttribute1 - 20</b>      | Segment of Global Descriptive Flexfield.  |
| <b>GoodsReceivedDate</b>          | Date when goods on the invoice were received.   |
| <b>InvoiceAmount</b>              | Invoice amount in transaction currency.   |
| <b>InvoiceCurrencyCode</b>        | Currency of invoice.  |
| <b>InvoiceDate</b>                | Invoice date used to calculate due date as per payment terms.   |
| <b>InvoiceNum</b>                 | Supplier invoice number.  |
| <b>InvoiceReceivedDate</b>        | Date when the invoice was received. Also known as terms date.   |
| <b>InvoiceTypeLookupCode</b>      | Type of invoice.  |
| <b>LastUpdateDate</b>             | Date and time when invoice was last updated.  |

|                          |  |
|--------------------------|--|
| LastUpdatedBy            | User who last updated the invoice.   |
| LegalEntityName          | Name of legal entity.  |
| PayGroupLookupCode       | Groups suppliers or invoices for a single pay run. Examples: employees, merchandise, nonmerchandise.                                   |
| PaymentCurrencyCode      | Currency in which invoice will be paid .   |
| PaymentMethodCode        | Payment method, such as check, cash, or credit.  |
| PaymentMethodLookupCode  | Name of payment method. Use the Manage Payables Lookup task, lookup type PAYMENT METHOD to identify valid values.                      |
| PaymentStatusFlag        | Payment status of invoice.   |
| PaymentTerms             | Payment terms for the invoice.   |
| PoNumber                 | PO to which invoice is matched.  |
| Source                   | Feeder system from which invoice is imported.  |
| SupplierNumber           | Supplier identifier.   |
| SupplierTaxExchangeRate  | Supplier conversion rate entered in online invoices to calculate the supplier tax amount for foreign currency invoices.                |
| SupplierTaxInvoiceDate   | Tax invoice date on the supplier-issued tax invoice.   |
| SupplierTaxInvoiceNumber | The invoice number used to report on a supplier issued tax invoice that is distinct from the regular invoice.                          |
| TaxInvoiceInternalSeq    | Company-specific tax invoice number, in sequence, issued by the company for a supplier-issued tax invoice.                             |
| TaxInvoiceRecordingDate  | If company-specific tax invoice date and number is captured, the date the company receives or records the supplier-issued tax invoice. |
| TaxationCountry          | Sets the context for tax drivers such as product classification code.  |
| TermsDate                | Used with payment terms to calculate scheduled payment of an invoice.  |
| UriCheckDigit            | Unique remittance identifier check digit.  |
| ValidatedTaxAmount       | Tax amount after validation.   |
| VendorSiteCode           | Supplier site name.  |
| VoucherNum               | Unique voucher number.   |
| SupplierName             | Name of supplier.  |

Invoice line level attributes are included in the **InvoiceLine** folder:

#### Line-Level Attributes

| Attribute Name                 | Description  |
|--------------------------------|--|
| <b>LineNumber</b>              | Invoice line number.   |
| <b>LineTypeLookupCode</b>      | Type of invoice line. For example, item, freight, tax.   |
| <b>Description</b>             | Description of the invoice line.   |
| <b>ItemDescription</b>         | Item description.  |
| <b>SerialNumber</b>            | Number indicating the position in a series for identification.   |
| <b>Manufacturer</b>            | Name of a manufacturer of an asset or item.  |
| <b>ModelNumber</b>             | Model number of the invoice line item.   |
| <b>WarrantyNumber</b>          | Warranty number of the item.   |
| <b>MatchType</b>               | Indicates document to which line is matched. For example, order, receipt, or consumption advice,                 |
| <b>ProrateAcrossAllItems</b>   | Indicates if line amount is prorated across all items.   |
| <b>AccountingDate</b>          | Date when the invoice line is to be accounted.   |
| <b>Amount</b>                  | Amount of the invoice line.  |
| <b>BaseAmount</b>              | Invoice amount in the ledger currency.   |
| <b>RoundingAmt</b>             | Amount corresponding to rounding included in base amount, if any.  |
| <b>QuantityInvoiced</b>        | Quantity invoiced against purchase order shipment.   |
| <b>UnitMeasLookupCode</b>      | Unit of measurement for the item line.   |
| <b>UnitPrice</b>               | Unit price for purchase order matched invoice items.   |
| <b>IncomeTaxRegion</b>         | Reporting region for distribution line for US 1099 supplier.   |
| <b>Type1099</b>                | Payments of type 1099 made to a supplier.  |
| <b>AssetBookTypeCode</b>       | Default asset book for transfers to Oracle Fusion Assets.  |
| <b>CountryOfSupply</b>         | Country from where line item is supplied. Format: two character ISO country code. Example: US for United States. |
| <b>CreationDate</b>            | Date and time of creation of invoice line.   |
| <b>CreatedBy</b>               | User who created the invoice line.   |
| <b>LastUpdatedBy</b>           | User who last updated the invoice line.  |
| <b>LastUpdateDate</b>          | Date and time of the last update of invoice line.  |
| <b>AttributeCategory</b>       | Descriptive Flexfield: structure definition of the user descriptive flexfield.                                   |
| <b>Attribute1 - 15</b>         | Segment of User Descriptive Flexfield.   |
| <b>GlobalAttributeCategory</b> | Global Descriptive Flexfield: structure definition of the global descriptive flexfield.                          |
| <b>GlobalAttribute1 - 20</b>   | Segment of Global Descriptive Flexfield.   |

Invoice distribution level attributes are included in the **InvoiceDistribution** folder:

### Distribution-Level Attributes

| Attribute Name                 | Description   |
|--------------------------------|---|
| <b>AccountingDate</b>          | Date when the invoice distribution is to be accounted.  |
| <b>AccountSegment</b>          | Overrides account segment of the default liability account combination for the invoice line.  |
| <b>Amount</b>                  | Amount on invoice distribution.   |
| <b>AssetBookTypeName</b>       | Default asset book for transfers to Oracle Fusion Assets.   |
| <b>Attribute1 - 15</b>         | Segment of User Descriptive Flexfield.  |
| <b>AttributeCategory</b>       | Descriptive Flexfield: structure definition of the user descriptive flexfield.  |
| <b>AwtGrossAmount</b>          | Amount subject to withholding tax.  |
| <b>BalancingSegment</b>        | Overrides balancing segment of the default liability account for the invoice line.  |
| <b>BaseAmount</b>              | Amount of invoice in functional currency, only used for foreign currency invoices.  |
| <b>CostCenterSegment</b>       | Overrides cost center of the default liability account combination for the invoice line.  |
| <b>CountryOfSupply</b>         | Country where services or goods were originated.  |
| <b>CreatedBy</b>               | User who created the distribution.  |
| <b>CreationDate</b>            | Date and time when distribution was created.  |
| <b>Description</b>             | Statement that describes the distribution.  |
| <b>DistMatchType</b>           | Indicates whether an invoice matched a PO or a receipt of material.   |
| <b>DistributionClass</b>       | Flag that indicates whether this distribution is permanent or built in candidate mode for display to the user.<br>Validated against AP_LOOKUP_CODES with lookup type as DISTRIBUTION CLASS. |
| <b>DistributionLineNumber</b>  | Invoice line number associated with the invoice distribution.   |
| <b>ExchangeDate</b>            | Date when a conversion rate is used to convert an amount into another currency for invoice distribution.  |
| <b>ExchangeRate</b>            | Ratio at which the principal unit of one currency is converted into another currency for invoice distribution.  |
| <b>ExchangeRateType</b>        | Source of currency conversion rate for invoice distribution. For example, user defined, spot, or corporate.   |
| <b>ExpenditureItemDate</b>     | Date for project expenditure item used to build Accounting Flexfield for project-related distribution.  |
| <b>GlobalAttribute1 - 20</b>   | Segment of Global Descriptive Flexfield.  |
| <b>GlobalAttributeCategory</b> | Global Descriptive Flexfield: structure definition of the global descriptive flexfield.   |
| <b>IncomeTaxRegion</b>         | Reporting region for distribution for US 1099 supplier.   |
| <b>IntendedUse</b>             | Tax Driver: Intended use of product.  |
| <b>InvoiceLineNumber</b>       | Invoice line number for parent line.  |
| <b>LastUpdateDate</b>          | Date and Time when distribution was last updated.   |
| <b>LastUpdatedBy</b>           | User who last updated the distribution line.  |
| <b>LineTypeLookupCode</b>      | Distribution type.  |
| <b>MatchedUomLookupCode</b>    | UOM used for the quantity invoiced during matching of this distributions.   |
| <b>MatchStatusFlag</b>         | Indicates whether the invoice distribution is generated for a purchase order matched line.  |
| <b>PoMatched</b>               | Indicates if parent invoice line was matched to PO.   |
| <b>PostedStatus</b>            | Indicates if accounting entries for distribution are posted.  |
| <b>QuantityInvoiced</b>        | Quantity billed for purchase order or receipt matched invoice distributions.  |
| <b>ReceiptConversionRate</b>   | Exchange rate for currency of receipt. Used for expense reports.  |
| <b>ReceiptCurrencyAmount</b>   | Amount in receipt currency. Used for expense reports.   |
| <b>ReceiptCurrencyCode</b>     | Currency code of receipt. Used for expense reports.   |

|                            |   |
|----------------------------|---|
| <b>RecoveryRateCode</b>    | Rate at which tax is recoverable for a line when you record recoverable tax.  |
| <b>RecoveryRateName</b>    | Recovery rate name.   |
| <b>RecoveryTypeCode</b>    | Mechanism to administer the recovery process for a specific tax.  |
| <b>StartExpenseDate</b>    | Date when incurred expense started. Used for expense reports.   |
| <b>TaxableAmount</b>       | Taxable amount for the distribution. This column is used during upgrade and is intended for internal use only.                    |
| <b>TaxableBaseAmount</b>   | Taxable amount in ledger currency for the distribution. This column is used during upgrade and is intended for internal use only. |
| <b>TotalDistAmount</b>     | Sum Total of Amounts related to this distribution including variance amounts from related Invoice distributions.                  |
| <b>TotalDistBaseAmount</b> | Sum Total of Amounts related to this distribution including variance amounts from related Invoice distributions in Base Currency. |
| <b>Type1099</b>            | Payments of type 1099 made to a supplier. A US 1099 supplier may receive payments of more than one type.                          |
| <b>UnitPrice</b>           | Unit price for purchase order, receipt matched invoice distributions, and price or quantity corrections.                          |

### Considerations

If any participant is active, then under the rule set for that participant there should be at least one active rule that gets satisfied when the invoice document is submitted for approval. You need to define rules in such a way that for each document, at least one rule gets satisfied under each participant.

In Payables you can enable approvals at the invoicing business unit (BU) level. If you enable approvals for any invoicing BU, then all invoice documents (apart from Payment Requests and Invoice Requests) belonging to that invoicing BU will be routed for approval processing. You need to configure autoapproval rules for scenarios when some of the invoices do not need approvals.

For example, if you have a requirement to send only invoices more than 1000 USD to be routed for approvals, then you should configure an autoapproval rule to approve invoices below 1000 USD as below:

Out-of-the-box, the following two predefined rules are provided. Modify or deactivate the predefined rules as per your requirements.

Manager approval rule: Invoices more than 1000 USD require 1 supervisory level approval.

Autoapproval rule: Invoices less than 1000 USD should get auto approved. Perform the following steps to deactivate the rule:

1.By default only one Serial participant (InvoiceApprovers) is active, enable any other participant only based on your requirement. Perform the following steps to activate (or deactivate) the participant

a.Select the participant to be activated (or deactivated) by clicking on the participant from the participant chart:

b.Click the Advanced tab.

c.Disable the Ignore Participant option to activate the participant.

### You can submit an invoice for the approval process in the following two ways:

1.Manual submission using the Initiate action on the Manage and Edit Invoices pages

2.Submit the scheduled ESS process Initiate Invoice Approval Workflow.

Submit the process by clicking Initiate Approval Workflow from the Tasks pane.

Submit the process from the standard Scheduled Processes window

1.Distribution update during approval process

During the invoice approval process, users are allowed to update the distribution account. To update the distribution account you need to navigate to the Edit Distributions window by clicking the Edit Distributions button.

**Key aspects of this functionality are as follows:**

The distribution account can be updated through the online BPM Worklist notification. Distribution information cannot be updated through the e-mail notification.

You cannot add new distributions or delete existing distributions.

You cannot change the distribution amount.

**1. Approval Actions: Points to Consider**

If you're using the invoice approval workflow, you can start the approval process for an invoice and handle approval exceptions on the Edit Invoice and Manage Invoices pages. You can select from the following actions:

Initiate

Withdraw

Hold

Force

Resubmit

**Initiate** : This action starts the approval workflow and routes the invoice to the applicable approvers. The approval status on the invoice changes from Required to Initiated.

**Withdraw** : This action cancels all pending workflow processes and open notifications. The approval status on the invoice changes from Initiated to Withdrawn.

**Hold** : The Hold action delays the invoice approval. The approval status on the invoice changes from Required to Held from Approval. The invoice still requires approval before it can be paid, and you must initiate approval at a later time.

**Force Approve** : You may need to force approve an invoice, for example, if an invoice must be paid immediately. Before you can select this action, you must have the appropriate privileges and the Allow force approval option on the Manage Invoice Options page must be enabled. The approval status on the invoice changes to Manually approved.

**Note:** The Accounts Payable Manager job role can force approve invoices.

**Resubmit** : You can resubmit an invoice for approval when:

**The approval status on the invoice is:**

- Rejected
- Withdrawn
- Held from approval
- Resubmit for approval

The approval status on the invoice is Workflow approved or Manually approved, and at least one of the following invoice attributes has changed:

- Invoice amount
- Line amount
- Distribution combination
- Distribution set
- Tax amount
- Line added
- Line canceled
- Vacation Rules

Using BPM Worklist you can configure vacation rules. When a user is going on a planned leave, they can set their own vacation rules so that someone can act on their behalf. Administrators have access to set vacation rules for others. This is usually done in scenarios where someone leaves the company or stops coming to work all of a sudden (unplanned leave like sick leave).

**Navigation:**

1. Navigate to the BPM Worklist application.
2. Click the Preferences link.
3. Click the My Rules link.
4. Click Vacation Period in the Rules pane.
5. Select the Enable vacation period option.
6. Enter a Start and End Date representing the vacation period.
7. Click the Delegate to button and select the user from the identity browser to whom you want to delegate in your absence.

### **Escalation Policies**

Using BPM Worklist you can configure escalation policies for invoice approvals. When a user does not respond and perform any action to the approval notification assigned to them, you can configure escalation policies to send escalation notifications to the managers.

**Navigation:**

1. Navigate to the BPM Worklist application.
2. Click the Administration link and the Task Configuration tab.
3. Click the Edit icon.
4. Click the FinApInvoiceApproval task.
5. Navigate to the Deadlines section.
6. Click the Escalate link.

**Duration:** The time you need to allow users to respond before initiating the escalation process.

**Maximum Escalation Levels:** You can specify the number of levels above a user that you want to escalate to.

For example, you specify escalation levels of 2 and duration of 1 day. If a user does not act on a notification after one day, the escalation process is initiated and a notification is sent to the user's manager. If the user's immediate manager also does not respond after one day, then the escalation proceeds to the next level.

**Highest Approval Title:** You can also specify the highest level to which you want to send an escalation notification.

### **Expiration Settings**

Using BPM Worklist you can configure expiration policies for invoice approvals. You can use this setting to expire the invoice approval notification assigned to the user when they do not respond within the stipulated time as per your approval policies.

For example, you have an approval policy to allow users to respond to the invoice approval notifications assigned to them within three days. You can configure expiration settings with 3 days as the duration and, if the user does not respond within three days, the notification expires and the invoice gets rejected.

#### Navigation:

1. Navigate to the BPM Worklist application.
2. Click the Administration link and the Task Configuration tab.
3. Click the Edit icon.
4. Click the FinApInvoiceApproval task.
5. Navigate to the Deadlines section.
6. Click the Expire link.

#### Renew Settings

Using BPM Worklist, you can configure renewal settings for invoice approvals. You can extend the expiration period for when the user does not respond within the stipulated time as per your approval policy. As part of renewal settings, you need to specify the duration and number of times the task has to be renewed upon expiration.

For example, if you want to renew a notification an additional two times, you can set the Maximum Renewals field to 2, and if the duration of renewal is three days, then set the duration as 3 days.

#### Navigation:

1. Navigate to the BPM Worklist application.
2. Click on the Administration link and the Task Configuration tab.
3. Click the Edit icon.
4. Click the FinApInvoiceApproval task.
5. Navigate to the Deadlines section.
6. Click the Renew link.

#### Reminder Settings

Using BPM Worklist, you can configure reminder notification settings for invoice approvals. You need to configure reminder notifications in conjunction with your escalation duration settings. For example, if you set the expiration duration as 3 days, then you can specify reminder settings to send reminder notifications every day for three times.

#### Navigation:

1. Navigate to the BPM worklist application.
2. Click on the Administration link and the Task Configuration tab.
3. Click the Edit icon.
4. Click the FinApInvoiceApproval task.
5. Navigate to the Notifications section.
6. Select the Enable Reminder option.

#### Approval Notifications

Approvers can access the invoice approval notifications (tasks) pending their disposition in the following two ways:

- o BPM Worklist – My Tasks
- o E-mail Notifications

#### BPM Worklist – My Tasks:

Approvers can perform the following actions from BPM Worklist notifications:

Approve the task.

Reject the task.

Withdraw the task.

Reassign or delegate the task.

The Reassign action transfers the task to another user or group. The task is then routed based on the specified user's hierarchy.

The Delegate action allows another user to act on your behalf.

Request additional information from other users, such as the task creator, previous approver, or another user.

Add attachment.

Add comments.

Edit distributions.

E-Mail Notifications

Invoice approvals can be performed using e-mail notifications. An e-mail is sent to the approver based on the mail ID defined in Oracle Identity Management for that approver. Approvers can perform the following actions using e-mail:

- Approve the task.
- Reject the task.
- Add attachment.
- Add comments.

To perform other actions, approvers should access the worklist notification by signing in to Oracle Fusion Applications.



### **1. What happens if I edit or delete an approval rule?**

If you edit or delete an existing approval rule, then approvals currently in progress complete as if the rule had not been edited or deleted. New approvals follow the latest version of the rule.

### **1. Why can't we see the Approve and Reject actions in our e-mail notifications?**

You need to enable the Make notification actionable option to allow approvers to perform approve and reject actions from e-mail notifications.

1. Navigate to BPM Worklist -> Administration -> Task Configurations.
2. Select the FinApInvoiceApproval task.
3. Navigate to the Notifications tab.
4. Select the Make notification actionable option.

### **1. How can I enable e-mail notifications for approvers?**

You need to set the Notification Mode to ALL in the workflow notification properties for receiving e-mail notifications. By default this option is set to ALL.

The notification mode can have the following values:

ALL – For both web and e-mail notifications

EMAIL – For e-mail notifications

NONE – No notifications

To set the notification mode, you:

1. Sign in to the Oracle Enterprise Manager.
2. Locate the SOA server for the HCM domain (Farm\_FinancialDomain > SOA > soa-infra (soa\_server1)).
3. Right click and navigate to SOA Administration > Workflow Properties.
4. Note that the Notification Mode field has the value ALL.

### **1. How can I assign a pending approval task to another person?**

You can select the pending approval task from the BPM Worklist and perform the Reassign action.

### **1. What's the difference between the actions Reassign and Delegate?**

Reassign results in transferring the ownership of the task to another user or group. For example, use this option if you should not have received the notification and you want to send it to the correct recipient or to another recipient for resolution. A transfer may have the effect of changing the approval hierarchy for the notification.

Delegate allows another user to act on behalf of the current assignee. Using the Delegate action you can assign the approval task to another user just to act upon, on behalf of the current user. This is primarily used in the scenarios of vacation or the current approver changed their job role and is no longer responsible for approval of the task.

### **1. How can I configure expiration and escalation policies?**

From the BPM Worklist, you need to navigate to the Deadlines tab for configuring expiration and escalation settings.

Navigation: BPM Worklist -> Administration -> Task Settings -> Select Task FinApInvoiceApproval -> Deadlines

For additional details refer to Escalation and Expiration sections in this document.

### **1. How can I send reminder notifications to assignees?**

You can configure reminder notifications from the Notifications tab on the task configuration settings.

Navigation: BPM Worklist -> Administration -> Task Settings -> Select Task FinApInvoiceApproval -> Notifications

### **1. How can I set up a rule such that the notification reaches multiple users at the same time and only one of them needs to approve?**

You need to configure the approval rule using Single participants to achieve this. Refer to the Participant section for additional details on the Single participant type.

### **1. Can I configure vacation rules per BPM Worklist task?**

Yes, you can configure vacation rules per task and assign different users per task to act on behalf of the user going on vacation. Refer to the Vacation Rules section for additional details.

**1. Can an administrator or manager configure vacation rules on behalf of other users?**

Yes, an admin or manager can configure vacation rules on behalf of the other users in the application.

**1. Can I convert a foreign currency invoice amount to a ledger currency amount during approval rules processing?**

Yes, you can convert a foreign currency invoice amount to a ledger currency amount by applying the conversion rate using the CurrencyConversionGlobal.getRate function.

Format: CurrencyConversionGlobal.getRate(fromCurrency,toCurrency,conversionDate,conversionType,ledgerId)

Example:

For example, you have a requirement to have an approval policy implemented in your ledger currency amounts and to have foreign currency transactions evaluated in the ledger currency during rules evaluation. You can convert the foreign currency invoice amount to the ledger currency amount using the previously-mentioned format.

Syntax for converting invoice amount to ledger currency amount:

```
InvoiceHeader.invoiceAmount*CurrencyConversionGlobal.getRate(InvoiceHeader.invoiceCurrencyCode,"USD",InvoiceHeader.invoiceDate,"Corporate",1)
```

**1. How can I create a global list and use it in the rules as an alternative to approval groups? A global list can be created as a global variable by using the function RL.list.create().**

Steps to create a global list:

1. Navigate to the (x) Globals section from the Assignees tab.
2. Create a global attribute, for example, 'Managers' using the function RL.list.create().
3. Use the Managers attribute in the rules configuration as shown in the following screenshot

**1. How can I make changes to an invoice after the approval process is already initiated?**

To make changes to the invoice, you need to withdraw the invoice from approval using the Withdraw action. Once you withdraw the invoice, all of the existing task assignments are canceled and the invoice is available for modification. Once you complete changes to the invoice, you can reinitiate the approval by resubmitting the invoice.

**1. We have some approved invoices in another application and imported them to Payables. We do not want to re-trigger approvals for these invoices in Payables, how can we achieve this?**

Payables support automatic actions as part of rules processing. You can configure a rule to autoapprove these invoices. In the THEN part of the rule, you need to set Auto Action Enabled to True and Auto Action to "APPROVE".

**1. How can I control when to pick up an invoice for approval initiation?**

We do not want an invoice to get picked up for approval initiation even though it is entered in the application. Out-of-the-box Payables provides two options on the Manage Invoice Options page to decide on the invoice approval starting point.

If the option Require validation before approval is selected, then invoices must be validated before submission for approval. Similarly, if the option Require accounting before approval is selected, then the invoices can be submitted for approval only after creating the accounting.

Apart from these two options, you can also use the Hold from Approval action to hold an invoice from routing through the approval process.

**1. Who can perform the Force approval action on an invoice and how can I enable this action?**

The Force approval action is only available to users with the Payables Manager Job role. You need to enable the Allow force approval option on the Manage Invoice Options page to allow users to perform this action.

**AP Invoice Approval Setups**

Enable the AP Invoice approval and click on Save and close button

Nav : Functional Setup Manager → **Manage Invoice Options / Financials** > **Define Invoicing and Payments Configuration** > **Define Payables** > **Define General Payables Options** > **Manage Invoice Options**

**vision** SYSTEM ADMINIST... ▾

## Manage Invoice Options

Business Unit US1 Business Unit

### Invoice Entry

- Require invoice grouping
- Allow document category override
- Allow adjustments to paid invoices
- Allow remit-to supplier override for third-party payments
- Recalculate invoice installments
- Hold unmatched invoices
- Enable invoice account coding workflow

Receipt Acceptance Days:

Invoice Currency:

### Matching

- Allow final matching
- Allow matching distribution override
- Transfer PO distribution additional information

### Prepayment

\* Payment Terms:

Settlement Days:

- Use distribution from purchase order
- Show available prepayments during invoice entry

### Approval

- Enable invoice approval
- Allow force approval
- Require validation before approval

Accounting Preference:
  Account regardless of approval status
  Require accounting before approval
  Require approval before accounting

### Payment Request

\* Payment Terms:

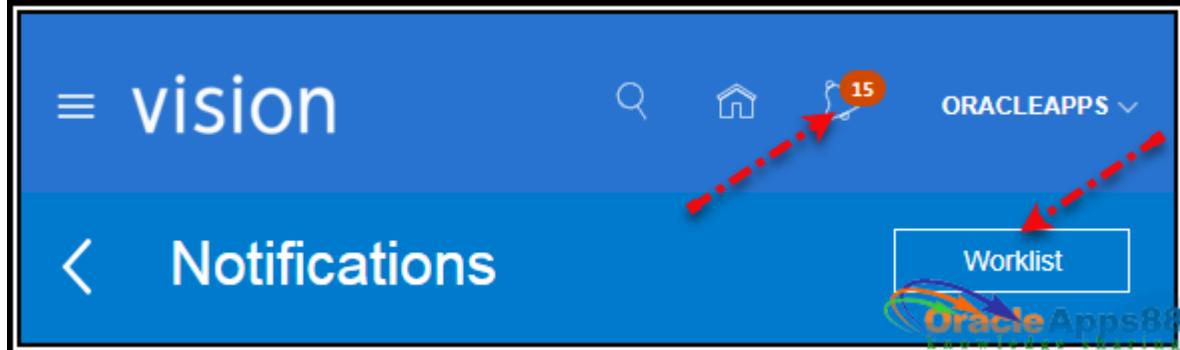
\* Payment Priority:

Pay Group:

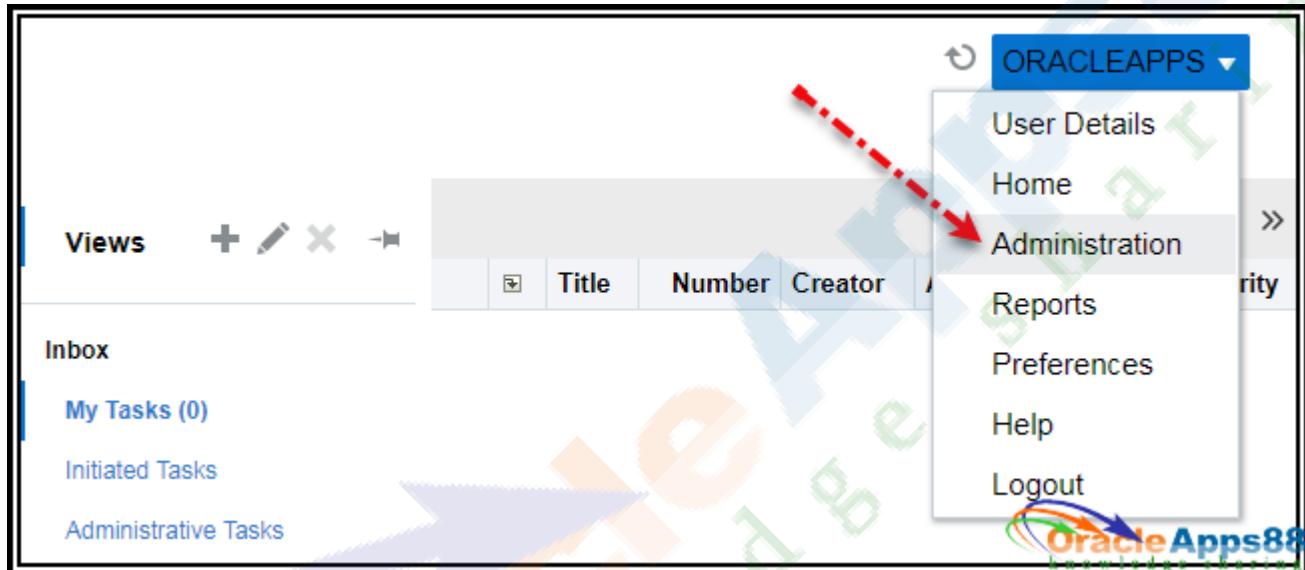
### AP Invoice Approval Setups in BPM

There are two ways we can navigate to BPM setup

- From Worklist notification

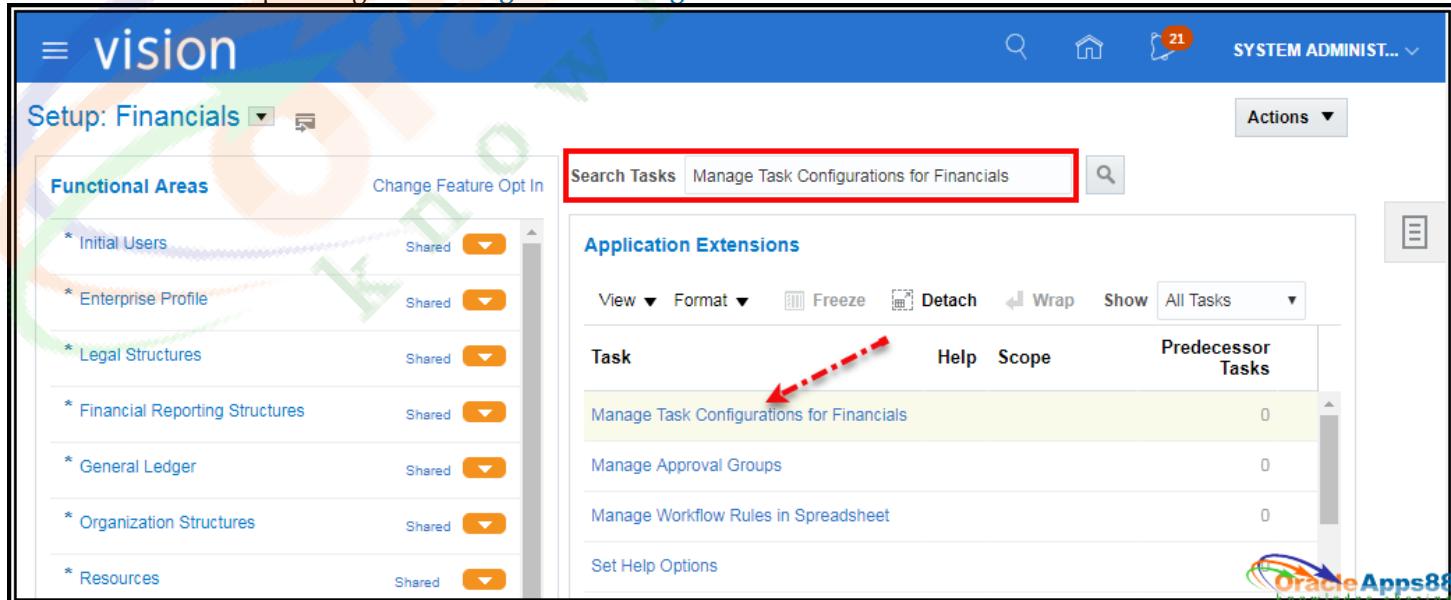


Click on the Administration



- From FSM

Nav : Functional Setup Manager → Manage Task Configurations for Financials

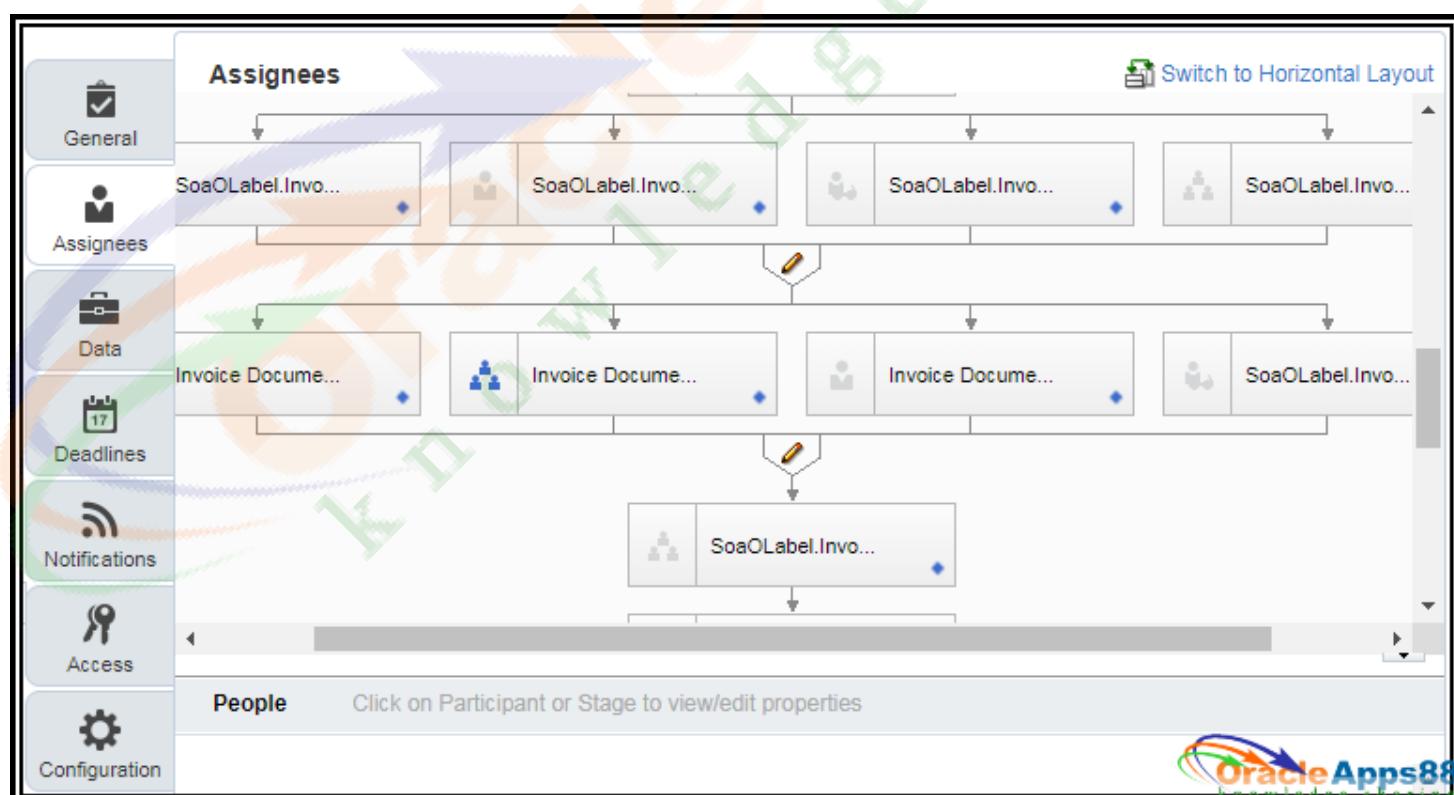


In Task Configuration tab search with **\*FinApInvoiceApproval\*** and click go button and click on the edit button to modify the approvals

**Active Versions (5)** : As patching occurs – it will copy the current version to the next patched version, Make sure the Active Versions is unchecked – we want to work with the current version.



Click on the Edit → Assignee → Switch to Vertical Layout (To verify the Rulesets flow)



### Use Case 1: Auto Approval Rule for specific users

This business case requires an invoice to auto approve for specific user and amount limit.

**Solution:** To achieve this requirement, configure an approval rule using the resource list builder and in user field enter **InvoiceHeader.requesterName**.

Create an invoice and enter the buyer name in the invoice Requestor field, then initiate the approval process for the invoice.

The screenshot shows the 'Create Invoice' page. In the 'Invoice Header' section, the 'Requester' dropdown is highlighted with a red box, showing 'Brown,Ted' as the selected value. Other fields visible include 'Number' (ADV-01), 'Amount' (USD 1,200.00), 'Type' (Standard), 'Description' (empty), 'Payment Terms' (2/10 NET 30), 'Terms Date' (9/21/16), and 'Attachments' (None).

Select the **InvoiceApprovalRuleSet** and click on **Go to Rule**

The screenshot shows the 'Task Configuration' screen under the 'Approval Groups' tab. On the left, a sidebar lists 'General', 'Assignees', 'Data', 'Deadlines', 'Notifications', 'Access', and 'Configuration'. The main area shows the 'Assignees' section with a tree view of assignees and the 'SoaOLabel.InvoiceApprovers' section. The 'Business rule' dropdown is set to 'InvoiceApprovalRuleSet'. A red arrow points to the 'Go to rule' button in the Assignees section, which is highlighted with a blue box. Numbered circles 1, 2, and 3 are placed over the 'Go to rule' button, the 'Invoice Approval Rule Set' dropdown, and the 'Business rule' dropdown respectively.

We can change existing rules or we can create new rule to click on the New button

Create a new Rule and Enter the below details:

| Field     | Value   |
|-----------|---|
| Rule Name | AutoApprovalRuleForUser                           |
| Condition | Invoice Header.Invoice Amount - less than - 10000 |

|                      |   |
|----------------------|---|
| List Builder         | Supervisory   |
| Response Type        | Required  |
| Number of levels     | 1   |
| Starting Participant | HierarchyBuilder.getManager("supervisory",Task.Creator,-1,"","","") |
| Top Participant      | HierarchyBuilder.getPrincipal("ORACLEAPPS",-1,"","","")             |
| Auto Action Enabled  | True  |
| Auto Action          | "APPROVE"   |

Administration Evidence Search Approval Groups Task Configuration

(x) Globals

- Bucketsets
- Links
- Decision Functions

Rulesets + X

InvoiceApprovalRuleSet View IF/THEN Rules + X 1-4 of 4

AutoApprovalRuleForUser

IF

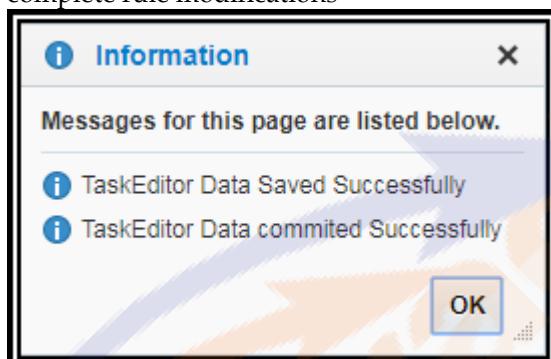
Invoice Header.Invoice Amount less than 1000

THEN

List Builder Supervisory  
 Response Type Required FYI  
 Number of levels 1  
 Starting Participant HierarchyBuilder.getManager("supervisory", Task.Creator, -1, "", "")  
 Top Participant HierarchyBuilder.getPrincipal("ORACLEAPPS", -1, "", "")  
 Auto Action Enabled True  
 Auto Action "APPROVE"

Validate the Rule

After the changes click on Save button then click on Commit Task button and enter the comments to complete rule modifications



Create the invoice with ORACLEAPPS user and invoice amount less than 10000 and submit for approval  
Nav : Payables → Invoices

Click on the Create Invoice link

Enter the invoice details and save the invoice

| Name                | Value                  |
|---------------------|------------------------|
| Business Unit       | US1 Business Unit      |
| Supplier            | United Parcel Service  |
| Supplier Number     | 1258                   |
| Supplier Site       | UPS US1                |
| Legal Entity        | US1 Legal Entity       |
| Invoice Number      | XXFinApInvApr-001      |
| Amount              | 100                    |
| Type                | Standard               |
| Requestor           | oracleapps             |
| <b>Line Details</b> |                        |
| Type                | Item                   |
| Amount              | 100                    |
| Distribution Set    | Miscellaneous Expenses |

Create Invoice: XXFinAplnApr-001

**Invoice Header**

|                 |                       |             |                  |                 |           |
|-----------------|-----------------------|-------------|------------------|-----------------|-----------|
| Business Unit   | US1 Business Unit     | * Number    | XXFinAplnApr-001 | * Date          | 3/27/19   |
| * Supplier      | United Parcel Service | * Amount    | USD - 100.00     | * Payment Terms | Immediate |
| Supplier Number | 1258                  | Type        | Standard         | * Terms Date    | 3/27/19   |
| * Supplier Site | UPS US1               | Description |                  |                 |           |
| * Legal Entity  | US1 Legal Entity      | Requester   | oracleapps       |                 |           |
| Invoice Group   |                       | Attachments | None             |                 |           |
| Note:           |                       |             |                  |                 |           |

**Lines**

| Match Invoice Lines |  | View         | +        | - | X                   | Detach                   | Allocate        | Cancel Line                  | Distributions |
|---------------------|--|--------------|----------|---|---------------------|--------------------------|-----------------|------------------------------|---------------|
|                     |  | Distribution |          |   |                     |                          |                 |                              |               |
| * Number            |  | * Type       | * Amount |   | Distribution Set    | Distribution Combination | Accounting Date | Prorate Across All Item Line |               |
| 1                   |  | Item         | 100.00   |   | Miscellaneous Expen |                          | 3/27/19         |                              |               |

Click on the validate from Invoice Actions

Create Invoice: XXFinAplnApr-001

**Invoice Header**

|                 |                       |          |          |             |     |
|-----------------|-----------------------|----------|----------|-------------|-----|
| Business Unit   | US1 Business Unit     | * Number | XX       | * Amount    | USD |
| * Supplier      | United Parcel Service | Type     | Standard | Description |     |
| Supplier Number | 1258                  |          |          |             |     |
| * Supplier Site | UPS US1               |          |          |             |     |
| * Legal Entity  | US1 Legal Entity      |          |          |             |     |
| Invoice Group   |                       |          |          |             |     |

**Lines**

| Match Invoice Lines |  | View         | +        | - | X                   | Detach                   | Allocate        | Cancel                       |  |
|---------------------|--|--------------|----------|---|---------------------|--------------------------|-----------------|------------------------------|--|
|                     |  | Distribution |          |   |                     |                          |                 |                              |  |
| * Number            |  | * Type       | * Amount |   | Distribution Set    | Distribution Combination | Accounting Date | Prorate Across All Item Line |  |
| 1                   |  | Item         | 100.00   |   | Miscellaneous Expen |                          | 3/27/19         |                              |  |

**Invoice Actions**

- Manage Installments
- Calculate Tax
- Validate**
- Apply or Unapply Prepayments
- Manage Holds
- Account Coding
- Approval
- View Approval and Notification History
- Cancel Invoice
- Delete Invoice
- Pay in Full
- Post to Ledger
- Account in Draft

Once the Invoice is validated then initiate the approval by click on the Invoice Actions → Approval → Initiate

Create Invoice: XXFinAplInvApr-001

Validated

**Invoice Header** Show More

| Identifying PO                   | * Number    | Invoice Actions                        | Save and Create Next | Save | Save and Close | Cancel |
|----------------------------------|-------------|--|----------------------|------|----------------|--------|
| Business Unit US1 Business Unit  |             | Manage Installments                    |                      |      |                |        |
| Supplier United Parcel Service   | * Amount    | Calculate Tax                          | Ctrl+Alt+X           |      |                |        |
| Supplier Number 1258             | Type        | Validate                               | Ctrl+Alt+V           |      |                |        |
| Supplier Site UPS US1            | Description | Apply or Unapply Prepayments           |                      |      |                |        |
| * Legal Entity US1 Legal Entity  |             | Manage Holds                           |                      |      |                |        |
| Invoice Group                    |             | Account Coding                         |                      |      |                |        |
| <b>Lines</b> Match Invoice Lines |             | Approval                               |                      |      |                |        |
| <b>Taxes</b>                     |             | View Approval and Notification History |                      |      |                |        |

Manage Approval

- Initiate
- Withdraw
- Hold
- Force Approve
- Resubmit
- Approve
- Reject

Check the Approval status from Invoice Actions → View Approval and Notification History

Create Invoice: XXFinAplInvApr-001

Validated

**Invoice Header** Show More

| Identifying PO                   | * Number    | Invoice Actions                        | Save and Create Next | Save | Save and Close | Cancel |
|----------------------------------|-------------|--|----------------------|------|----------------|--------|
| Business Unit US1 Business Unit  |             | Manage Installments                    |                      |      |                |        |
| Supplier United Parcel Service   | * Amount    | Calculate Tax                          | Ctrl+Alt+X           |      |                |        |
| Supplier Number 1258             | Type        | Validate                               | Ctrl+Alt+V           |      |                |        |
| Supplier Site UPS US1            | Description | Apply or Unapply Prepayments           |                      |      |                |        |
| Legal Entity US1 Legal Entity    |             | Manage Holds                           |                      |      |                |        |
| Invoice Group                    |             | Account Coding                         |                      |      |                |        |
| <b>Lines</b> Match Invoice Lines |             | Approval                               |                      |      |                |        |
| <b>Taxes</b>                     |             | View Approval and Notification History |                      |      |                |        |

Approval initiated

Create Invoice: XXFinAplInvApr-001

Validated | Invoice Actions ▾ | Save and Create Next | Save | Save and Close | Cancel

### Invoice Header

Show More

| Identifying PO       | Number  | XXFinAplInvApr-001 | Date            | 3/27/19    |                 |                         |             |
|----------------------|---|--------------------|-----------------|------------|-----------------|-------------------------|-------------|
| Business Unit        | US1 Business Unit   |                    | Payment Terms   | Immediate  |                 |                         |             |
| Supplier             | United Parcel Service   | * Amount           | USD - US        | 100.00     |                 |                         |             |
|                      |   | Dollar             |                 | Terms Date | 3/27/19         |                         |             |
| Supplier             | Approval and Notification History   |                    |                 |            | x               |                         |             |
| Supp                 | <a href="#">View</a> ▾ <a href="#">Print</a> <a href="#">Email</a> <a href="#">Detach</a> |                    |                 |            |                 |                         |             |
| Workflow Type        | Line  | Action             | Action Date     | Approver   | Reviewed Amount | Comments                | Hold Reason |
| Invoice approval     |   | Initiated          | 3/27/19 2:08 PM | oracleapps | 100.00 USD      | <a href="#">Comment</a> |             |
| <a href="#">Done</a> |   |                    |                 |            |                 |                         |             |

Auto approval completed

Create Invoice: XXFinAplInvApr-001

Validated | Invoice Actions ▾ | Save and Create Next | Save | Save and Close | Cancel

**Invoice Header** Show More

|                |                                |                    |           |         |
|----------------|--------------------------------|--------------------|-----------|---------|
| Identifying PO | Number                         | XXFinAplInvApr-001 | Date      | 3/27/19 |
| Business Unit  | USD - US                       | Payment Terms      | Immediate |         |
| Supplier       | Supplier United Parcel Service | * Amount           | 100.00    |         |
|                | Dollar                         | Terms Date         | 3/27/19   |         |

Supplier  
Suppl  
Leg  
Invoic  
► Lines  
► Taxes  
► Totals

**Approval and Notification History**

View ▾ Print Print Detach

| Workflow Type    | Line | Action         | Action Date     | Approver    | Reviewed Amount | Comments             | Hold Reason |
|------------------|------|----------------|-----------------|-------------|-----------------|----------------------|-------------|
| Invoice approval |      | Initiated      | 3/27/19 2:08 PM | oracleapps  | 100.00 USD      | <span>Comment</span> |             |
| Invoice approval |      | Assigned to    | 3/27/19 2:08 PM | Casey Brown | 0.00 USD        | <span>Comment</span> |             |
| Invoice approval |      | Automatic a... | 3/27/19 2:08 PM | Casey Brown | 100.00 USD      | <span>Comment</span> |             |

Done

Will get the appvode notification check from worklist

The screenshot shows the Oracle Fusion Cloud ERP Notifications page. At the top right, there is a red box highlighting a notification from 'oracleapps' with the status 'APPROVED'. The notification text reads: 'Approval of Invoice XXFinApInvApr-001 from United Parcel Service (100.00 USD)'. Below the notification, there is a 'Dismiss' button. In the top right corner of the page header, there is a red arrow pointing to a red circle containing the number '14', indicating unread notifications.

## Approval of Invoice XXFinApInvApr-001 from United Parcel Service (100.00 USD)

Actions ▾

## ◀ Details

Assignee  
Assigned Date 3/27/19 2:08 PM  
Outcome Task Completed - Approved  
Task Number 314516

Supplier or Party United Parcel Service  
Supplier Site UPS US1  
Business Unit US1 Business Unit  
Requester oracleapps

Invoice Number XXFinApInvApr-001  
Invoice Date 3/27/19  
Description  
Payment Currency USD  
Invoice Total 100.00 USD

## ◀ Amount Summary

| Line Type | Amount |
|-----------|--------|
| Item      | 100.00 |
| Tax       | 0.00   |

## ◀ Cost Center Summary

| Cost Center   | Amount |
|---------------|--------|
| US Operations | 100.00 |
| Total         | 100.00 |

### Use Case1: Configure an approval rule to route a notification to a requestor.

This business case requires an invoice to be routed for approval to a Specific requester/Buyer user who actually requested the goods or service. The buyer's name is captured in the Requestor field on the invoice UI.

**Solution:** To achieve this requirement, configure an approval rule using the resource list builder and in user field enter **InvoiceHeader.requesterName**.

Create an approval rule using the List Builder Resource to route an invoice to a specific requester (Single Approver) entered on the invoice if the invoice amount is more than 1000. Resource is used when an invoice needs to be routed to a single approver for an approval.

Create a new Rule and Enter the below details:

| Field               | Value   |
|---------------------|---|
| Rule Name           | ApprovalRuleForSpecificRequesterUser                            |
| Condition           | Invoice Header.Invoice Amount - <b>same or more than - 1000</b> |
| List Builder        | Resource  |
| Response Type       | Required  |
| Users               | InvoiceHeader.requesterName                                     |
| Participants Groups | Null  |
| Application Roll    | Null  |

The screenshot shows the Oracle Fusion Middleware Rule Configuration interface. The main window title is "InvoiceApprovalRuleSet". The interface is divided into sections: "IF" and "THEN".

- IF Section:** Contains a condition: "Invoice Header.Invoice Amount" is compared using the operator "same or more than" with the value "1000".
- THEN Section:** Contains a "List Builder" section where "Resource" is selected. Below it, the "Response Type" is set to "Required".
- Users:** A search bar for "InvoiceHeader.requesterName".
- Participants Groups:** A search bar for "null".

*Use case2: Configure an approval rule to route a notification to a group of approvers.*

The business requirement is that all invoices related to the operating expenditures incurred needs to be reviewed by two approvers. The invoice first needs to be reviewed and approved by the Payables Department head and then needs to be approved by the Finance Manager. The nature of the expenditure is based on the natural account entered on the invoice.

**Example:** An invoice is received for the expenditure incurred related to a marketing event:

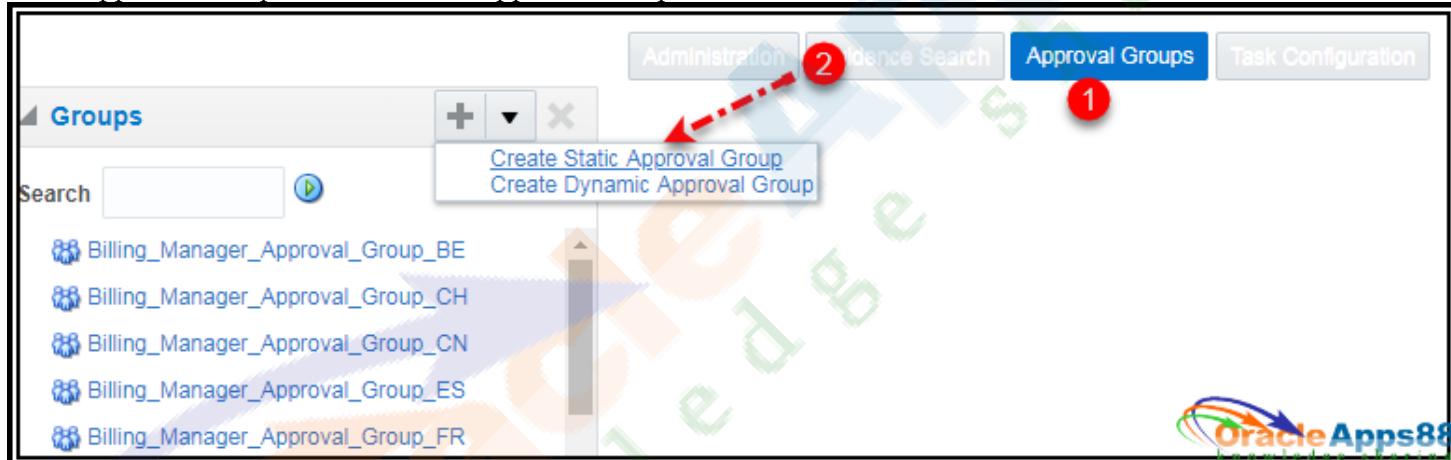
- 1) If the account code combination entered on the invoice contains the natural accounts ranges from **512001** to **512099** then invoice requires the approval from the Payables Department head and the Finance Manager.
- 2) If the account code combination entered on the invoice does not contain the natural accounts ranges from **512001** to **512099** then invoice requires the approval from the Payables Department head.

#### Solution:

1. Create an approval group with the Payables Department head and the Finance Manager.
2. Create a rule using Serial type participant in parallel mode with account segment in (**512001, 512002, 512003, to 512099**). You then route the invoice to the approval group which consists of the Payables Department head and the Finance Manager.

Create the Approval Group

Nav : Approval Groups → Create Static Approval Group



Enter the group Name and click on the add button to enter the members of group

Groups

Administration Evidence Search Approval Groups Task Configuration

Details

1 \* Name Finance Approval Group

Members

Add to Group

User Approval Group

Member

OK Cancel

Save Revert

Save the group

Groups

Administration Evidence Search Approval Groups Task Configuration

Details

\* Name Finance Approval Group

Members

Save Revert

oracleapps

casey.brown

anita.kennedy

michael.buchanan

william.taylor

Create a new Rule and Enter the below details:

| Field              | Value   |
|--------------------|---|
| Rule Name          | ApprovalRuleForGroup  |
| Condition          | Invoice Distribution.Account Segment <b>in</b> 512001, 512002 |
| List Builder       | Approval Group  |
| Response Type      | Required  |
| Approval Group     | Finance Approval Group  |
| Allow Empty Groups | False   |
|                    |   |

The screenshot shows the Oracle Fusion Middleware Rule Editor interface. At the top, it displays "InvoiceApprovalRuleSet" under "View" with "IF/THEN Rules". A green plus sign icon is visible. The main area shows a tree structure with a node named "ApprovalRuleForGroup". Under the "IF" section, there is a condition: "Invoice Distribution.Account Segment in 512001, 512002". Under the "THEN" section, the "List Builder" is set to "Approval Group", "Response Type" is "Required", and the "Approval Group" is "Finance Approval Group". The Oracle Apps88 logo is visible in the bottom right corner.

### Use Case3: Configure an approval rule to route a notification using a supervisory hierarchy.

The business requirement is that an invoice needs to be approved by managers based on the amount limits set for each approver.

#### Example:

An invoice amount of more than \$10,000 dollars needs the approval of two groups. The first group is made up of the Manager, Senior Manager, and Finance Manager. The invoice can be approved by the next group of approvers. That approval group consists of the CFO, COO, and CEO. If the invoice amount is less than \$10,000 dollars it only needs to be approved by the Manager, Senior Manager, and Finance Manager depending on the invoice amount.

| Employee Role                     | Supervisory Hierarchy Level | Approval limit |
|-----------------------------------|-----------------------------|----------------|
| Manager                           | 1                           | <1,000         |
| Senior Manager                    | 2                           | 1,001 – 10,000 |
| Finance Manager                   | 3                           | >10,001        |
| CFO,COO,CEO (Any one can approve) | 4                           | >10,001        |

The first three approvals are done by the managers of the invoice requestor using supervisory hierarchy. Final approval has to be done by any one of the approver out of 3 approvers from approval group.

**Solution:** This requirement can be achieved by using two participants (First one is **Serial type participant in parallel mode** to complete first three levels of approvals and next is to use **Parallel type participant in parallel mode**)

- Configure the approval rule for the invoice amount less than 1000 using serial type participant in parallel mode with supervisory hierarchy.

The screenshot shows the Oracle Fusion Rule Builder interface. At the top, there is a condition block labeled "Inv Amount lessthan 1K". Below it, the "IF" section contains a condition: "InvoiceHeader.invoiceAmount" is less than 1000. The "THEN" section is configured as follows:

- List Builder:** Supervisory
- Response Type:** Required (radio button selected)
- Number of levels:** 1
- Starting Participant:** HierarchyBuilder.getManager()
- Top Participant:** HierarchyBuilder.getPrincipal()
- Auto Action Enabled:** False
- Auto Action:** null
- Rule Name:** "InvAmountlessthan1K"

A large watermark reading "ORACLE APPS88 KNOWLEDGE SHARING" is diagonally across the page.

- Configure the approval rule for the invoice amount more than 1,000 and less than 10,000 using serial type participant in parallel mode with supervisory hierarchy.

The screenshot shows the Oracle Fusion Rule Builder interface. At the top, there is a condition block labeled "Inv Amt >1K<10K". Below it, the "IF" section contains two parallel participants for "InvoiceHeader.invoiceAmount": one with a condition "more than 1000" and another with "same or less than 10000". The "THEN" section follows, featuring a "List Builder" tab selected. Under "Response Type", "Required" is chosen. The "Number of levels" is set to 2. The "Starting Participant" is set to "HierarchyBuilder.getManager". The "Top Participant" is set to "HierarchyBuilder.getPrincipal". "Auto Action Enabled" is set to "False". The "Auto Action" field is empty. The "Rule Name" is "InvAmt1K10K".

3. Configure the approval rule for the invoice amount more than 10,000 using serial type participant in parallel mode with supervisory hierarchy.

The screenshot shows the Oracle Fusion approval rule configuration screen. At the top, there is a condition: "Inv Amount >10K". The main area is divided into "IF" and "THEN" sections. In the "IF" section, there is a condition: "InvoiceHeader.invoiceAmount more than 10000". In the "THEN" section, there are several configuration options:

- List Builder: Supervisory
- Response Type: Required (radio button selected)
- Number of levels: 3
- Starting Participant: HierarchyBuilder.getManager
- Top Participant: HierarchyBuilder.getPrincipal
- Auto Action Enabled: False
- Auto Action: null
- Rule Name: "Inv Amount >10K"

A watermark for "Oracle Apps88 knowledge sharing" is visible across the page.

4. Configure the approval rule for the invoice amount more than 10,000 using parallel type participant one in sequential mode with the approval group.

The screenshot shows the Oracle Fusion Rule Builder interface. A rule named "Rule with morethan10 and" is selected. The "IF" section contains a condition for "InvoiceHeader.invoiceAmount" to be "same or more than" 10000. The "THEN" section is currently empty. The "Approval Group" tab is selected in the "List Builder". The "Response Type" is set to "Required". The "Approval Group" dropdown is set to "Approval Group". The "Allow empty groups" option is set to "False". The "Rule Name" is "RuleWithMorethan10And".

5. Configure the approval rule to ignore the participant ID the invoice amount less than 10,000 using the parallel type participant one in sequential mode.

The screenshot shows the Oracle Fusion Rule Builder interface. A rule named "Ignoreparticipant" is selected. The "IF" section contains a condition for "InvoiceHeader.invoiceAmount" to be "same or less than" 10000. The "THEN" section contains a single step: "call" the participant "IgnoreParticipant". This step is highlighted with a red box, and its description "(Ignoreparticipant, Lists)" is also highlighted with a red box.

**Use Case4: Configure an approval rule to route notification to a group of approvers simultaneously and the first approver wins.**

The business requirement is to send an invoice for approval process to a group of approvers; the group consists of the Finance Manager and the Finance Director. Invoices related to **Foreign Suppliers**, that are captured through the pay group assignment at the invoice header level can be approved any one of the approvers. Invoices related to Domestic Suppliers, will be approved by the Payables Department group.

**Solution:** To achieve this requirement, first define an approval group and configure an approval rule using **Single type participant in parallel mode** participant with the list builder **Approval Group** and assign the approval group to the rule.



Configure an approval rule using **Single type participant in parallel mode** participant with the list builder **Approval Group** **Payables department** to the rule.

Domestic Supplier Payment

IF

InvoiceHeader.payGroupLookupCode is "Domestic Suppliers"

THEN

+ Approval Group

Response Type: Required

Approval Group: Payables Department Group

Allow empty groups: False

Rule Name: "DomesticSupplierPaymen"



### Use Case5: Configure an approval rule to route a notification using job level hierarchy.

The business requirement is to initiate an approval process for invoices based on the employee's job role and the amount limit set for a specific job role. If an invoice is created by the project lead and the invoice amount is in between \$1-\$5000, then the invoice has to be approved by their manager.

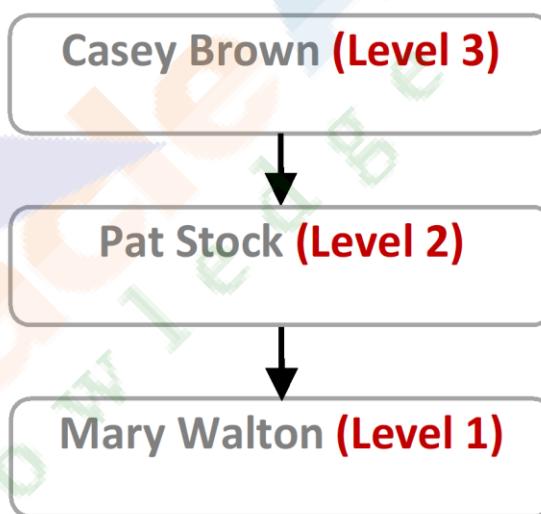
**Solution:** This requirement can be achieved by configuring the approval rule using job level hierarchy and trigger approvals based on the invoice amount limit set to each job level.

The table below shows approval limit for each job level hierarchy:

| Employee Role   | Job Level | Approval limit |
|-----------------|-----------|----------------|
| Manager         | 1         | \$5,000        |
| Senior Manager  | 2         | \$10,000       |
| Director        | 3         | \$20,000       |
| Senior Director | 4         | \$30,000       |
| Vice President  | 5         | \$50,000       |
| SVP             | 6         | \$100,000      |
| EVP             | 7         | \$150,000      |
| CEO             | 8         | \$500,000      |

Job level routings are based on the supervisory hierarchy defined in Oracle Fusion Human Capital Management. The approval list is generated based on the starting position specified in a rule and continuing until an approver with a sufficient job level is found. The supervisory hierarchy needs to be defined along with the corresponding job levels.

An example of the Job Level approval structure for Acme Corp:



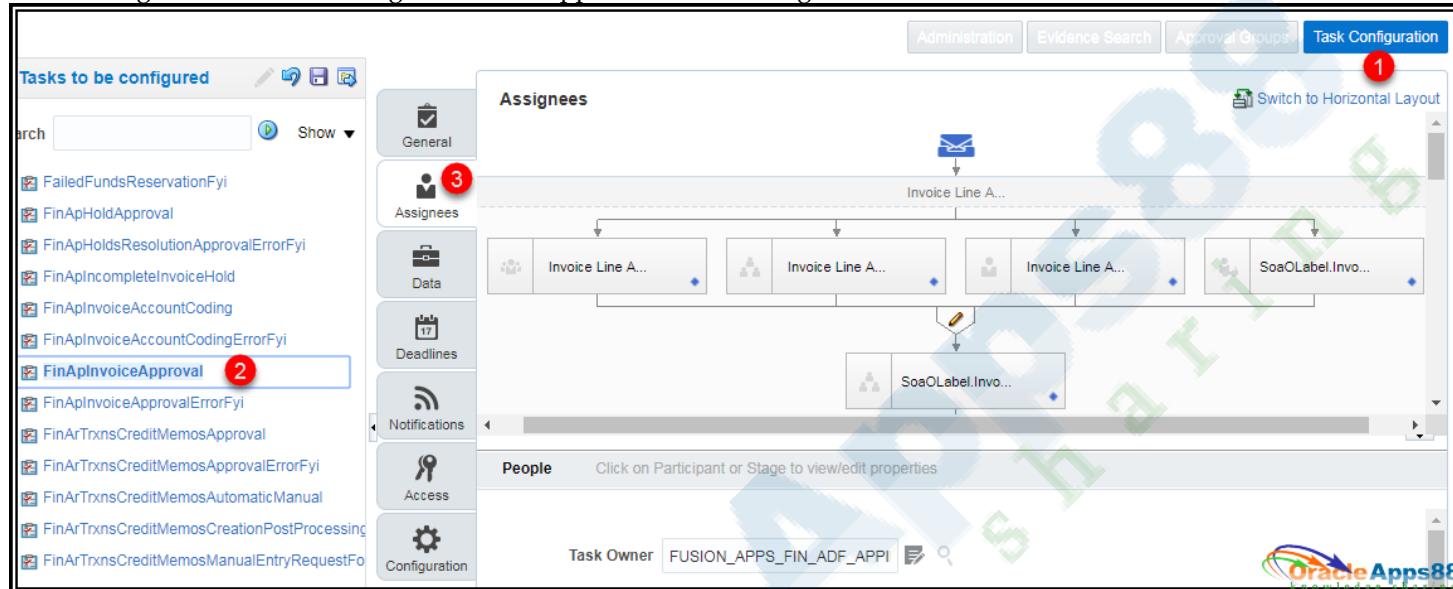
- Mary Walton, Administration Assistant (Job Level 1), reports to
- Pat Stock, Manager (Job Level 2), reports to
- Casey Brown, Director (Job Level 3)



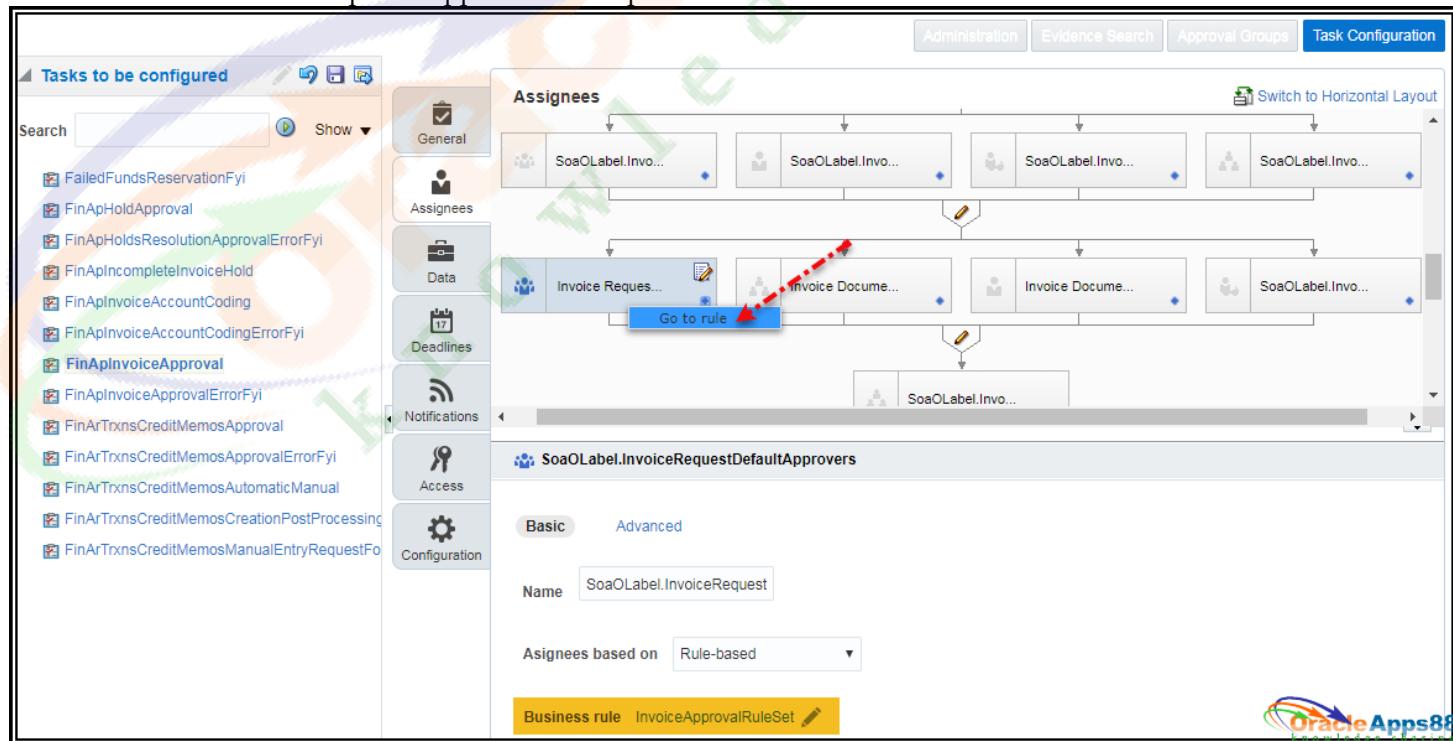
**Note:** For complete details on setting up supervisory hierarchy and job levels, refer to the Oracle Fusion Human Capital Management guides or online help.

### Steps

1. Define the various job levels in HCM:
  - Navigate to Navigator -> Workforce Management -> Work Force Structures.
  - Click on Manage Jobs to create various job levels.
2. Assign job levels to the users in the HCM:
  - Navigate to Navigator -> Personal Management -> Search for the employee.
  - Click on Manage Employment
  - Click on Edit -> Update the Job for a user or employee.
3. Login into BPM or Navigate to BPM Approval Rules through FSM Task.



4. Navigate to the Invoice approvals task **FinApInvoiceApproval**.
5. Click on Rules Tab.
6. Click on Edit Icon.
7. Click on 'Invoice Requests Approval' Participant and click on Go to rule.



8. Click on '+' icon for adding new rule.
9. Steps for creating the rule for senior director level whose approval limit is upto 30000 USD.

- Enter the Rule Name and Description as required.
- Define condition as:
  - i. **InvoiceHeader.invoiceAmount** more than 20000 **and**
  - ii. **InvoiceHeader.invoiceAmount** same or less than 30000

Senior Director Rule

Description: Job Level Rule for Senior Director limit upto 30000 USD

Effective Date: Always

Priority: Medium

Active:

Advanced Mode:

Tree Mode:

**IF**

InvoiceHeader.invoiceAmount > 20000 and InvoiceHeader.invoiceAmount ≤ 30000

10. Define Job Level Action by navigating to Add Action -> Add Approver -> Job Level.

Senior Director Rule

Description: Job Level Rule for Senior Director limit upto 30000 USD

Effective Date: Always

Priority: Medium

Active:

Advanced Mode:

Tree Mode:

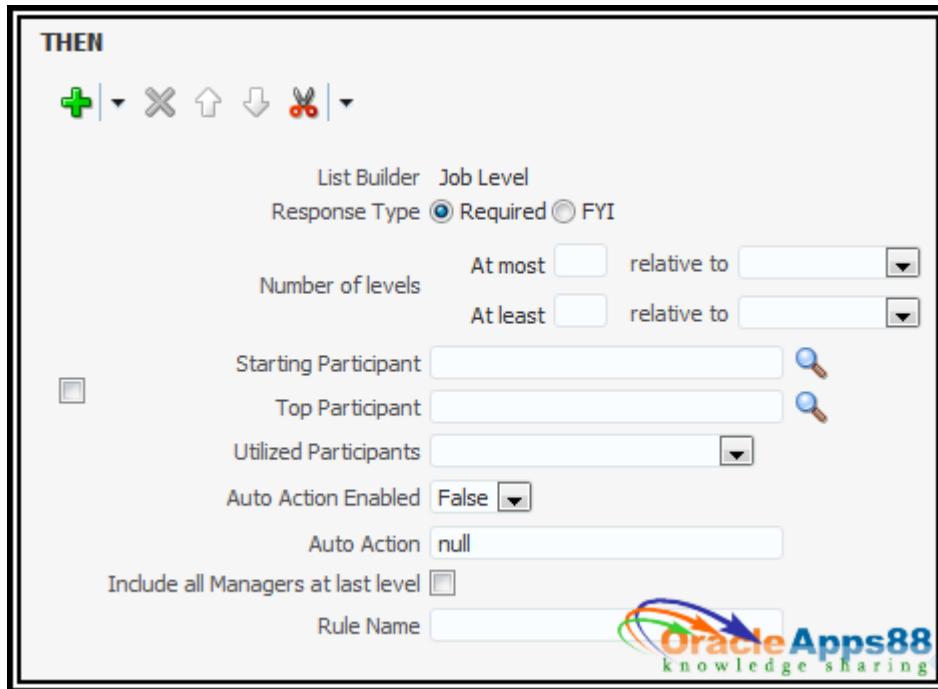
**IF**

assert new  
assign  
call  
modify  
retract

**THEN**

Add Approver → Approval Group  
**Job Level** (highlighted)  
Management Chain  
Position  
Resource

11. The Number of levels required to perform the approval action should be specified along with other details.



A lower bound and an upper bound for job levels should be specified. These levels can be relative to the starting point, the task requester, or an absolute job level.

12. For a senior director level approval at least a Job Level 4 is required and at most a Job Level 4(approval rule is modeled using absolute levels).

- Enter At least level as 4.
- Enter At most level as 4.
- Add starting participant as:`HierarchyBuilder.getManager("jolevel",InvoiceHeader.requesterName,-1,"","","")`.

**Note:** Considering approval of an invoice starts from the manager of invoice requester. Assuming the invoice entry clerk manually enters the requester during invoice creation

- Add the Top Participant as `HierarchyBuilder.getPrincipal("<Top Job Level Name>",-1,"","","")`.
- Enter Utilized Participants as **All Approvers**.
- Auto Action Enabled False.
- Auto Action null.

**Note:** In our internal instance we have 'JL9' as the Top in the hierarchy.

**THEN**

**List Builder Job Level**  
Response Type  Required  FYI

Number of levels  
At most  relative to

At least  relative to

Starting Participant

Top Participant

Utilized Participants

Auto Action Enabled

Auto Action

Include all Managers at last level

Rule Name "Senior Director Rule" 

NOTE: Similar to the above rule you need to create rules for other job levels in your organization.

### Use Case6: Configure an approval rule to send notifications using a position hierarchy.

The business requirement is to use two different position hierarchies; one hierarchy for requisition and PO approvals, and another hierarchy for Invoice approvals. Requisition and PO approval follows a cost center hierarchy and invoice approval follows a budget hierarchy.

This requirement can be achieved using the separate position hierarchy defined for budget purposes.

The following steps explain how to configure positions, a position hierarchy, and an approval rule using the position hierarchy.

#### Steps:

- Define various positions in HCM:
  - Navigate to Navigator -> Workforce Management -> Work Force Structures
  - Click on Manage Positions to create various positions.
- Assign position the users in HCM:
  - Navigate to Navigator -> Personal Management -> Search for the employee.
  - Click on Manage Employment
  - Click on Edit -> Update the Position for a user/employee.
- Create position hierarchy:
  - Navigate to Navigator -> Workforce Management -> Work Force Structures.
  - Click on Manage Positions Trees to create various positions.

**Note:** Refer to the HCM documentation for detailed steps on how to define positions, assign positions to the employees, and define position hierarchy.

1. Login into BPM or Navigate to BPM Approval Rules through FSM Task.
2. Click on -> Task Configuration link to get to the AP invoice approval task.
3. Click on **FinAPIInvoiceApproval** task to configure invoice approval rules.
4. Click on -> **Invoice Document Approvers**. Configure participants approval by using sequential participant in parallel mode.

The screenshot shows the Oracle BPM Task Configuration interface. The main area displays a hierarchical tree of assignees for an approval rule. A red arrow labeled '2' points to the 'FinAPIInvoiceApproval' task in the list of tasks. Another red arrow labeled '3' points to the 'Assignees' button in the sidebar. A third red arrow labeled '4' points to the 'Invoice Requests...' node in the hierarchy. A fourth red arrow labeled '5' points to the 'Go to rule' button at the bottom of the hierarchy tree. The sidebar on the left lists various tasks, and the bottom right corner features the 'Oracle Apps88' logo.

5. Configure a rule using the list builder called **Position** to route the notification to the approver using position hierarchy.

The screenshot shows the Oracle Fusion Rule Set configuration interface. On the left, there's a sidebar with icons for General, Assignees, Data, Deadlines, Notifications, Access, and Configuration. The General tab is selected. In the main area, there's a header with 'Go back to Assignees' and a 'View' dropdown set to 'IF/THEN Rules'. Below this, there's a toolbar with icons for creating, deleting, and sorting rules. A dropdown menu is open under the 'IF' section, listing actions: assert new, assign, call, modify, and retract. Another dropdown menu is open under the 'THEN' section, titled 'Add Approver', listing options: Approval Group, Job Level, Management Chair, Position (which is highlighted with a red arrow), Resource, and Supervisory. At the bottom right of the interface, there's a watermark for 'Oracle Apps88 knowledge sharing'.

6. Enter the position ID and position hierarchy name to send the approval notification to the first approver and last approver using starting and top participants. In this case, first approval notification will be sent to the position ID: 100010024200079 and then it follows the position hierarchy of **Fusion\_Seed\_Position\_Hier** for up to 2 levels.

Position ID (sub-header) in the next point (Point7), steps are included on how to get the Position ID.

**InvoiceApprovalRuleSet**

View IF/THEN Rules ▾ 1-4 of 4 ▾

**Rule 1**

**IF**

InvoiceHeader.invoiceAmount more than 20000

**THEN**

List Builder Position

Response Type Required

|                  |            |                      |
|------------------|------------|----------------------|
| Number of levels | At most 2  | relative to Absolute |
|                  | At least 2 | relative to Absolute |

Starting Participant HierarchyBuilder.getPrincipal("100010024200079",-1,"FUSION\_SEED\_POSITION\_HIER")

Top Participant HierarchyBuilder.getPrincipal("100010024200101",-1,"FUSION\_SEED\_POSITION\_HIER")

Utilized Participants All Approvers

Auto Action Enabled False

Auto Action null



### 7. Obtain the Position ID for a position.

The Position ID of a position is required to configure the approval rule using position list builder. The Position ID for a position can be found by using the method below:

- Click → on the **Manage Position Trees** and select the position hierarchy. Select the position and click on Edit icon to see the Position ID of a particular position.

**Manage Position Trees: Specify Nodes**

Node operations performed on the tree version are automatically saved to the database. You can not undo the changes using the Cancel button.

| Name  | Position Hierarchy                  | Tree Structure Code | PER_POS_TREE_STRUCTURE    |
|---|-------------------------------------|---------------------|---------------------------|
| Tree Name   | Position Hierarchy                  |                     |                           |
| Tree Code   | POS100                              |                     |                           |
| Actions ▾ View ▾ Format ▾       Detach Wrap |                                     |                     |                           |
| Node Name   | Node Description                    | Label               | Data Source               |
| Chief Executive Officer (CEO) POS030 1951-01-01   |                                     |                     | Position Tree Data Source |
| Chief Financial Officer (CFO) POS031 1951-01-   | Asset Accountant POS065 1951-01-01  |                     | Position Tree Data Source |
|   | Cost Accountant POS067 1951-01-01   |                     | Position Tree Data Source |
| Finance Director POS022 1951-01-01  |                                     |                     | Position Tree Data Source |
|   | Accounting Clerk POS016 1951-01-01  |                     | Position Tree Data Source |
|   | Financial Analyst POS007 1951-01-01 |                     | Position Tree Data Source |
|   | Payables Clerk POS063 1951-01-01    |                     | Position Tree Data Source |
| Senior Buyer, Operations POS011 1951-01-  |                                     |                     | Position Tree Data Source |
| Chief HR Officer (CHRO) POS032 1951-01-01   |                                     |                     | Position Tree Data Source |
| Chief Information Officer (CIO) POS033 1951-0   |                                     |                     | Position Tree Data Source |



**Note:** Refer to the HCM documentation for detailed steps on how to get the Position ID for a particular position.

**Use Case7: Configure an approval rule to notify all users who are using the same application role.**

The business requirement is to route an approval notification to a particular application role (AP Supervisor). Regardless of the number of users who have access to that role, they all get the approval notification and the first responder is the approver.

**Solution:** To achieve this requirement, configure an approval rule with the application role called **ORA\_AP\_ACCOUNTS\_PAYABLES\_SUPERVISOR\_JOB**. When an application role is used, the rule always works as "Single participant".

The screenshot shows the Oracle Fusion Middleware Rule Set configuration interface. The title bar says "InvoiceApprovalRuleSet" under "View IF/THEN Rules". A navigation bar at the top right shows "1-5 of 6". The main area displays "Rule 1" with the following configuration:

**IF**

InvoiceHeader.invoiceAmount more than 1000

**THEN**

List Builder Resource  
Response Type Required

Users null

Participants Groups null

**Application Role "ORA\_AP\_ACCOUNTS\_PAYABLE\_SUPERVISOR\_JOB"** (This line is highlighted with a red box.)

Rule Name "Rule1"

At the bottom right of the interface is the "Oracle Apps88 knowledge sharing" logo.

If invoice amount is less than 1000 dollars then invoice needs to be auto approved.

AutoApprovalRule

IF

InvoiceHeader.invoiceAmount less than 1000

THEN

List Builder Supervisory

Response Type Required

Number of levels 1

Starting Participant HierarchyBuilder.getManager("supervisory",Task.creator,-1,"")

Top Participant HierarchyBuilder.getPrincipal("FINUSER30",-1,"")

Auto Action Enabled True

Auto Action "APPROVE"

Rule Name "AutoApprovalRule"



### Use Case 8: Configure an approval rule to route the invoice to the requestor if the invoice is matched to a service based PO

The business requirement is to route the invoice to the requestor if the invoice is matched to a service based PO and in all other cases, the invoice should be autoapproved.

#### Solution:

1. Configure an approval rule by enabling advanced mode options.
2. For the test, set the condition as: **InvoiceHeader/invoiceLine1.matchType** is **ITEM\_TO\_SERVICE\_PO**.

The screenshot shows the Oracle Fusion Approval Rule configuration screen. At the top, there are fields for 'Description' (empty), 'Effective Date' (set to 'Always'), 'Priority' (set to 'Medium'), and checkboxes for 'Active' (checked) and 'Advanced Mode' (checked). A red box highlights the 'Advanced Mode' checkbox. Below this, the 'IF' condition is defined with three levels of AND conditions:

- Task** is a **Task**
- and**
- Lists** is a **Lists**
- and**
- InvoiceHeader** is a **InvoiceHeader**
- and**
- (for each case where)** { **InvoiceLine** is a **InvoiceLine** }
- and**
- InvoiceLine.matchType** is **"ITEM\_TO\_SERVICE\_PO"**

A red box highlights the '(for each case where)' section and the 'InvoiceLine.matchType' condition. The bottom right corner of the interface features the 'Oracle Apps88 knowledge sharing' logo.

- 1) In **THEN** Section, Select List Builder as **Supervisory** and select Get User and provide **InvoiceHeader.requesterName** to route the invoice to the requester.

**THEN**

List Builder **Supervisory**

Response Type Required

Number of levels 1

Starting Participant **HierarchyBuilder.getManager("supervisory",InvoiceHeader.requesterName,-1,"")**

Top Participant **HierarchyBuilder.getPrincipal("FINUSER30",-1,"")**

Auto Action Enabled False

Auto Action null

Rule Name "ServiceBasedPO"



- 2) In the case of auto approval, configure another rule using the condition as **InvoiceHeader/invoiceLine1.matchType** isn't **ITEM\_TO\_SERVICE\_PO**.

**IF**

Task is a Task

and

Lists is a Lists

and

InvoiceHeader is a InvoiceHeader

and

(for each case where) {

InvoiceLine is a InvoiceLine

and

InvoiceLine.matchType isn't "ITEM\_TO\_SERVICE\_PO"



3) In THEN Section, Set Auto Action Enabled to True and Auto Action to APPROVE.

THEN

List Builder Supervisory

Response Type Required

Number of levels 1

Starting Participant HierarchyBuilder.getPrincipal(InvoiceHeader.requesterName,-1,"","")

Top Participant HierarchyBuilder.getPrincipal("FINUSER30",-1,"","")

Auto Action Enabled True

Auto Action "APPROVE"

Rule Name "ServiceBasedPO"



### Use Case9: Configure approval rules using advanced options.

The business requirement is as follows:

1. If an invoice is matched to a PO then it should be autoapproved.
2. If an invoice is matched to a PO and the user added unmatched invoice lines then it should be routed to the approver.

**Solution:** To achieve this requirement, you need to configure approval rules using advanced options using PO header ID.

To achieve the above requirement, we need to configure two approval rules one is for all invoice lines matched to PO and another rule is for partial invoice lines matched to PO.

- 1) Rule1: To achieve the requirement for 1 and 2, configure one rule with advanced options as follows:

The screenshot shows the Oracle Fusion Middleware Configuration interface. On the left, there is a sidebar with various tabs: General, Assignees, Data, Deadlines, Notifications, Access, and Configuration. The Configuration tab is selected. In the main area, there is a tree view under 'Globals' with nodes like Bucketsets, Links, Decision Functions, and Rulesets. Under 'Rulesets', there is a node for 'InvoiceApprovalRuleSet'. A red box highlights the 'Advanced Mode' checkbox in the 'IF' section of the configuration screen. The 'IF' section contains several conditions: 'Task is a Task', 'Lists is a Lists', and 'there is no case where {InvoiceDistribution is a InvoiceDistribution}'. The 'Description' field is set to 'All Invoice lines matched to PO'. The 'Effective Date' is set to 'Always', and the 'Priority' is set to 'Medium'. The 'Active' checkbox is checked. The 'Validate' button is located in the top right corner of the configuration panel.

The screenshot shows the Oracle Fusion Cloud Application configuration interface. On the left, a vertical sidebar lists navigation options: General, Assignees, Data, Deadlines, Notifications, Access, and Configuration. The 'General' option is currently selected. The main workspace displays an 'InvoiceApprovalRuleSet' configuration. At the top, there's a toolbar with icons for creating, deleting, and managing rules, along with a view dropdown set to 'IF/THEN Rules'. Below the toolbar, the rule logic is defined:

```
there is no case where {  
    InvoiceDistribution is a InvoiceDistribution  
    and  
    InvoiceDistribution.poDistributionId is null  
}  
THEN  
    Auto Action "APPROVE"
```

The condition part of the rule is highlighted with a red box. The 'Auto Action' field contains the value "APPROVE", which is also highlighted with a red box.

- 2) Rule2: Configure another approval rule with advanced options as follows to meet the requirement3:

Go back to Assignees

General

Assignees

Data

Deadlines

Notifications

Access

Configuration

InvoiceApprovalRuleSet

View IF/THEN Rules

6-6 of 6

ParialInvoicelinesmatchedtoPO

Description: ParialInvoicelinesmatchedtoPO

Effective Date: Always

Priority: Medium

Active:  Advanced Mode  Tree Mode

**IF**

Task is a Task

Add Test

and

Lists is a Lists

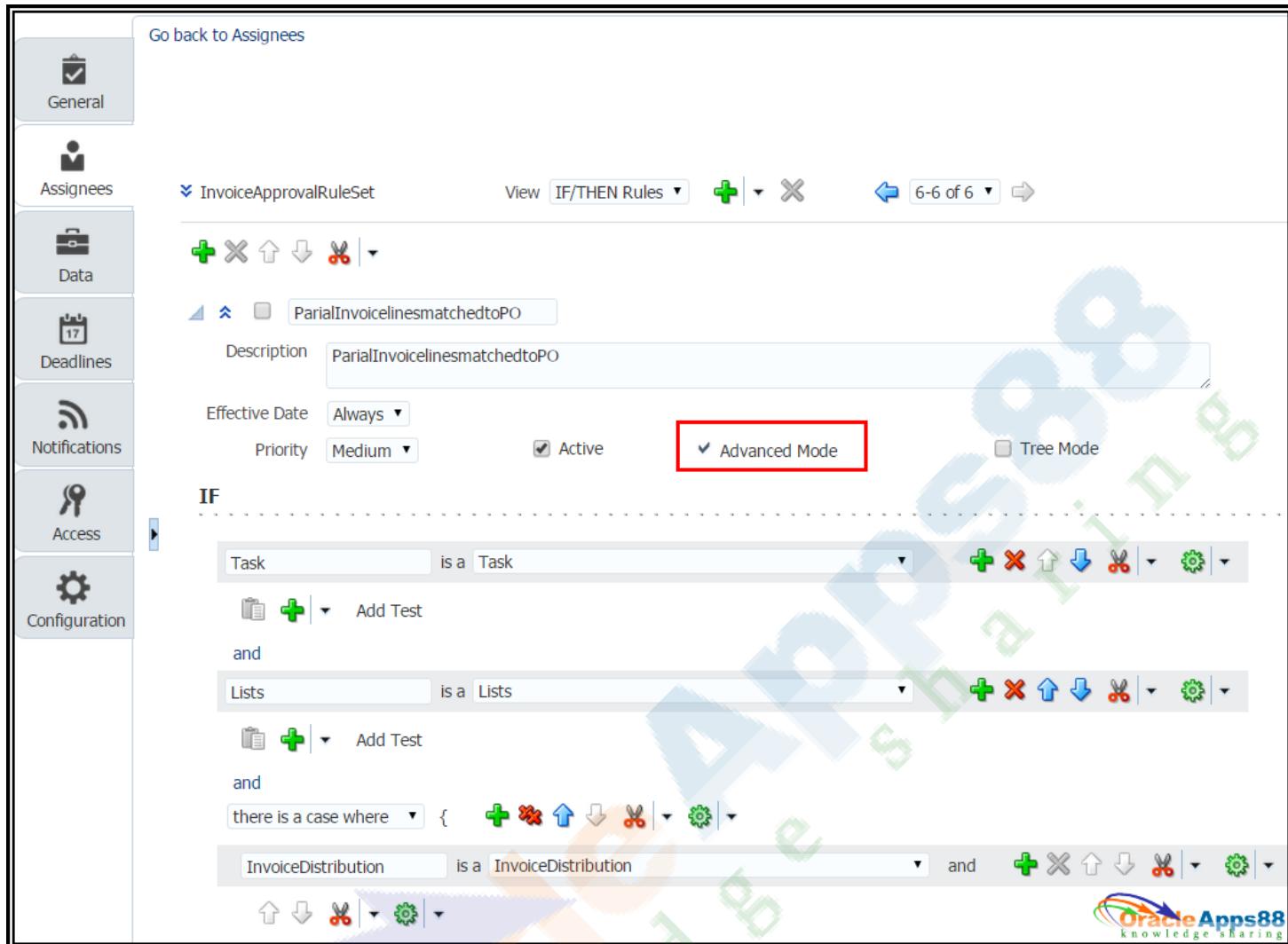
Add Test

and

there is a case where {

InvoiceDistribution is a InvoiceDistribution

Oracle Apps88 knowledge sharing



Go back to Assignees

The screenshot shows a configuration page for an 'InvoiceApprovalRuleSet'. On the left, a sidebar lists 'General', 'Assignees' (selected), 'Data', 'Deadlines', 'Notifications', 'Access', and 'Configuration'. The main area displays the rule set name 'InvoiceApprovalRuleSet' and a dropdown 'View' set to 'IF/THEN Rules'. A navigation bar at the top right shows '6-6 of 6'. The rule 'ParialInvoicelinesmatchedtoPO' is expanded, showing the 'IF' condition:

```

IF
Task is a Task
and
Lists is a Lists
and
there is a case where {
    InvoiceDistribution is a InvoiceDistribution and
    InvoiceDistribution.poDistributionId is null
}

```

The 'THEN' part of the rule is also highlighted with a red box:

```

THEN
List Builder Supervisory
Response Type Required
Number of levels 2
Starting Participant HierarchyBuilder.getManager("supervisory","finuser1",-1,"")
Top Participant HierarchyBuilder.getPrincipal("finuser30",-1,"")
Auto Action Enabled False
Auto Action null
Rule Name "ParialInvoicelinesmatchedtoPO"

```

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**Note:** Approval rules configured based on PO distribution ID are available on the invoice distributions.

To work these rules for Unmatched Invoices, the invoice needs to be validated first or the invoice distributions need to be generated explicitly by opening the invoice distributions UI and click on Save and Close, which generates the distributions.

**Use Case10: Configure an approval rule to send a notification to a group of approves and once the invoice is approved, generate an FYI notification to the CEO.**

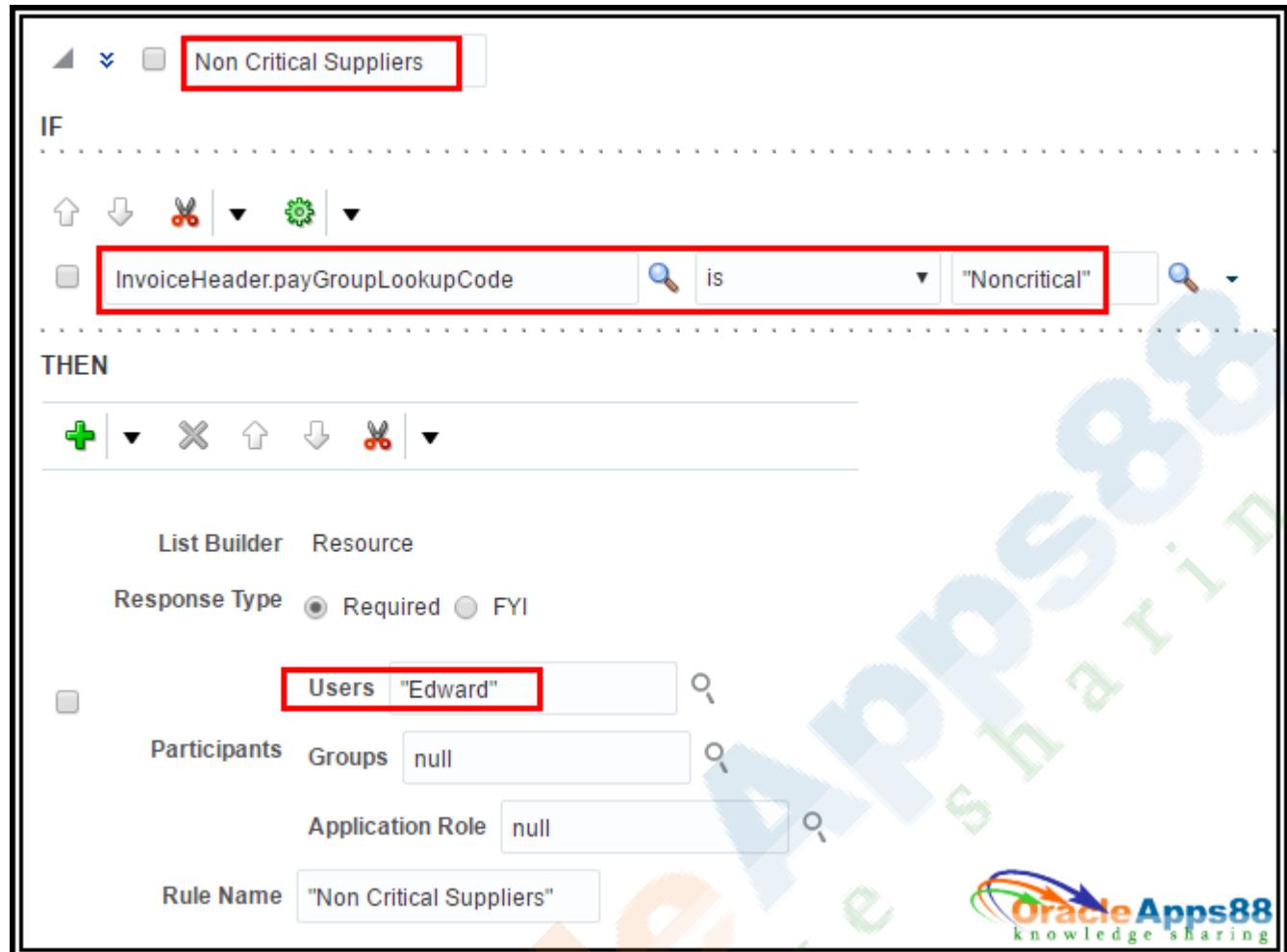
The business requirement is that invoices related to **Critical Suppliers** should be sent for an approval to a group of approvers; consisting of the Finance Manager, Procurement Manager, and CFO. All of them have to approve the invoice and a notification sent to the CEO of the company for information purposes and no action required from the CEO. If invoices are related to **Noncritical Suppliers** then the invoice has to be approved by Finance Manager.

**Screen shot:** Configure the first approval rule using **ParallelTypeParticipantInParallel modeRuleSet** with the list builder approval group.

The screenshot shows the Oracle Apps configuration interface for creating an approval rule. The rule is defined as follows:

- ParallelTypeParticipantInParallelModeRuleSet** (highlighted in red)
- FinAplInvCoreIgnoreDocApprovalRule** (under the rule set)
- Critical Supplier Invoices** (selected approval group, highlighted in red)
- IF** condition: `InvoiceHeader.payGroupLookupCode is "Critical Suppliers"` (highlighted in red)
- THEN** actions:
  - List Builder Approval Group
  - Response Type Required
  - Approval Group **Approval Group1** (highlighted in red)
  - Allow empty groups False
  - Rule Name "CriticalSupplierInvoice"

**Screen shot:** Configure another approval rule using **ParallelTypeParticipantInParallel modeRuleSet** with the list builder resource to route invoice to Finance Manager "Edward".



**Screenshot:** Configure another approval rule using `FyiType:participantOneInSequentialModeRuleSet` with the list builder `Resource` and give user name of the CEO.

▼ FyiTypeParticipantOneInSequentialModeRuleSet

View

Critical Supplier Invoices

IF

InvoiceHeader.payGroupLookupCode is "Critical Suppliers"

THEN

List Builder Resource

Response Type Required

Users "Robert"

Participants Groups null

Application Role null

Rule Name "CriticalSupplierInvoice"



The screenshot shows a configuration interface for a rule named "FyiTypeParticipantOneInSequentialModeRuleSet". The rule is triggered by "Critical Supplier Invoices" and checks if "InvoiceHeader.payGroupLookupCode" is "Critical Suppliers". The "THEN" section specifies a "List Builder Resource" with a "Response Type" of "Required" and a single "User" named "Robert". Other fields like "Participants", "Application Role", and "Rule Name" are set to null or specific values. The Oracle Apps88 knowledge sharing watermark is visible across the page.

**Use Case 11: Configure an approval rule to stop FYI completion notification to a user for a specific set of invoices.**

The business requirement is if an expense is incurred in **USD** or **EUR** currency out of the Budgeted Funds and the invoice amount is more than 500 dollars then the invoice has to be approved by a set of approval groups. It does not matter which group approves the invoice first.

Invoices with amounts less than 500 dollars need to be autoapproved.

Apart from this, the business user only wants to be notified for those invoices that were approved through the workflow process and not for those invoices that were auto approved.

**Solution:**

To achieve this business requirement, configure the approval rules as follows:

1. Create one rule using serial participant with nested conditions and configure two THEN parts using two approval groups (Budget Group and Finance Group).
2. Create a second rule for auto approval using serial participant.
3. The delivered product doesnot stop sending notifications for autoapproved invoices only, but the following workaround can be used to achieve the business requirement.
  - Delete the notification setting for **Complete** task status.
  - Configure an approval rule with FYI participant two in sequential mode to send FYI notification only for those invoices which are not autoapproved.

**Rule1:** Create one rule using serial participant with nested conditions and configure two THEN parts using two approval groups (Budget Group and Finance Group).

The screenshot shows the Oracle Fusion Rule Builder interface. At the top, there is a tree view with a node labeled "Budgeted Fund Rule". Below the tree, the interface is divided into two main sections: "IF" and "THEN".

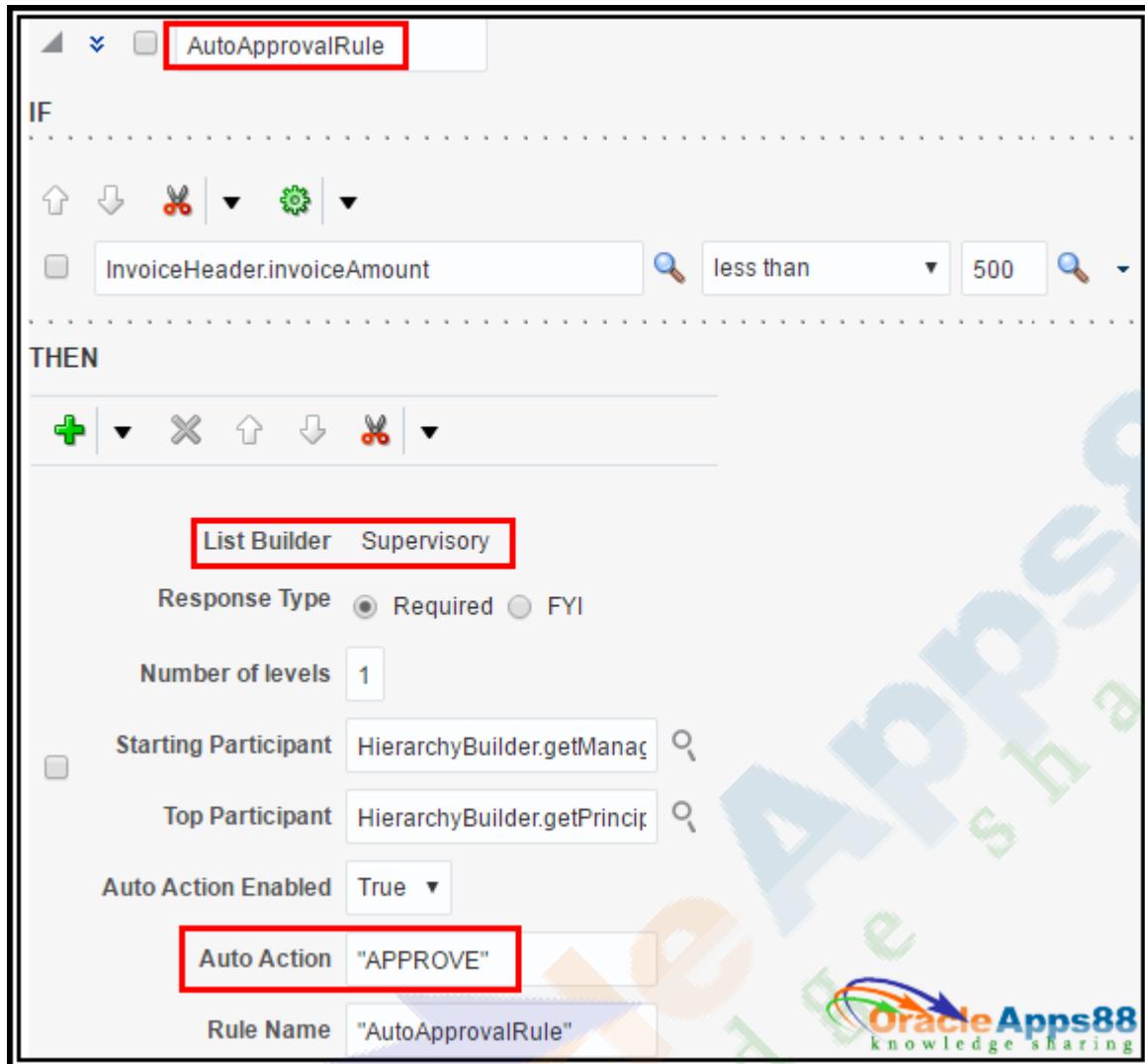
**IF Section:**

- Contains six conditions grouped into three pairs.
- Each condition has a field, an operator, and a value.
- Condition 1: InvoiceHeader.attribute1 is "Budgeted Fund".
- Condition 2: InvoiceHeader.invoiceCurrencyCode is "USD".
- Condition 3: InvoiceHeader.invoiceAmount is more than 500.
- Condition 4: InvoiceHeader.attribute1 is "Budgeted Fund".
- Condition 5: InvoiceHeader.invoiceCurrencyCode is "EUR".
- Condition 6: InvoiceHeader.invoiceAmount is more than 500.

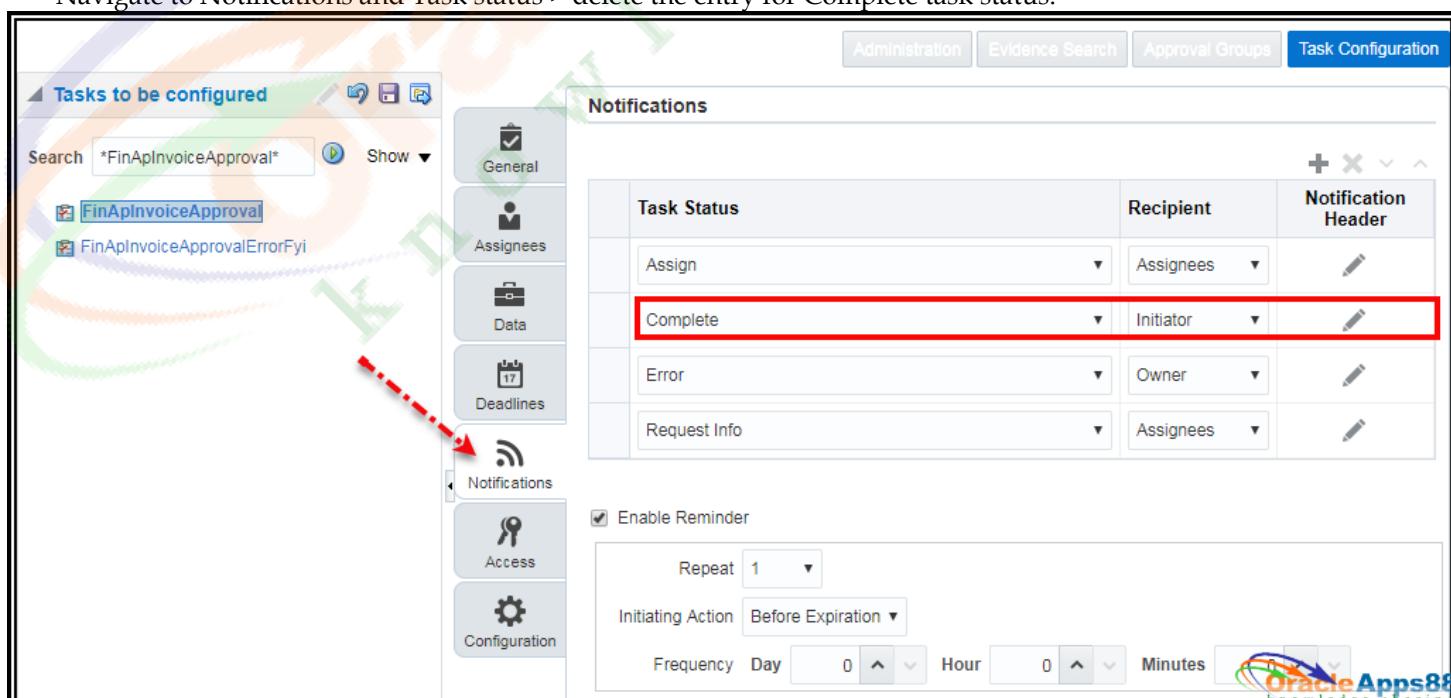
**THEN Section:**

- Contains two entries, each with a "List Builder" tab selected.
- Entry 1:**
  - Response Type: Required (radio button selected).
  - Approval Group: Approval Group (selected in the dropdown).
  - Allow empty groups: False.
  - Rule Name: "BudgetedFundRule".
- Entry 2:**
  - Response Type: Required (radio button selected).
  - Approval Group: Budget Group (selected in the dropdown).
  - Allow empty groups: False.
  - Rule Name: "BudgetedFundRule".

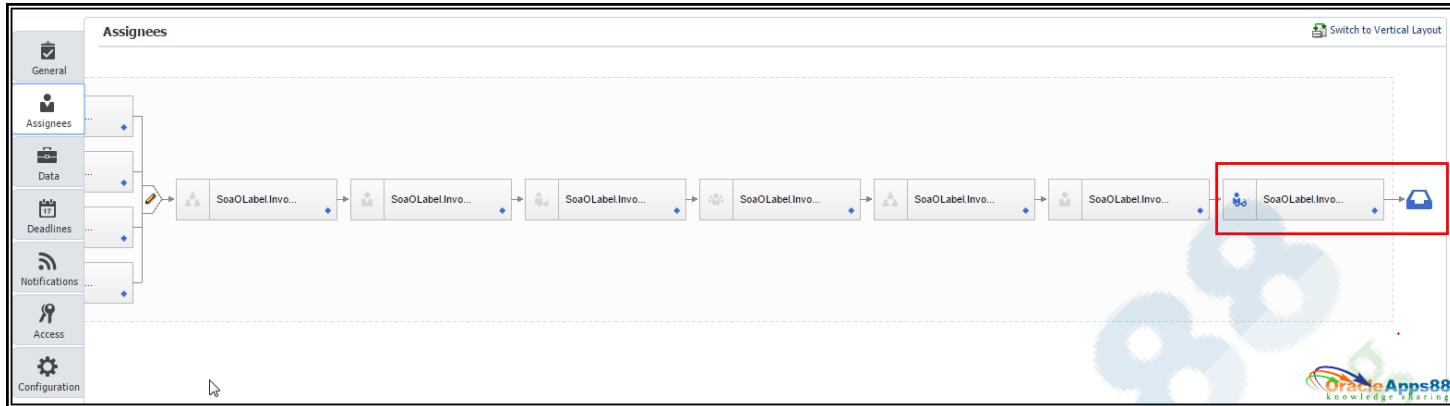
**Rule2:** Create a second rule for auto approval using serial participant.



**Rule3: Rule for FYI notifications for invoices that are approved only through the approval workflow.**  
Navigate to Notifications and Task status > delete the entry for Complete task status.



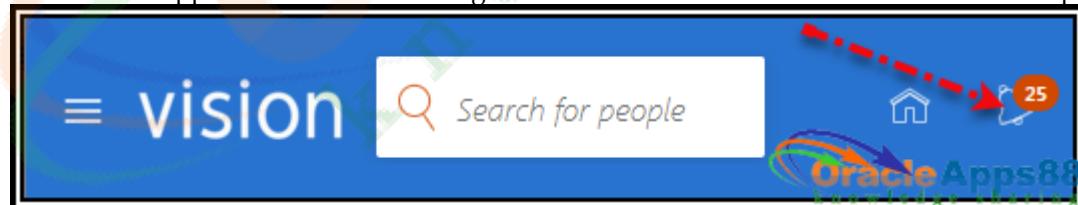
Select the FYI ParticipantTwoInSequentialModeRuleSet.



1. Configure a rule as shown in the below screenshot to send FYI notification only for invoices that are not autoapproved. To achieve this, use the same approval condition which was used to send the approval notification for all other invoices that are not autoapproved. If you have multiple rules configured, then you need to configure them here as well.

The screenshot shows the Oracle Fusion Rule Builder interface. At the top, there is a tree view with a node labeled "FYI Rule for Budgeted Fund". Below it, the "IF" section contains two conditions. The first condition uses "InvoiceHeader.attribute1" and "InvoiceHeader.invoiceAmount" to filter for "Budgeted Fund" and amounts "more than 500". The second condition uses the same fields to filter for "Budgeted Fund" and amounts "more than 500". In the "THEN" section, there are fields for "Participants", "Groups", and "Application Role", all set to "null". The "Rule Name" is set to "FYIRuleforBudgetedFund". A watermark for "APPS88 TRAINING" is visible across the interface.

- FYI approval notifications are generated and sent to the user who initiated the approval process.



### Use case 12: Configure an approval rules in one currency that is applicable across various countries and currencies.

The business requirement is to configure approval rules based on the invoice amount limit in functional currency (USD) only and another approval rule that is applicable across countries. The business user creates invoices in their respective local currency but the amount limit is defined in the functional currency (USD).

Since all the approval limits are defined in USD, all the invoice amounts need to be converted into USD for approval rules evaluation.

**Solution:** To achieve the requirement, you need to configure the approval using the following function which converts the invoice amount to USD.

By using this function, the customer does not need to define the approval rules for each countries specific currency.

#### Rule Definition:

Configure an approval rule with the IF condition to convert the currency amount to the functional currency:

```
InvoiceHeader.invoiceAmount*CurrencyConversionGlobal.getRate(InvoiceHeader.invoiceCurrencyCode,"USD",InvoiceHeader.invoiceDate,"Corporate",0)
```

The screenshot shows the Oracle Fusion Middleware Rule Configuration interface. A rule named "KSRule2" is selected. The rule definition is as follows:

```

IF
InvoiceHeader.invoiceAmount*CurrencyConversionGlobal.getRate(InvoiceHeader.invoiceCurrencyCode,"USD",InvoiceHeader.invoiceDate,"Corporate",0) more than 1000 and
InvoiceHeader.description is "K51"

THEN
List Builder Resource
Response Type Required
    Users "finuser3"
Participants Groups null
    Application Role null
Rule Name "KSRule2"

```

The "THEN" section shows the configuration details: List Builder Resource, Response Type Required, and participants. The "Participants" section includes "Users" set to "finuser3". The "Rule Name" is set to "KSRule2".



### Use Case13: Configure an approval rule to send a notification to a project manager.

The business requirement is to route project related invoices to respective project managers based on the project number selected on invoice distributions.

**Solution:** Currently, this requirement is not supported with the delivered product. But a work around is in place to capture the project manager in a Descriptive Flexfield (DFF) and configure approval rules using DFF values.

Steps to configure DFF for capturing the project manager and configuring the approval rules using the DFF value:

- 1) Navigation: Go to Setup and Maintenance and query for the task **Manage Descriptive Flexfields**.
- 2) Query **Invoice distributions** DFF and click on the Edit icon.

Manage Descriptive Flexfields

Search Results

| Name                  | Type              | Flexfield Code | Entity Usages | Description                     | Deployment Status | Deployment Err Message |
|-----------------------|-------------------|----------------|---------------|---------------------------------|-------------------|------------------------|
| Invoice Distributions | Descriptive Fl... | AP_INVOICE...  |               | Fields for invoice distribut... | ✓                 | Oracle Apps88          |

- 3) Define global segment value to capture Project Manager (here attribute 11 is used to define Project Manager).

Edit Descriptive Flexfield: Invoice Distributions

| * Sequence          | Name             | Table Column | Value Set | Prompt |
|---------------------|------------------|--------------|-----------|--------|
| No data to display. | Columns Hidden 9 |              |           |        |

- 4) Define value set using SQL query (query provided below). Here we defined a value set called **Project Test** based on table validation type and selected display type as LOV values. This query provides all user names corresponding to user login names.

|                        |                                 |
|------------------------|---------------------------------|
| <b>Value Set Code</b>  | Project Test                    |
| <b>Description</b>     |                                 |
| <b>Module</b>          | Payables                        |
| <b>Validation Type</b> | Table                           |
| <b>Value Data Type</b> | Character                       |
| <b>From Clause</b>     | Per_Users, Per_Person_Names_F_V |

|                          |  |
|--------------------------|--|
| <b>Value Column Name</b> | display_name   |
| <b>ID column name</b>    | username   |
| <b>Where clause</b>      | <pre>Per_Users.person_id = Per_Person_Names_F_V.person_id and Per_Users.person_id is not null and nvl(Per_Users.HR_TERMINATED, 'N') &lt;&gt; 'Y' and nvl(Per_Users.SUSPENDED, 'N') &lt;&gt; 'Y' and trunc(sysdate) BETWEEN trunc(Per_Person_Names_F_V.effective_start_date) AND trunc(Per_Person_Names_F_V.effective_end_date)</pre> |
|                          |  |

**Create Segment**

Flexfield Name: Invoice Distributions      Flexfield Code: AP\_INVOICE\_DISTRIBUTIONS

\* Name: Project Manager      Description:   
 Enabled

\* Code: Project\_Manager

\* API Name: projectManager

**Column Assignment**

\* Data Type: Character      \* Table Column: ATTRIBUTE11

**Validation**

\* Value Set:

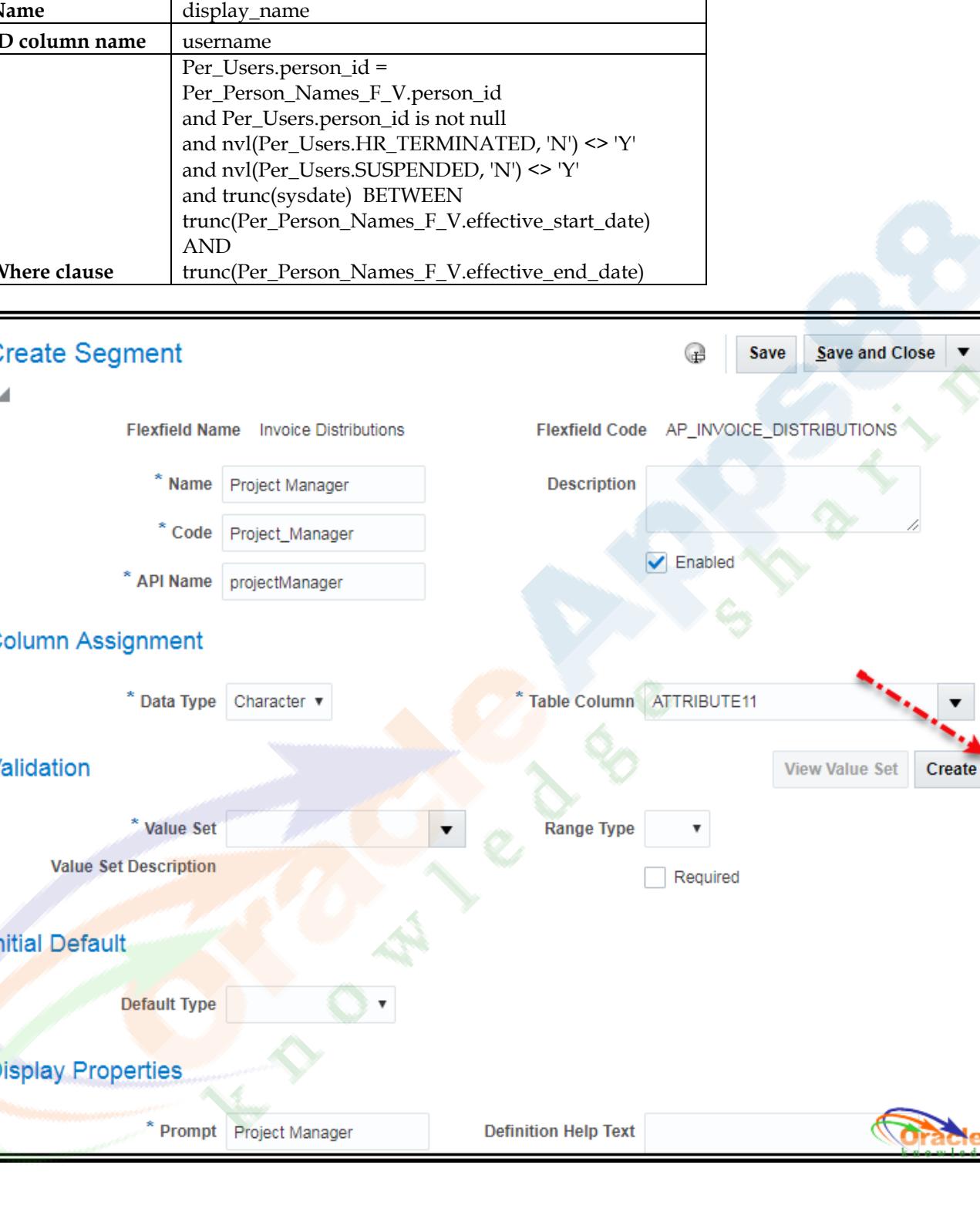
Value Set Description:  Range Type:   
 Required

**Initial Default**

Default Type:

**Display Properties**

\* Prompt: Project Manager      Definition Help Text:





**vision**

### Create Value Set

\* Value Set Code: Project Test

Description:

\* Module: Payables

\* Validation Type: Table

\* Value Data Type: Character

Security enabled

Data Security Resource Name:  Edit Data Security

**Definition**

\* FROM Clause: Per\_Users, Per\_Person\_Names\_F\_V

Value Attributes Table Alias:

\* Value Column Name: Project Manager

Value Column Type:

Value Column Length:

Description Column Name:

Description Column Type:

Description Column Length:

ID Column Name: username

ID Column Type: VARCHAR2

ID Column Length: 100

Enabled Flag Column Name:

Start Date Column Name:

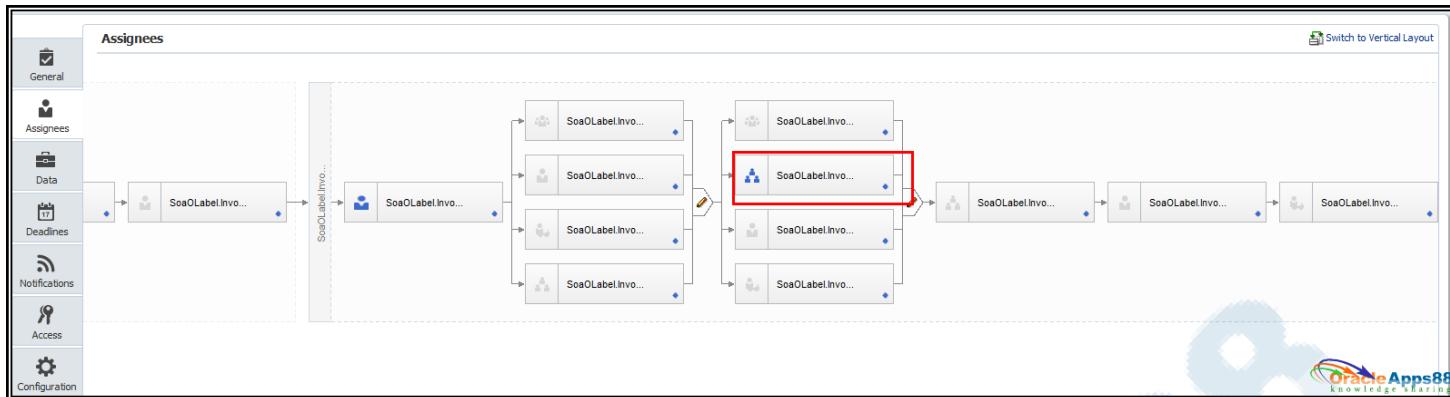
End Date Column Name:

WHERE Clause:

```
Per_Users.person_id = Per_Person_Names_F_V.person_id
and Per_Users.person_id is not null
and nvl(Per_Users.HR_TERMINATED,'N') <> 'Y'
and nvl(Per_Users.SUSPENDED,'N') <> 'Y'
and trunc(sysdate) BETWEEN trunc(Per_Person_Names_F_V.effective_start_date) AND
trunc(Per_Person_Names_F_V.effective_end_date)
```

ORDER BY Clause:

- 5) Define the approval rule in BPM to route project invoices to a particular user selected in DFF in invoice distributions (In this example, we have used parallel participants in parallel mode to configure approval rule).

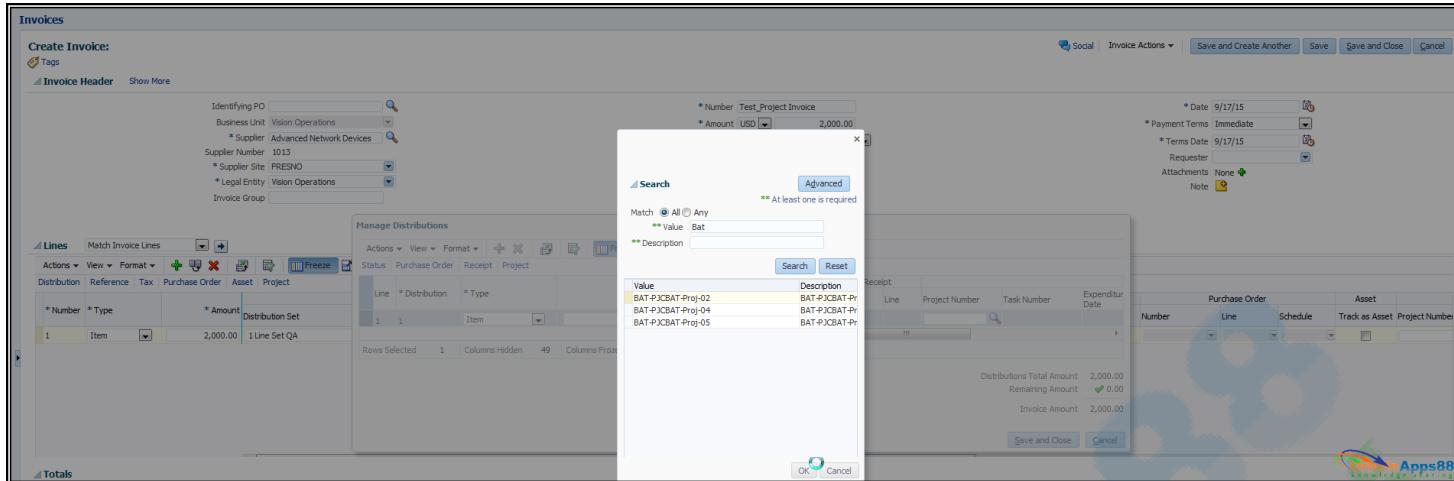


- 6) Define a rule with an IF condition using project attributes. In the THEN part section, select resource list builder and in the User field provide the DFF path like **InvoiceDistributions.attribute11** (In this example of the DFF we have used **attribute11** to capture project manager information).

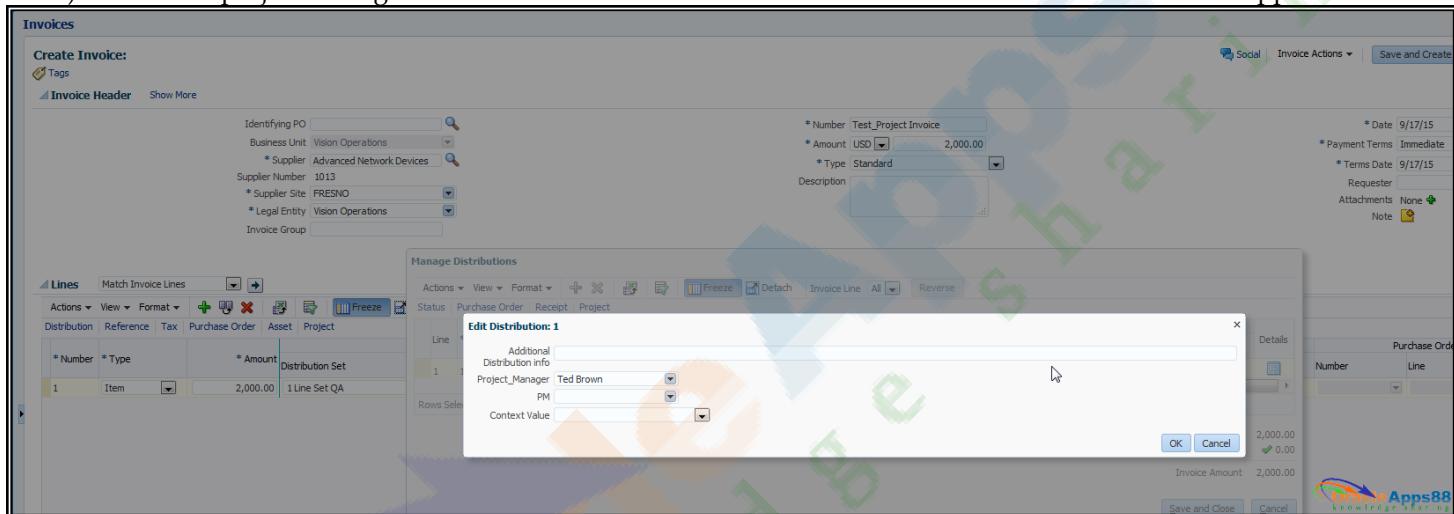
This screenshot shows the Oracle Fusion Rule Editor. On the left, there's a sidebar with icons for General, Assignees, Data, Deadlines, Notifications, Access, and Configuration. The main area shows a rule configuration window. The 'IF' condition is highlighted with a red box, showing a comparison between 'InvoiceDistribution.PJCPROJECTID' and 'null'. The 'THEN' section is also highlighted with a red box, showing the selection of 'Users' and the DFF path 'InvoiceDistribution.attribute11'. The bottom right corner features the 'Oracle Apps88 knowledge sharing' logo.

- 7) Create an invoice using the project attributes and select the DFF field from the invoice distribution and select the project manager name against each distribution line.

**Note:** This is a manual activity that the user needs to pick the respective project manager name from the user LOV in the DFF. The DFF field for project manager lists all the user names. We are not automatically populating the DFF value based on the project selected in the invoice distributions.



- 8) Select the project manager name in DFF. Save and Close the distributions and initiate invoice for approval.



- 9) Login with the user **Ted Brown** in BPM UI/ The notification is available in the BPM work list.

#### Use Case 14: Configure an approval rule to route an approval notification to a cost center manager.

The business requirement wants the invoice to be routed to the cost center manager based on the expenditure that has been incurred for that cost center. The cost center is captured on the invoice lines or distributions as part of the account code combination.

#### Solution:

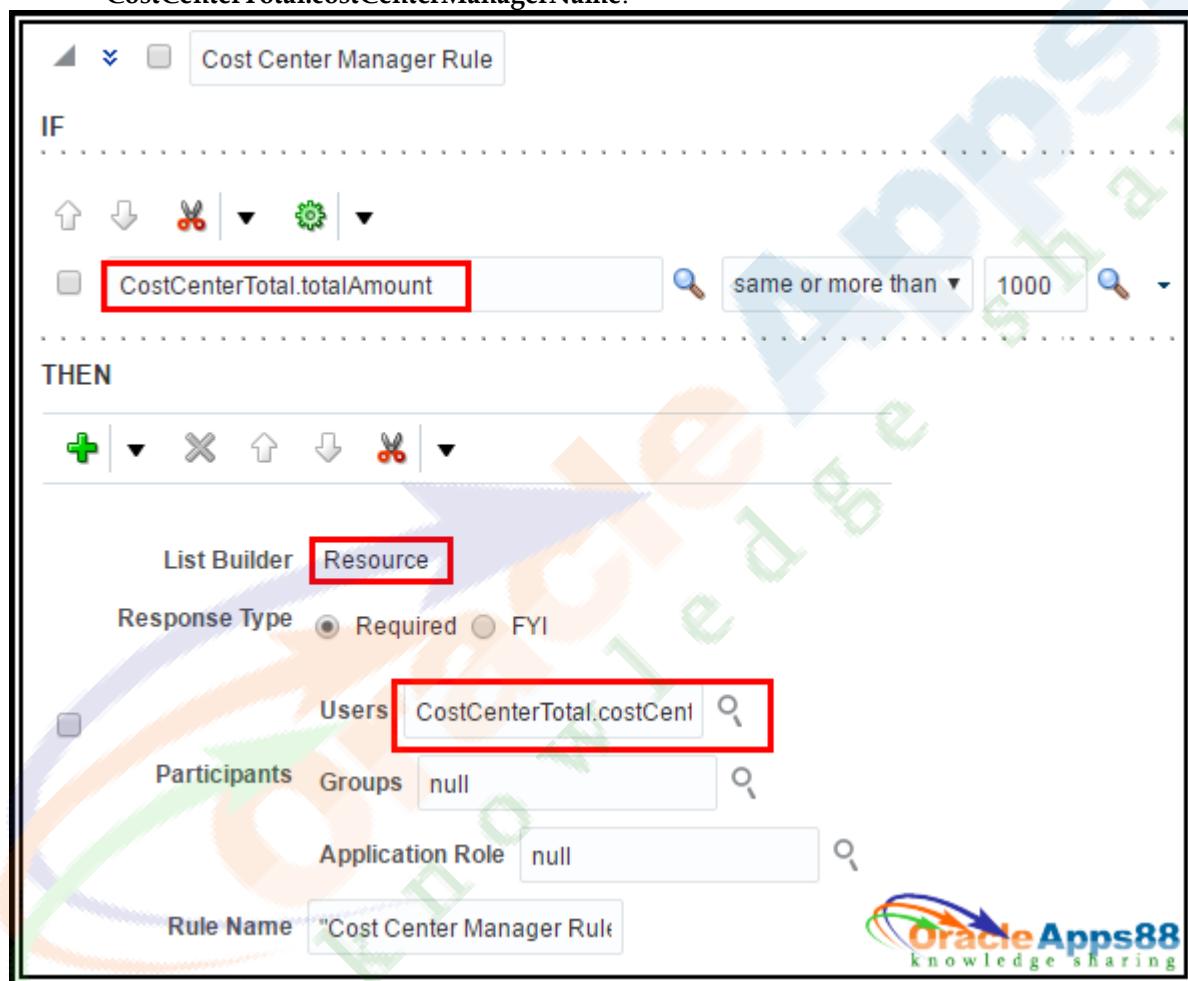
Setup the cost center manager in HCM for each cost center.

**Note:** Refer to the HCM on how to define cost center manager for a cost center.

**Example:** If the cost center total amount is more than \$1,000, then route the approval notification to the respective cost center manager.

#### Steps:

- 1) In the IF condition, Select the attribute **CostCenterTotal.costCenter**.
- 2) In the THEN section, Select list builder as **Resource** and enter the value as **CostCenterTotal.costCenterManagerName**.



If invoice amount is less than 1000 dollars then invoice needs to be auto approved.

AutoApprovalRule

IF

InvoiceHeader.invoiceAmount less than 1000

THEN

List Builder Supervisory

Response Type Required

Number of levels 1

Starting Participant HierarchyBuilder.getManager("supervisory",Task.creator,-1,"")

Top Participant HierarchyBuilder.getPrincipal("FINUSER30",-1,"")

Auto Action Enabled True

Auto Action "APPROVE"

Rule Name "AutoApprovalRule"



**Use Case15: Configure an approval rule to route approval notifications to various approvers based on the cost center total limit.**

The business wants approvals to be triggered based on the amount limits defined around the cost center. If an invoice has multiple distributions for the same cost center, then the limits have to be verified after summing up all the distributions for the same cost center.

**Solution:**

Rules Defined: For cost center 110, Approver A is authorized to approve if the total for cost center is less than \$1000 and Approver B is authorized to approve if the total for cost center is above \$1000.

Invoice 1: This invoice has following distributions. Approver B has to receive the approval notification as the sum of distribution exceeds \$1000 (even though each distribution is less than \$1000).

| Distribution                    | Distribution - Cost Center | Amount        |
|---------------------------------|----------------------------|---------------|
| 1                               | 110                        | \$800         |
| 2                               | 110                        | \$700         |
| 3                               | 110                        | \$500         |
| <b>Distribution 110 - Total</b> |                            | <b>\$2000</b> |

Invoice 2: This invoice has following distributions. Approver A has to receive the approval notification as the sum of distribution is less than \$1000.

| Distribution                    | Distribution - Cost Center | Amount       |
|---------------------------------|----------------------------|--------------|
| 1                               | 110                        | \$500        |
| 2                               | 110                        | \$300        |
| <b>Distribution 110 - Total</b> |                            | <b>\$800</b> |

You need to leverage the aggregate functionality in approvals. In the given scenario this aggregate function helps to create a loop and sum the distribution amounts for a given cost center. Later this total amount needs to be checked against the approval limits.

**Steps to create the rules: (ADD periods after each number in the steps to create.)**

- 1) Create a new rule in the required participant type.
- 2) Expand the advanced settings and enable the advanced mode.

The screenshot shows the Oracle Apps88 interface for rule configuration. The top navigation bar includes 'View', 'IF/THEN Rules', and a search bar. The main area displays a rule set named 'ParallelTypeParticipantOneInSequentialModeRuleSet'. Under this, there is a single rule named 'Rule 1'. The rule's properties are shown: 'Effective Date' is set to 'Always', 'Priority' is 'Medium', and both 'Active' and 'Advanced Mode' checkboxes are checked. The 'Advanced Mode' checkbox is highlighted with a yellow box. The bottom right corner features the 'Oracle Apps88 knowledge sharing' logo.

- 3) In the IF condition enable the surround option (loop). This is available at the end of the condition row.

ParallelTypeParticipantOneInSequentialModeRuleSet

View IF/THEN Rules + X 1-1 of 1

**Rule 1**

Description

Effective Date Always

Priority Medium Active Advanced Mode Tree Mode

**IF**

is a and

is

Surround Desurround

Oracle Apps88 knowledge sharing

- 4) A new drop down for the type of surround function is visible. Select the aggregate function from the drop down list.

ParallelTypeParticipantOneInSequentialModeRuleSet

View IF/THEN Rules + X 1-1 of 1

**Rule 1**

Description

Effective Date Always

Priority Medium Active Advanced Mode Tree Mode

**IF**

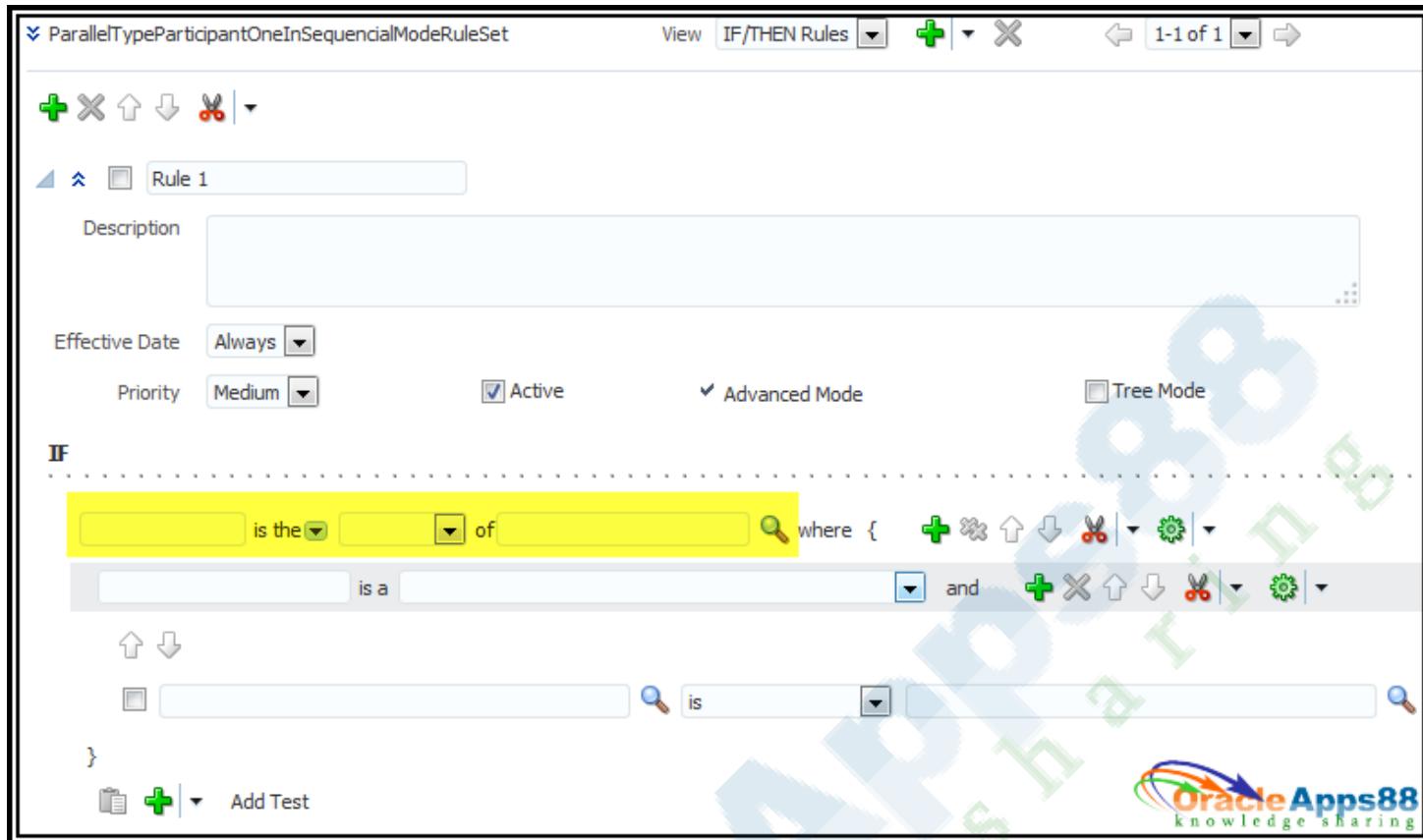
(for each case where) { is a and } is

(for each case where)  
there is a case where  
there is no case where  
aggregate

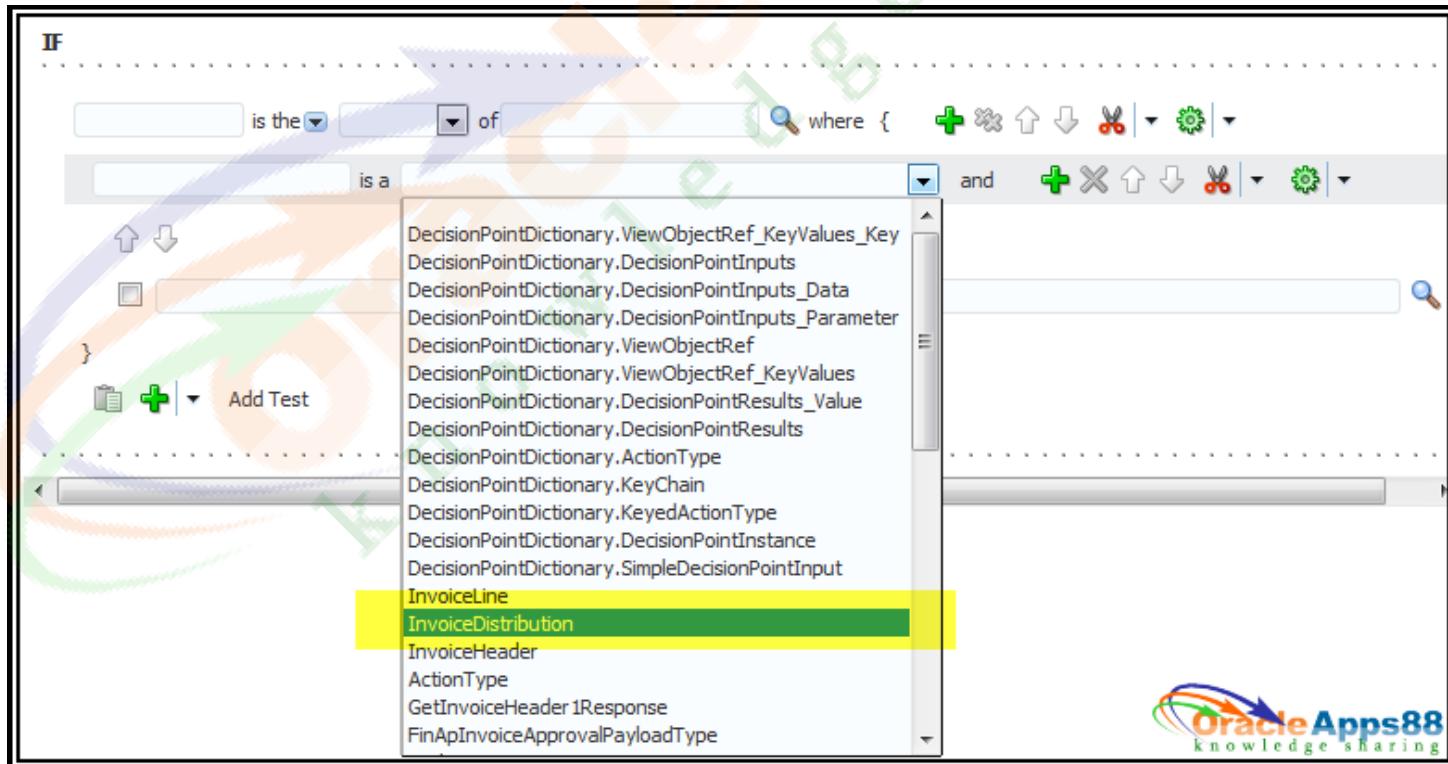
Add Test

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- 5) Once selected, the aggregate condition displays a new line. This line denotes what action needs to be performed while enacting the loop.



- 6) First, the conditions need to be defined in the loop. In the condition line, select the value InvoiceDistribution as shown in the screenshot.



- 7) Fill the action to be done for the loop, to sum the entire distributions amount. Enter the action as shown in the screenshot. Here the Total\_Dist\_Amount is free text, Sum is the action, InvoiceDistribution.Amount is the value selected from dropdown menu.

**IF**

Total\_Dist\_Amoun is the sum of InvoiceDistribution.amount where {

InvoiceDistribution is a InvoiceDistribution and

}

Add Test

The screenshot shows a configuration interface for Oracle Apps88. At the top, there's a toolbar with various icons. Below it, a main area has the word 'IF' at the top. Inside, there's a condition: 'Total\_Dist\_Amoun is the sum of InvoiceDistribution.amount where {'. Below this, another condition is shown: 'InvoiceDistribution is a InvoiceDistribution and'. At the bottom left, there's a button labeled 'Add Test'.

- 8) Add another condition to sum only the distributions that are part of a specific cost center. In this example, the cost segment value is 110. Write the condition as show in the image.

**IF**

Total\_Dist\_Amoun is the sum of InvoiceDistribution.amount where {

InvoiceDistribution is a InvoiceDistribution and

InvoiceDistribution.costCenterSegment is "110"

}

Add Test

This screenshot shows the same configuration interface as the previous one, but with an additional condition added: 'InvoiceDistribution.costCenterSegment is "110"'. This condition is highlighted with a yellow background. The rest of the interface remains the same, with the 'Add Test' button at the bottom.

- 9) The loop definitions are configured. The application sums all distribution amounts whose cost center is 110. The total distribution amount now needs to be checked against the approval limit. The first check is for amounts less than \$1000. Click the Add Test Icon and add a simple test.

**IF**

Total\_Dist\_Amoun is the sum of InvoiceDistribution.amount where {

InvoiceDistribution is a InvoiceDistribution and

InvoiceDistribution.costCenterSegment is "110"

}

**THEN**

Add Test

simple test

variable

(...)

not(...)

This screenshot shows the configuration interface again. It includes the same IF condition as before, plus a 'THEN' block below it. A dropdown menu is open under the 'Add Test' button, showing options like 'simple test', 'variable', '(...)', and 'not(...)'.

- 10) Add the condition as shown in the image.

**IF**

Total\_Dist\_Amoun is the   of InvoiceDistribution.amount       |    |

InvoiceDistribution is a InvoiceDistribution       |

InvoiceDistribution.costCenterSegment  "110"

Total\_Dist\_Amount  1000

|

- 11) Now the condition definition is ready and the action result needs to be defined. Here you need to send the approval notification to user Person A (say user name is Finuser2). Before that we need to add one condition which is very specific to usage of the surround function. If the requirement is to send the notification to an approval group, add a condition as Lists is Lists and if the supervisor hierarchy is used, add the condition as Task is Task. Click on Add pattern.

IF

Total\_Dist\_Amount is the sum of InvoiceDistribution.amount where {

InvoiceDistribution is a InvoiceDistribution and

InvoiceDistribution.costCenterSegment is "110"

} and

Total\_Dist\_Amount less than 1000

- 12) Add the condition as Lists is Lists. In this example, a specific user is used as the recipient.

IF

Total\_Dist\_Amount is the sum of InvoiceDistribution.amount where { }

InvoiceDistribution is a InvoiceDistribution and

InvoiceDistribution.costCenterSegment is "110"

} and

Lists is a Lists less than 1000

and

Lists is a Lists

Add Test

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knowledge sharing

13) Now add the person for approval. Under the Then section select the action Add Approver-> Resource.

THEN

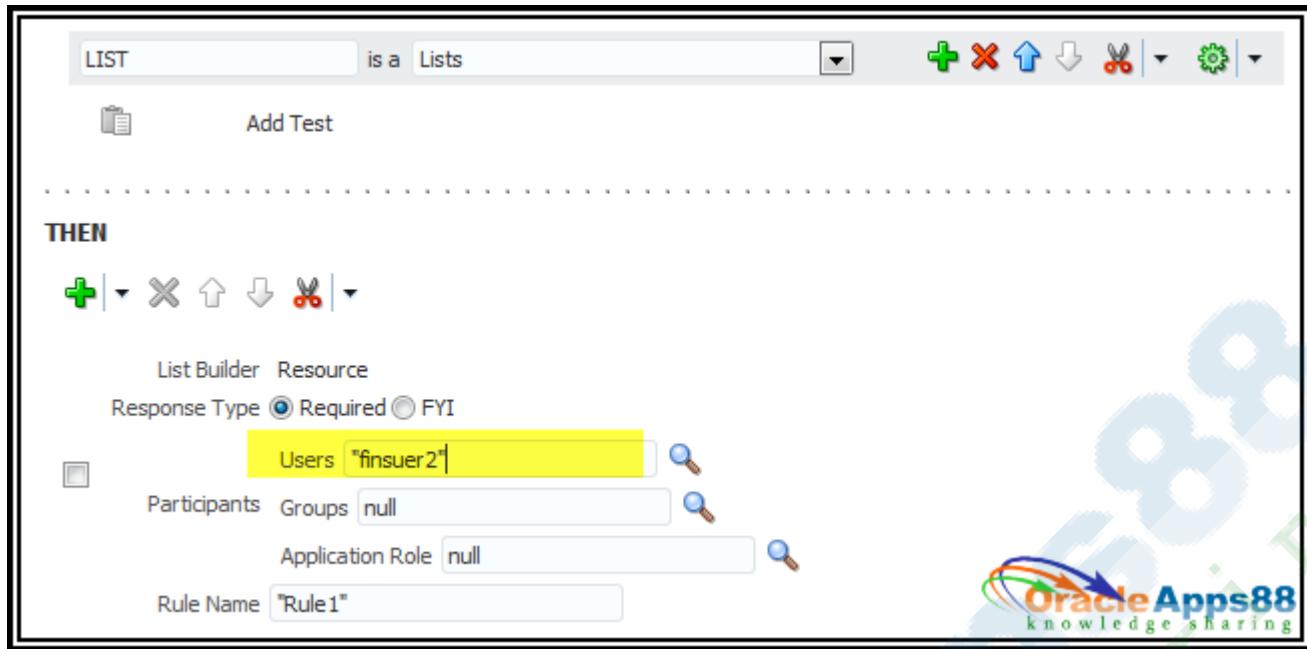
Add Action

- while**
- assert
- assert tree
- assign new
- expression
- for**
- return
- RL
- synchronized**
- throw
- try**
- if (advanced)**
- while (advanced)**
- Add Approver

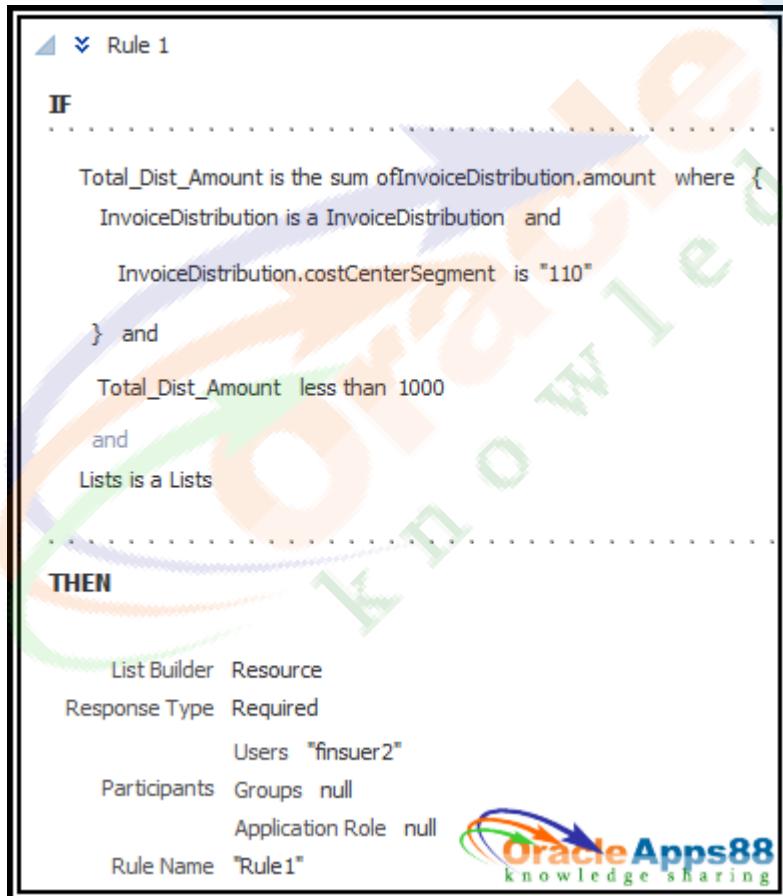
Approval Group  
Job Level  
Management Chain  
Position  
**Resource**  
Supervisor

Oracle Apps88  
knowledge sharing

14) Add the user name as shown in the image.



- 15) The rule definition is now complete. Validate the rule and save it.
- 16) Now add the same rule by copying it and change the approval limit condition as Total\_Dist\_Amount more than 1000. And in the Then section, change the approver as person B (Say finuser3).
- 17) Validate the rule and save it. Commit the changes.
- 18) After saving the rule it will look like below:



**Note:** If you need multiple approval limits then you need to create similar rules for different amount limits.

### UseCase16: Configure approval rules using various participants. FONTS?

The business wants to define the approval policy as the following:

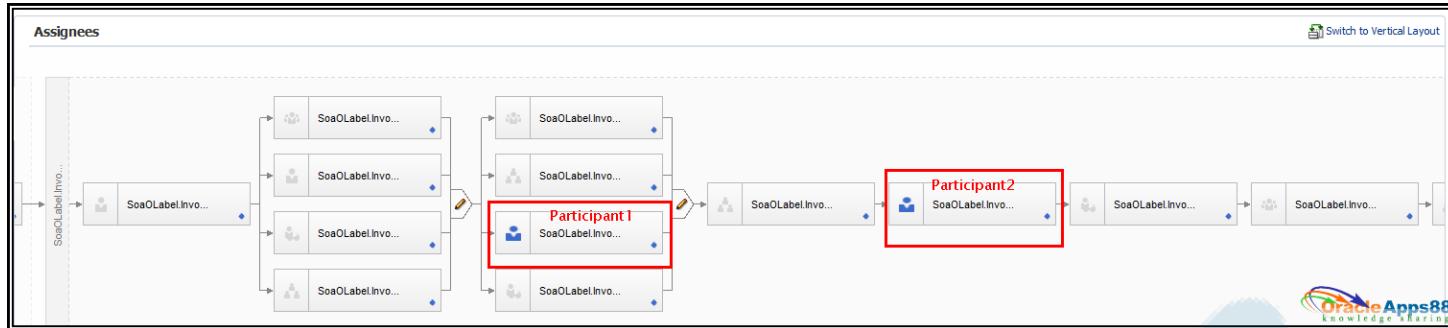
1. If invoices are created with the natural accounts related to an adjustment and suspense accounts (5310, 5320) then the invoice should be autorejected.
2. If the invoice is created with accounts other than the adjustment and suspense account and is related to Contract expenditure (Which is captured in DFF field at invoice header level) and Invoice amount is less than \$25,000 dollars then the invoice needs to be approved by the Payables department head and Accounts Manager. These approvers are grouped under Approval group1 (AG1).
3. If invoice is created with accounts other than the adjustment and suspense account and is related to Contract expenditure (Which is captured in DFF field at invoice header level) and Invoice amount is more than \$25,000 dollars and less than \$100,000 dollars then invoice needs to be approved by the Finance Manager and Finance Director (Grouped under Approval group2: AG2). Once the AG2 approves the invoice then invoice should be approved by the Finance Executive Director and Finance VP (Grouped under Approval group3: AG3).
4. If invoice is created with accounts other than the adjustment and suspense account and is related to Contract expenditure (Which is captured in DFF field at invoice header level) and Invoice amount is more than \$100,000 dollars then the invoice needs to be approved by the Finance SVP and Finance Controller (Grouped under Approval group4: AG4). Once invoice is approved by AG4 then invoice should be approved by the CFO and CEO (Grouped under Approval group5: AG5).

#### Solution Approach:

- Create five approval groups AG1, AG2, AG3, AG4, and AG5 with the required users.
- You need to choose two participants for your requirement:
  - Participant 1: SingleTypeParticipantInParallelModeRuleSet.
  - Participant 2: SingleTypeParticipantOneInSequentialModeRuleSet.
- Rules setup using Participant 1 **SingleTypeParticipantInParallelModeRuleSet**.
  - Create autoreject rule for requirement #1 – [Link to the rule setup](#).
  - Create approval rule for requirement #2 – [Link to the rule setup](#).
  - Create approval rule for requirement #3 – [Link to the rule setup](#).
  - Create approval rule for requirement #4 – [Link to the rule setup](#).
  - Create a catch all rule with **Autoapproved** for the invoices not meeting the rules created above- You need to create the rule. (We have not created the rule and depicted in the screenshot).
- Rules setup using Participant 2 **SingleTypeParticipantOneInSequentialModeRuleSet**
  - Create a rule for the requirement #3 – [Link to the rule setup](#).
  - Create a rule for the requirement #4 – [Link to the rule setup](#).
  - Create an ignore participant rule for requirement #1 - [Link to the rule setup](#).
  - Create an ignore participant rule for requirement #2- [Link to the rule setup](#).

Note: You also need to add a condition for the invoices that do not meet the rules created above (not created the rule and depicted in the screenshot).

Use the following two single type participants to achieve the business requirement:



First select participant1 **SingleTypeParticipantInParallelModeRuleSet** to configure the following rules:

1. Define a rule to autoreject the invoice from approval if account segment is **5320** or **5310**.

**Auto Reject Rule**

**IF**

InvoiceDistribution.accountSegment in "5320", "5310"

**THEN**

Response Type: Required

Number of levels: 1

Starting Participant: HierarchyBuilder.getPrincip...

Top Participant: HierarchyBuilder.getManag...

Auto Action Enabled: True

Auto Action: "REJECT"

Rule Name: "AutoRejectRule"

2. Define a rule with advanced options enabled to route the invoice to approval group: **AG1** if the account segment is not **5320** or **5310** and the invoice header DFF is **Contract** and the invoice amount is less than \$25,000.

**IF**

Task is a Task  
and  
Lists is a Lists  
and  
InvoiceHeader is a InvoiceHeader  
and  
InvoiceHeader.invoiceAmount less than 25000  
and  
InvoiceHeader.attribute1 is "Contract"  
and  
there is no case where  
InvoiceDistribution is a InvoiceDistribution  
and  
InvoiceDistribution.accountSegment is "5310" or  
InvoiceDistribution.accountSegment is "5320"

**THEN**

List Builder Approval Group  
Response Type Required FYI  
Approval Group AG1  
Allow empty groups False  
Rule Name "AmountLessThan25K"

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**THEN**

List Builder Approval Group  
Response Type Required FYI  
Approval Group AG1  
Allow empty groups False  
Rule Name "AmountLessThan25K"

Oracle Apps88 knowledge sharing

3. Define a rule with advanced options enabled to route the invoice to approval group to **AG2** if the account segment is not **5320** or **5310** and the invoice header DFF is **Contract** and the invoice amount is more than \$25,000 and less than \$100,000.

The screenshot shows the Oracle Fusion Rule Designer interface. The rule is defined as follows:

- IF** (highlighted with a black box)
  - Task is a Task
  - and
  - Lists is a Lists
  - and
  - InvoiceHeader is a InvoiceHeader
    - InvoiceHeader.invoiceAmount same or more than 25000 and less than 100000
    - InvoiceHeader.attribute1 is "Contract"
  - and
  - there is no case where {
    - InvoiceDistribution is a InvoiceDistribution
      - InvoiceDistribution.accountSegment is "5310" or "5320"
- Add Test

THEN

+ X ↑ ↓ Scissors ▾

List Builder Approval Group

Response Type  Required  FYI

Approval Group AG2 ▾

Allow empty groups False ▾

Rule Name "Amount more than 25K an



4. Define a rule with advanced options enabled to route the invoice to approval group: **AG3** if the account segment is not **5320** or **5310** and the invoice header DFF is **Contract** and the invoice amount is more than \$100,000.

**IF**

Task is a Task

and

Lists is a Lists

and

InvoiceHeader is a InvoiceHeader

and

InvoiceHeader.invoiceAmount more than 100000  
InvoiceHeader.attribute1 is "Contract"

and

there is no case where {

InvoiceDistribution is a InvoiceDistribution

and

InvoiceDistribution.accountSegment is "5310"  
InvoiceDistribution.accountSegment is "5320"

}

Add Test



**THEN**

List Builder Approval Group

Response Type Required FYI

Approval Group AG3

Allow empty groups False

Rule Name "Amountmorethan100K"

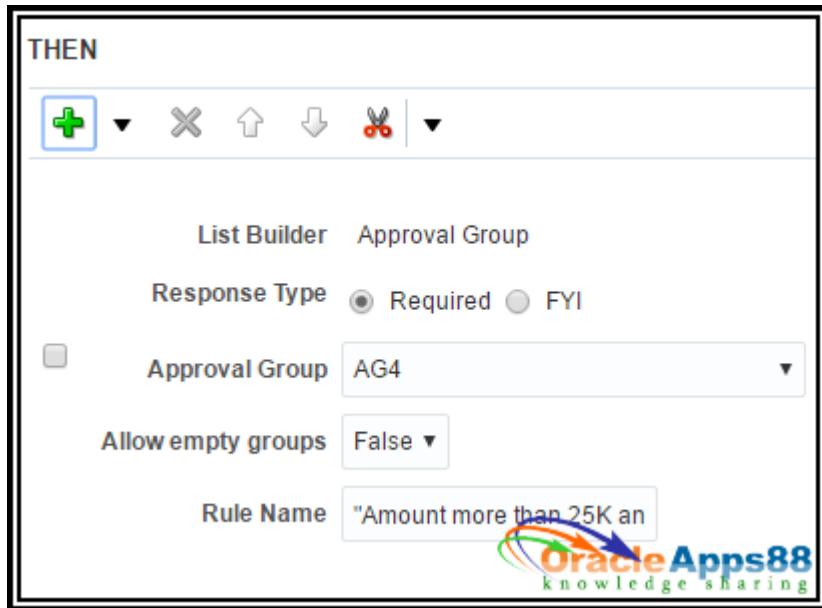


Now use Participant2 SingleTypeParticipantOneInSequentialModeRuleSet to configure the approval rules below:

5. Define a rule with advanced options enabled to route the invoice to the approval group: **AG4** if the account segment is not **5320** or **5310** and the invoice header DFF is **Contract** and the invoice amount is more than \$25,000 and less than \$100,000.

The screenshot shows the Oracle Fusion Rule Designer interface. The rule is defined as follows:

- IF
  - Task is a Task
  - and
  - Lists is a Lists
  - and
  - InvoiceHeader is a InvoiceHeader
    - and
      - InvoiceHeader.invoiceAmount same or more than 25000
      - InvoiceHeader.invoiceAmount less than 100000
      - InvoiceHeader.attribute1 is "Contract"
    - and
    - there is no case where {
      - InvoiceDistribution is a InvoiceDistribution
        - and
          - InvoiceDistribution.accountSegment is "5310"
          - InvoiceDistribution.accountSegment is "5320"

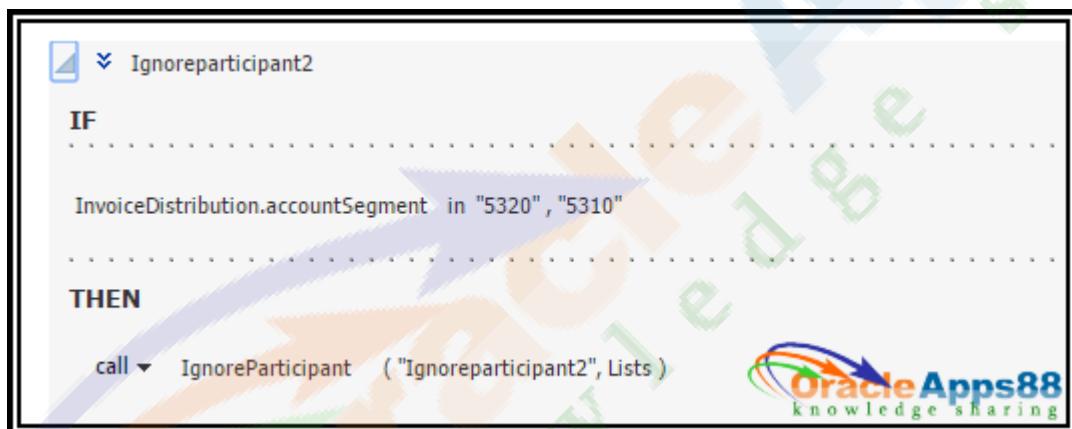


6. Define a rule with advanced options enabled to route the invoice to the approval group: AG5 if the account segment is not 5320 or 5310 and the invoice header DFF is Contract and the invoice amount is more than \$100,000.

The screenshot shows the 'List Builder' interface with a complex rule definition. The rule starts with 'Amount more than 100K' (Task is a Task). It then adds 'Lists is a Lists' (Add Test). Below that is another 'Lists is a Lists' (Add Test). The rule then specifies 'InvoiceHeader is a InvoiceHeader' (Add Test). This is followed by a condition: 'InvoiceHeader.invoiceAmount more than 100000' and 'InvoiceHeader.attribute1 is "Contract"' (Add Test). The rule continues with 'there is no case where' (Add Test), which includes an 'InvoiceDistribution is a InvoiceDistribution' section. This section contains 'InvoiceDistribution.accountSegment is "5310"' and 'InvoiceDistribution.accountSegment is "5320"' (Add Test). The background features a watermark for 'Oracle Apps88 knowledge sharing'.



7. Define a rule to ignore the participant if the account segment is in 5320, or 5310, and the DFF value is not entered.



8. Define a rule to ignore the participant if the account segment is not 5320 or 5310 and the invoice header DFF is Contract and the invoice amount is less than \$25,000.

Ignore Participant1

IF

InvoiceDistribution.accountSegment isn't "5310" or  
InvoiceDistribution.accountSegment isn't "5320" ) and  
InvoiceHeader.attribute1 is "Contract" and  
InvoiceHeader.invoiceAmount less than 25000

THEN

+ call IgnoreParticipant ( "Ignore Participant1", Lists )

### Appendix: Navigation to approval rules UI and approval groups

This section explains on how to navigate to Business Process Management User Interface to configure approval rules and approval group.

#### Navigation to configure invoice approval rules UI:

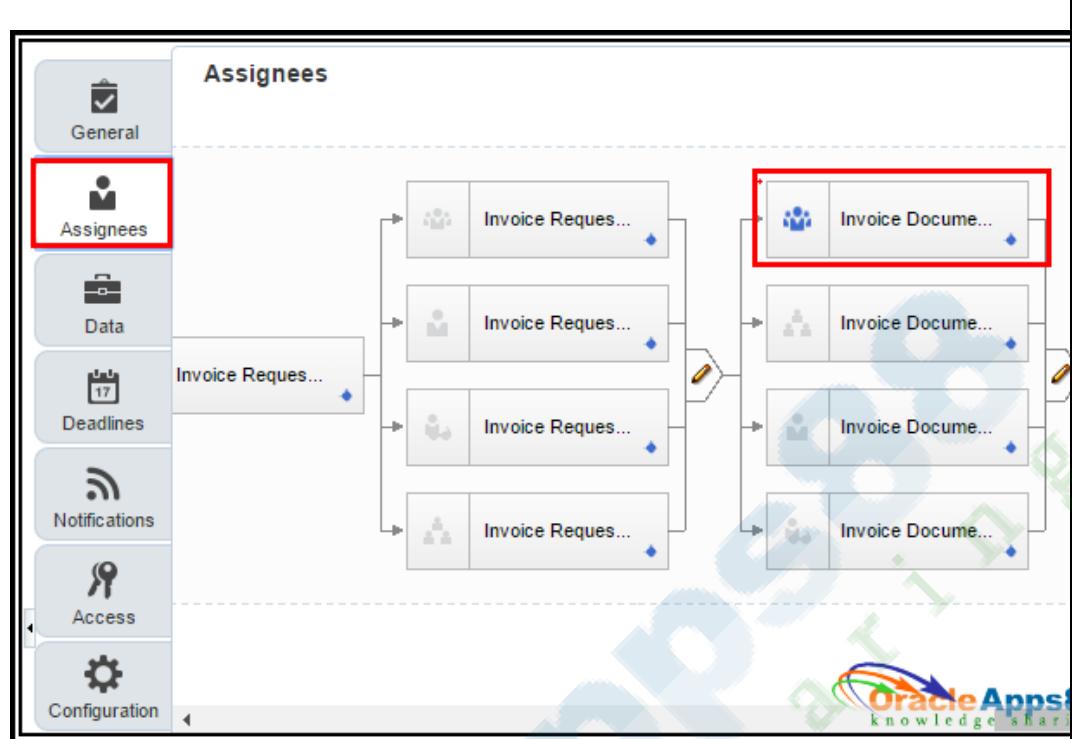
1. Navigate to Setup and Maintenance UI and search for the task **Manage Task Configuration for Financials** and click on the task.



2. Select **FinAPInvoiceApproval** task and click on edit icon

| Title  | Description | Outcomes | APPR | Priority | Category | Hide task creator |
|--|-------------|----------|------|----------|----------|-------------------|
| ActivityManagement (11.1.11.1.0)                         |             |          |      |          |          |                   |
| BankAcctTransferRequestForAction (11.1.11.1.0)           |             |          |      |          |          |                   |
| BankruptcyApproval (11.1.11.1.0)                         |             |          |      |          |          |                   |
| BgtMgrNotificationFyi (11.1.11.1.0)                      |             |          |      |          |          |                   |
| ExpenseAuditMileageAdjustmentFyi (11.1.11.1.0)           |             |          |      |          |          |                   |
| FinApHoldApproval (25001014_24389499)                    |             |          |      |          |          |                   |
| FinApHoldsResolutionApprovalErrorFyi (25001014_24389499) |             |          |      |          |          |                   |
| FinApIncompleteInvoiceHold (25001014_24389499)           |             |          |      |          |          |                   |
| <b>FinAPInvoiceApproval (23060124_230056)</b>            |             |          |      |          |          |                   |
| FinApInvoiceApprovalErrorFyi (23060124_230056)           |             |          |      |          |          |                   |
| FinArTrxnsCreditMemosApproval (11.1.11.1.0)              |             |          |      |          |          |                   |
| FinArTrxnsCreditMemosApprovalErrorFyi (11.1.11.1.0)      |             |          |      |          |          |                   |
| FinArTrxnsCreditMemosManualEntryRequest (11.1.11.1.0)    |             |          |      |          |          |                   |

3.Click on select Assignees tab and select appropriate participant



4.Create an approval rule with IF and THEN conditions

InvoiceApprovalRuleSet View IF/THEN Rules ▶ 1-3 of 3

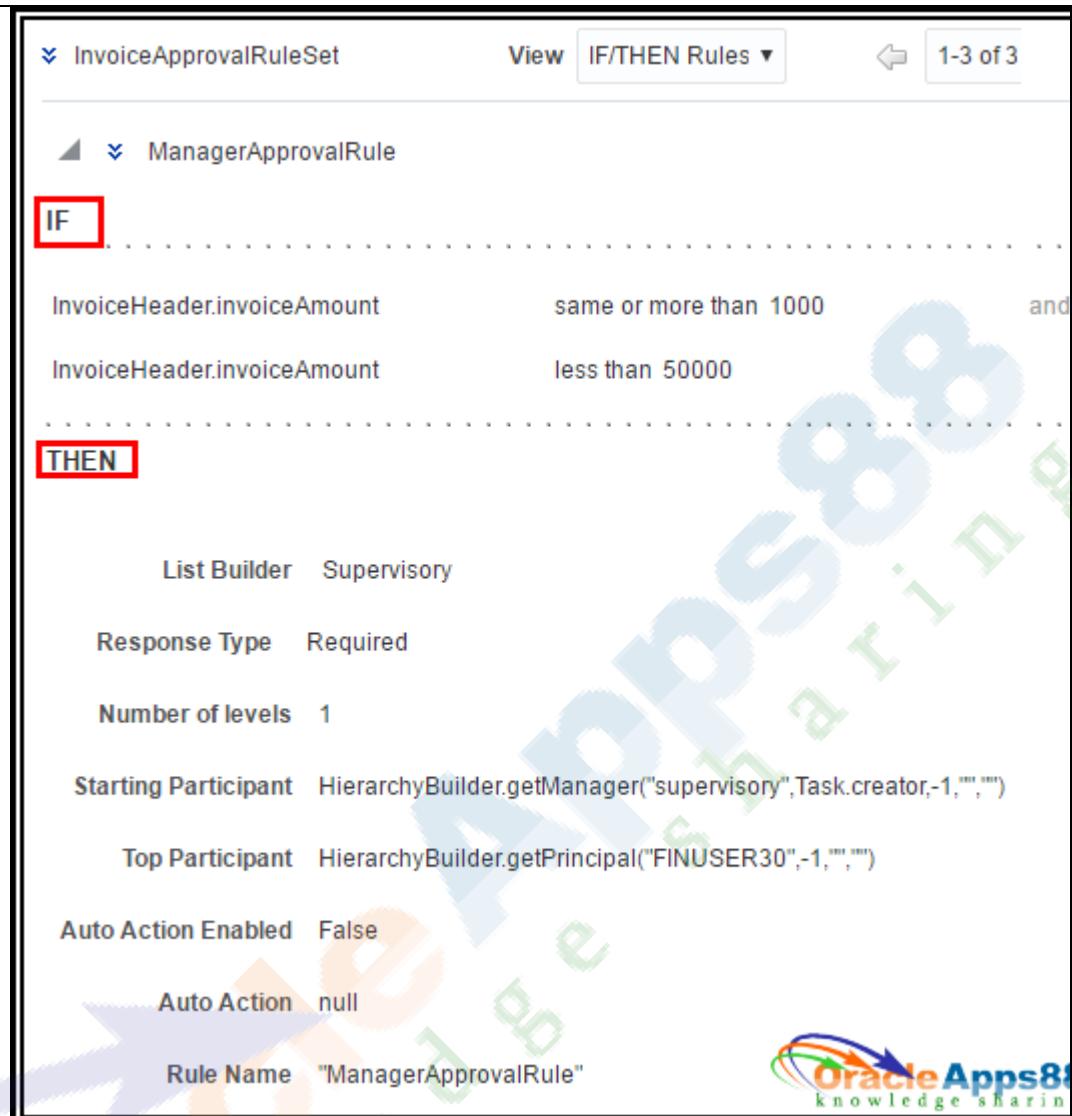
ManagerApprovalRule

**IF**

InvoiceHeader.invoiceAmount same or more than 1000  
InvoiceHeader.invoiceAmount less than 50000

**THEN**

List Builder Supervisory  
Response Type Required  
Number of levels 1  
Starting Participant HierarchyBuilder.getManager("supervisory",Task.creator,-1,"")  
Top Participant HierarchyBuilder.getPrincipal("FINUSER30",-1,"")  
Auto Action Enabled False  
Auto Action null  
Rule Name "ManagerApprovalRule"

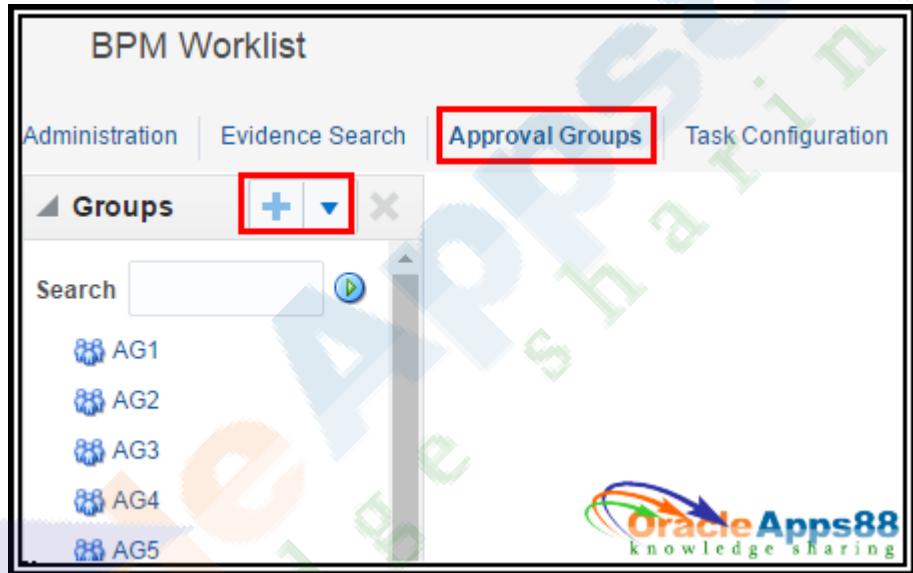


**Navigation to configure approval groups UI:**

1. Navigate to Setup and Maintenance UI and search for the task **Manage Task Configuration for Financials** and click on the task.



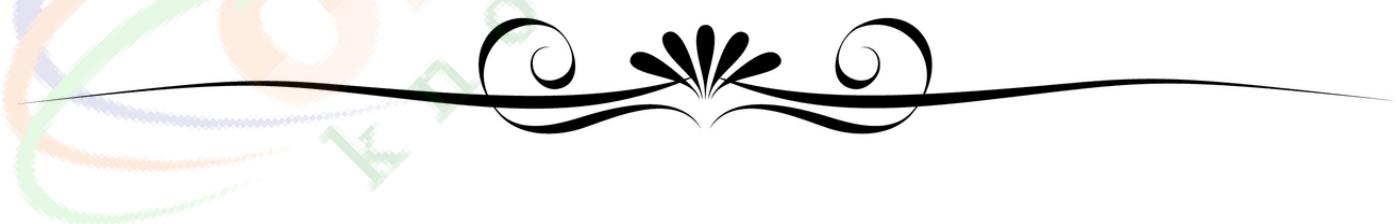
2. Click on + Icon to create approval group



3. Provide name for an approval group and add approvers to the group

The screenshot shows the 'Approval Groups' section of the Oracle Cloud (Fusion) Technical Training Manual. The 'Approval Groups' tab is selected, highlighted with a red border. The 'Task Configuration' tab is visible but not selected. The 'Details' section shows a name field with the value 'Payables and Fin Group' also highlighted with a red border. The 'Members' section lists two users: 'finuser2' and 'finuser4'. A vertical flowchart indicates a sequence from a document icon down to the user icons. The Oracle Apps88 watermark is present at the bottom right.

End of BPM - Approval Management (Business Process Management)



## Oracle Fusion Procure to Pay (P2P) Life Cycle with Functional and Technical flow

The Procure to Pay cycle is vital to an organization as in this process the organization buys and receives goods or services from its vendors and makes necessary payments.

The key functionalities for different processes of the Procure-to-Pay cycle are:

**In-built intelligence with business transactions**--Role based dash boards and work area for buyer, approver; presenting the statistical report, trend, spend analysis, personalized search capability

**Enhanced sourcing capabilities**--Supplier analysis, visibility of supplier lead time and popularity across departments

**Supplier self-service**-- Single log-on for supplier providing complete visibility to their transactions and full invoicing capability

**Standardized processes** -- to facilitate shared services model and centralized procurement function

**Smart Receipt capabilities**-- Automatic receipt application engine, Over/Under payment rules, scored recommendations based on customer, transaction or exceptions, centralized approach for receipt processing, setup rules to match receipt to the specialist for manual intervention and rules to mark the priority of the receipt based on attributes

**Payable dashboard**--To collaborate with various participants, visibility of priority items and work volume, item tagging option for quick retrieval

**Invoice Work Area**-- Invoice creation from scanned images, exception resolution, Invoice creation in a format based on real life physical invoice offering easy data entry and audit

**Integrated invoice image processing**-- Image attached with the invoice throughout invoice life-cycle

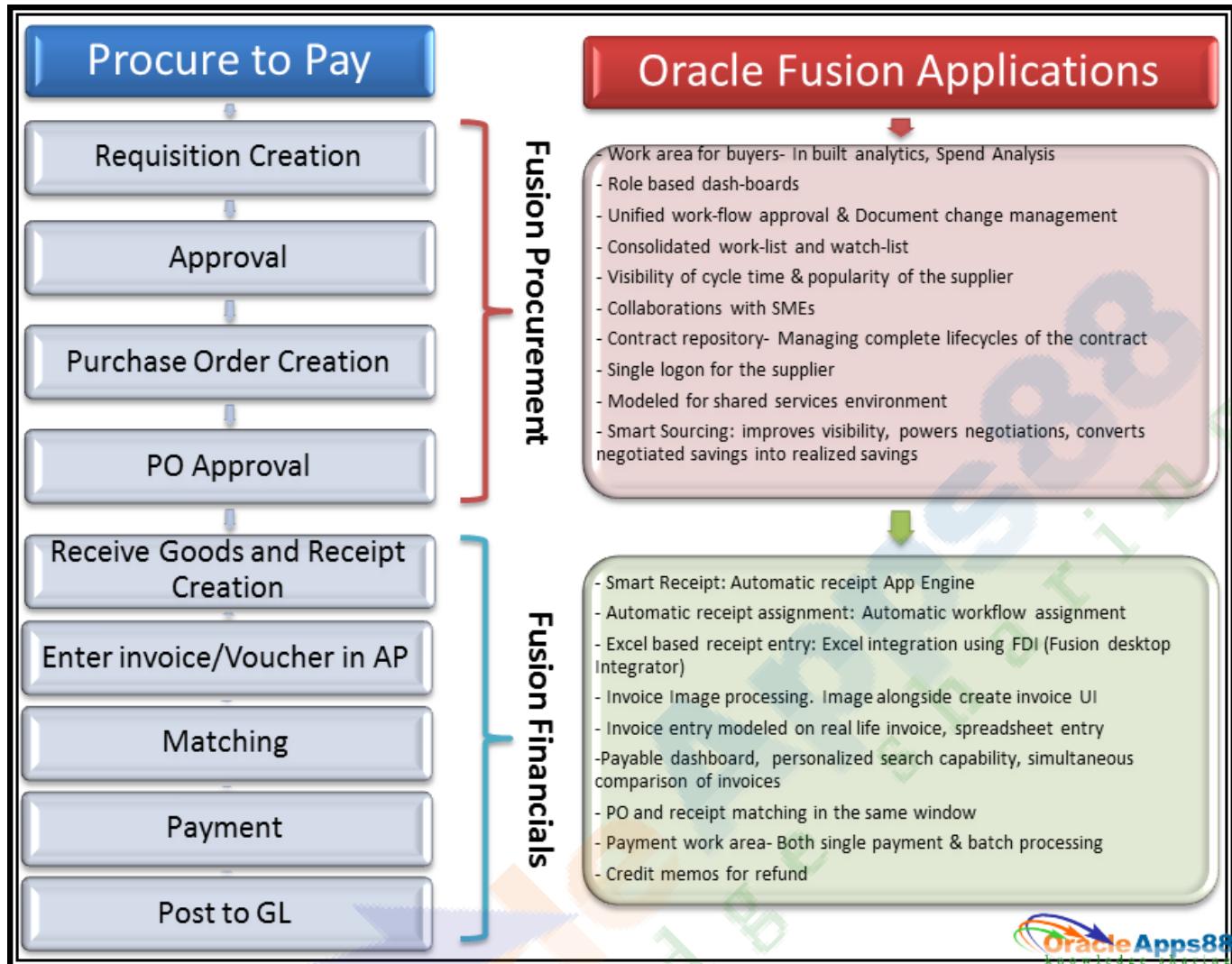
**Invoice indicators**--Out of balance, status and hold, prepayment alert during entry

**Voucher matching** -- with the receipt and PO in the same window

**Personalized view**-- Excel like capability to freeze columns, personalized search, full screen view, export to excel

One of the best characteristics of the Oracle Fusion applications is that these can be fully integrated with traditional Oracle ERP solutions like PeopleSoft, Oracle EBS. So the existing Oracle customers can choose to implement module wise and selective Fusion functions too.

With the in-built business intelligence capabilities and business benefits of cloud based applications; Oracle Fusion financials and procurement definitely equip the finance and purchasing users to play a bigger role and add value in overall business achievements.

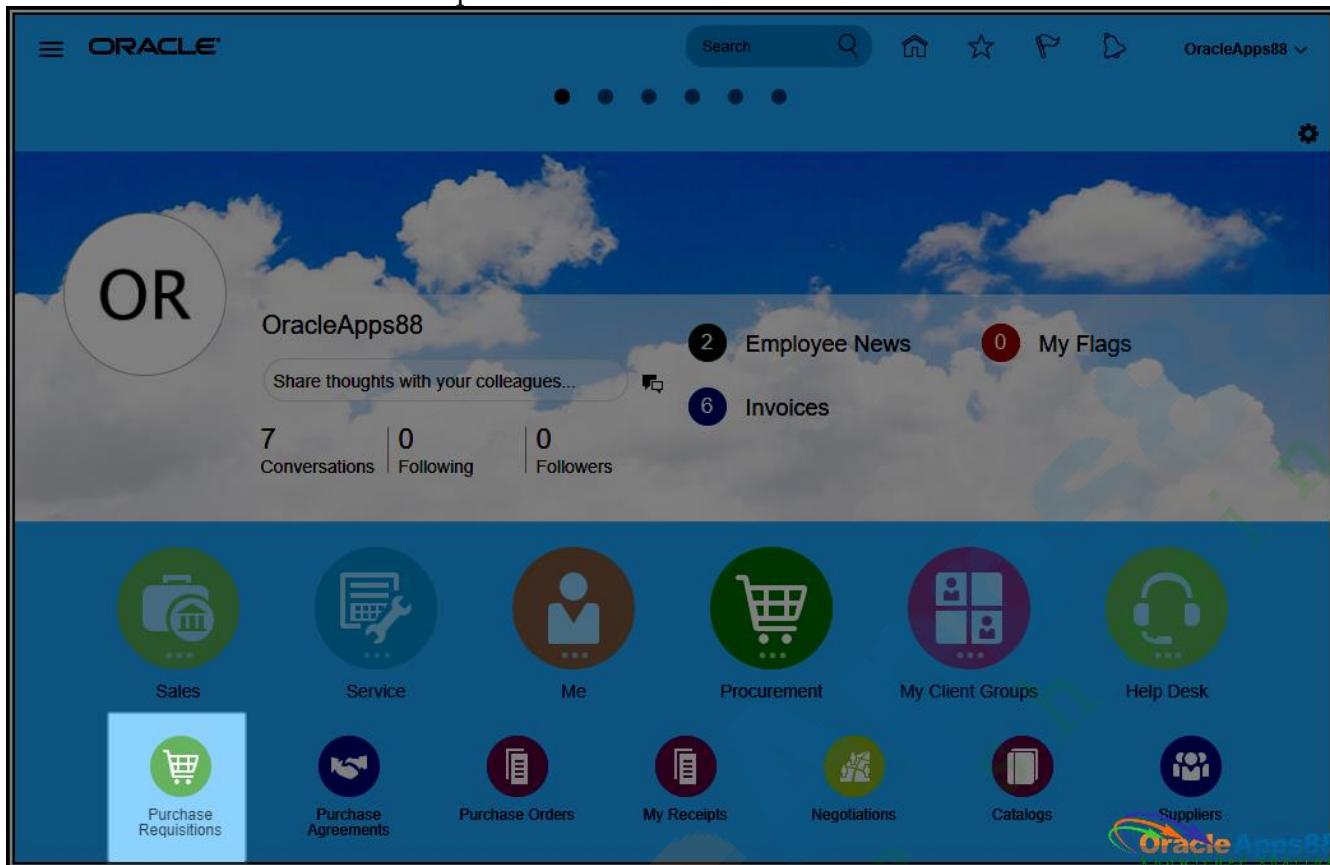


The P2P cycle comprises of the following steps,

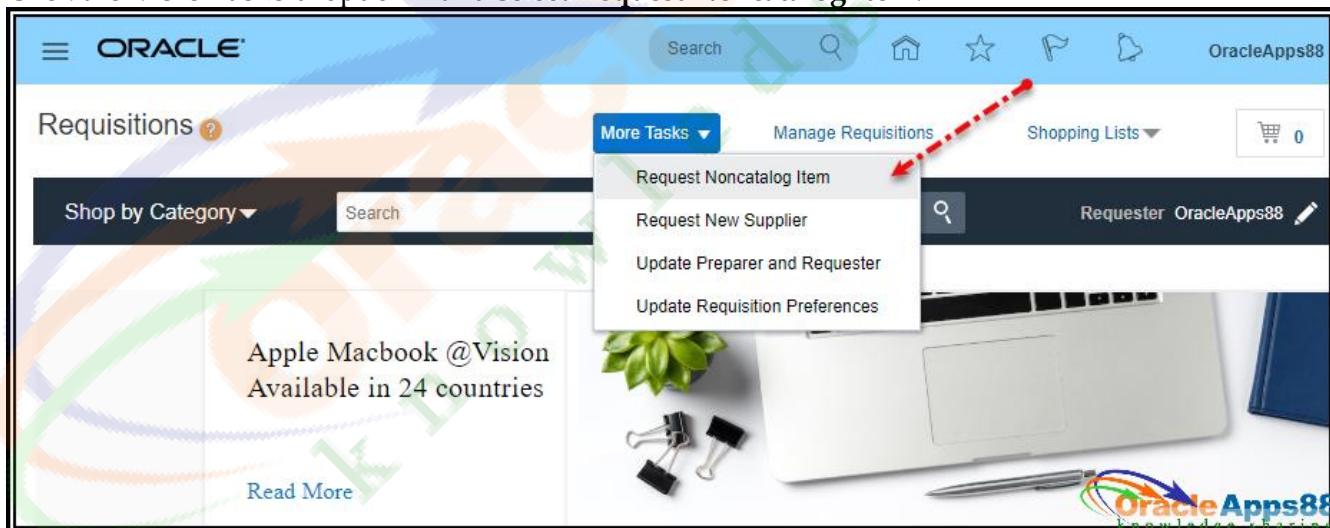
01. Create Requisitions
02. Approve Requisitions
03. Create Purchase Orders
04. Approve Purchase Orders
05. Receive Goods
06. Create Payables invoice with Match PO Lines
07. Approve Invoice
08. Invoice Payment to Supplier with Electronic Method
09. Approve Payments
10. Verify the Transaction Life Cycle
11. Transfer Payables data to General Ledger
12. Transfer Payments data to General Ledger
13. Verify the Journal Batches
14. Verify the Notifications in Mail

## Step 1: 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

**Create Noncatalog Request**

|   |   |   |             |      |  |
|---|---|---|-------------|------|--|
| Item Type                                     | Goods or services billed by quantity  | Add to Shopping List  | Add to Cart | Done |  |
| * Item Description                            | Http://OracleApps88.Blogspot.com/ - OracleApps88@Yahoo.com - (+91) 905 957 4321 | <input type="checkbox"/> New supplier<br>Supplier: OracleApps88 |             |      |  |
| * Category Name                               | Travel  | Supplier Site: REMIT TO<br>Supplier Contact: Oracle, Apps       |             |      |  |
| * Quantity                                    | 120   | Phone: +91 9059574321<br>Fax:<br>Email: OracleApps88@Yahoo.com  |             |      |  |
| * UOM Name                                    | Ea  | Supplier Item:  |             |      |  |
| * Price                                       | 20.00   |   |             |      |  |
| * Currency                                    | USD   |   |             |      |  |
| <input type="checkbox"/> Negotiation required |   |   |             |      |  |

Requisition added to cart

**Create Noncatalog Request**

|                    |                                      |   |             |      |  |
|--------------------|--------------------------------------|---|-------------|------|--|
| Item Type          | Goods or services billed by quantity | Add to Shopping List  | Add to Cart | Done |  |
| * Item Description |                                      | <input type="checkbox"/> New supplier<br>Supplier:<br>Supplier Site:<br>Supplier Contact:<br>Phone:<br>Fax:<br>Email: |             |      |  |
| * Category Name    |                                      |   |             |      |  |
| * Quantity         | 1                                    |   |             |      |  |
| * UOM Name         |                                      |   |             |      |  |
| * Price            |                                      |   |             |      |  |
| * Currency         | USD                                  |   |             |      |  |
| Supplier Item:     |                                      |   |             |      |  |

Click on the cart and click on the Review button

**Create Noncatalog Request**

|                    |                                      |   |             |      |  |
|--------------------|--------------------------------------|---|-------------|------|--|
| Item Type          | Goods or services billed by quantity | Add to Shopping List  | Add to Cart | Done |  |
| * Item Description |                                      | Http://OracleApps88.Blogspot.com/ - OracleApps88@Yahoo.com - (+91) 905 957 4321<br>\$20.00 Ea<br>Total \$2,400.00 |             |      |  |
| * Category Name    |                                      | Supplier Contact:<br>Phone:<br>Fax:   |             |      |  |
| * Quantity         | 1                                    |   |             |      |  |
| * UOM Name         |                                      |   |             |      |  |
| Review             |                                      |   |             |      |  |

Review the requisition details and click on Submit button

Edit Requisition: 204073

Requisitioning BU: US1 Business Unit

\* Description: <Http://OracleApps88.Blogspot.com/> - OracleApps88@Yahoo.com - (+91) 905 957 4321

Procurement Card:

Justification:

Overriding Approver:

Emergency purchase order number required

Requisition Lines

| Line         | Description                                      | Category Name | * Quantity | UOM Name | * Price   | Amount (USD)    | Delete |
|--------------|--|---------------|------------|----------|-----------|-----------------|--------|
| 1            | Http://OracleApps88.Blogspot.com/ - OracleTravel |               | 120        | Ea       | 20.00 USD | 2,400.00        |        |
| <b>Total</b> |  |               |            |          |           | <b>2,400.00</b> |        |

Rows Selected: 1 Columns Hidden: 8

Line 1: Details

Delivery

\* Requester: OracleApps88

Urgent: No

Requested Delivery Date: 7/24/19

Suggested Buyer: OracleApps88

Deliver-to Location Type: Internal

\* Deliver-to Location: Chicago

Deliver-to Address: 233 South Wacker Drive, CHICAGO, IL 60606 Cook, UNITED STATES

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

Requisitions

Available in 24 countries

Read More

Recent Requisitions

View More

204073 Http://OracleApps8... Pending approval

Recent Purchases

Confirmation

Requisition 204073 was submitted.

**View PDF** **OK**

**ORACLE®**

Requisition 204073 (2,400 USD)

Report Date 7/21/19 3:11 PM GMT+00:00  
Page 1 of 1

|                   |   |                    |           |
|-------------------|---|--------------------|-----------|
| Requisitioning BU | US1 Business Unit   | Requisition Amount | 2,400 USD |
| Entered By        | OracleApps88  | Approval Amount    | 2,622 USD |
| Status            | Pending approval  | Procurement Card   |           |
| Description       | Http://OracleApps88.Blogspot.com/ -<br>OracleApps88@Yahoo.com -<br>(+91) 905 957 4321 | Justification      |           |

**Attachments**

| Title                  | File Name or URL                  | Description        |
|------------------------|-----------------------------------|--------------------|
| OracleApps88@Yahoo.com | http://OracleApps88.Blogspot.com/ | (+91) 905 957 4321 |

**Lines**

| Line | Item  | Description | Category Name | Quantity | UOM       | Price | Amount (USD)     | Status |
|------|---|-------------|---------------|----------|-----------|-------|------------------|--------|
| 1    | Http://OracleApps88.Blogspot.com/ -<br>OracleApps88@Yahoo.com -<br>(+91) 905 957 4321 | Travel      | 120           | Ea       | 20.00 USD | 2,400 | Pending approval |        |

|                          |  |                  |   |
|--------------------------|--|------------------|---|
| Requester                | OracleApps88   | Supplier         | OracleApps88  |
| Urgent                   | No   | New Supplier     | No  |
| Requested Delivery Date  | 7/24/19  | Supplier Site    | REMIT TO  |
| Deliver-to Location Type | Internal   | Supplier Contact | Apps Oracle   |
| Deliver-to Location      | Chicago  | Contact Phone    | +91 9059574321  |
| Deliver-to Address       | 233 South Wacker Drive,<br>Chicago, IL 60606, Cook,<br>United States | Supplier Item    |   |
| Destination Type         | Expense  | Note to Supplier | http://OracleApps88.Blogspot.com/<br>OracleApps88@Yahoo.com<br>(+91) 905 957 4321 |
| Subinventory             |  | Note to Receiver |   |
| Note to Buyer            |  |                  |   |

**Attachments**

| Title                  | File Name or URL | Description                       |
|------------------------|------------------|-----------------------------------|
| OracleApps88@Yahoo.com | Fusion88.png     | http://OracleApps88.Blogspot.com/ |

**Distributions**

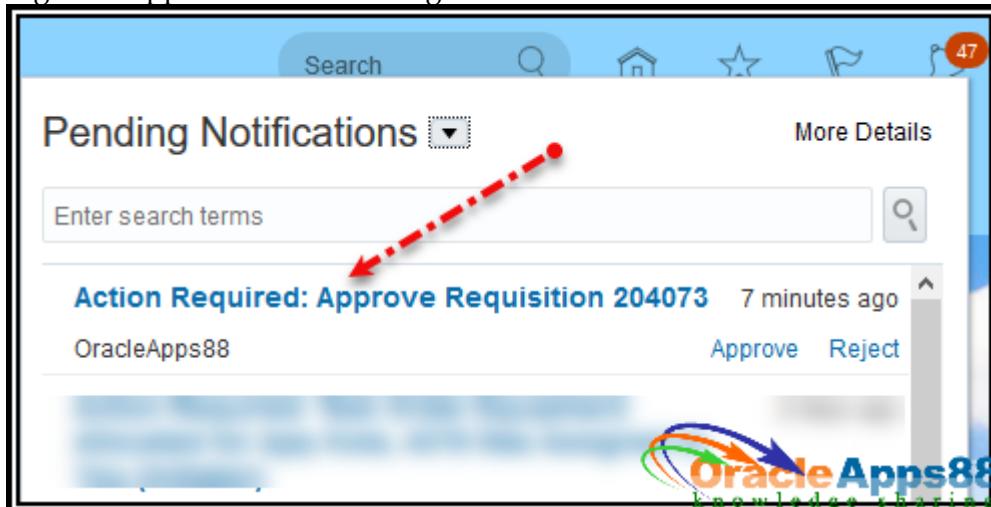
| Distribution | Charge Account               | Percentage | Quantity | Amount (USD) |
|--------------|------------------------------|------------|----------|--------------|
| 1            | 101.10.60511.000.000.00<br>0 | 100        | 120      | 2,400        |

End of Report

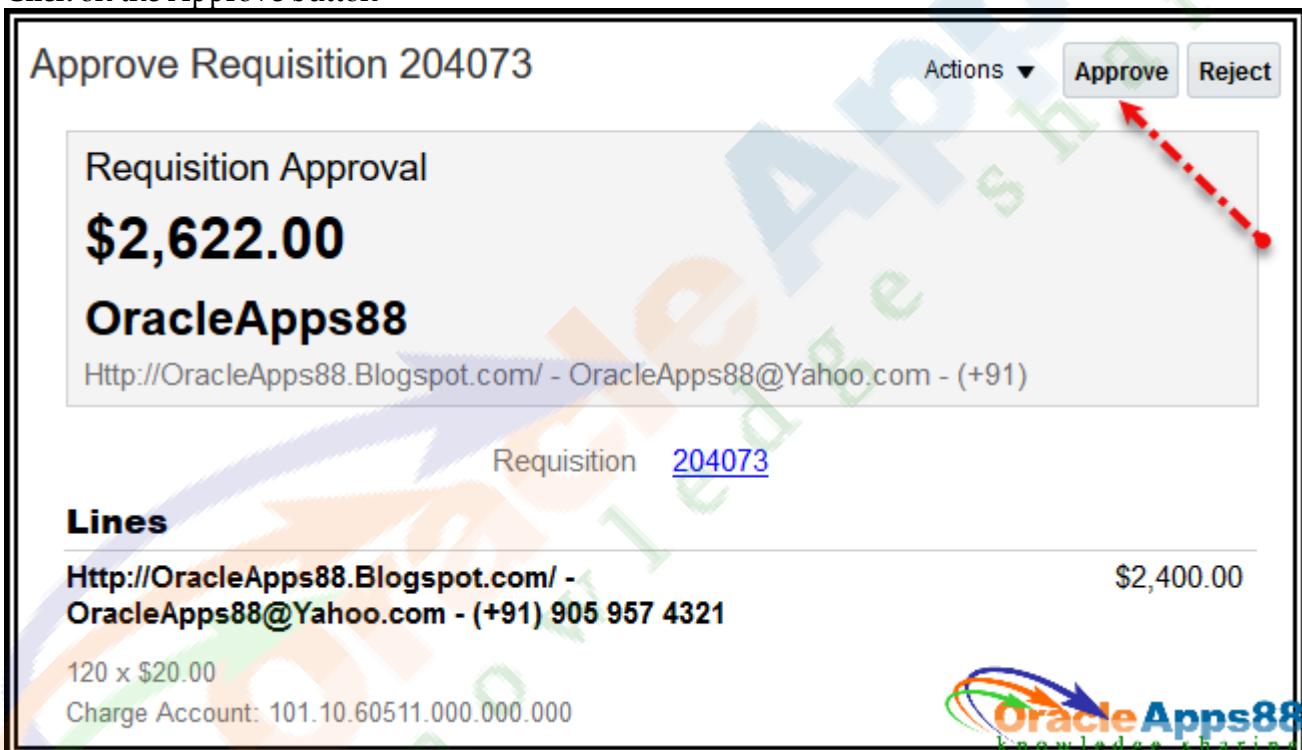


### Step 02: Approve the Requisition

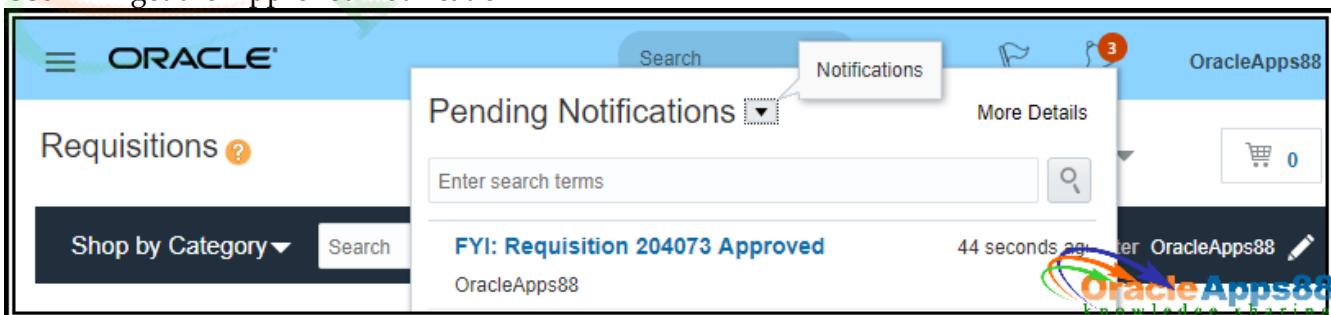
Login the application with Manager user and click on the notification bell icon



Click on the Approve button



User will get the Approved notification



Requisition status changed to Approved

The screenshot shows the OracleCloud interface for managing requisitions. At the top, there's a navigation bar with the Oracle logo, search, home, and other icons. Below it, the main header says "Requisitions" with a question mark icon. To the right are links for "More Tasks", "Manage Requisitions", and "Shopping Lists". A shopping cart icon indicates 3 items. The main content area has a search bar and a "Shop by Category" dropdown. On the left, a "Recent Requisitions" section shows task 204073, which is approved. On the right, there's a "Recent Purchases" section with a laptop icon. The footer features the Oracle Apps 88 logo.

And also get the mail notification

The email notification is from OracleApps88 <infusion-noreply@oracleleads.com> to oracleapps88@yahoo.com. It informs the recipient that FYI: Requisition 204073 Approved. The subject of the email is "Requisition 204073 Approved". The message body includes a "Details" section with the following information:

|                 |                 |
|-----------------|-----------------|
| Assignee        | OracleApps88    |
| From            | OracleApps88    |
| Assigned Date   | 7/21/19 3:21 PM |
| Expiration Date | 8/20/19 3:21 PM |
| Task Number     | 356985          |

The footer of the email features the Oracle Apps 88 logo.

### Tabled involved in Requisition

```

SELECT
    TO_CHAR (prha.approved_date, 'MM-DD-YYYY HH24:mi:ss') AS approved_on_date,
    prla.quantity_cancelled AS cancelled_line_qty,
    TO_CHAR (prla.req_bu_id) AS bu_key,
    TO_CHAR (prla.destination_organization_id) AS org_id,
    TO_CHAR (prla.po_line_id) AS po_line_id,
    NVL (TO_CHAR (prla.deliver_to_cust_id), '0') AS deliver_to_cust_id,
    prla.destination_type_code AS destination_type_code,
    prla.item_source AS item_source,
    NVL (prla.suggested_supplier_item_number, 0) AS suggested_supplier_item_num,
    NVL (prla.suggested_vendor_name, '-') AS suggested_vendor_name,
    prla.line_status AS line_status,
    (CASE
        WHEN prla.matching_basis = 'AMOUNT' THEN prla.amount
        ELSE prla.quantity * prla.unit_price
    END) AS line_amt,
    TO_CHAR (prla.requested_ship_date, 'MM-DD-YYYY HH24:mi:ss') AS requested_ship_date,
    TO_CHAR (prla.last_approval_date, 'MM-DD-YYYY HH24:mi:ss') AS last_approval_date,
    TO_CHAR (prla.cancel_date, 'MM-DD-YYYY HH24:mi:ss') AS cancel_date,
    TO_CHAR (prla.last_submitted_date, 'MM-DD-YYYY HH24:mi:ss') AS last_submitted_date,
    prla.item_description AS line_text,
    prla.rate AS loc_exchange_rate,
    prla.uom_code AS primary_uom_code,
    prla.line_number AS purch_line_num,
    prha.requisition_number AS purch_rqstn_num,
    prla.quantity AS requested_qty,
    NVL (prla.currency_unit_price, prla.unit_price) AS unit_price,
    prla.secondary_uom_code AS uom_code,
    prla.urgent_flag AS urgent_flg,
    prha.document_status AS document_status,
    TO_NUMBER (TO_CHAR (prha.approved_date, 'YYYYMMDD')) AS approved_on_dt_key,
    TO_NUMBER (TO_CHAR (prla.need_by_date, 'YYYYMMDD')) AS needed_by_date_key,
    TO_CHAR (prla.destination_organization_id) AS operating_unit_org_key,
    TO_NUMBER (TO_CHAR (prha.creation_date, 'YYYYMMDD')) AS ordered_on_dt_key,
    TO_CHAR (prla.item_id) AS item_key,
    TO_NUMBER (NULL) AS received_on_dt_key,
    TO_CHAR (prla.requester_id) AS requestor_key,
    TO_CHAR (prla.destination_organization_id) AS rqstn_org_key,
    TO_CHAR (prla.vendor_site_id) AS supplier_account_key,
    TO_CHAR (NVL (pov.party_id, prla.vendor_id)) AS supplier_key,
    TO_CHAR (prla.item_id) AS supplier_prod_key,
    'Purchase Requisition' || '~' || prla.order_type_lookup_code AS req_type_key,
    TO_CHAR (prha.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS req_line_creation_date,
    prla.quantity AS ordered_qty,
    (prla.unit_price * prla.quantity) AS amount_ordered,
    pda.distribution_amount AS distribution_amt,
    NVL (pda.distribution_quantity, 0) AS distribution_qty,
    pda.nonrecoverable_tax AS nonrecoverable_tax,
    pdarecoverable_tax AS recoverable_tax,
    fnd.username AS line_last_updated_by,
    fnd_c.username AS line_created_by,

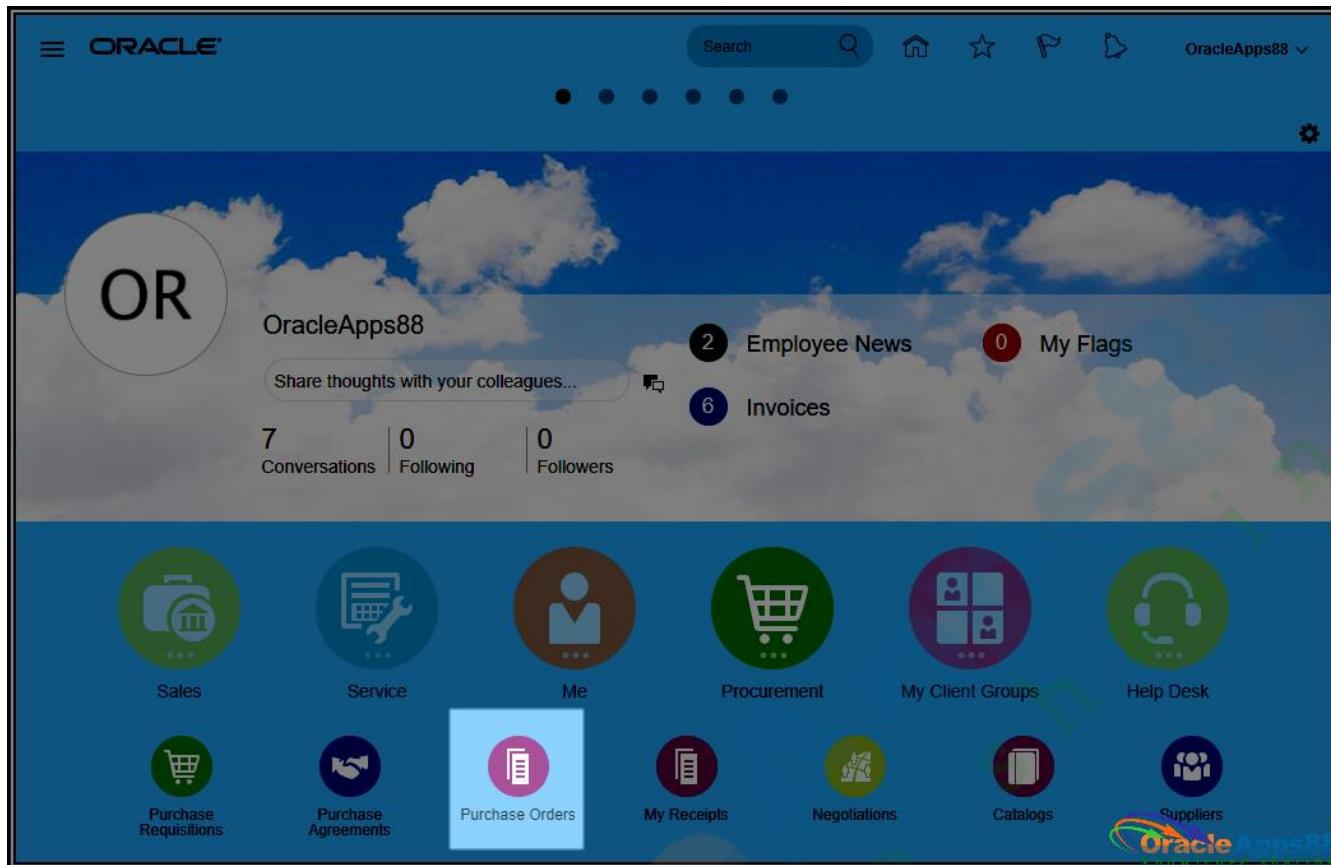
```

```
TO_CHAR (prha.submission_date, 'MM-DD-YYYY HH24:mi:ss') AS
header_submission_date
FROM
  por_requisition_headers_all prha,
  por_requisition_lines_all prla,
  po_line_locations_all polla,
  gl_code_combinations glcc,
  por_req_distributions_all pda,
  per_users fnd,
  per_users fnd_c,
  poz_suppliers pov
WHERE 1=1
AND prla.requisition_header_id = prha.requisition_header_id(+)
AND prla.requisition_line_id(+) = pda.requisition_line_id
AND pda.code_combination_id = glcc.code_combination_id
AND TO_CHAR (fnd.user_id(+)) = prla.last_updated_by
AND TO_CHAR (fnd_c.user_id(+)) = prla.created_by
AND pov.vendor_id(+) = prla.vendor_id
AND prha.requisition_number = '204073'
```

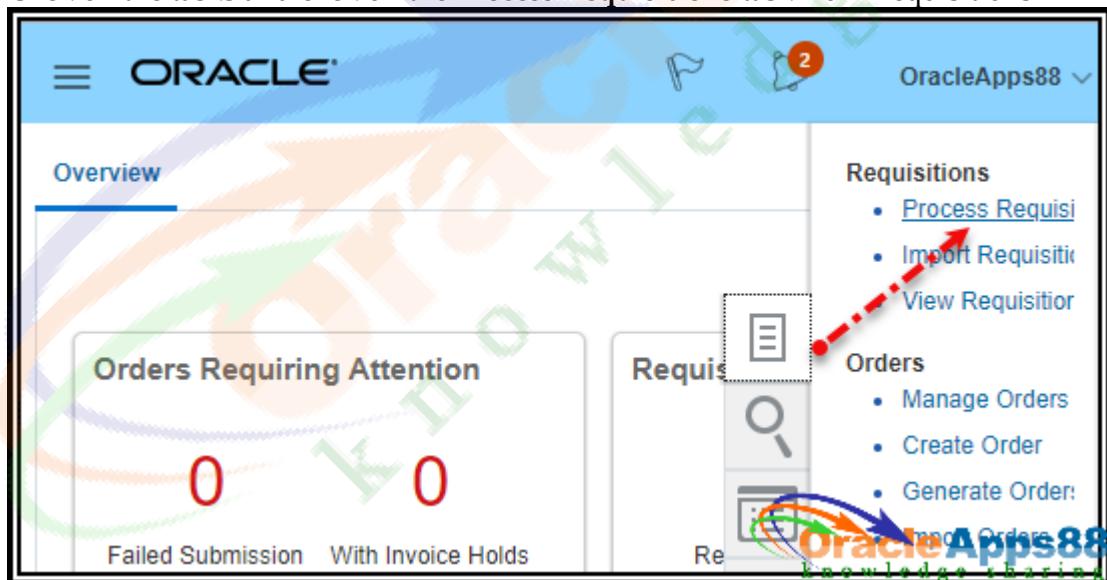


### Step 03: Create Purchase Order with Requisition

Nav: Procurement → Purchase Orders



Click on the tasks and click on the **Process Requisitions** task from Requisitions



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

The screenshot shows the Oracle Fusion Requisitioning module. In the search bar, the Requisition number '204073' is highlighted with a red box and labeled '1'. A red arrow labeled '4' points from the 'Add to Document Builder' button to the 'OK' button in the confirmation dialog. Other search fields include 'Buyer' (OracleApps88), 'Deliver-to Location', 'Category Name', and 'Item'. The results table shows one row for Requisition 204073, Line 1, with details: Entered By OracleApps88, Requester OracleApps88, Category Name Travel, Line Description 'Http://OracleApps88.Blogspot.com/- ( OracleApps88', Quantity 120, UOM Ea, Price 20.00, Amount 2,400.00, Currency USD.

Select the line click on Ok button

The screenshot shows the 'Add to Document Builder' dialog box. It displays the selected requisition line (Requisition 204073, Line 1) and its details. Below this, the 'Add All Selected' section is visible, showing creation parameters: Type 'New Order', Source Agreement 'Purchase Order', Supplier 'OracleApps88', Supplier Site 'REMIT TO', and Currency 'USD'. A red arrow labeled '4' points from the 'OK' button in the dialog to the 'OK' button in the background requisition screen.

Click on the Create button to create the order

The screenshot shows the Oracle Apps Process Requisitions screen. In the search bar, the query "All My Requisition Lines Requiring Action" is entered. The search results table displays columns: Requisition, Line, Line Description, Requester, Quantity, and UOM. A message indicates "Search Results: Requisition Lines". On the right, a "Document Builder" panel is open, showing a list of items such as Procurement BU, Requisitioning BU, Category Name, Item, Type, New Order, Source Agreement, Style, Purchase Order, Supplier, OracleApps88, Supplier Site, REMIT TO, Currency, and USD. A message states "Your Document Builder contains 1 lines." Below this, a section titled "Recently Added Lines" lists a purchase order with details: URL, Amount, and USD. Buttons for "Edit", "Create", and "Clear" are present.

It will create the order and generate the order number

The screenshot shows the Oracle Apps Edit Document (Purchase Order) screen. The document ID is 163701. A modal dialog box titled "Information" displays the message "The document (Purchase Order) 163701 was created." An "OK" button is visible at the bottom of the dialog. The main form shows various fields like Procurement BU, Requisitioning BU, Sold-to Legal Entity, Bill-to BU, Order, Status, \* Buyer, Creation Date, Supplier, Supplier Site, Supplier Contact, Communication Method, \* Email, Bill-to Location, and Default Ship-to Location. The "Main" tab is selected in the navigation bar.

Verify the details and click on the submit button

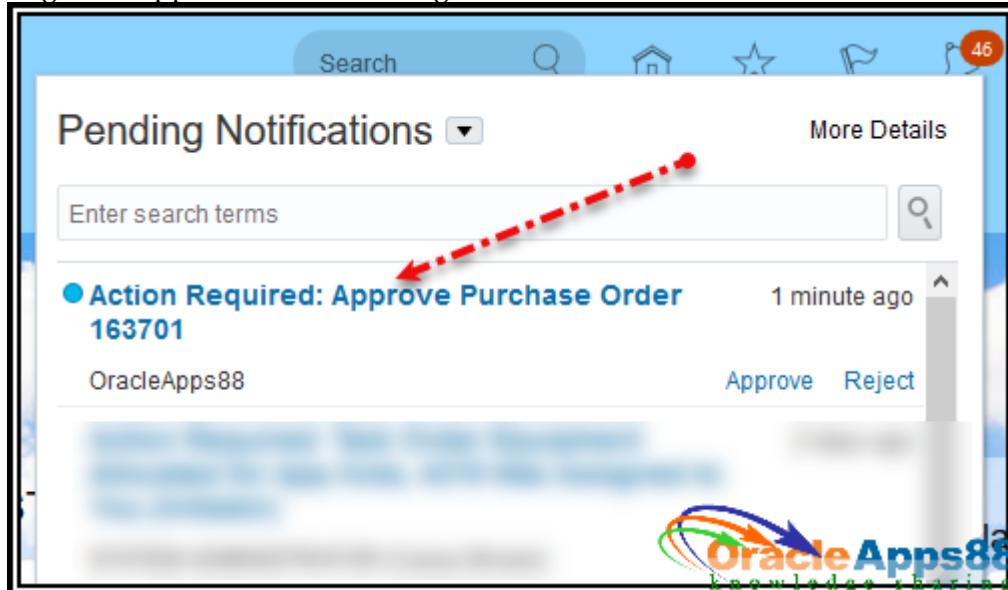
The screenshot shows the 'Edit Document (Purchase Order)' screen for Purchase Order 163701. The 'Main' tab is selected. The 'Submit' button is highlighted with a red arrow. The page displays various purchase order details such as Procurement BU, Supplier, and Communication Method.

It will Submit for manager approval

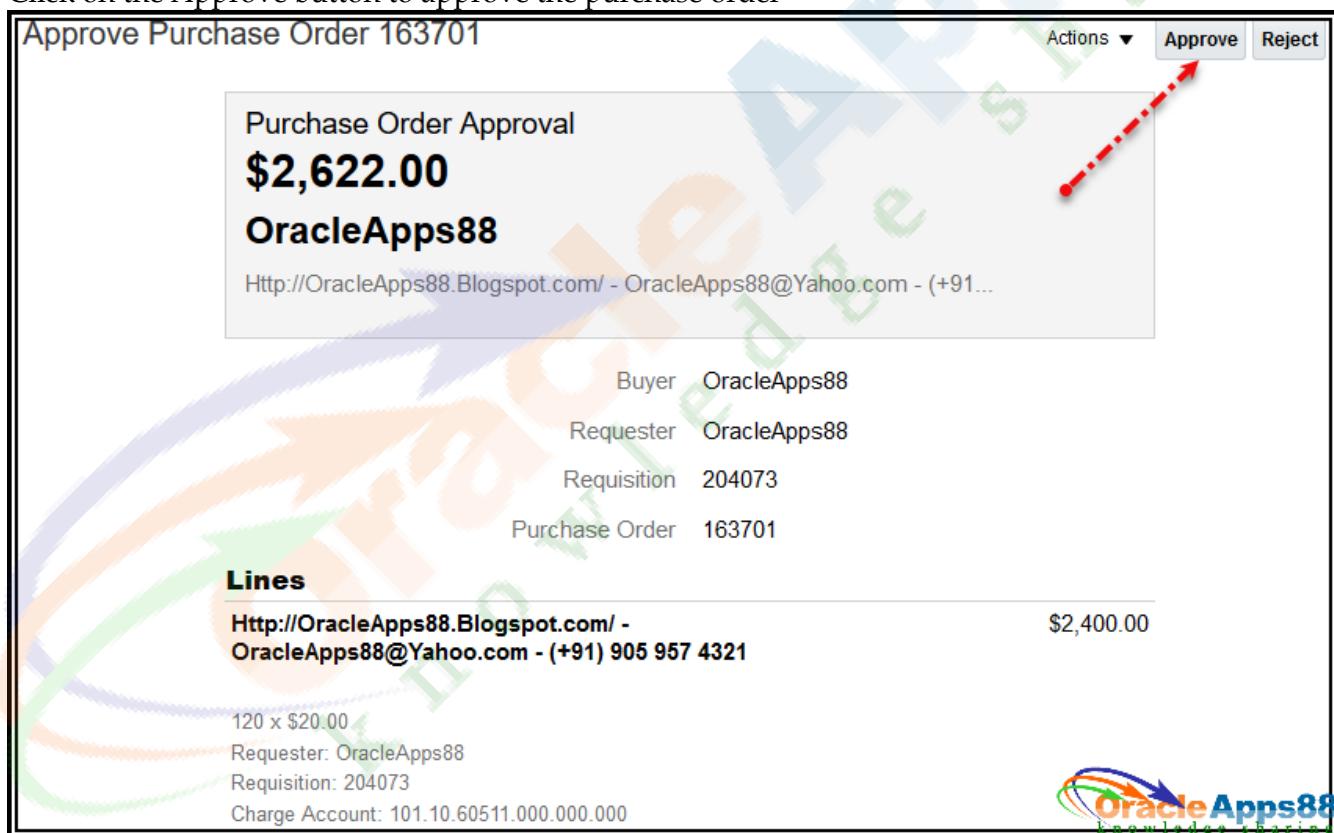
The screenshot shows the 'Process Requisitions' screen. A confirmation dialog box is displayed, stating 'The document (Purchase Order) 163701 was submitted for approval.' The 'OK' button is visible in the dialog box. The background shows search fields for Requisitioning BU, Requisition, Category Name, and Item.

### Step 03: Approve the Purchase Orders

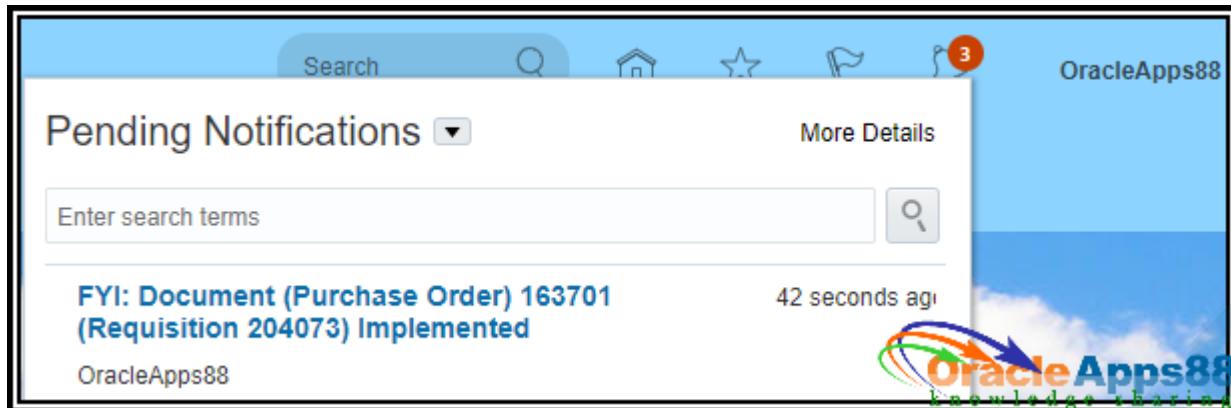
Login the application with Manager user and click on the notification bell icon



Click on the Approve button to approve the purchase order



User will get the order approved notification



And also will get the email notification

The email inbox shows a new message from "OracleApps88 <infusion-noreply@oracleleads.com>" with the subject "FYI: Document (Purchase Order) 163701 (Requisition 204073) Implemented". The message was sent on Jul 21 at 10:58 PM. The email body contains a link to the "Workspace Application" and details about the purchase order, including the order number, procurement unit, buyer, and total amount.

**Details**

|                 |                 |                      |                   |
|-----------------|-----------------|----------------------|-------------------|
| Assignee        | OracleApps88    | Sold-to Legal Entity | US1 Legal Entity  |
| From            | OracleApps88    | Order                | 163701            |
| Assigned Date   | 7/21/19 5:28 PM | Procurement BU       | US1 Business Unit |
| Expiration Date | 8/20/19 5:28 PM | Buyer                | OracleApps88      |
| Task Number     | 356999          | Ordered              | 2,400.00 USD      |

**Order Details**

|                  |              |                   |                   |
|------------------|--------------|-------------------|-------------------|
| Supplier         | OracleApps88 | Description       |                   |
| Supplier Site    | REMIT TO     | Note to Supplier  |                   |
| Ship-to Location | Chicago      | Requisitioning BU | US1 Business Unit |
| Supplier Order   |              | Requisition       | 204073            |

### Below the Tables are effected

```

SELECT
    TO_CHAR (prla.requisition_line_id) AS purch_req_key,
        TO_CHAR (prla.deliver_to_location_id) AS deliver_to_location_key,
        TO_CHAR (prha.approved_date, 'MM-DD-YYYY HH24:mi:ss') AS
approved_on_date,
        polla.amount_cancelled AS cancelled_line_amt,
        prla.quantity_cancelled AS cancelled_line_qty,
        pha.currency_code AS doc_curr_code,
        TO_CHAR (DECODE (pha.agent_id, NULL, prla.assigned_buyer_id)) AS
buyer_key,
        TO_CHAR (prla.req_bu_id) AS bu_key,
        TO_CHAR (prla.destination_organization_id) AS org_id,
        TO_CHAR (pla.category_id) AS category_id,
        TO_CHAR (prla.po_line_id) AS po_line_id,
        NVL (TO_CHAR (prla.deliver_to_cust_id), '0') AS deliver_to_cust_id,
        prla.destination_type_code AS destination_type_code,
        prla.item_source AS item_source,
        NVL (prla.suggested_supplier_item_number, 0) AS
suggested_supplier_item_num,
        NVL (prla.suggested_vendor_name, '-') AS suggested_vendor_name,
        prla.buyer_processing_flag AS buyer_processing_flg,
        TO_CHAR (prla.requested_ship_date, 'MM-DD-YYYY HH24:mi:ss') AS
requested_ship_date,
        TO_CHAR (prla.last_approval_date, 'MM-DD-YYYY HH24:mi:ss') AS
last_approval_date,
        TO_CHAR (prla.cancel_date, 'MM-DD-YYYY HH24:mi:ss') AS cancel_date,
        TO_CHAR (prla.last_submitted_date, 'MM-DD-YYYY HH24:mi:ss') AS
last_submitted_date,
        prla.item_description AS line_text,
        prla.rate AS loc_exchange_rate,
        TO_CHAR (NVL (polla.promised_date, NVL (polla.need_by_date,
prla.need_by_date)), 'MM-DD-YYYY HH24:mi:ss') AS needed_by_date,
        TO_CHAR (pha.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
ordered_on_date,
        TO_CHAR (DECODE (pha.approved_flag, 'Y', pha.approved_date,
NULL), 'MM-DD-YYYY HH24:mi:ss') AS po_approved_on_date,
        pha.revision_num AS po_revisions,
        TO_CHAR (pha.submit_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_submit_on_date,
        prla.uom_code AS primary_uom_code,
        prla.line_number AS purch_line_num,
        prha.requisition_number AS purch_rqstn_num,
        TO_CHAR (ADD_MONTHS (SYSDATE, -200), 'MM-DD-YYYY HH24:mi:ss') AS
received_on_date,
        prla.quantity AS requested_qty,
        pla.uom_code AS standard_uom_code,
        NVL (prla.currency_unit_price, prla.unit_price) AS unit_price,
        prla.secondary_uom_code AS uom_code,
        prla.urgent_flag AS urgent_flg,
        prha.document_status AS document_status,
        TO_NUMBER (TO_CHAR (prha.approved_date, 'YYYYMMDD')) AS
approved_on_dt_key,
        TO_NUMBER (TO_CHAR (polla.promised_date, 'YYYYMMDD')) AS
due_on_dt_key,
        TO_CHAR (pha.default_po_trade_org_id) AS inventory_org_key,

```

```

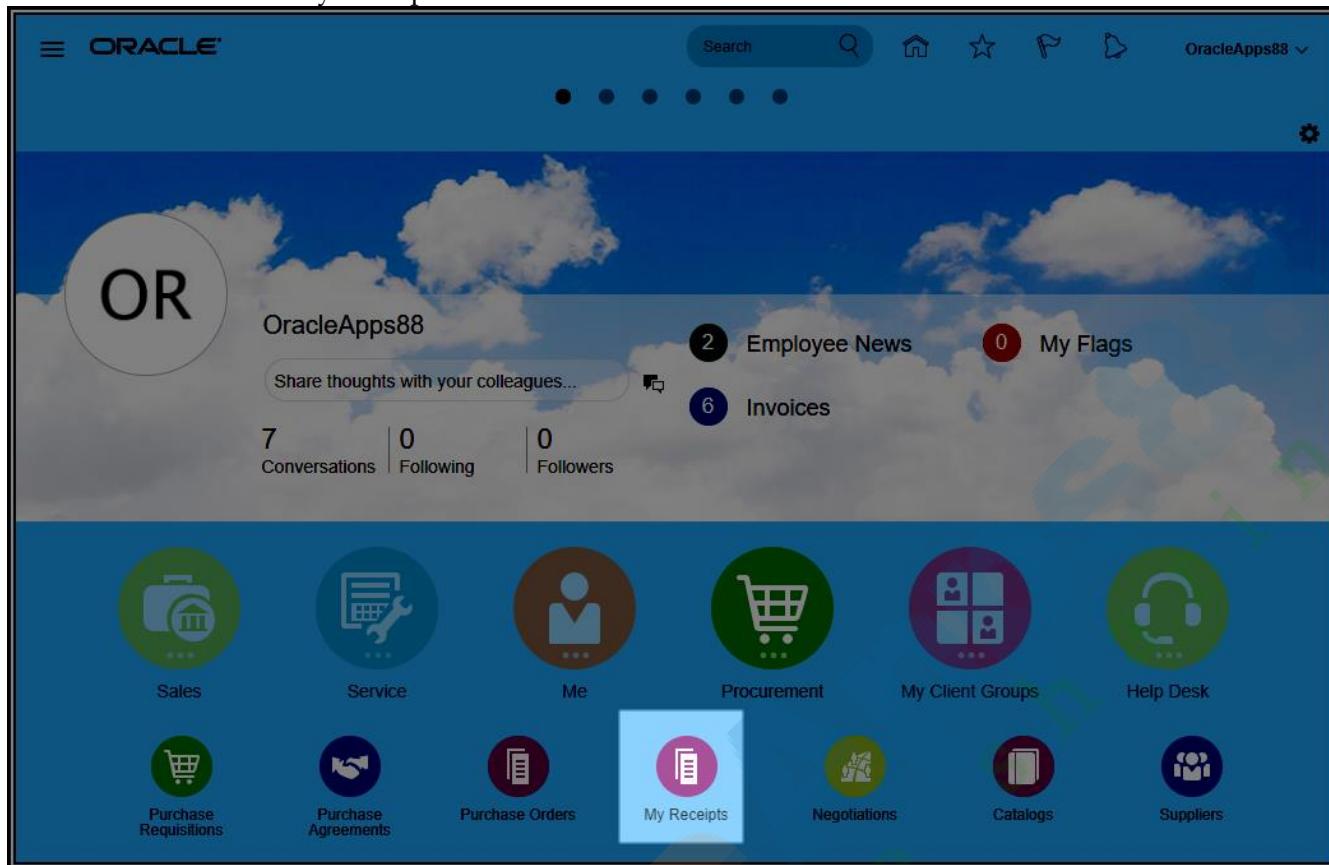
        TO_NUMBER (TO_CHAR (prla.need_by_date, 'YYYYMMDD')) AS
needed_by_date_key,
        TO_CHAR (prla.destination_organization_id) AS operating_unit_org_key,
        TO_NUMBER (TO_CHAR (prha.creation_date, 'YYYYMMDD')) AS
ordered_on_dt_key,
        TO_NUMBER (TO_CHAR (DECODE (pha.approved_flag, 'Y',
pha.approved_date, NULL), 'YYYYMMDD')) AS po_approved_on_dt_key,
        TO_CHAR (pha.document_creation_method) AS po_creation_method_key,
        TO_NUMBER (TO_CHAR (pha.submit_date, 'YYYYMMDD')) AS
po_submit_on_dt_key,
        TO_CHAR (prla.item_id) AS item_key,
        TO_NUMBER (NULL) AS received_on_dt_key,
        TO_CHAR (prla.requester_id) AS requestor_key,
        TO_CHAR (prla.destination_organization_id) AS rqstn_org_key,
        TO_CHAR (prla.vendor_site_id) AS supplier_account_key,
        TO_CHAR (NVL (pov.party_id, prla.vendor_id)) AS supplier_key,
        TO_CHAR (prla.item_id) AS supplier_prod_key,
        'Purchase Requisition' || ' ' || prla.order_type_lookup_code AS
req_type_key,
        TO_CHAR (prha.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
req_line_creation_date,
        prla.quantity AS ordered_qty,
        pdar.quantity delivered AS quantity delivered,
        (prla.unit_price * prla.quantity) AS amount_ordered,
        (prla.unit_price * pdar.quantity_delivered) AS amount_delivered,
        pda.distribution_amount AS distribution_amt,
        NVL (pda.distribution_quantity, 0) AS distribution_qty,
        pda.nonrecoverable_tax AS nonrecoverable_tax,
        pda.recoverable_tax AS recoverable_tax,
        TO_CHAR (pha.segment1) AS po_num,
        TO_CHAR (pla.line_num) AS po_line_num,
        TO_CHAR (prla.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
req_line_last_update_date,
        TO_CHAR (prha.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
req_header_last_update_date,
        TO_CHAR (polla.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_line_loc_last_update_date,
        TO_CHAR (pha.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_header_last_update_date,
        TO_CHAR (pla.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_lines_last_update_date,
        TO_CHAR (pdar.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_distr_last_update_date,
        fnd.username AS line_last_updated_by,
        fnd_c.username AS line_created_by,
        TO_CHAR (pha.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_header_creation_date,
        TO_CHAR (pla.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_line_creation_date,
        TO_CHAR (prla.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_req_l_creation_date,
        TO_CHAR (prha.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_req_h_creation_date,
        TO_CHAR (polla.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_line_loc_creation_date,
        TO_CHAR (pdar.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
po_distr_creation_date,

```

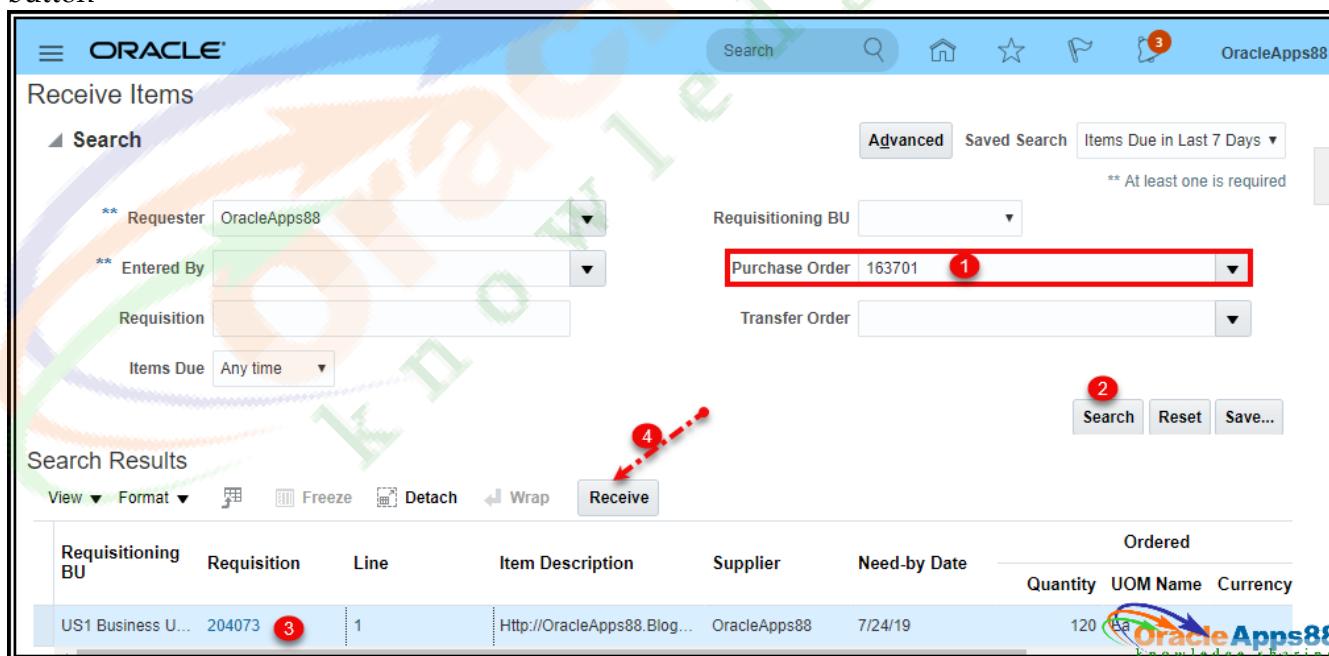
```
TO_CHAR (prha.submission_date, 'MM-DD-YYYY HH24:mi:ss') AS
header_submission_date,
'PO_LINE_TYPE' || '~' || prla.line_type_id AS line_type_key,
CASE
    WHEN (prha.document_status IS NULL OR prha.document_status = '')
    THEN 'PO_DOC_STATUS~INCOMPLETE'
    ELSE 'PO_DOC_STATUS' || '~' || prha.document_status
END AS approval_status_key,
prha.requisition_header_id
|| '~'
|| prla.requisition_line_id
|| '~'
|| pda.distribution_id
AS integration_id
FROM por_requisition_headers_all prha,
por_requisition_lines_all prla,
po_line_locations_all polla,
po_headers_all pha,
po_lines_all pla,
po_distributions_all pdar,
gl_code_combinations glcc,
por_req_distributions_all pda,
per_users fnd,
per_users fnd_c,
poz_suppliers pov
WHERE prla.requisition_header_id = prha.requisition_header_id(+)
AND prla.requisition_line_id(+) = pda.requisition_line_id
AND pla.po_header_id = pha.po_header_id(+)
AND pdar.po_header_id = pha.po_header_id(+)
AND pdar.po_line_id = pla.po_line_id(+)
AND pdar.line_location_id = polla.line_location_id(+)
AND polla.po_line_id(+) = pla.po_line_id
AND polla.po_header_id(+) = pha.po_header_id
AND pda.code_combination_id = glcc.code_combination_id
AND pdar.req_distribution_id(+) = pda.distribution_id
AND TO_CHAR (fnd.user_id(+)) = prla.last_updated_by
AND TO_CHAR (fnd_c.user_id(+)) = prla.created_by
AND pov.vendor_id(+) = prla.vendor_id
ORDER BY pdar.po_distribution_id
```

## 05. 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

The screenshot shows the Oracle Apps Create Receipts interface. A receipt is being created for Requisition 204073. The item description is "Http://OracleApps88...". The quantity is set to 120, UOM Name to Ea, and Transaction Date to 7/21/19 5:41. The "Show Receipt Quantity" button is highlighted with a red arrow. The "Submit" button is visible in the top right corner.

Receipt number will generate

The screenshot shows the Oracle Apps Create Receipts interface after submission. A confirmation dialog box is displayed, stating "You created the following receipt numbers: 30037." An "OK" button is visible at the bottom of the dialog. The "Submit" and "Cancel" buttons are also present in the top right corner.

**Tables of Importance for this specific report are below:**

This has return to supplier transaction types. Please query the data and then review the column TRANSACTION\_TYPE to filter specific 'Return to supplier' records.

RCV\_TRANSACTIONS

This has the receipt header details

RCV\_SHIPMENT\_HEADERS

This has receipt line details including the quantities.

RCV\_SHIPMENT\_LINES

```

SELECT
rcvl.shipment_line_id,
poz.segment1 vendor_num,
DECODE (rcvh.vendor_site_id, NULL, NULL, site.vendor_site_code) vendor_site,
DECODE (rcvl.po_header_id,NULL, 'Unordered','Ordered') AS receipt_type,
rcvh.receipt_num,
rcvh.creation_date AS receipt_date,
rcvl.ship_to_location_id,
hrl.location_code||'-'|| hrl.description AS ship_to_location,
rcvh.ship_to_org_id,
rcvh.employee_id,
-- ppf.full_name,
rcvh.packing_slip,
rcvh.shipped_date,
rcvh.freight_terms,
rcvl.category_id,
rcvl.quantity_shipped,
rcvl.quantity_received,
rcvl.item_description,
poh.segment1 AS po_num,
poh.creation_date AS po_date,
rcvl.po_line_id,
rcvl.po_distribution_id,
rcvl.requisition_line_id,
rcvl.deliver_to_person_id,
rcvh.comments AS header_note,
pol.unit_price,
poh.currency_code,
pol.promised_date,
DECODE (rcvl.routing_header_id, 2, 'Yes','No')
FROM
rcv_shipment_headers rcvh,
rcv_shipment_lines rcvl,
poz_suppliers poz,
poz_supplier_sites_all_m site,
hr_locations_all hrl,
per_all_people_f ppf,
po_headers_all poh,
po_lines_all pol,
po_line_locations_all pol
WHERE rcvh.shipment_header_id = rcvl.shipment_header_id
AND rcvh.vendor_id = poh.vendor_id
AND poh.vendor_id = site.vendor_id
AND rcvh.vendor_site_id = site.vendor_site_id
AND rcvl.ship_to_location_id = hrl.location_id

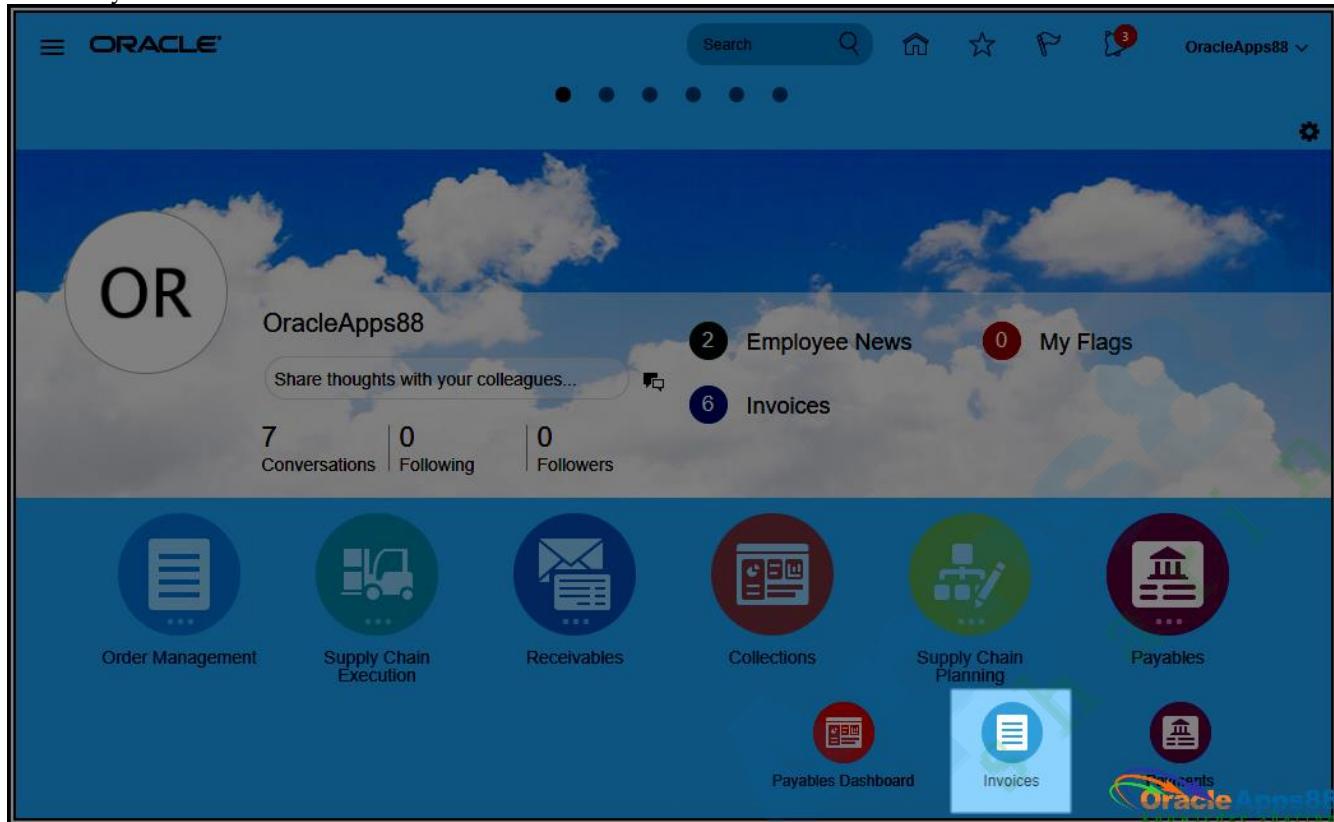
```

```
AND rcvh.employee_id = ppf.person_id(+)
AND rcvl.po_header_id = poh.po_header_id(+)
AND rcvl.po_line_id = pol.po_line_id(+)
AND rcvl.po_line_location_id = poll.line_location_id(+) 
```

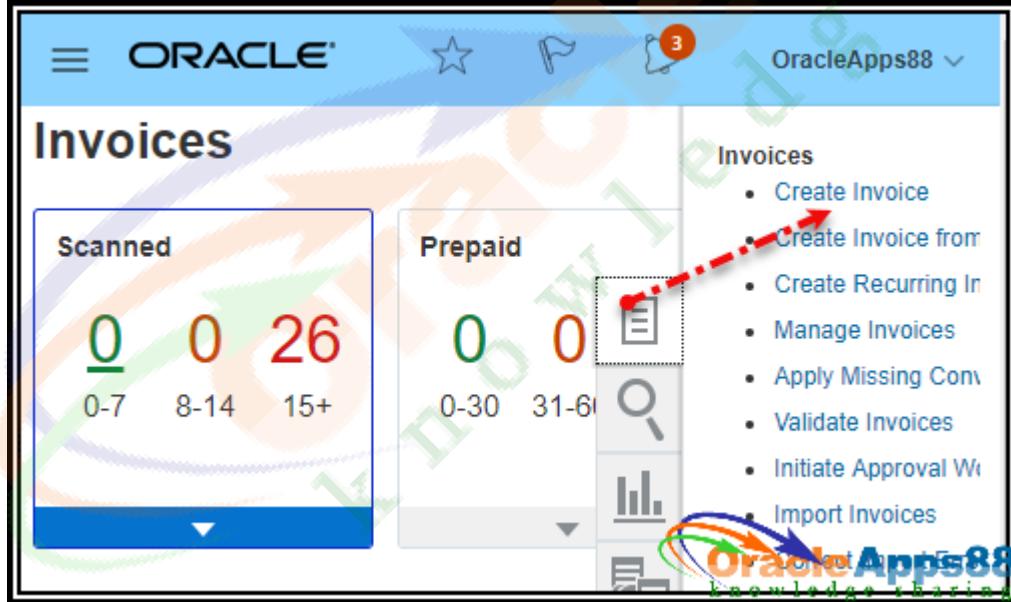


## 06. Create Payables invoice with Match PO Lines

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

**Create Invoice:**

**Invoice Header** Show More

|                 |                     |             |   |                 |           |  |
|-----------------|---------------------|-------------|---|-----------------|-----------|--|
| Identifying PO  | 163701              | * Number    | XXINV001  | * Date          | 7/21/19   |  |
| Business Unit   | US1 Business Unit   | * Amount    | USD - 2,400.00  | * Payment Terms | Immediate |  |
| Supplier        | OracleApps88        | * Type      | Standard  | * Terms Date    | 7/21/19   |  |
| Supplier Number | 1388                | Description | <a href="http://OracleApps88.Blogspot.com/">http://OracleApps88.Blogspot.com/</a><br><a href="mailto:OracleApps88@yahoo.com">OracleApps88@yahoo.com</a> |                 |           |  |
| * Supplier Site | REMIT TO            | Requester   |   |                 |           |  |
| Legal Entity    | US1 Legal Entity    | Attachments | None  |                 |           |  |
| Invoice Group   |                     |             |   |                 |           |  |
| ▶ Lines         | Match Invoice Lines |             |   |                 |           |  |

**Lines** Match Invoice Lines

Select the PO and click on Apply, Ok button

**Match Invoice Lines**

Advanced Saved Search Match Invoice

View ▾ Detach Allocate Distributions

| Match                               | Line     |            |          | Item Description      | Purchase Order |      |          | Receipt |      |         | Ship-to Location | Need-by Date | Item Num |
|-------------------------------------|----------|------------|----------|-----------------------|----------------|------|----------|---------|------|---------|------------------|--------------|----------|
|                                     | Quantity | Unit Price | * Amount |                       | Number         | Line | Schedule | Number  | Line |         |                  |              |          |
| <input checked="" type="checkbox"/> | 120      | 20.00      | 2,400.00 | Http://OracleApps8... | 163701         | 1    | 1        |         |      | Chicago | 7/24/19          |              |          |

**PO 163701, Line 1, Schedule 1: Details**

|           |     |          |     |                      |           |
|-----------|-----|----------|-----|----------------------|-----------|
| Ordered   | 120 | Received | 120 | UOM                  | Ea        |
| Available | 120 | Accepted | N/A | Match Basis          | Quantity  |
| Billed    | 0   | Returned | N/A | Invoice Match Option | Order     |
| Shipped   | 0   | Consumed | N/A | Payment Terms        | Immediate |

Apply OK

PO lines will be defaulted in invoice lines

The screenshot shows the Oracle Fusion Cloud ERP Create Invoice screen for invoice XXINV001. The header section includes fields for Number (XXINV001), Date (7/21/19), Payment Terms (Immediate), and Terms Date (7/21/19). The Lines section shows one line item with Type 'Item' and Amount 2,400.00. The Totals section shows a Total of 2,400.00.

Validate the invoice, Click on Invoice Actions → Validate

The screenshot shows the Oracle Fusion Cloud ERP Create Invoice screen with the Invoice Actions dropdown open. The 'Validate' option is highlighted with a red arrow. Other options in the dropdown include Manage Installments, Calculate Tax, Apply or Unapply Prepayments, Manage Holds, Account Coding, Approval, and View Approval and Notification History.

Initiate the Invoice Approval, Invoice Actions → Approval → Initiate

ORACLE

Create Invoice: XXINV001

Validated

Invoice Actions ▾

Save and Create Next | Save | Save and Close | Cancel

Last Saved 7/21/19 7:11 PM

7/21/19 Immediate 7/21/19 Initiate

Manage Instalments

Calculate Tax Ctrl+Alt+X

Validate Ctrl+Alt+V

Apply or Unapply Prepayments

Manage Holds

Account Coding

Approval

View Approval and Notification History

Cancel Invoice

Delete Invoice

Pay in Full

Post to Ledger

Account in Draft

Number

\* Amount

Type

Description

Identifying PO 163701

Business Unit US1 Business Unit

Supplier OracleApps88

Supplier Number 1388

Supplier Site REMIT TO

Legal Entity US1 Legal Entity

Invoice Group

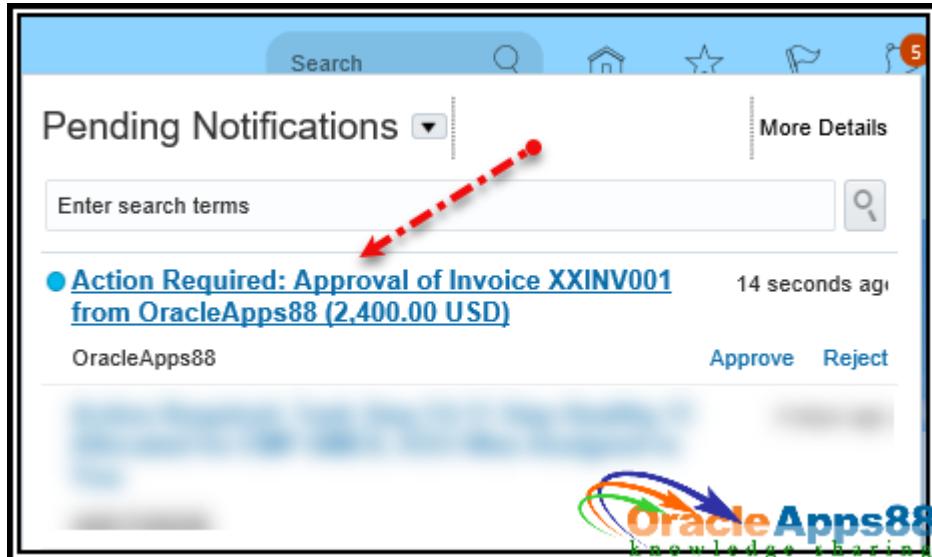
Lines Match Invoice Lines

View + Detach Allocate Cancel

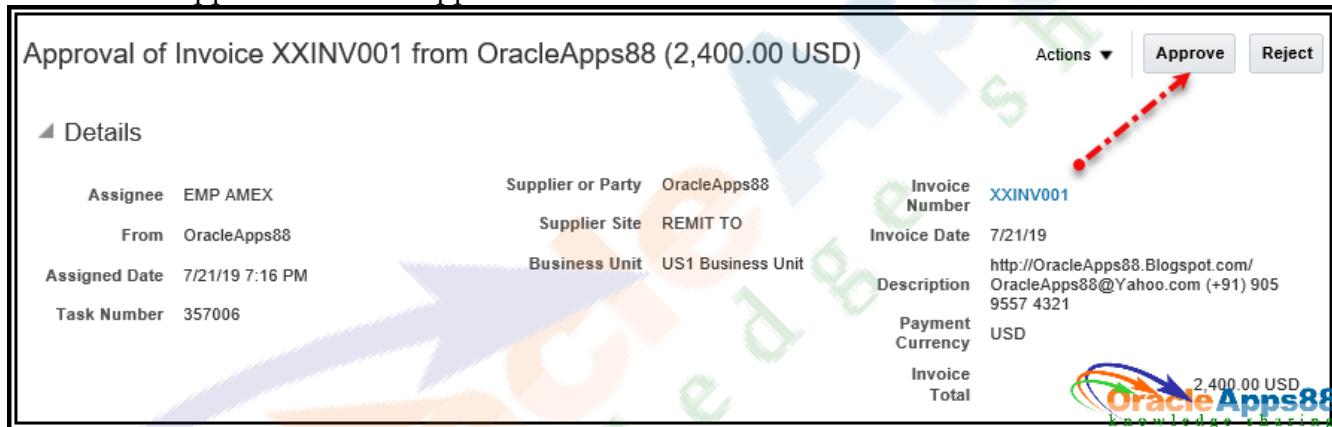
RAJU CHINTHAPATLA

### Step 06: Approve Invoice

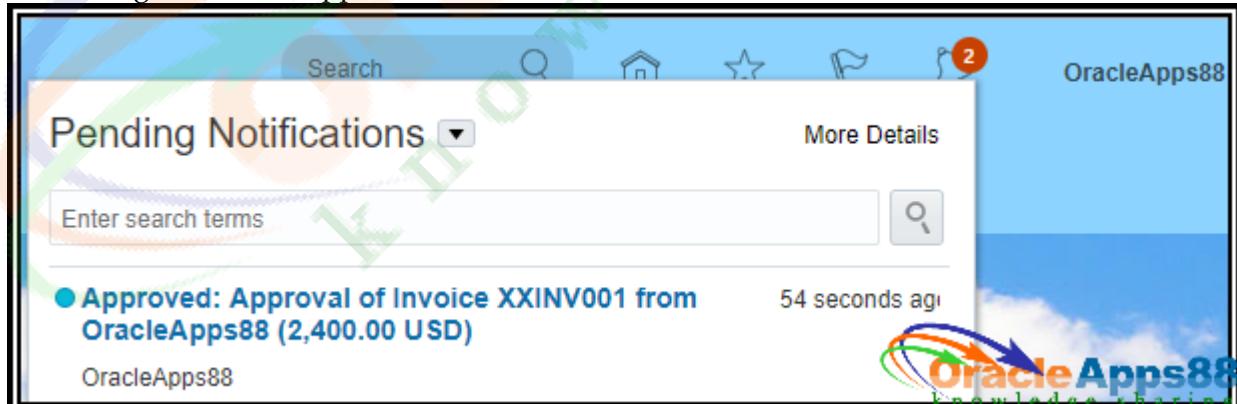
Login the application with Manager user and click on the notification bell icon and click on the notification



Click on the Approve button to approve the Invoice



User will get the order approved notification



And also will get the email notification

Approved: Approval of Invoice XXINV001 from OracleApps88 (2,400.00 USD)

SB oracleapps88 <infusion-noreply@oracleads.com>  
To: oracleapps88@yahoo.com

Yahoo/Inbox ★  
Jul 22 at 12:49 AM ★

Access this task in the [Workspace Application](#)

**Approval of Invoice XXINV001**  
From OracleApps88  
**\$2,400.00**

**Details**

|                   |                   |
|-------------------|-------------------|
| Supplier or Party | OracleApps88      |
| Supplier Site     | REMIT TO          |
| Business Unit     | US1 Business Unit |
| Invoice Date      | 7/21/19           |

Description: <http://OracleApps88.Blogspot.com/>  
OracleApps88@yahoo.com (+91) 905 9557 4321



Back to invoice page, click Save and close button

Edit Invoice: XXINV001 ?

Validated | **Invoice Actions** ▾ | **Save** | **Save and Close** | **Cancel**

Last Saved 7/21/19 7:19 PM

**Invoice Header** Show More

|                 |                   |                 |   |
|-----------------|-------------------|-----------------|---|
| Identifying PO  | 163701            | * Number        | XXINV001  |
| Business Unit   | US1 Business Unit | * Amount        | USD - ▾ 2,400.00  |
| Supplier        | OracleApps88      | Type            | Standard ▾  |
| Supplier Number | 1388              | Description     | <a href="http://OracleApps88.Blogspot.com/">http://OracleApps88.Blogspot.com/</a><br>OracleApps88@yahoo.com |
| Supplier Site   | REMIT TO          | * Date          | 7/21/19   |
| Legal Entity    | US1 Legal Entity  | * Payment Terms | Immediate   |
| Invoice Group   |                   | * Terms Date    | 7/21/19   |
|                 |                   | Requester       |   |
|                 |                   | Attachments     | None +  |
|                 |                   | Note            |                        |

```
SELECT
  aia.set_of_books_id AS ledger_id,
  aia.legal_entity_id AS legal_entity_id,
  aia.org_id AS bu_id,
  aia.vendor_id AS supplier_id,
  aia.vendor_site_id AS supplier_site_id,
  TO_NUMBER(TO_CHAR(aia.invoice_date, 'YYYYMMDD')) AS invoice_dt_id,
  NVL(aia.accts_pay_code_combination_id, 0) AS glcc_liab_id,
  NVL(dist.dist_code_combination_id, 0) AS glcc_expense_id,
  aia.payment_method_code,
  pm.payment_method_name,
  aia.terms_id,
  apt.name AS terms_name,
  aia.invoice_num,
  TO_CHAR(aia.invoice_date, 'MM-DD-YYYY HH24:mi:ss') AS invoice_date,
  TO_CHAR(aia.invoice_received_date, 'MM-DD-YYYY HH24:mi:ss') AS
  invoice_received_date,
  aia.invoice_type_lookup_code,
  NVL(aia.voucher_num, 0) AS voucher_num,
  aia.wfapproval_status AS wfapproval_status,
  aia.doc_sequence_value,
  aia.invoice_id,
  aia.description AS description,
  TO_CHAR(aia.gl_date, 'MM-DD-YYYY HH24:mi:ss') AS accounting_date,
  NVL(aia.invoice_amount, 0) AS invoice_amount,
  NVL(aia.amount_paid, 0) AS amount_paid,
  NVL(aia.discount_amount_taken, 0) AS discount_amount_taken,
  NVL(aia.amount_applicable_to_discount, 0) AS
  amount_applicable_to_discount,
  aia.invoice_currency_code,
  aia.payment_currency_code,
  aia.payment_cross_rate,
  NVL(aia.base_amount, 0) AS base_amount,
  NVL(aia.freight_amount, 0) AS freight_amount,
  NVL(aia.cancelled_amount, 0) AS cancelled_amount,
  NVL(aia.payment_amount_total, 0) AS payment_amount_total,
  NVL(aia.control_amount, 0) AS control_amount,
  NVL(aia.total_tax_amount, 0) AS total_tax_amount,
  NVL(aia.self_assessed_tax_amount, 0) AS self_assessed_tax_amount,
  aia.payment_status_flag,
  aia.party_id AS party_id,
  NVL(aila.amount, 0) AS ap_inv_line_amount,
  aila.line_number AS ap_inv_line_no,
  aila.description AS ap_inv_line_desc,
  aila.line_type_lookup_code AS line_type_lookup_code,
  aila.attribute_category AS l_attribute_category,
  aila.global_attribute_category AS l_gdf_category,
  aila.inventory_item_id AS l_inevntory_item_id,
  bat.batch_name AS batch_name,
  NVL(dist.amount, 0) AS ap_inv_dist_amount,
  TO_CHAR(dist.accounting_date, 'MM-DD-YYYY HH24:mi:ss') AS dist_acct_date,
  dist.type_1099 AS type_1099,
  dist.distribution_line_number AS dist_line_number,
  dist.attribute_category AS dist_attribute_category,
  dist.global_attribute_category AS dist_gdf_category,
  alc.displayed_field AS invoice_type,
  alc1.displayed_field AS posted_status,
```

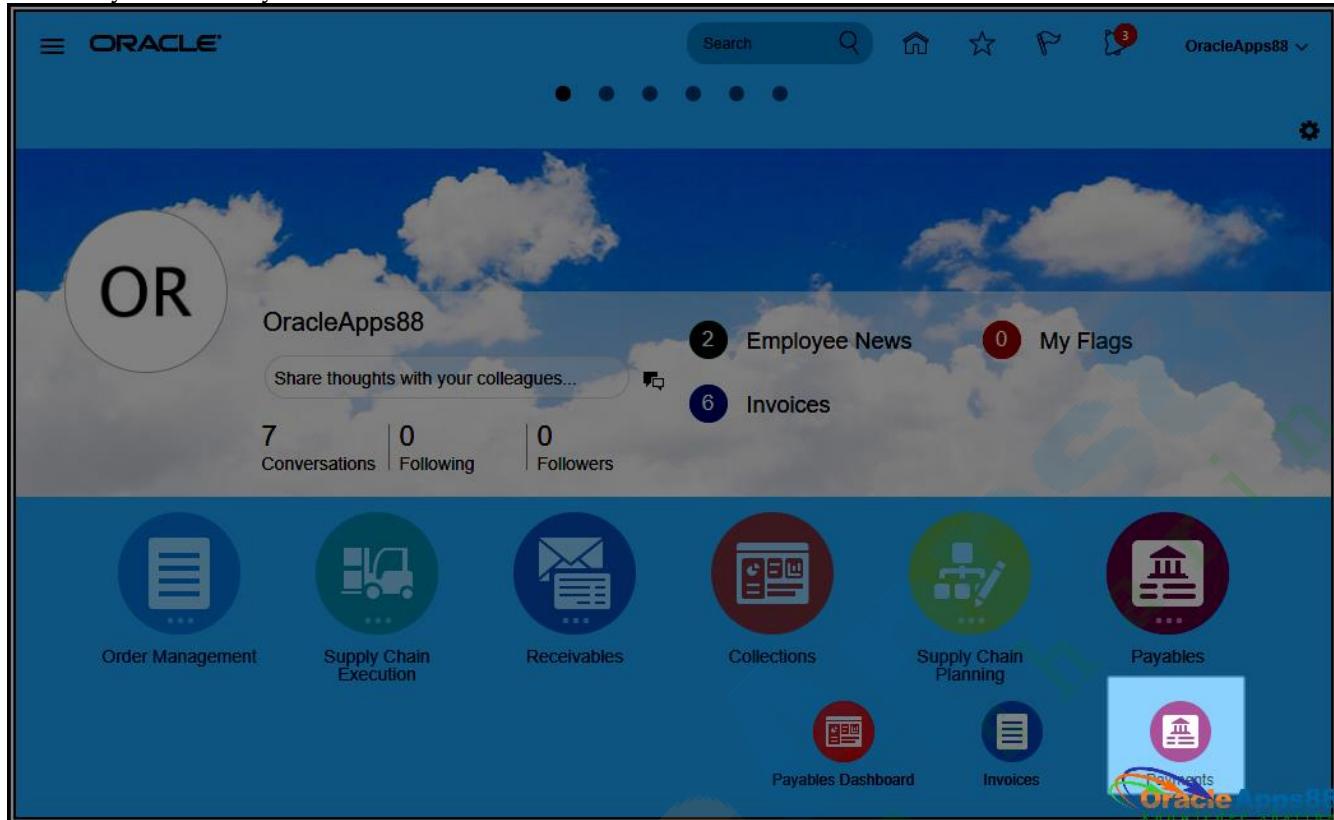
```

    alc2.displayed_field AS dist_type,
    alc3.displayed_field AS line_type,
    TO_CHAR (aia.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS h_creation_date,
    aia.created_by AS h_created_by,
    TO_CHAR (aia.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
h_last_update_date,
    aia.last_updated_by AS h_last_update_by,
    TO_CHAR (aila.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
l_last_update_date,
    aila.last_updated_by AS l_last_updated_by,
    TO_CHAR (aila.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS l_creation_date,
    aila.created_by AS l_created_by,
    TO_CHAR (dist.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
dist_last_update_date,
    dist.last_updated_by AS dist_last_updated_by,
    TO_CHAR (dist.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
dist_creation_date,
    dist.created_by AS dist_created_by,
    poh.segment1 AS purch_order_num,
    aila.attribute1 AS l_dff_activity_code,
    TO_CHAR (aila.attribute_date1, 'MM-DD-YYYY HH24:mi:ss') AS
l_dff_service_start_dt,
    TO_CHAR (aila.attribute_date2, 'MM-DD-YYYY HH24:mi:ss') AS
l_dff_service_end_dt,
    dist.attribute1 AS dist_dff_activity_code
FROM
    ap_invoices_all aia,
    iby_payment_methods_tl pm,
    ap_terms_tl apt,
    ap_invoice_lines_all aila,
    ap_batches_all bat,
    ap_invoice_distributions_all dist,
    ap_lookup_codes alc,
    ap_lookup_codes alc1,
    ap_lookup_codes alc2,
    ap_lookup_codes alc3,
    po_distributions_all pda,
    po_headers_all poh
WHERE 1=1
    AND aia.payment_method_code = pm.payment_method_code(+)
    AND NVL (pm.language, 'US') = 'US'
    AND aia.terms_id = apt.term_id(+)
    AND NVL (apt.language, 'US') = 'US'
    AND aia.invoice_id = aila.invoice_id
    AND aia.batch_id = bat.batch_id(+)
    AND aila.invoice_id = dist.invoice_id(+)
    AND aila.line_number = dist.invoice_line_number(+)
    AND alc.lookup_type = 'INVOICE TYPE'
    AND alc.lookup_code = aia.invoice_type_lookup_code
    AND alc1.lookup_type(+) = 'POSTING STATUS'
    AND alc1.lookup_code(+) = dist.posted_flag
    AND alc2.lookup_type(+) = 'INVOICE DISTRIBUTION TYPE'
    AND alc2.lookup_code(+) = dist.line_type_lookup_code
    AND alc3.lookup_type(+) = 'INVOICE LINE TYPE'
    AND alc3.lookup_code(+) = aila.line_type_lookup_code
    AND dist.po_distribution_id = pda.po_distribution_id(+)
    AND pda.po_header_id = poh.po_header_id(+)

```

## 08. Invoice Payment to Supplier with Electronic Method

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

Submit Payment Process Request ?

\* Name XXPPR001

Template

**Submit** **Cancel**

**Selection Criteria** **Payment and Processing Options**

**Payment Attributes**

- \* Payment Date 7/21/19
- Disbursement Bank Account BofA-2869
- Payment Document
- Payment Process Profile XX ACH Format
- \* Payment Conversion Rate Type Corporate
- Settlement Priority Override
- Bank Charge Bearer Override
- Starting Voucher Number
- Cross-Currency Rate Type

**Processing Options**

- Apply credits up to zero amount
- Review proposed payments
- Review installments
- Create payment files immediately

**Validation Failure Handling**

Document Reject only documents w ▾

Payment Reject only payments wi ▾

**Approvals**

First Approver Brown, Casey

Click on the Go Action button

Overview

Payment Process Requests ?

Requiring Attention (1) Recently Completed (1) Recently Terminated (0)

| Name     | Pending Since | Stage                 | Status                      | Action    | Installments        |
|----------|---------------|-----------------------|-----------------------------|-----------|---------------------|
| XXPPR001 | 7/21/19       | Installment selection | Pending installments review | <b>Go</b> | Selected 5 Rejected |

Verify the payments and click on Submit button

Review Installments: XXPPR001

Payment Date 7/21/19

**Selected (1)** Not Selected (0) Conversion Rates

**Currency Summary**

| Payment Currency | Installments | Unpaid Amount | Withheld Tax | Discount | Payment Amount | Interest |
|------------------|--------------|---------------|--------------|----------|----------------|----------|
| USD              | 1            | 2,400.00      | 0.00         | 0.00     | 2,400.00       | 0.00     |

**Selected Installments**

**Invoice**

| Supplier or Party | Number   | Due Date | Currency | Unpaid Amount | Withheld Tax | Discount | Amount   | Interest | Amount with Interest |
|-------------------|----------|----------|----------|---------------|--------------|----------|----------|----------|----------------------|
| OracleApps88      | XXINV001 | 7/21/19  | USD      | 2,400.00      | 0.00         | 0.00     | 2,400.00 |          | 2,400.00             |

Click on the Go Action button

Overview

**Payment Process Requests**

Requiring Attention (1) Recently Completed (1) Recently Terminated (0)

**Action**

| Name     | Pending Since | Stage              | Status                          | Installments |
|----------|---------------|--------------------|---------------------------------|--------------|
| XXPPR001 | 7/21/19       | Payment validation | Pending proposed payment review | 1            |

Click on the **Resume Payment Process** button

Review Proposed Payments: XXPPR001

Creation Date: 7/21/19  
Status: Pending proposed payment review

**Payment Summary**

| Payments Created | Total Amount | Payments Rejected | Payments Removed |
|------------------|--------------|-------------------|------------------|
| 1                | 2,400.00 USD | 0                 | 0                |
| <b>Total</b>     | <b>1</b>     | <b>0</b>          | <b>0</b>         |

**Payments**

| Payment Business Unit | Payee        | Amount       | Payment | Date    | Bank Account | Remit-to Account |
|-----------------------|--------------|--------------|---------|---------|--------------|------------------|
| US1 Business Unit     | OracleApps88 | 2,400.00 USD | 60      | 7/21/19 | BofA-2869    | XXXXXXX4321      |

**Additional Information**

Context Segment ▾

OracleApps88, 2,400.00 USD:Documents

| Reference Number | Document Date | Amount to Be Paid (USD) | Document Amount (USD) | Document Type |
|------------------|---------------|-------------------------|-----------------------|---------------|
| XXINV001         | 7/21/19       | 2,400.00                | 2,400.00              | Standard      |

Once the payment is created it will ask for the approval, click on the Go Actions button to Initiate the approval

**Overview**

**Payment Process Requests**

Requiring Attention (1) Recently Completed (1) Recently Terminated (0)

| Name     | Pending Since | Stage              | Status                      | Action   | Installments |
|----------|---------------|--------------------|-----------------------------|----------|--------------|
| XXPPR001 | 7/21/19       | Payment validation | Payments approval initiated | Selected | 1            |

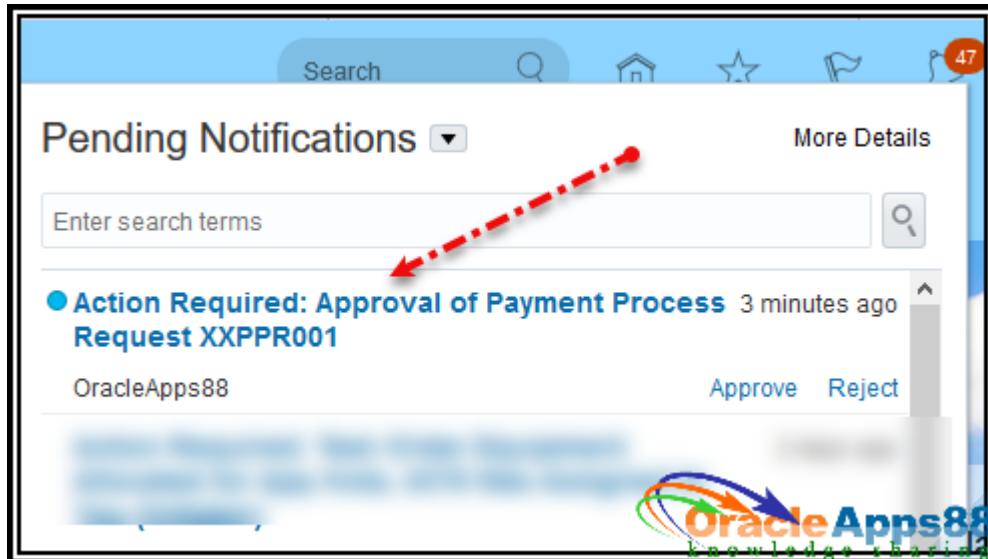
Click on the Save button

The screenshot shows the Oracle Cloud Fusion Payments interface. At the top, it displays "Review Proposed Payments: XXPPR001". Below this, it shows the creation date as 7/21/19 and the status as "Payments approval initiated". A red arrow points to the "Save" button in the top right corner. The "Payment Summary" section shows one payment created, totaling 2,400.00 USD. The "Payments" section lists one payment record:

| Payment           | Business Unit | Payee        | Amount | Payment | Date      | Bank Account | Remit-to Account               |
|-------------------|---------------|--------------|--------|---------|-----------|--------------|--------------------------------|
| US1 Business Unit | OracleApps88  | 2,400.00 USD | 66     | 7/21/19 | BofA-2869 | XXXXXX4321   | OracleApps88 Knowledge sharing |

### Step 09: Approve Payment

Login the application with Manager user and click on the notification bell icon and click on the notification



Click on the Approve button to approve the PPR

| Payments Created | Total Amount | Payments Rejected | Payments Removed |
|------------------|--------------|-------------------|------------------|
| 1                | 2400 USD     | 0                 | 0                |
| <b>Total</b>     | <b>1</b>     | <b>0</b>          | <b>0</b>         |

User will get the order approved notification

And also will get the email notification

● Approved: Approval of Payment Process Request XXPPR001      Yahoo/Inbox ★

**SB** ● oracleapps88 <infusion-noreply@oracleleads.com>      Jul 22 at 1:50 AM ★  
To: oracleapps88@yahoo.com

Access this task in the [Workspace Application](#)

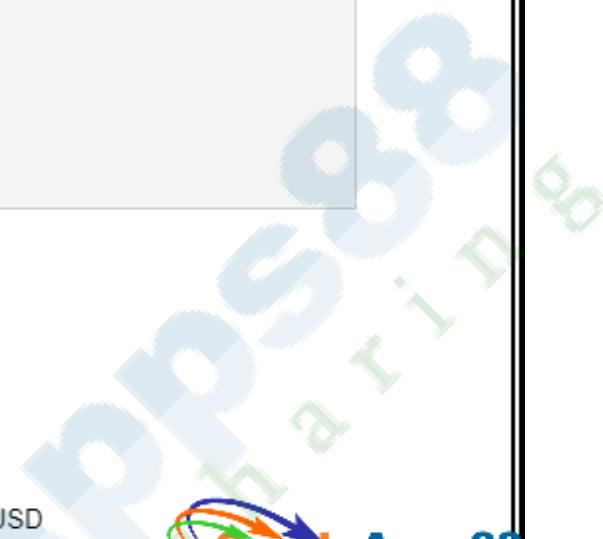
Payment Process Request Approval  
**XXPPR001**  
7/21/19

**Details**

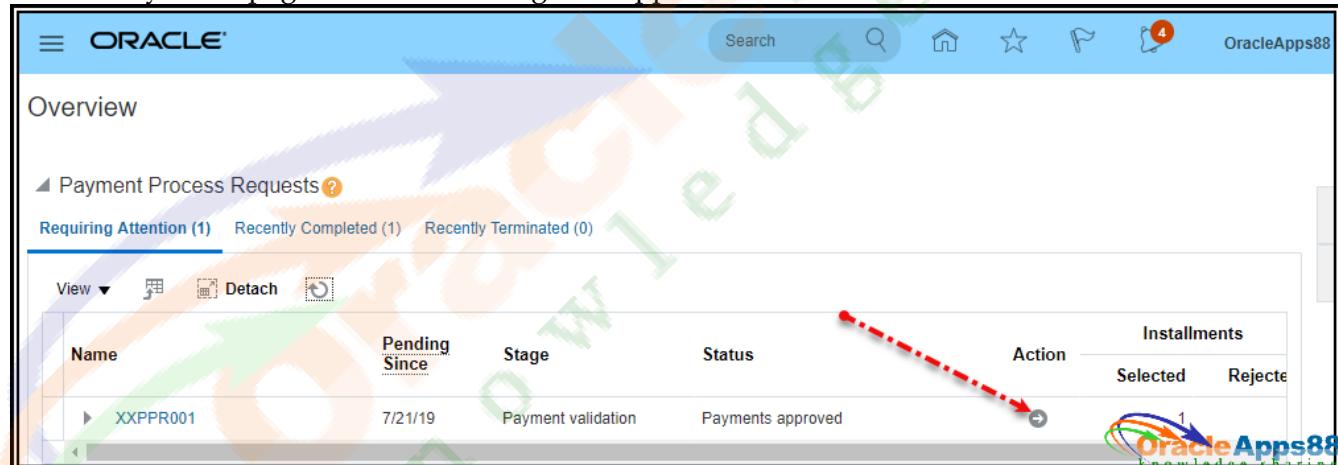
|                  |            |
|------------------|------------|
| Payment Method   | Electronic |
| Pay Through Date | 7/21/19    |
| Date Basis       | Pay date   |

**Payment Summary**

|           |              |
|-----------|--------------|
| Proposed  | 2,400.00 USD |
| 1 payment |              |



Back to Payments page, Status will changed to approved, Click on the Go actions button



The screenshot shows the Oracle Fusion Payments application interface. At the top, there's a navigation bar with icons for Search, Home, Favorites, and Notifications (4). The main title is "OVERLINE". Below the title, there's a section titled "Overview" with a sub-section "Payment Process Requests". Underneath, there are three tabs: "Requiring Attention (1)", "Recently Completed (1)", and "Recently Terminated (0)". The main area is a grid table with columns: Name, Pending Since, Stage, Status, Action, and Installments. The first row in the grid has the following values: Name - XXPPR001, Pending Since - 7/21/19, Stage - Payment validation, Status - Payments approved, Action - (highlighted by a red arrow), and Installments - Selected.

Click on the **Resume Payment Process** button

Review Proposed Payments: XXPPR001 [?](#)

Actions ▾ [Save](#) [Resume Payment Process](#) [Cancel](#)

Creation Date 7/21/19

Status Payments approved

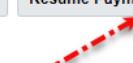
**Payment Summary**

| Payments Created | Total Amount | Payments Rejected | Payments Removed |
|------------------|--------------|-------------------|------------------|
| 1                | 2,400.00 USD | 0                 | 0                |
| <b>Total</b>     | <b>1</b>     | <b>0</b>          | <b>0</b>         |

**Payments** [?](#)

View ▾

| Payment           | Business Unit | Payee        | Amount | Payment | Date      | Bank Account | Remit-to Account |
|-------------------|---------------|--------------|--------|---------|-----------|--------------|------------------|
| US1 Business Unit | OracleApps88  | 2,400.00 USD | ✓      | 7/21/19 | BofA-2869 | XXXXX4321    |                  |



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

```

SELECT
    bu.primary_ledger_id AS ledger_id,
    ipa.org_id AS bu_id,
    ipa.legal_entity_id AS legal_entity_id,
    checks.vendor_id AS supplier_id,
    checks.vendor_site_id AS supplier_site_id,
    COALESCE (TO_NUMBER (TO_CHAR (ipa.payment_date, 'YYYYMMDD')), 0) AS
payment_dt_id,
    TO_CHAR (checks.check_date, 'MM-DD-YYYY HH24:mi:ss') AS check_date,
    COALESCE (aia.accts_pay_code_combination_id, 0) AS glcc_id,
    TO_CHAR (aipa.accounting_date, 'MM-DD-YYYY HH24:mi:ss') AS
accounting_date,
    aipa.invoice_id AS invoice_id,
    aia.invoice_num AS invoice_num,
    TO_CHAR (aia.invoice_date, 'MM-DD-YYYY HH24:mi:ss') AS invoice_date,
    TO_CHAR (ps.due_date, 'MM-DD-YYYY HH24:mi:ss') AS due_date,
    COALESCE (checks.check_voucher_num, 0) AS check_voucher_num,
    aipa.amount_inv_curr AS amount_inv_curr,
    checks.check_number AS check_number,
    NVL (checks.amount, 0) AS check_amount,
    NVL (aipa.amount, 0) AS amount,
    NVL (aipa.invoice_base_amount, 0) AS invoice_base_amount,
    NVL (aipa.payment_base_amount, 0) AS payment_base_amount,
    aia.invoice_currency_code AS invoice_currency_code,
    checks.currency_code AS currency_code,
    checks.cleared_amount AS cleared_amount,
    TO_CHAR (checks.cleared_date, 'MM-DD-YYYY HH24:mi:ss') AS cleared_date,
    ipa.payee_name AS payee_name,
    ipa.payment_amount AS payment_amount,
    TO_CHAR (ipa.payment_date, 'MM-DD-YYYY HH24:mi:ss') AS payment_date,
    aplc.displayed_field AS check_status,
    ipa.payment_status AS payment_status,
    checks.recon_flag AS reconciled_flag,
    DECODE (checks.payment_type_flag,
        'A', 'Payment Process Request',
        'M', 'Manual',
        'Q', 'Quick payment',
        'R', 'Reunfund') AS payment_type,
    TO_CHAR (checks.stopped_date, 'MM-DD-YYYY HH24:mi:ss') AS
payment_stopped_date,
    TO_CHAR (checks.void_date, 'MM-DD-YYYY HH24:mi:ss') AS payment_void_date,
    TO_CHAR (checks.released_date, 'MM-DD-YYYY HH24:mi:ss') AS
payment_released_date,
    ipa.payee_supplier_site_name AS payee_site_name,
    ipa.ext_bank_account_number AS remit_to_bank_account_no,
    ipa.payee_address_concat AS remit_to_address,
    ipa.remit_to_location_id AS remit_to_location_id,
    ipa.beneficiary_name AS beneficiary_name,
    checks.iban_number AS iban,
    ipa.ext_bic AS bic,
    flvt.meaning AS payment_function,
    ipa.ext_bank_name AS remit_to_bank_name,
    ipa.ext_branch_number AS ext_branch_number,
    ipa.ext_bank_branch_party_id AS ext_bank_branch_party_id,
    ipa.ext_bank_branch_name AS remit_to_branch_name,
    ipa.internal_bank_account_id AS internal_bank_account_id,
    ipa.external_bank_account_id AS external_bank_account_id,

```

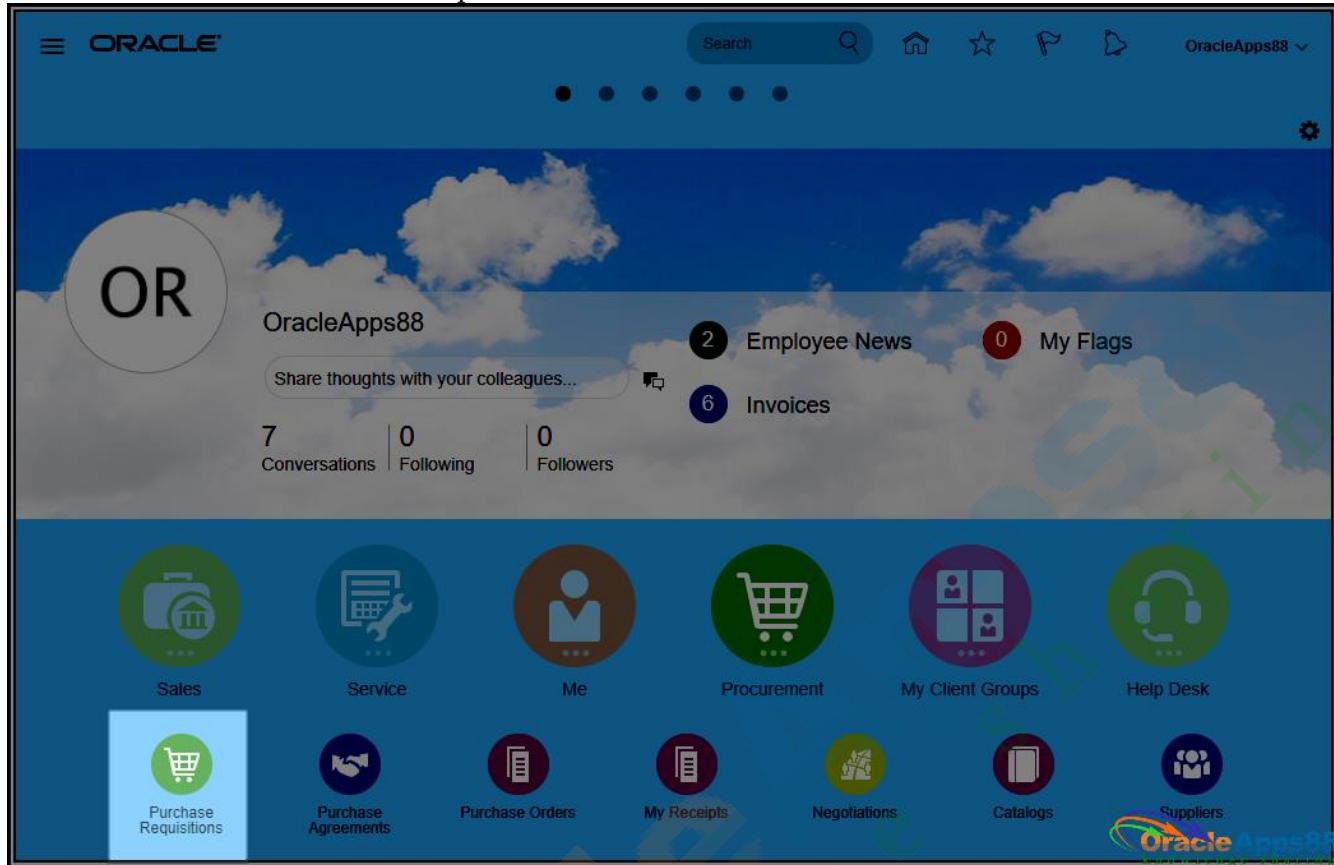
```

ipa.org_type AS payment_org_type,
ipa.payment_profile_id AS payment_profile_id,
ipa.payment_profile_acct_name AS payment_process_profile,
cpd.payment_document_name AS payment_document,
ipa.payment_process_request_name AS payment_process_request,
ipa.payment_instruction_id AS payment_file_reference,
ipa.payment_service_request_id AS payment_service_request_id,
ipa.payment_method_code AS payment_method_code,
ipa.int_bank_account_name AS disbursement_bank_account,
ipa.int_bank_name AS int_bank_name,
ipa.int_bank_branch_name AS int_bank_branch_name,
ipa.int_bank_branch_number AS int_bank_branch_number,
ipa.int_bank_account_number AS int_bank_account_number,
ipa.bill_payable_flag AS bill_payable_flag,
ipa.payment_reference_number AS payment_reference_number,
checks.check_id AS check_id,
TO_CHAR (aipa.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
aipa_creation_date,
aipa.created_by AS aipa_created_by,
TO_CHAR (aipa.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
aipa_last_update_date,
aipa.last_updated_by AS aipa_last_updated_by,
TO_CHAR (checks.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS
checks_creation_date,
checks.created_by AS checks_created_by,
TO_CHAR (checks.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
checks_last_update_date,
checks.last_updated_by AS checks_last_updated_by,
TO_CHAR (ipa.creation_date, 'MM-DD-YYYY HH24:mi:ss') AS ipa_creation_date,
ipa.created_by AS ipa_created_by,
TO_CHAR (ipa.last_update_date, 'MM-DD-YYYY HH24:mi:ss') AS
ipa_last_update_date,
ipa.last_updated_by AS ipa_last_updated_by,
COALESCE (aipa.invoice_payment_id, 0)
FROM
ap_checks_all checks,
ap_invoice_payments_all aipa,
fun_all_business_units_v bu,
ap_invoices_all aia,
ap_payment_schedules_all ps,
ap_lookup_codes aplc,
ce_payment_documents cpd,
iby_payments_all ipa,
fnd_lookup_values_tl flvt
WHERE 1=1
AND aipa.check_id = checks.check_id
AND ipa.org_id = bu.bu_id
AND aipa.invoice_id = aia.invoice_id
AND aipa.invoice_id = ps.invoice_id
AND aipa.payment_num = ps.payment_num
AND aplc.lookup_type(+) = 'CHECK STATE'
AND aplc.lookup_code(+) = checks.status_lookup_code
AND checks.payment_document_id = cpd.payment_document_id(+)
AND checks.payment_id = ipa.payment_id(+)
AND ipa.payment_function = flvt.lookup_code(+)
AND flvt.lookup_type(+) = 'IBY_PAYMENT_FUNCTIONS'
AND flvt.source_lang(+) = 'US'

```

## 10. Verify the Transaction Life Cycle

Nav: Procurement → Purchase Requisitions



Search with Requisition number, Click on the requisition number

The screenshot shows the 'Manage Requisitions' screen. At the top, there's a search bar with fields for 'Requisitioning BU', 'Entered By' (set to 'OracleApps88'), 'Requisition' (set to '204073'), and 'Description'. There are also filters for 'Status' (set to 'All'), 'Requester', 'Order', and 'Requisitions Requiring Attention'. Below the search bar is a 'Search Results' section with a table. The table has columns: Actions, Requisition, Description, Creation Date, Approval Amount, Status, Funds Status, and Order. One row is visible, showing '204073' in the Requisition column and 'Http://OracleApps88.Blogspot.com/ - OracleApps8...' in the Description column. The bottom right corner of the screenshot features a watermark with the text 'Oracle Apps88' and 'knowledge sharing'.

Click on the View Life Cycle button

Requisition: 204073

Requisitioning BU: US1 Business Unit      Creation Date: 7/21/19

Entered By: OracleApps88      Status: Approved

Description: Http://OracleApps88.Blogspot.com/- OracleApps88@Yahoo.com - (+91) 905 957 4321      Justification:

Requisition Amount: 2,400.00 USD      Approval Amount: 2,622.00 USD

Attachments: OracleApps88@Yahoo.com

**Requisition Lines**

Actions ▾ View ▾ Format ▾ Freeze Detach Wrap

| Line | Item | Description        | Category Name | Quantity | UOM | Price     | Amount (USD) | Status   | Order  |
|------|------|--------------------|---------------|----------|-----|-----------|--------------|----------|--------|
| 1    |      | Http://OracleAp... | Travel        | 120      | Ea  | 20.00 USD | 2,400.00     | Approved | 163701 |

Rows Selected: 1 Columns Hidden: 13

**Line 1: Details**

Requester: OracleApps88      Destination Type: Expense

Requested Delivery Date: 7/24/19      Buyer: OracleApps88

Deliver-to Location Type: Internal      Suggested Supplier: OracleApps88

Deliver-to Location: Chicago      Supplier Item:

**Billing**

View ▾ Format ▾ Freeze Detach Wrap

| Distribution | Charge Account           | Percentage | Quantity | Amount (USD) |
|--------------|--------------------------|------------|----------|--------------|
| 1            | 101.10.60511.000.000.000 | 100        | 120      | 2,400.00     |

Requisition Life Cycle: 204073 ?

**Requisition Line**

| Line | Item | Description        | Category Name | Requester    | Quantity | UOM | Price     | Amount (USD) | Status   |
|------|------|--------------------|---------------|--------------|----------|-----|-----------|--------------|----------|
| 1    |      | Http://OracleAp... | Travel        | OracleApps88 | 120      | Ea  | 20.00 USD | 2,400.00     | Approved |

**Order**

|                    |                   |          |              |  |  |
|--------------------|-------------------|----------|--------------|--|--|
| Procurement BU     | US1 Business Unit | Status   | Closed       |  |  |
| Requisitioning BU  | US1 Business Unit | Buyer    | OracleApps88 |  |  |
| Purchase Order     | 163701            | Supplier | OracleApps88 |  |  |
| Description        |                   |          |              |  |  |
| Open Date 7/21/19  |                   |          |              |  |  |
| Total 2,400.00 USD |                   |          |              |  |  |

**Receipts**

| Receipt | Receipt Date | Received By  | Shipment | Packing Slip | Waybill | Bill of Lading | Notes |
|---------|--------------|--------------|----------|--------------|---------|----------------|-------|
| 30037   | 7/21/19      | OracleApps88 |          |              |         |                |       |

**Invoices**

| Invoice  | Description             | Invoice Date | Status    | Invoice Total | Paid Amount | Unpaid Amount | Matched to Order Amount | Currency |
|----------|-------------------------|--------------|-----------|---------------|-------------|---------------|-------------------------|----------|
| XXINV001 | http://OracleApps88.... | 7/21/19      | Validated | 2,400.00      | 2,400.00    | 0.00          |                         |          |

## Purchase order Life Cycle

Search with Purchase order number and click on the View Details button

Overview Manage Orders x Purchase Order: 163701 x

Purchase Order: 163701 ?

**Main**

|                      |                   |                      |                        |
|----------------------|-------------------|----------------------|------------------------|
| Procurement BU       | US1 Business Unit | Supplier             | OracleApps88           |
| Requisitioning BU    | US1 Business Unit | Supplier Site        | REMIT TO               |
| Sold-to Legal Entity | US1 Legal Entity  | Supplier Contact     | Apps Oracle            |
| Bill-to BU           | US1 Business Unit | Communication Method | E-Mail                 |
| Order                | 163701            | Email                | OracleApps88@Yahoo.com |
| Status               | Closed            | Bill-to Location     | Chicago                |
| Buyer                | OracleApps88      | Ship-to Location     | Chicago                |
| Creation Date        | 7/21/19           |                      |                        |

**Order Life Cycle**

View Details

Order Life Cycle: 163701

Sold-to Legal Entity: US1 Legal Entity  
Order: 163701  
Supplier: OracleApps88  
Supplier Site: REMIT TO  
Supplier Contact: Apps Oracle  
Ordered: 2,400.00 USD

Order Life Cycle

The chart displays the amount in USD for different stages of the order life cycle. The categories and their approximate values are:

- Ordered: 2,400.00 USD (Blue bar)
- Shipped: 0.00 USD (Green bar)
- Received: 2,400.00 USD (Yellow bar)
- Delivered: 2,400.00 USD (Red bar)
- Invoiced: 2,400.00 USD (Purple bar)

In-Transit Shipments

| Shipment | Ship Date       | Tracking Number | Packing Slip | Expected Receipt Date | Shipped | Carrier  |
|----------|-----------------|-----------------|--------------|-----------------------|---------|----------|
| 30037    | 7/21/19 5:42 PM |                 |              |                       | 0.00    | 2,400.00 |

Receipts

| Receipt | Receipt Date    | Shipment | Ship Date | Packing Slip | Returned | Received | Delivered |
|---------|-----------------|----------|-----------|--------------|----------|----------|-----------|
| 30037   | 7/21/19 5:42 PM |          |           |              | 0.00     | 2,400.00 | 2,400.00  |

Invoices

| Invoice  | Invoice Date | Status    | Invoice Total | Paid     | Matched Amount | Receipt | Packing |
|----------|--------------|-----------|---------------|----------|----------------|---------|---------|
| XXINV001 | 7/21/19      | Validated | 2,400.00      | 2,400.00 | 2,400.00       |         |         |

Oracle Apps88 Knowledge sharing

## 11. Transfer Payables data to General Ledger

Navigate to Payables, Search with invoice number in Manage invoice task  
 Click on the Invoice Actions and click on post to ledger button

The screenshot shows the Oracle Payables interface for editing invoice XXINV001. The 'Invoice Actions' dropdown menu is open, and the 'Post to Ledger' option is highlighted with a red arrow.

The screenshot shows the Oracle Payables interface for editing invoice XXINV001. A confirmation dialog box is displayed, stating "Accounting is complete." with "View Accounting" and "OK" buttons. The background shows the invoice details and header information.

Invoice Accounting status will changed to Accounting

**Edit Invoice: XXINV001 ?**

**Invoice Summary**

|                |                   |
|----------------|-------------------|
| Status         |                   |
| Validation     | Validated         |
| Account Coding | Complete          |
| Approval       | Workflow approved |
| Accounting     | Accounted         |
| Payments       | 2,400.00 USD Paid |

**Holds**

|                       |    |
|-----------------------|----|
| Installments          | 0  |
| Line Variance         | 0  |
| Distribution Variance | 0  |
| Manual Holds          | 0  |
| System Holds          | 0  |
| Supplier Site         | No |

Verify the Post Journal report

**Post Journals, 1622091: Details**

|                |                                      |                |                     |
|----------------|--------------------------------------|----------------|---------------------|
| Status         | Succeeded                            | Schedule Start | 7/21/19 9:05 PM UTC |
| Log and Output | Attachment ESS_L_1622091 (1 more...) |                |                     |
| Parameters     | ESS_O_1622091                        |                |                     |

Batch Name is : Payables A 1622089000001 1622089 N

**US Primary Ledger**      **Posting Validation Report**      Date: 2019-07-21 21:06  
Process ID: 1622091

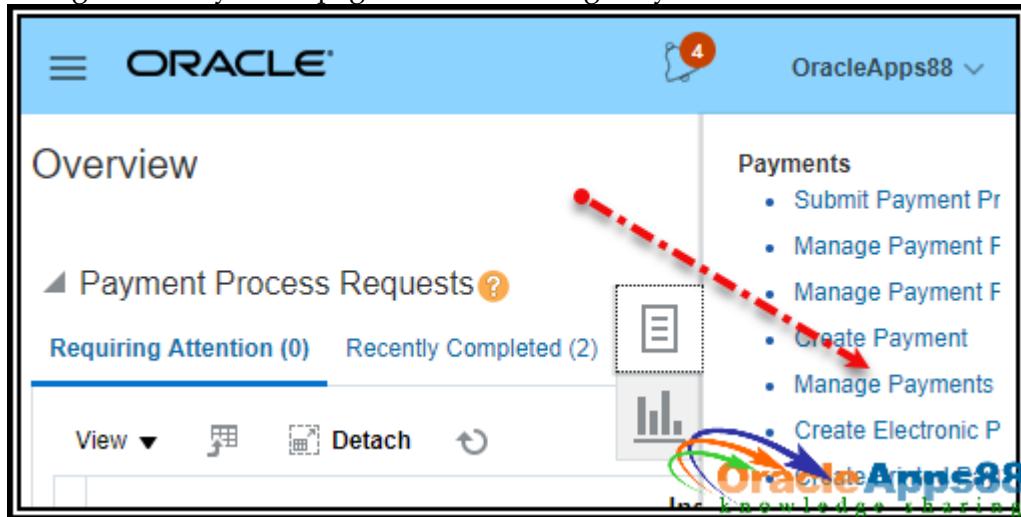
===== Posted Batches =====

|                                    |             |
|------------------------------------|-------------|
| Batch Name                         | Period Name |
| Payables A 1622089000001 1622089 N | 07-19       |

\*\*\*\*\* End of Report \*\*\*\*\*

## 12. Transfer Payments data to General Ledger

Navigate the Payments page, Click on Manage Payments link



Search with PPR name and click on payment number

The screenshot shows the 'Manage Payments' search screen. It includes fields for 'Supplier or Party', 'Payment Date', 'Payment Number', 'Disbursement Bank Account', 'Payment Type', 'Payment Process Request' (which is highlighted with a red box and contains 'XXPPR001'), 'Payment Status', 'Business Unit', and 'Actions'. Below the search form is a table with columns: Payment Number, Payment Document, Payment Status, Reconciled, Payee, Payment Date, Payment Amount, Remit-to Address, and Remit-to Acc Number. The first row of the table is highlighted with a red box and contains the value '5285' in the Payment Number column. A red arrow points from the 'Payment Number' field in the search form to the 'Actions' button in the table.

Click on Actions and post to Journal button

Payment: 5285 [?]

|                   |                         |
|-------------------|-------------------------|
| Payee             | OracleApps88            |
| Payment Date      | 7/21/19                 |
| Status            | Negotiable              |
| Accounting Status | Unaccounted             |
| Reconciled        | No                      |
| Type              | Payment Process Request |

**Payment Details** Paid Invoices History Conversion Other

**Payee**

|                  |                                     |                      |                 |
|------------------|-------------------------------------|----------------------|-----------------|
| Current Name     | Remit-to Account                    | XXXXXXXXX4321        |                 |
| Payee Site       | REMIT TO                            | IBAN                 |                 |
| Remit-to Address | #P.O. 1582, Addr2, BOSTON, IN Wayne | BIC                  |                 |
| Payment Function | Payables disbursements              | Remit-to Bank Name   | Bank of America |
|                  |                                     | Remit-to Branch Name | New York        |

Verify the Post Journal report

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

| Name                                   | Process ID | Status    | Scheduled Time      | Submission Time     |
|--|------------|-----------|---------------------|---------------------|
| Maintain Payables Trial Balance Report | 1622101    | Succeeded | 7/21/19 9:11 PM UTC | 7/21/19 9:11 PM UTC |
| Maintain Payables Trial Balance Report | 1622102    | Succeeded | 7/21/19 9:11 PM UTC | 7/21/19 9:11 PM UTC |
| Maintain Payables Trial Balance Report | 1622103    | Succeeded | 7/21/19 9:11 PM UTC | 7/21/19 9:11 PM UTC |
| Post Journals                          | 1622100    | Succeeded | 7/21/19 9:11 PM UTC | 7/21/19 9:11 PM UTC |

**Post Journals, 1622100: Details**

|                |                           |
|----------------|---------------------------|
| Status         | Succeeded                 |
| Schedule Start | 7/21/19 9:11 PM UTC       |
| Log and Output |                           |
| Attachment     | ESS_L_1622100 (1 more...) |

Batch Name is : **Payables A 1622098000001 1622098 N**

US Primary Ledger Posting Validation Report Date: 2019-07-21 21:11  
Process ID: 1622100

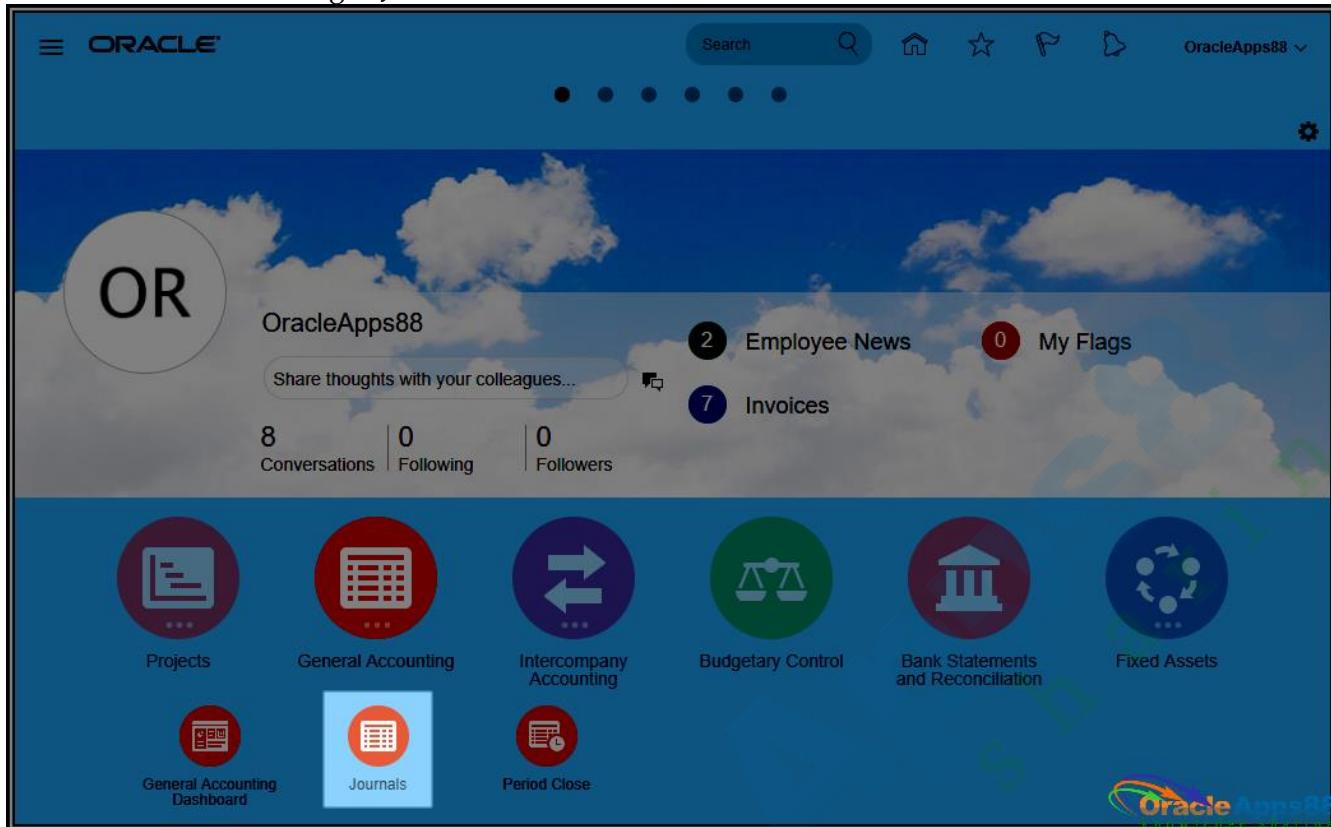
===== Posted Batches =====

|                                    |             |
|------------------------------------|-------------|
| Batch Name                         | Period Name |
| Payables A 1622098000001 1622098 N | 07-19       |

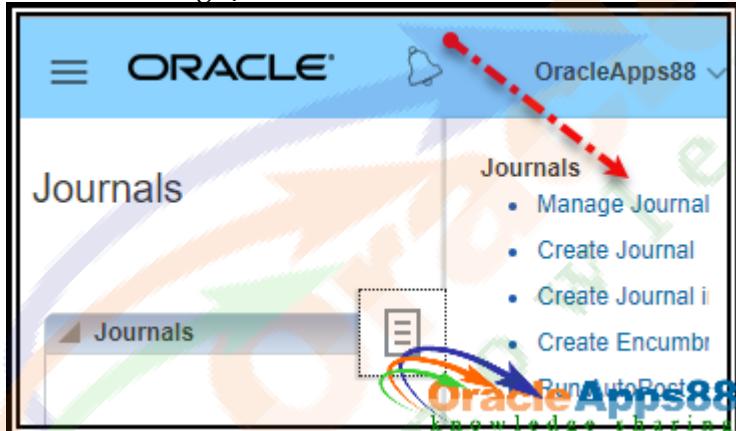
\*\*\*\*\* End of Report \*\*\*\*\*

### 13. Verify the Journal Batches

Nav : General Accounting → Journal



Click on Manage Journal Task



Search with Journal batch Name

The screenshot shows the Oracle Fusion Financials interface for managing journals. At the top, there's a search bar and navigation icons. Below it, a message says "Data Access Set: US Primary Ledger [Change]". The main title is "Manage Journals". A "Search" section contains several filters: "Journal Starts with" (Payables A 16220), "Journal Batch Starts with" (Payables A 16220), "Accounting Period Equals" (07-19), "Source Equals", "Category Equals", and "Batch Status Equals". Buttons for "Search", "Reset", "Save...", "Add Fields", and "Reorder" are available. Below the search area is a toolbar with "Actions", "View", "Format", and various icons. The main content is a grid of journal entries:

| Journal                  | Journal Batch              | Accounting Period | Source   | Category          | Journal Entered Debit | Journal Entered Credit |
|--------------------------|----------------------------|-------------------|----------|-------------------|-----------------------|------------------------|
| 07-19Payments            | Payables A 162209800000... | 07-19             | Payables | Payments          | 2,622.00 USD          | 2,622.00 USD F         |
| 07-19Payments 2          | Payables A 162209800000... | 07-19             | Payables | Payments          | 2,622.00 USD          | 2,622.00 USD F         |
| 07-19Purchase Invoices   | Payables A 162208900000... | 07-19             | Payables | Purchase Invoices | 2,844.00 USD          | 2,844.00 USD F         |
| 07-19Purchase Invoices 2 | Payables A 162208900000... | 07-19             | Payables | Purchase Invoices | 2,844.00 USD          | 2,844.00 USD F         |

At the bottom left, it says "Columns Hidden 36". A watermark for "Oracle Apps88 knowledge sharing" is visible across the page.

Click on the Payments Batch

The screenshot shows the Oracle Fusion Payables module interface. At the top, it displays "Data Access Set: US Primary Ledger". Below this, the title "Edit Journal" is shown. A journal batch named "Payables A 1622098000001 1622098 N" is selected. The journal details include:

- Journal Batch:** Payables A 1622098000001 1622098 N
- Description:** Journal Import Payables  
1622098:
- Balance Type:** Actual
- Accounting Period:** 07-19
- Attachments:** None
- Source:** Payables
- Approval Status:** Not required
- Funds Status:** Not applicable
- Batch Status:** Posted
- Completion Status:** Complete

The journal itself is titled "07-19Payments" and includes the following details:

- Journal:** 07-19Payments
- Description:** Journal Import 1622098:
- Ledger:** US Primary Ledger
- Accounting Date:** 7/31/19
- Category:** Payments
- Currency:** USD - US Dollar
- Conversion Date:** 7/31/19
- Conversion Rate Type:** User
- Conversion Rate:** 1
- Inverse Conversion Rate:** 1

The "Journal Lines" section displays the following entries:

| Line         | * Account                | Entered (USD)   |                 | Reconciliation Reference | Description            |
|--------------|--------------------------|-----------------|-----------------|--------------------------|------------------------|
|              |                          | Debit           | Credit          |                          |                        |
| 1            | 101.10.22100.000.000.000 | 2,622.00        |                 |                          | Journal Import Created |
| 2            | 101.10.22100.000.000.000 |                 | 222.00          |                          | Journal Import Created |
| 3            | 101.10.12145.000.000.000 |                 | 2,400.00        |                          | Journal Import Created |
| <b>Total</b> |                          | <b>2,622.00</b> | <b>2,622.00</b> |                          |                        |

Actions available for the journal lines include: Actions ▾, View ▾, Format ▾, +, Detach, Wrap.

At the bottom right of the interface, there is a watermark for "Oracle Apps88 Knowledge sharing".

Click on the Purchase Invoice batch

ORACLE

Data Access Set: US Primary Ledger

### Edit Journal

**Journal Batch: Payables A 1622089000001 1622089 N**

**Journal Batch:** Payables A 1622089000001 1622089 N | [Show More](#)

**Description:** Journal Import Payables  
1622089:

**Balance Type:** Actual

**Accounting Period:** 07-19

**Attachments:** None +

**Source:** Payables

**Approval Status:** Not required

**Funds Status:** Not applicable

**Batch Status:** Posted

**Completion Status:** Complete

**Journal:** 07-19Purchase Invoices | [Show More](#)

**Journal:** 07-19Purchase Invoices

**Description:** Journal Import 1622089:

**Ledger:** US Primary Ledger

**Accounting Date:** 7/31/19

**Category:** Purchase Invoices

**Currency:** USD - US Dollar

**Conversion Date:** 7/31/19

**Conversion Rate Type:** User

**Conversion Rate:** 1

**Inverse Conversion Rate:** 1

**Journal Lines**

| Line         | * Account                | Entered (USD)   |                 | Reconciliation Reference | Description            |
|--------------|--------------------------|-----------------|-----------------|--------------------------|------------------------|
|              |                          | Debit           | Credit          |                          |                        |
| 1            | 101.10.22100.000.000.000 | 222.00          |                 |                          | Journal Import Created |
| 2            | 101.10.22100.000.000.000 |                 | 2,622.00        |                          | Journal Import Created |
| 3            | 101.10.60511.000.000.000 | 2,622.00        |                 |                          | Journal Import Created |
| 4            | 101.10.60511.000.000.000 |                 | 222.00          |                          | Journal Import Created |
| <b>Total</b> |                          | <b>2,844.00</b> | <b>2,844.00</b> |                          |                        |

Actions ▾ View ▾ Format ▾ + Detach Wrap

Columns Hidden 10

```

SELECT
  COALESCE (l.ledger_id, 0) "LEDGER_ID",
  COALESCE (TO_NUMBER (TO_CHAR (l.effective_date, 'YYYYMMDD'))), 0)
"JOURNAL_DT_ID",
  COALESCE (TO_NUMBER (TO_CHAR (h.posted_date, 'YYYYMMDD'))), 0)
"POSTED_DT_ID",
  COALESCE (TO_NUMBER (TO_CHAR (gp.end_date, 'YYYYMM'))), 0) "PERIOD_ID",
  l.status "JOURNAL_LINE_STATUS",
  COALESCE (l.code_combination_id, 0) "GLCC_ID",
  b.name "JE BATCH NAME",
  b.status AS "JE_BATCH_STATUS",
  b.description AS "JE_BATCH_DESC",
  b.approval_status_code AS "JE_BATCH_APPROVAL_STATUS",
  b.je_source AS "JE_BATCH_SOURCE",
  b.default_period_name AS "JE_BATCH_PERIOD_NAME",
  TO_CHAR (b.posted_date, 'MM-DD-YYYY HH24:mi:ss') AS "JE_BATCH_POSTED_DT",
  TO_CHAR (b.default_effective_date, 'MM-DD-YYYY HH24:mi:ss') AS
"JE_BATCH_ACCOUNTING_DT",
  l.je_header_id "JE_HEADER_ID",
  l.je_line_num "JE_LINE_NUM",
  l.je_header_id || '~' || l.je_line_num "JOURNAL_ID",
  TRIM (h.name) AS "JE_HEADER_NAME",
  TRIM (h.description) AS "JE_HEADER_DESCRIPTION",
  l.je_header_id || '~' || l.je_line_num "INTEGRATION_ID"
FROM
  gl_je_lines l,
  gl_je_headers h,
  gl_je_batches b,
  gl_ledgers gl,
  per_users fu,
  gl_code_combinations gcc,
  gl_periods gp,
  per_users ful,
  gl_translation_rates gtr
WHERE 1=1
  AND l.je_header_id = h.je_header_id
  AND h.je_batch_id = b.je_batch_id
  AND gl.ledger_id = h.ledger_id
  AND gcc.code_combination_id = l.code_combination_id
  AND l.period_name = gp.period_name
  AND gp.period_set_name = :period_set_name
  AND l.last_updated_by = ful.username(+)
  AND fu.active_flag(+) = 'Y'
  AND ful.active_flag(+) = 'Y'
  AND gtr.set_of_books_id(+) = gl.ledger_id
  AND gtr.period_name(+) = gp.period_name
  AND gtr.to_currency_code(+) = 'USD'
  AND l.last_update_date >= :last_run_date

```

**14. Verify the Notifications in Mail**

|                                       |   |  |          |
|---------------------------------------|---|--|----------|
| <input type="checkbox"/> oracleapps88 | ★ Approved: Approval of Payment Process Request XXPPR001                  |  | 1:50 AM  |
| <input type="checkbox"/> oracleapps88 | ★ Approved: Approval of Invoice XXINV001 from OracleApps88 (2,400.00 ...  |  | 12:49 AM |
| <input type="checkbox"/> OracleApps88 | ★ FYI: Document (Purchase Order) 163701 (Requisition 204073) Implement... |  | Jul 21   |
| <input type="checkbox"/> OracleApps88 | ★ FYI: Requisition 204073 Approved  |  |          |



## Oracle Cloud P2P - Query to get Oracle Cloud (Fusion) Procure to Payment (P2P) details

**SELECT**

```

poha.po_header_id,
poha.segment1 AS po_num,
haot.name AS proc_bu,
haot.name AS req_bu,
haot.name AS billto_bu,
hrla1.location_name AS bill_to_loc,
hrla.location_name AS ship_to_loc,
ps.segment1 vendor_num,
hp.party_name AS vendor_name,
hps.party_site_name AS site_name,
apt.name,
ppnf.last_name || ', ' || pppnf.first_name AS buyer_name,
poha.document_status,
poha.currency_code,
pola.line_num,
pola.item_description,
polt.line_type,
pola.quantity AS quantity,
DECODE (polt.line_type, 'Goods', pola.unit_price, 'Fixed Price Services',
pola.amount) AS unit_price,
DECODE (polt.line_type, 'Goods', (pola.quantity * pola.unit_price), 'Fixed Price
Services', pola.amount) AS po_lin_amount,
pola.line_status,
TO_CHAR (polla.need_by_date, 'DD-MON-YYYY') need_by_date,
TO_CHAR (polla.promised_date, 'DD-MON-YYYY') promised_date,
pod1.distribution_num,
pod1.destination_subinventory,
pod1.quantity_ordered,
gcc.segment2 cost_center,
gcc.segment1||'.'||gcc.segment2||'.'||gcc.segment3||'.'||gcc.segment4||'.'|
||gcc.segment5||'.'||gcc.segment6||'.'||gcc.segment7||'.'||gcc.segment8 AS
CHARGE_ACCOUNT,
inv.invoice_num,
TO_CHAR (inv.invoice_date, 'DD-Mon-YYYY') invoice_date,
inv.invoice_amount,
inv.amount_paid,
DECODE (ap_invoices_utility_pkg.get_approval_status ( inv.invoice_id,
inv.invoice_amount, inv.payment_status_flag, inv.invoice_type_lookup_code), 'FULL',
'Fully Applied', 'NEVER APPROVED', 'Never Validated', 'NEEDS REAPPROVAL', 'Needs
Revalidation', 'CANCELLED', 'Cancelled', 'UNPAID', 'Unpaid', 'AVAILABLE', 'Available',
'UNAPPROVED', 'Unvalidated', 'APPROVED', 'Validated', 'PERMANENT', 'Permanent
Prepayment', NULL) inv_status,
ipa.payment_method_code,
ipa.paper_document_number,
ipa.payment_date,
ipa.payment_amount payment_amount1,
ipa.ext_bank_account_number,
ipa.ext_branch_number,
ipa.payment_profile_sys_name,
ipa.payment_process_request_name
FROM
po_headers_all poha,
hr_organization_units_f_tl haot,
hr_locations_all hrla,
hr_locations_all hrla1,
poz_suppliers ps,
hz_parties hp,
hz_party_sites hps,
ap_terms_tl apt,
per_person_names_f_v pppnf,
```

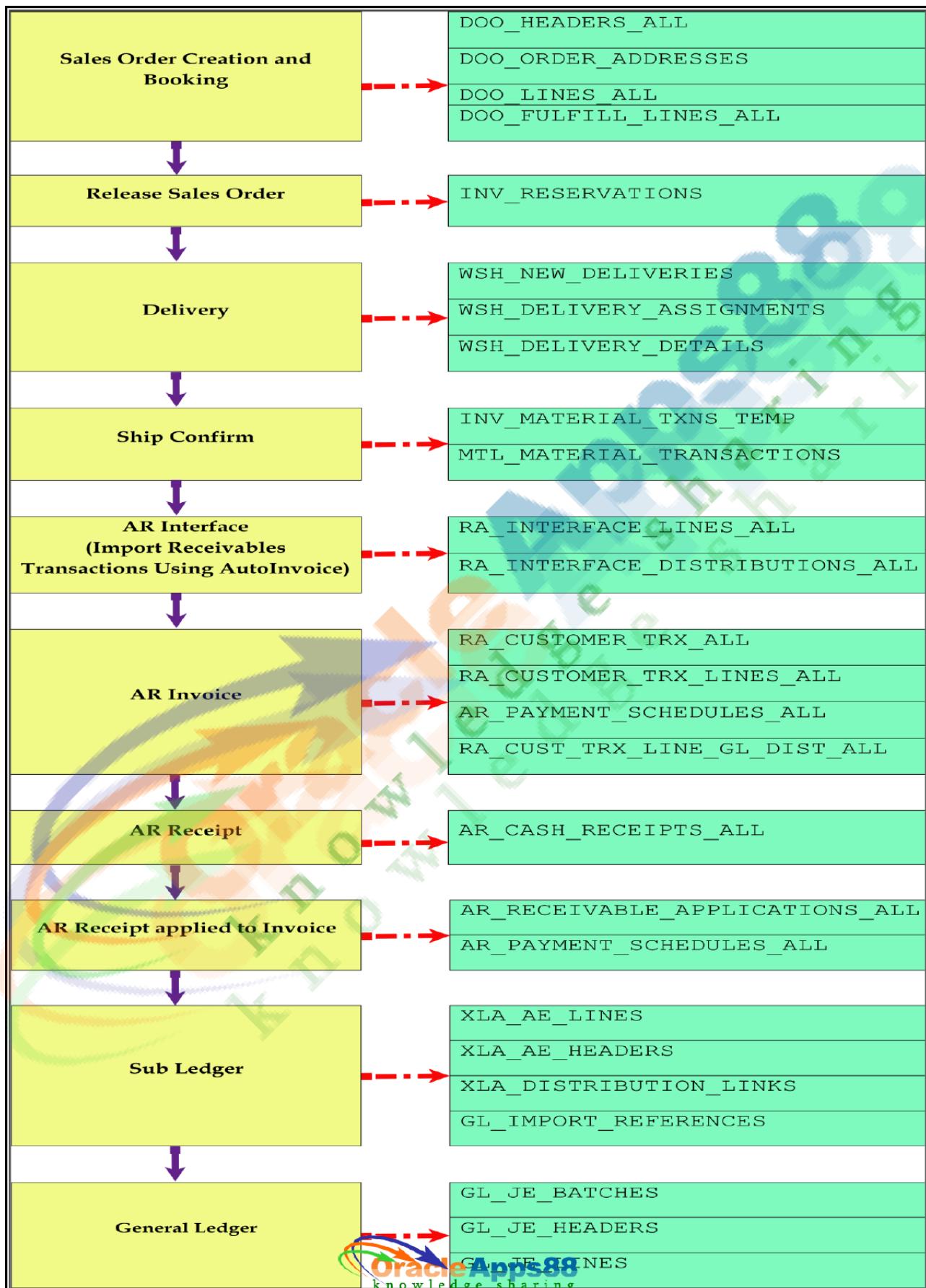
```

poz_supplier_sites_all_m pss,
po_lines_all pola,
po_line_types_tl polt,
po_line_locations_all polla,
po_distributions_all podl,
gl_code_combinations gcc,
ap_invoices_all inv,
ap_invoice_lines_all lin,
ap_invoice_distributions_all invd,
ap_invoice_payments_all aipa,
iby_docs_payable_all idpa,
iby_payments_all ipa
WHERE 1 = 1
AND haot.organization_id = poha.prc_bu_id
AND haot.language = 'US'
AND hrla.location_id = poha.ship_to_location_id
AND hrlal.location_id = poha.bill_to_location_id
AND xep.legal_entity_id = poha.soldto_le_id
AND ps.vendor_id = poha.vendor_id
AND hp.party_id = hps.party_id
AND pss.party_site_id = hps.party_site_id
AND pss.vendor_site_id = poha.vendor_site_id
AND apt.term_id = poha.terms_id
AND apt.language = 'US'
AND ppnf.person_id = poha.agent_id
AND poha.po_header_id = pola.po_header_id
AND pola.line_type_id = polt.line_type_id
AND polt.language = 'US'
AND poha.po_header_id = pola.po_header_id
AND pola.category_id = cat.category_id
AND polla.po_header_id = poha.po_header_id
AND polla.po_line_id = pola.po_line_id
AND podl.code_combination_id = gcc.code_combination_id
AND podl.po_header_id = poha.po_header_id
AND podl.po_header_id = pola.po_header_id
AND podl.line_location_id = polla.line_location_id
AND poha.po_header_id = lin.po_header_id
AND pola.po_line_id = lin.po_line_id
AND podl.po_distribution_id = lin.po_distribution_id
AND inv.invoice_id = lin.invoice_id
AND invd.invoice_id = inv.invoice_id
AND lin.line_number = invd.invoice_line_number
AND inv.invoice_id = idpa.calling_app_doc_unique_ref2
AND aipa.invoice_payment_id = idpa.calling_app_doc_unique_ref4
AND aipa.invoice_id = idpa.calling_app_doc_unique_ref2
AND aipa.check_id = idpa.calling_app_doc_unique_ref1
AND idpa.formatting_payment_id = ipa.payment_id
AND haot.name LIKE 'US1 B%'
ORDER BY
haot.name,
poha.segment1,
pola.line_num,
podl.distribution_num

```

## End of Procure to Pay Cycle



O2C - Order to Cash Life Cycle Process with Functional and Technical Flow

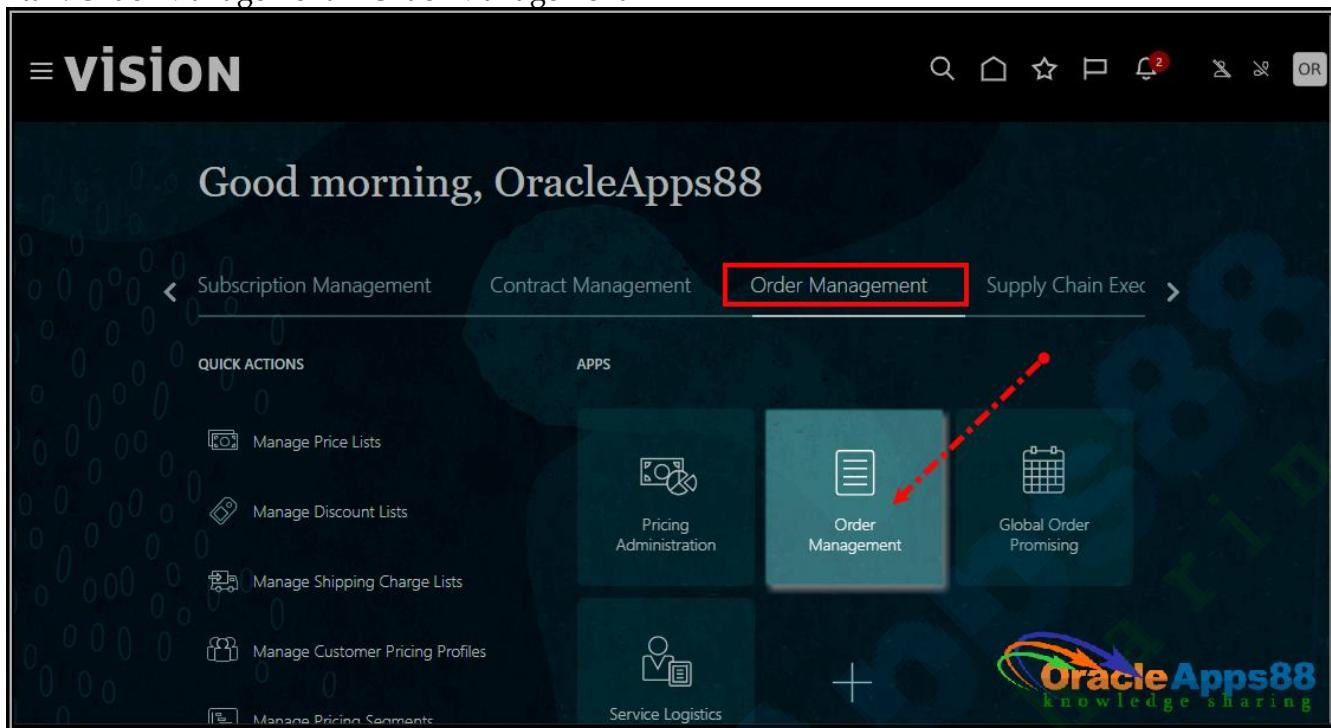
The Order to Cash cycle comprises of the following steps,

01. Create Sales Order
02. Create Pick wave
03. Create Pick Confirm
04. Create Ship Confirm
05. Transfer to Receivables
06. Verify the Transaction
07. Create Receipt and Apply the transaction
08. Transfer Invoice to General Ledger
09. Transfer Receipt data to General Ledger
10. Verify the Journal Batches

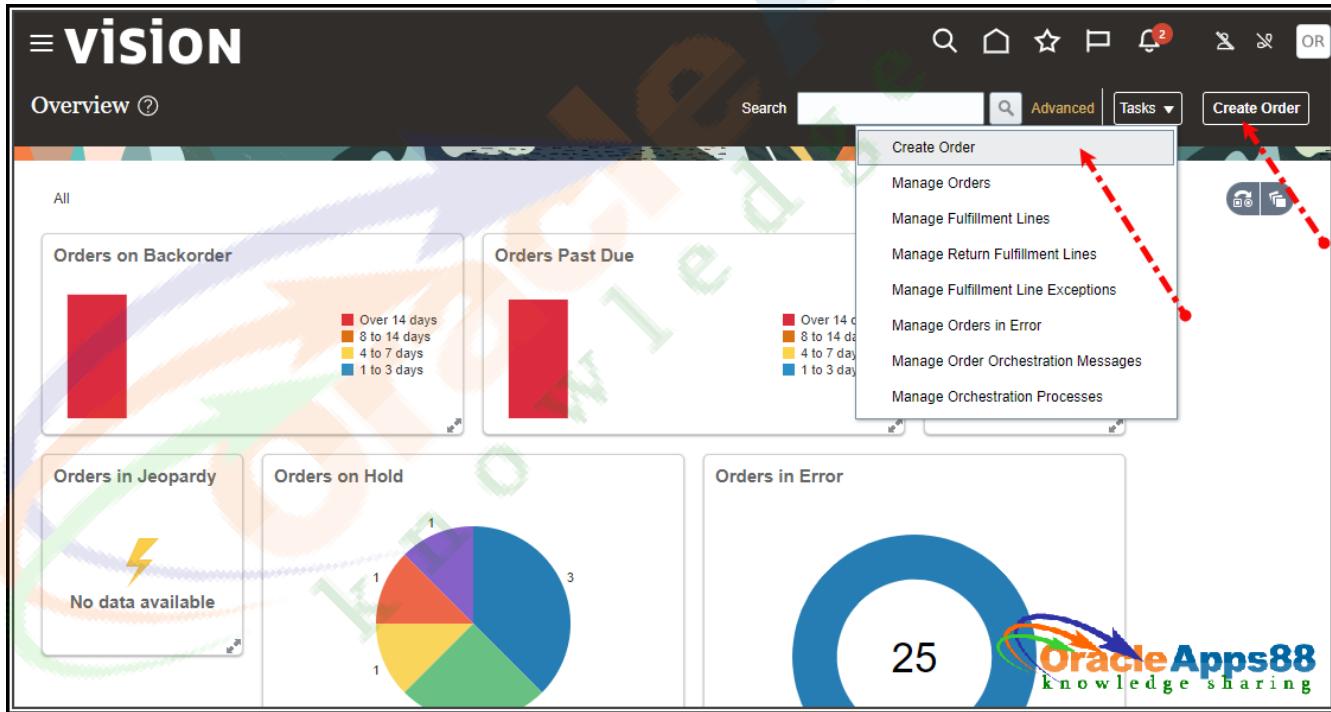


### Step 1: Create Sales Order

Nav: Order Management → Order Management



Click on the Create Order button or Tasks → Create Order



Enter the customer details and Click on Save

The screenshot shows the 'Create Order' screen for 'CDS Inc'. The 'Customer' field is set to 'CDS Inc'. The 'Contact' field is set to 'Jane Fagan'. The 'Contact Method' field contains 'contact\_etaj@oraclepdemos.com'. The 'Ordered Date' field shows '8/29/24 5:31 AM'. The 'Purchase Order' field contains 'PO#'. The 'Order Type' field is empty. On the right side, the 'Business Unit' is 'US1 Business Unit', 'Bill-to Customer' is 'CDS Inc', 'Ship-to Customer' is 'CDS Inc', and 'Ship-to Address' is '205 LOFTY GROVE DR,RANCHO PALOS VERDI'. The 'Save' button at the top right is highlighted with a red arrow.

Once save it order number will generate and Order status is Draft

The screenshot shows the 'Create Order' screen for 'CDS Inc - 98430 - Draft'. The 'Customer' field is set to 'CDS Inc'. The 'Contact' field is set to 'Jane Fagan'. The 'Contact Method' field contains 'contact\_etaj@oraclepdemos.com'. The 'Ordered Date' field shows '8/29/24 5:31 AM'. The 'Purchase Order' field contains 'PO#98430'. The 'Order Type' field is empty. On the right side, the 'Business Unit' is 'US1 Business Unit', 'Bill-to Customer' is 'CDS Inc', 'Bill-to Account' is '80020', 'Ship-to Customer' is 'CDS Inc', and 'Ship-to Address' is '205 LOFTY GROVE DR,RANCHO PALOS VERDI'. The 'Save' button at the top right is highlighted with a red arrow. A message 'Last Saved 8/29/24 6:20 AM' is displayed at the bottom right.

Below is the Query:

```

SELECT
    h.org_id
,   hou.name BU_NAME
,   h.header_id
,   h.order_number
,   hp.party_name Cust_name
,   hca.account_number Cust_Acct
,   h.sold_to_contact_id Contact
,   h.ordered_date
,   h.customer_po_number PO_NUM
,   h.order_type_code

```

```

,h.status_code Heder_Status
,h.open_flag
,h.canceled_flag
,h.sold_to_customer_id
,h.transactional_currency_code CURR
,h.source_order_number src_order_num
,h.source_order_system src_order_sys
,h.source revision number src rev num
,h.orig_sys_document_ref src_order_ref
,bill_hp.party_name Bill_To_Cust
,bill_add.cust_acct_site_use_id Bill_site_use_id
,bill_hl.Address1||' '||bill_hl.Address2||' '||bill_hl.city||' '||bill_hl.county||'
'||NVL(bill_hl.STATE,bill_hl.PROVINCE)||' '||bill_hl.Postal_code||' '||bill_hl.COUNTRY
Bill_TO_Addr
,ship_hp.party_name ship_To_Cust
,ship_add.cust_acct_site_use_id ship_site_use_id
,ship_hl.Address1||' '||ship_hl.Address2||' '||ship_hl.city||' '||ship_hl.county||'
'||NVL(ship_hl.STATE,ship_hl.PROVINCE)||' '||ship_hl.Postal_code||' '||ship_hl.COUNTRY
ship_TO_Addr
from
fusion.doo_headers_all_v h
,fusion.hr_operating_units hou
,fusion.hz_parties hp
,fusion.hz_cust_accounts hca
,fusion.doo_order_addresses_v bill_add
,fusion.hz_cust_accounts bill_hca
,fusion.hz_parties bill_hp
,fusion.hz_cust_site_uses_all bill_hcsu
,fusion.hz_cust_acct_sites_all bill_hcas
,fusion.hz_party_sites bill_hps
,fusion.hz_locations bill_hl
,fusion.doo_order_addresses_v ship_add
,fusion.hz_cust_accounts ship_hca
,fusion.hz_parties ship_hp
-- ,fusion.hz_cust_site_uses_all ship_hcsu
-- ,fusion.hz_cust_acct_sites_all ship_hcas
,fusion.hz_party_sites ship_hps
,fusion.hz_locations ship_hl
where 1=1
and hou.organization_id = h.org_id
and hp.party_id (+)= h.sold_to_Party_id
and hca.party_id (+) = h.sold_to_Party_id
and bill_add.address_use_type = 'BILL_TO'
AND H.header_id = bill_add.header_id (+)
and bill_add.cust_acct_id = bill_hca.cust_account_id (+)
AND bill_hca.party_id = bill_hp.party_id (+)
AND bill_add.cust_acct_site_use_id = bill_hcsu.site_use_id (+)
AND bill_hcsu.cust_acct_site_id = bill_hcas.cust_acct_site_id (+)
AND bill_hcas.party_site_id = bill_hps.party_site_id (+)
AND bill_hps.location_id = bill_hl.location_id (+)
and ship_add.address_use_type = 'SHIP_TO'
AND H.header_id = ship_add.header_id (+)
and ship_add.cust_acct_id = ship_hca.cust_account_id (+)
AND ship_hca.party_id = ship_hp.party_id (+)
-- AND ship_add.cust_acct_site_use_id = ship_hcsu.site_use_id (+)
-- AND ship_hcsu.cust_acct_site_id = ship_hcas.cust_acct_site_id (+)
-- AND ship_hcas.party_site_id = ship_hps.party_site_id (+)
AND ship_add.party_site_id = ship_hps.party_site_id (+)
AND ship_hps.location_id = ship_hl.location_ID (+)
and h.order_number = '98430'

```

| BU_NAME           | CUST_NAME | CUST_ACCT | CONTACT | ORDERED_DATE                  | PO_NUM   | ORDER_TYPE_CODE | HEDER_STATUS     | ORG_ID | OPEN_FLAG | CANCELED_FLAG | ORDER_NUMBER |
|-------------------|-----------|-----------|---------|-------------------------------|----------|-----------------|------------------|--------|-----------|---------------|--------------|
| US1 Business Unit | CDS Inc   | 80020     |         | 2024-08-29T05:31:06.000+00:00 | PO#98430 | DOO_DRAFT       | 30000046987012 Y |        | N         |               | 98430        |

In Order Lines, search with item number

Create Order: CDS Inc - 98430 - Draft

Total: 0.00 Actions ▾ Save ▾ Submit ▾ Cancel

Currency = US Dollar Last Saved 8/29/24 6:20 AM

|  |   |
|--|---|
| Customer: CDS Inc  | Business Unit: US1 Business Unit                        |
| Contact: Jane Fagan  | Bill-to Customer: CDS Inc                               |
| Contact Method: contact_etaj@oracledemos.com   | Bill-to Account: 80020                                  |
| * Ordered Date: 8/29/24 5:31 AM  | Ship-to Customer: CDS Inc                               |
| Purchase Order: PO#98430   | Ship-to Address: 205 LOFTY GROVE DR, RANCHO PALOS VERDI |
| Order Type:  | Sales Agreement:  |
| Sales Credits:   |   |
| <b>Order Lines</b> <span>?</span><br><span>Add</span>  |   |
| Select Item: AS25100 <span>Q</span>  |   |
| Actions ▾ View ▾ Update Lines <span>Freeze</span> <span>Detach</span>                              |   |
| Item Duration Period Sales Agreement Sales Agreement Line Sales Agreement Version Quantity On Hand |   |

Select the Item number and click on ok button

Create Order: OracleApps88

Total: 0.00 Actions ▾ Save ▾ Submit ▾ Cancel

Currency

Search and Select: Item

Advanced

Search Results

View ▾ Format ▾ Detach Wrap

| Item    | Description               | Revision Code |
|---------|---------------------------|---------------|
| AS25100 | 1TB External HD (USB 2.0) | A             |

Columns Hidden 340

OK Cancel

Item details will show, click on the Add button to add the line to order

Create Order: CDS Inc - 98430 - Draft 

Currency = US Dollar

Total: 0.00 Actions ▾ Save ▾ Submit Cancel Last Saved 8/29/24 6:20 AM

|   |   |                  |                                       |
|---|---|------------------|---------------------------------------|
| Customer  | CDS Inc   | Business Unit    | US1 Business Unit                     |
| Contact   | Jane Fagan  | Bill-to Customer | CDS Inc                               |
| Contact Method  | contact_etaj@oraclepdemos.com   | Bill-to Account  | 80020                                 |
| * Ordered Date  | 8/29/24 5:31 AM  | Ship-to Customer | CDS Inc                               |
| Purchase Order  | PO#98430  | Ship-to Address  | 205 LOFTY GROVE DR,RANCHO PALOS VERDI |
| Order Type  |   | Sales Agreement  |                                       |
| Sales Credits  |   |                  |                                       |

**Order Lines** 

| Select Item | AS25100  | 1TB External HD (USB 2.0) | 1 Ea            | In Stock   | Sale Price              | 60       | 60.00 | Add     |
|-------------|----------|---------------------------|-----------------|------------|-------------------------|----------|-------|---------|
| Actions     | View     | Update Lines              | Freeze          | Detach     |                         |          |       |         |
| Item        | Duration | Period                    | Sales Agreement | Sales Line | Sales Agreement Version | Quantity | UOM   | On Hand |



Once the line is added, the line status will be Open

| LINE_ID          | LINE_NUMBER | SRC_LINE_NUM   | INVENTORY_ITEM_ID | ITEM_NUM        | INV_ORG_ID | ORDERED_QTY | UNIT_LIST_PRICE | LINE_CANC_FLAG | ORDERED_UOM | UNIT_SELLING_PRICE | EXTENDED_AMOUNT | LINE_TYPE_CODE | LINE_STATUS                   | REQUEST_SHIP_DATE |
|------------------|-------------|----------------|-------------------|-----------------|------------|-------------|-----------------|----------------|-------------|--------------------|-----------------|----------------|-------------------------------|-------------------|
| 3000002872915681 | 1           | 30000047533203 | AS25100           | 300000472744411 |            | 60          | N               | zzu            | 60          | 60                 | ORABUY          | OPEN           | 2024-08-29T05:31:06.000+00:00 |                   |

```

SELECT
    h.org_id
    ,hou.name BU_NAME
    ,h.header_id
    ,h.order_number
    ,hp.party_name Cust_name
    ,hca.account_number Cust_Acc
    ,h.sold_to_contact_id Contact
    ,h.ordered_date
    ,h.customer_po_number PO_NUM
    ,h.order_type_code
    ,h.status_code Heder_Status
    ,h.open_flag
    ,h.canceled_flag order_canc_flag
    ,h.sold_to_customer_id
    ,h.transactional_currency_code CURR
    ,h.source_order_number src_order_num
    ,h.source_order_system src_order_sys
    ,h.source_revision_number src_rev_num
    ,h.orig_sys_document_ref src_order_ref
    ,bill_hp.party_name Bill_To_Cust
    ,bill_add.cust_acct_site_use_id Bill_site_use_id
    ,bill_hl.Address1 || ' ' || bill_hl.Address2 || ' ' || bill_hl.city || ' ' || bill_hl.county || '
    ' || NVL(bill_hl.STATE,bill_hl.PROVINCE) || ' ' || bill_hl.Postal_code || ' ' || bill_hl.COUNTRY
    Bill_TO_Addr
    ,ship_hp.party_name ship_To_Cust
    ,ship_add.cust_acct_site_use_id ship_site_use_id
    ,ship_hl.Address1 || ' ' || ship_hl.Address2 || ' ' || ship_hl.city || ' ' || ship_hl.county || '
    ' || NVL(ship_hl.STATE,ship_hl.PROVINCE) || ' ' || ship_hl.Postal_code || ' ' || ship_hl.COUNTRY
    ship_TO_Addr
    ,l.display_line_number
    ,l.line_id
    ,l.line_number

```

```

,l.source_line_number src_line_num
,l.inventory_item_id
,esi.item_number item_num
,l.inventory_organization_id inv_org_id
,l.ordered_qty
,l.Unit_list_Price
,l.canceled_flag line_canc_flag
,l.canceled_qty
,l.shipped_qty
,l.ordered_uom
,l.Unit_Selling_Price
,l.extended_amount
,l.line_type_code
,l.status_code line_status
,fl.request_ship_date
,fl.schedule_ship_date
,fl.promise_ship_date
,fl.customer_po_line_number
from
fusion.doo_headers_all_v h
,fusion.hr_operating_units hou
,fusion.hz_parties hp
,fusion.hz_cust_accounts hca
,fusion.doo_order_addresses_v bill_add
,fusion.hz_cust_accounts bill_hca
,fusion.hz_parties bill_hp
,fusion.hz_cust_site_uses_all bill_hcsu
,fusion.hz_cust_acct_sites_all bill_hcas
,fusion.hz_party_sites bill_hps
,fusion.hz_locations bill_hl
,fusion.doo_order_addresses_v ship_add
,fusion.hz_cust_accounts ship_hca
,fusion.hz_parties ship_hp
-- ,fusion.hz_cust_site_uses_all ship_hcsu
-- ,fusion.hz_cust_acct_sites_all ship_hcas
,fusion.hz_party_sites ship_hps
,fusion.hz_locations ship_hl
,fusion.doo_lines_all_v l
,fusion.doo_fill_lines_all fl
,fusion.egp_system_items esi
where 1=1
and hou.organization_id = h.org_id
and hp.party_id (+)= h.sold_to_Party_id
and hca.party_id (+) = h.sold_to_Party_id
and bill_add.address_use_type = 'BILL_TO'
AND H.header_id = bill_add.header_id (+)
and bill_add.cust_acct_id = bill_hca.cust_account_id (+)
AND bill_hca.party_id = bill_hp.party_id (+)
AND bill_add.cust_acct_site_use_id = bill_hcsu.site_use_id (+)
AND bill_hcsu.cust_acct_site_id = bill_hcas.cust_acct_site_id (+)
AND bill_hcas.party_site_id = bill_hps.party_site_id (+)
AND bill_hps.location_id = bill_hl.location_id (+)
and ship_add.address_use_type = 'SHIP_TO'
AND H.header_id = ship_add.header_id (+)
and ship_add.cust_acct_id = ship_hca.cust_account_id (+)
AND ship_hca.party_id = ship_hp.party_id (+)
-- AND ship_add.cust_acct_site_use_id = ship_hcsu.site_use_id (+)
-- AND ship_hcsu.cust_acct_site_id = ship_hcas.cust_acct_site_id (+)
-- AND ship_hcas.party_site_id = ship_hps.party_site_id (+)
AND ship_add.party_site_id = ship_hps.party_site_id (+)
AND ship_hps.location_id = ship_hl.location_ID (+)
and h.header_id = l.header_id (+)
AND l.line_id = fl.line_id (+)

```

```
and esi.inventory_item_id = l.inventory_item_id
and esi.organization_id = l.inventory_organization_id
and h.order_number = '98430'
```

Click on the Shipment tab, and Enter the Shipping contact and shipping method details in General tab

| Over Item                           | Quantity | UOM | Shipping Method      | Shipping Charge | Availability Status |
|-------------------------------------|----------|-----|----------------------|-----------------|---------------------|
| AS25100 - 1TB External HD (USB 2.0) | 1        | Ea  | DHL Air Next day air |                 |                     |

Enter the Shipping details, like Freight terms, FOB details

| Over Item                           | Quantity | UOM | Shipping Method      | Shipping Charge | Availability Status |
|-------------------------------------|----------|-----|----------------------|-----------------|---------------------|
| AS25100 - 1TB External HD (USB 2.0) | 1        | Ea  | DHL Air Next day air |                 |                     |

Select the Warehouse details in Supply tab

**Shipment Details**

General Shipping **Supply**

|               |               |                         |    |
|---------------|---------------|-------------------------|----|
| Warehouse     | 001 - Seattle | Demand Class            |    |
| Supplier      |               | Allow Item Substitution | No |
| Supplier Site |               |                         |    |

Order Line Det...

View ▾ Estimate Order Availability Freeze Detach

| Over Item                             | Quantity | UOM | Shipping Method      |
|---------------------------------------|----------|-----|----------------------|
| 1 AS25100 - 1TB External HD (USB 2.0) | 1        | Ea  | DHL Air Next day air |



Enter the Billing details like Bill to Address, Bill to Contact details

**Create Order: CDS Inc - 98430 - Draft**

Total: 65.40 Actions ▾ Save ▾ Submit Cancel Last Saved 8/29/24 7:12 AM

Currency = US Dollar

|                |                               |                  |                                       |
|----------------|-------------------------------|------------------|---------------------------------------|
| Customer       | CDS Inc                       | Business Unit    | US1 Business Unit                     |
| Contact        | Jane Fagan                    | Bill-to Customer | CDS Inc                               |
| Contact Method | contact_etaj@oraclepdemos.com | Bill-to Account  | 80020                                 |
| * Ordered Date | 8/29/24 5:31 AM               | Ship-to Customer | CDS Inc                               |
| Purchase Order | PO#98430                      | Ship-to Address  | 205 LOFTY GROVE DR,RANCHO PALOS VERDI |
| Order Type     |                               | Sales Agreement  |                                       |
| Sales Credits  |                               |                  |                                       |

**Billing and Payment Details**

|                        |                                       |                |            |
|------------------------|---------------------------------------|----------------|------------|
| Bill-to Address        | 205 LOFTY GROVE DR,RANCHO PALOS VERDI | Payment Method | On Account |
| Bill-to Contact        | Jane Fagan                            |                |            |
| Bill-to Contact Method | contact_etaj@oraclepdemos.com         |                |            |
| Payment Terms          | 30 Net                                |                |            |



```

SELECT
    h.org_id
    ,hou.name BU_NAME
    ,h.header_id
    ,h.order_number
    ,hp.party_name Cust_name
    ,hca.account_number Cust_Acc
    ,h.sold_to_contact_id Contact
    ,h.ordered_date
    ,h.customer_po_number PO_NUM
    ,h.order_type_code
    ,h.status_code Heder_Status
    ,h.open_flag
    ,h.canceled_flag order_canc_flag
    ,h.sold_to_customer_id
    ,h.transactional_currency_code CURR
    ,h.source_order_number src_order_num

```

```

,h.source_order_system src_order_sys
,h.source_revision_number src_rev_num
,h.orig_sys_document_ref src_order_ref
,bill_hp.party_name Bill_To_Cust
,bill_add.cust_acct_site_use_id Bill_site_use_id
,bill_hl.Address1||' ||bill_hl.Address2||' ||bill_hl.city||' ||bill_hl.county||'
'||NVL(bill_hl.STATE,bill_hl.PROVINCE)||' ||bill_hl.Postal_code||' ||bill_hl.COUNTRY
Bill TO Addr
,ship_hp.party_name ship_To_Cust
,ship_add.cust_acct_site_use_id ship_site_use_id
,ship_hl.Address1||' ||ship_hl.Address2||' ||ship_hl.city||' ||ship_hl.county||'
'||NVL(ship_hl.STATE,ship_hl.PROVINCE)||' ||ship_hl.Postal_code||' ||ship_hl.COUNTRY
ship_TO_Addr
,l.display_line_number
,l.line_id
,l.line_number
,l.source_line_number src_line_num
,l.inventory_item_id
,esi.item_number item_num
,l.inventory_organization_id inv_org_id
,l.ordered_qty
,l.Unit_list_Price
,l.canceled_flag line_canc_flag
,l.canceled_qty
,l.shipped_qty
,l.ordered_uom
,l.Unit_Selling_Price
,l.extended_amount
,l.line_type_code
,l.status_code line_status
,f1.request_ship_date
,f1.schedule_ship_date
,f1.promise_ship_date
,f1.customer_po_line_number
,(select distinct partypeo.party_name|| '-'|| modeoftransportpeo.meaning ||'-
'||servicelevelpeo.meaning "Ship Method"
from
fusion.msc_xref_mapping mxm_los ,
fusion.msc_xref_mapping mxm_mot ,
fusion.msc_xref_mapping mxm_car ,
fusion.rcs_lookups modeoftransportpeo ,
fusion.rcs_lookups servicelevelpeo ,
fusion.hz_parties partypeo ,
fusion.wsh_org_carrier_services wogs
where ( f1.ship_class_of_service = mxm_los.target_value and mxm_los.entity_name =
'WSH_SERVICE_LEVELS')
and (servicelevelpeo.lookup_code = mxm_los.source_value and
servicelevelpeo.lookup_type = 'WSH SERVICE LEVELS')
and ( f1.ship_mode_of_transport = mxm_mot.target_value and mxm_mot.entity_name =
'WSH_MODE_OF_TRANSPORT')
and (modeoftransportpeo.lookup_code = mxm_mot.source_value and
modeoftransportpeo.lookup_type = 'WSH_MODE_OF_TRANSPORT')
and (to_char(f1.carrier_id) = mxm_car.target_value and mxm_car.entity_name =
'CARRIERS')
and partypeo.party_id = mxm_car.source_value
and (to_char(wogs.carrier_id) = mxm_car.source_value
and wogs.service_level = mxm_los.source_value
and wogs.mode_of_transport = mxm_mot.source_value)
) shipping_method
,(select min(b.segment1) from fusion.doo_projects a , fusion.pjf_projects_all_b b where
a.parent_entity_code ='LINE' and a.parent_entity_id = f1.fulfill_line_id and
a.pjc_project_id = b.project_id) project_num

```

```

,(select min(a.organization_code) from fusion.inv_org_parameters a,
fusion.doo_fill_lines_all fl where a.organization_id = fl.fill_org_id and
fl.line_id = l.line_id) warehouse
,(select meaning from fusion.msc_sr_lookup_values_vl where lookup_type = 'FOB' and
lookup_code = fl.fob_point_code) incoterms
,(select meaning from fusion.msc_sr_lookup_values_vl a where lookup_type =
'WSH_FREIGHT_CHARGE_TERMS' and lookup_code = fl.freight_terms_code) freightterms
,(select name from fusion.ra_terms where term_id =
doo_cross_reference.getfillmentvalue('TERM_ID', 'PAYMENT_TERMS',
fl.payment_term_id)) paymentterm
from
fusion.doo_headers_all_v h
,fusion.hr_operating_units hou
,fusion.hz_parties hp
,fusion.hz_cust_accounts hca
,fusion.doo_order_addresses_v bill_add
,fusion.hz_cust_accounts bill_hca
,fusion.hz_parties bill_hp
,fusion.hz_cust_site_uses_all bill_hcsu
,fusion.hz_cust_acct_sites_all bill_hcas
,fusion.hz_party_sites bill_hps
,fusion.hz_locations bill_hl
,fusion.doo_order_addresses_v ship_add
,fusion.hz_cust_accounts ship_hca
,fusion.hz_parties ship_hp
-- ,fusion.hz_cust_site_uses_all ship_hcsu
-- ,fusion.hz_cust_acct_sites_all ship_hcas
,fusion.hz_party_sites ship_hps
,fusion.hz_locations ship_hl
,fusion.doo_lines_all_v l
,fusion.doo_fill_lines_all fl
,fusion.egp_system_items esi
where 1=1
and hou.organization_id = h.org_id
and hp.party_id (+)= h.sold_to_Party_id
and hca.party_id (+) = h.sold_to_Party_id
and bill_add.address_use_type = 'BILL_TO'
AND H.header_id = bill_add.header_id (+)
and bill_add.cust_acct_id = bill_hca.cust_account_id (+)
AND bill_hca.party_id = bill_hp.party_id (+)
AND bill_add.cust_acct_site_use_id = bill_hcsu.site_use_id (+)
AND bill_hcsu.cust_acct_site_id = bill_hcas.cust_acct_site_id (+)
AND bill_hcas.party_site_id = bill_hps.party_site_id (+)
AND bill_hps.location_id = bill_hl.location_id (+)
and ship_add.address_use_type = 'SHIP_TO'
AND H.header_id = ship_add.header_id (+)
and ship_add.cust_acct_id = ship_hca.cust_account_id (+)
AND ship_hca.party_id = ship_hp.party_id (+)
-- AND ship_add.cust_acct_site_use_id = ship_hcsu.site_use_id (+)
-- AND ship_hcsu.cust_acct_site_id = ship_hcas.cust_acct_site_id (+)
-- AND ship_hcas.party_site_id = ship_hps.party_site_id (+)
AND ship_add.party_site_id = ship_hps.party_site_id (+)
AND ship_hps.location_id = ship_hl.location_ID (+)
and h.header_id = l.header_id (+)
AND l.line_id = fl.line_id (+)
and esi.inventory_item_id = l.inventory_item_id
and esi.organization_id = l.inventory_organization_id
and h.order_number = '98430'

```

| BU_NAME                 | CUST_NAME | CUST_ACCT | ORDERED_DATE                  | PO_NUM             | HEDER_STATUS    | ORG_ID | OPEN_FLAG       | ORDER_NUMBER | HEADER_ID | CURR_SRC_ORDER_NUM | SRC_ORDER_SYS | BILL_TO_CUST  | SHIP_TO_ADDR   | BILL_SITE_USE_ID | ORDER_CANC_FLAG   | BILL_TO_ADDR |
|-------------------------|-----------|-----------|-------------------------------|--------------------|-----------------|--------|-----------------|--------------|-----------|--------------------|---------------|---|----------------|------------------|---|--------------|
| US1<br>Business<br>Unit | CDS Inc   | 80020     | 2024-08-29T05:31:06.000+00:00 | PO#98430_DOO_DRAFT | 30000046987012Y | 98430  | 300000287291545 | USD          | 98430     | OPS                | CDS Inc       | 205 LOFTY GROVE DR<br>Rancho Palos Verdes LOS ANGELES CA 90275 US | 30000047368635 | N                | 205 LOFTY GROVE DR<br>Rancho Palos Verdes LOS ANGELES CA 90275 US |              |

| LINE_ID          | LINE_NUMBER | SRC_LINE_NUM   | INVENTORY_ITEM_ID | ITEM_NUM       | INV_ORG_ID | ORDERED_QTY | UNIT_LIST_PRICE | LINE_CANC_FLAG | ORDERED_UOM | UNIT_SELLING_PRICE | EXTENDED_AMOUNT | LINE_TYPE_CODE | LINE_STATUS                   | REQUEST_SHIP_DATE    | SHIPPING_METHOD | WAREHOUSE | PAYMENTTERM |
|------------------|-------------|----------------|-------------------|----------------|------------|-------------|-----------------|----------------|-------------|--------------------|-----------------|----------------|-------------------------------|----------------------|-----------------|-----------|-------------|
| 3000002872915681 | 1           | 30000047533203 | AS25100           | 30000047274441 |            | 60          | N               | Z2U            | 60          | 60                 | ORA_BUY         | OPEN           | 2024-09-29T05:31:06.000+00:00 | DHL-Air-Next day air | 001             | 30 Net    |             |

Click on the Save and Submit button

Create Order: CDS Inc - 98430 - Draft

Currency = US Dollar

Total: 65.40 | Actions ▾ | **Save** ▾ | **Submit** | Cancel | Last Saved 8/29/24 7:12 AM

|                |                               |                  |                                       |
|----------------|-------------------------------|------------------|---------------------------------------|
| Customer       | CDS Inc                       | Business Unit    | US1 Business Unit                     |
| Contact        | Jane Fagan                    | Bill-to Customer | CDS Inc                               |
| Contact Method | contact_etaj@oraclepdemos.com | Bill-to Account  | 80020                                 |
| * Ordered Date | 8/29/24 5:31 AM               | Ship-to Customer | CDS Inc                               |
| Purchase Order | PO#98430                      | Ship-to Address  | 205 LOFTY GROVE DR,RANCHO PALOS VERDI |
| Order Type     |                               | Sales Agreement  |                                       |
| Sales Credits  |                               |                  |                                       |

Order will submit

Create Order: CDS Inc - 98430 - Draft

Currency = US Dollar

Total: 65.40 | Actions ▾ | **Save** ▾ | **Submit** | Cancel | Last Saved 8/29/24 7:26 AM

|                |                               |                  |                                       |
|----------------|-------------------------------|------------------|---------------------------------------|
| Customer       | CDS Inc                       | Business Unit    | US1 Business Unit                     |
| Contact        | Jane Fagan                    | Bill-to Customer | CDS Inc                               |
| Contact Method | contact_etaj@oraclepdemos.com | Bill-to Account  | 80020                                 |
| * Ordered Date | 8/29/24 5:31 AM               | Ship-to Customer | CDS Inc                               |
| Purchase Order | PO#98430                      | Ship-to Address  | 205 LOFTY GROVE DR,RANCHO PALOS VERDI |
| Order Type     |                               | Sales Agreement  |                                       |
| Sales Credits  |                               |                  |                                       |

Once the order is submitted, Order status will changed to **Processing** and line status is changed to **Scheduled**

Order: CDS Inc - 98430 - Processing ?

Currency = US Dollar

|                 |                               |                  |   |
|-----------------|-------------------------------|------------------|---|
| Customer        | CDS Inc (80020)               | Business Unit    | US1 Business Unit   |
| Contact         | Jane Fagan                    | Bill-to Customer | CDS Inc   |
| Contact Method  | contact_etaj@oraclepdemos.com | Bill-to Account  | 80020   |
| Ordered Date    | 8/29/24 5:31 AM               | Ship-to Customer | CDS Inc   |
| Purchase Order  | PO#98430                      | Ship-to Address  | 205 LOFTY GROVE DR, RANCHO PALOS VERDES, CA 90275 LOS ANGELES |
| Order Type      |                               |                  |   |
| Sales Credits   |                               |                  |   |
| Sales Agreement |                               |                  |   |

**Order Lines** ?

|   | Item                                | Status    | Duration Period | Quantity | Sales Agree |
|---|-------------------------------------|-----------|-----------------|----------|-------------|
| 1 | AS25100 - 1TB External HD (USB 2.0) | Scheduled |                 |          |             |



Click on the Refresh button to check the order status

Order: CDS Inc - 98430 - Processing ?

Currency = US Dollar

|                |                               |                  |   |
|----------------|-------------------------------|------------------|---|
| Customer       | CDS Inc (80020)               | Business Unit    | US1 Business Unit   |
| Contact        | Jane Fagan                    | Bill-to Customer | CDS Inc   |
| Contact Method | contact_etaj@oraclepdemos.com | Bill-to Account  | 80020   |
| Ordered Date   | 8/29/24 5:31 AM               | Ship-to Customer | CDS Inc   |
| Purchase Order | PO#98430                      | Ship-to Address  | 205 LOFTY GROVE DR, RANCHO PALOS VERDES, CA 90275 LOS ANGELES |
| Order Type     |                               |                  |   |

**Order Lines** ?

|   | Item                                | Status            | Duration Period | Quantity | Sales Agree |
|---|-------------------------------------|-------------------|-----------------|----------|-------------|
| 1 | AS25100 - 1TB External HD (USB 2.0) | Awaiting Shipping |                 |          |             |

Refresh Done



Once the order line status is changed to Awaiting Shiping, records will create in wsh\_delivery\_details and release status will be R

```
SELECT
    h.org_id
    ,hou.name BU_NAME
    ,h.header_id
```

```

,h.order_number
,hp.party_name Cust_name
,hca.account_number Cust_Acct
,h.sold_to_contact_id Contact
,h.ordered_date
,h.customer_po_number PO_NUM
,h.order_type_code
,h.status_code Heder_Status
,h.open_flag
,h.canceled_flag order_canc_flag
,h.sold_to_customer_id
,h.transactional_currency_code Curr
,h.source_order_number src_order_num
,h.source_order_system src_order_sys
,h.source_revision_number src_rev_num
,h.orig_sys_document_ref src_order_ref
,bill_hp.party_name Bill_To_Cust
,bill_addr.cust_acct_site_use_id Bill_site_use_id
,bill_hl.Address1||' '||bill_hl.Address2||' '||bill_hl.city||' '||bill_hl.county||'
'||NVL(bill_hl.STATE,bill_hl.PROVINCE)||' '||bill_hl.Postal_code||' '||bill_hl.COUNTRY
Bill_TO_Addr
,ship_hp.party_name ship_To_Cust
,ship_addr.cust_acct_site_use_id ship_site_use_id
,ship_hl.Address1||' '||ship_hl.Address2||' '||ship_hl.city||' '||ship_hl.county||'
'||NVL(ship_hl.STATE,ship_hl.PROVINCE)||' '||ship_hl.Postal_code||' '||ship_hl.COUNTRY
ship_TO_Addr
,l.display_line_number
,l.line_id
,l.line_number
,l.source_line_number src_line_num
,l.inventory_item_id
,esi.item_number item_num
,l.inventory_organization_id inv_org_id
,l.ordered_qty
,l.Unit_list_Price
,l.canceled_flag line_canc_flag
,l.canceled_qty
,l.shipped_qty
,l.ordered_uom
,l.Unit_Selling_Price
,l.extended_amount
,l.line_type_code
,l.status_code line_status
,f1.request_ship_date
,f1.schedule_ship_date
,f1.promise_ship_date
,f1.customer_po_line_number
,(select distinct partypeo.party_name|| '-'|| modeoftransportpeo.meaning ||'-
'||servicelevelpeo.meaning "Ship Method"
from
fusion.msc_xref_mapping mxm_los ,
fusion.msc_xref_mapping mxm_mot ,
fusion.msc_xref_mapping mxm_car ,
fusion.rcs_lookups modeoftransportpeo ,
fusion.rcs_lookups servicelevelpeo ,
fusion.hz_parties partypeo ,
fusion.wsh_org_carrier_services wogs
where ( f1.ship_class_of_service = mxm_los.target_value and mxm_los.entity_name =
'WSH_SERVICE_LEVELS')
and (servicelevelpeo.lookup_code = mxm_los.source_value and
servicelevelpeo.lookup_type = 'WSH_SERVICE_LEVELS')
and ( f1.ship_mode_of_transport = mxm_mot.target_value and mxm_mot.entity_name =
'WSH_MODE_OF_TRANSPORT')

```

```

and (modeoftransportpeo.lookup_code = mxm_mot.source_value and
modeoftransportpeo.lookup_type = 'WSH_MODE_OF_TRANSPORT')
and (to_char(f1.carrier_id) = mxm_car.target_value and mxm_car.entity_name =
'CARRIERS')
and partypeo.party_id = mxm_car.source_value
and (to_char(wogs.carrier_id) = mxm_car.source_value
and wogs.service_level = mxm_los.source_value
and wogs.mode_of_transport = mxm_mot.source_value)
) shipping_method
,(select min(b.segment1) from fusion.doo_projects a, fusion.pjf_projects_all_b b where
a.parent_entity_code ='LINE' and a.parent_entity_id = fl.fulfill_line_id and
a.pjc_project_id = b.project_id) project_num
,(select min(a.organization_code) from fusion.inv_org_parameters a,
fusion.doo_fulfill_lines_all fl where a.organization_id = fl.fulfill_org_id and
fl.line_id = l.line_id) warehouse
,(select meaning from fusion.msc_sr_lookup_values_vl where lookup_type = 'FOB' and
lookup_code = fl.fob_point_code) incoterms
,(select meaning from fusion.msc_sr_lookup_values_vl a where lookup_type =
'WSH_FREIGHT_CHARGE_TERMS' and lookup_code = fl.freight_terms_code) freightterms
,(select name from fusion.ra_terms where term_id =
doo_cross_reference.getfulfillmentvalue('TERM_ID', 'PAYMENT_TERMS',
fl.payment_term_id)) paymentterm
,wnd.delivery_name delivery_number
,wnd.delivery_id delivery_id
,wdd.source_header_id order_header_id
,wdd.source_line_id order_line_id
,wdd.released_status
,trunc(wnd.creation_date) picked_date
,wnd.freight_terms_code
,wnd.fob_code
,wnd.confirmed_by
,wnd.gross_weight
,wnd.net_weight
,wnd.volume
,wnd.confirm_date
,wnd.ship_method_code
,wnd.organization_id ship_org_id
,wnd.port_of_discharge
,wdd.tracking_number
from
fusion.doo_headers_all_v h
,fusion.hr_operating_units hou
,fusion.hz_parties hp
,fusion.hz_cust_accounts hca
,fusion.doo_order_addresses_v bill_add
,fusion.hz_cust_accounts bill_hca
,fusion.hz_parties bill_hp
,fusion.hz_cust_site_uses_all_bill_hcsu
,fusion.hz_cust_acct_sites_all_bill_hcas
,fusion.hz_party_sites bill_hps
,fusion.hz_locations bill_hl
,fusion.doo_order_addresses_v ship_add
,fusion.hz_cust_accounts ship_hca
,fusion.hz_parties ship_hp
-- ,fusion.hz_cust_site_uses_all_ship_hcsu
-- ,fusion.hz_cust_acct_sites_all_ship_hcas
,fusion.hz_party_sites ship_hps
,fusion.hz_locations ship_hl
,fusion.doo_lines_all_v l
,fusion.doo_fulfill_lines_all fl
,fusion.egp_system_items esi
,fusion.wsh_new_deliveries wnd
,fusion.wsh_delivery_assignments wda

```

```

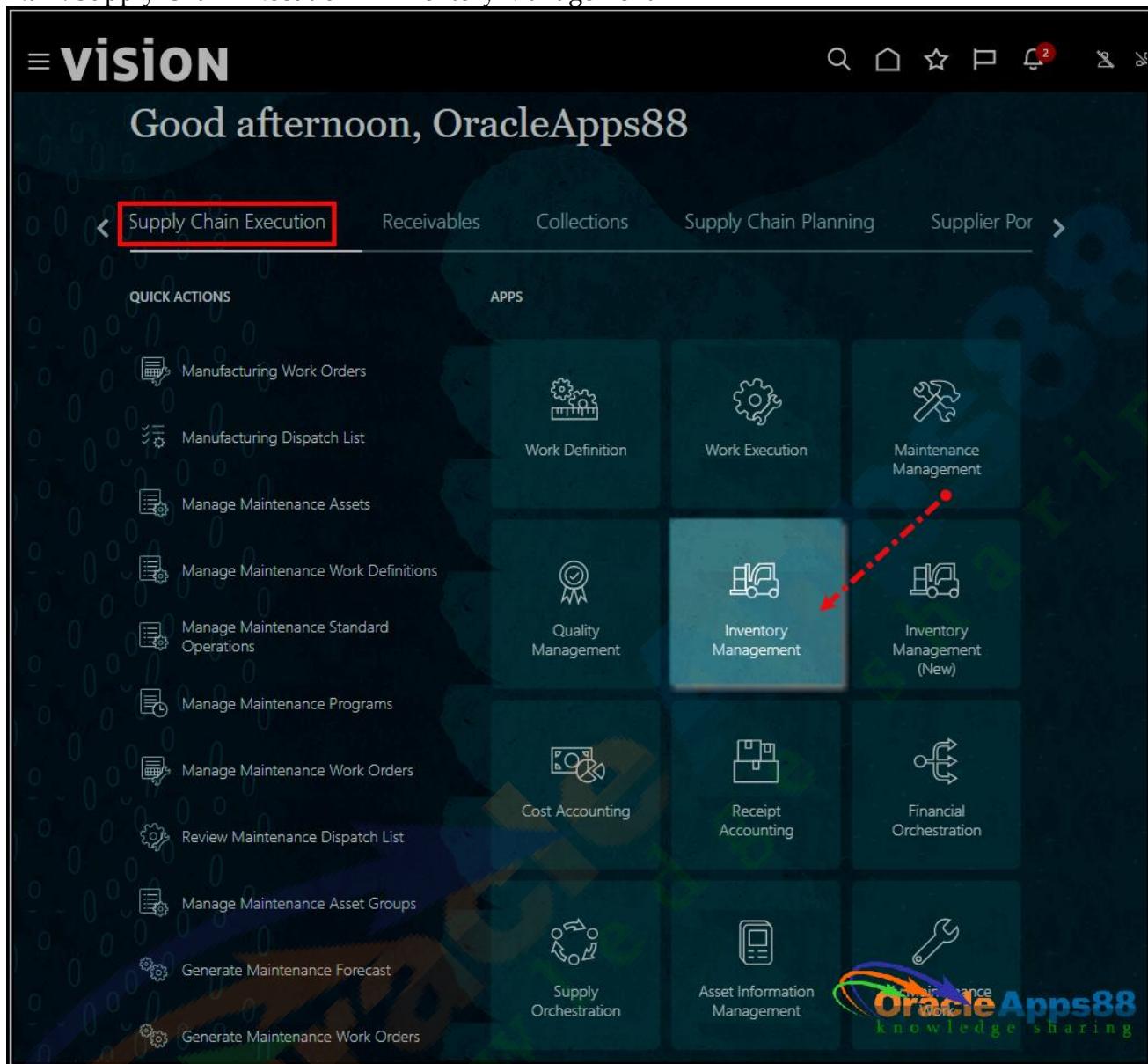
,fusion.wsh_delivery_details wdd
,fusion.doo_fulfill_line_details fld
where 1=1
and hou.organization_id = h.org_id
and hp.party_id (+)= h.sold_to_Party_id
and hca.party_id (+) = h.sold_to_Party_id
and bill_add.address_use_type = 'BILL_TO'
AND H.header_id = bill_add.header_id (+)
and bill_add.cust_acct_id = bill_hca.cust_account_id (+)
AND bill_hca.party_id = bill_hp.party_id (+)
AND bill_add.cust_acct_site_use_id = bill_hcsu.site_use_id (+)
AND bill_hcsu.cust_acct_site_id = bill_hcas.cust_acct_site_id (+)
AND bill_hcas.party_site_id = bill_hps.party_site_id (+)
AND bill_hps.location_id = bill_hl.location_id (+)
and ship_add.address_use_type = 'SHIP_TO'
AND H.header_id = ship_add.header_id (+)
and ship_add.cust_acct_id = ship_hca.cust_account_id (+)
AND ship_hca.party_id = ship_hp.party_id (+)
-- AND ship_add.cust_acct_site_use_id = ship_hcsu.site_use_id (+)
-- AND ship_hcsu.cust_acct_site_id = ship_hcas.cust_acct_site_id (+)
-- AND ship_hcas.party_site_id = ship_hps.party_site_id (+)
AND ship_add.party_site_id = ship_hps.party_site_id (+)
AND ship_hps.location_id = ship_hl.location_ID (+)
and h.header_id = l.header_id (+)
AND l.line_id = fl.line_id (+)
and esi.inventory_item_id = l.inventory_item_id
and esi.organization_id = l.inventory_organization_id
and h.source_order_number = wdd.sales_order_number (+)
and wdd.delivery_detail_id = wda.delivery_detail_id (+)
and wda.delivery_id = wnd.delivery_id (+)
and (fl.fulfill_line_id = wdd.source_shipment_id or fl.fulfillment_split_ref_id =
wdd.source_shipment_id)
--and split_from_delivery_detail_id is null
and fld.delivery_name = wnd.delivery_name (+)
and fl.fulfill_line_id = fld.fulfill_line_id (+)
AND fld.task_type (+) = 'Shipment'
and h.order_number = '98430'

```

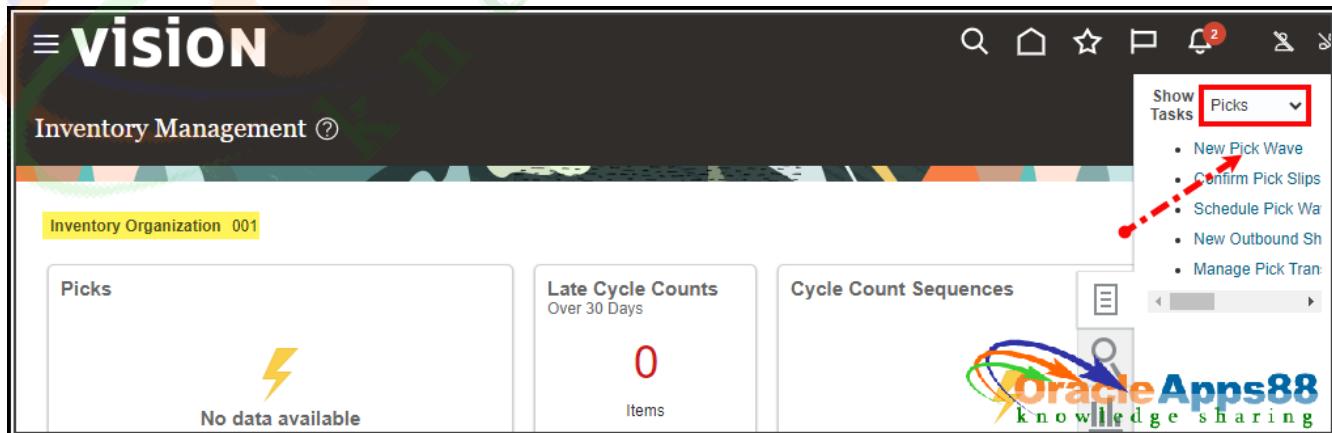
Once the line status is changed to Awaiting Shipping move the Ware house Operations and submit the order for Pick wave

## 02. Create Pick wave

Nav : Supply Chain Execution → Inventory Management



Select the Picks task and click on the Create Pick Wave link



Select the Organization and enter the Release rule, Order number and click on Release Now button

**VISION**

## New Pick Wave

Release Rule: 001-Auto Pick Conf

Organization Name: Seattle

Order Type: Sales order

Order: 98430

Customer: CDS Inc

Subinventory

Prior reservations only

Release Status:  Unreleased  Backordered  All

Dates

From Scheduled Ship Date:

To Scheduled Ship Date:

From Requested Date:

To Requested Date:

Shipping

Shipping Method: DHL Air Next day air

Fulfillment

Pick-from Subinventory:

Staging Subinventory: Staging

Processing

Release Sequence Rule: All Standard Orders

Pick Slip Grouping Rule: Order Picking

Create shipments

Auto confirm picks

**Oracle Apps88 knowledge sharing**

Pick Wave number will generated

**VISION**

## New Pick Wave

Pick wave 266899 released

[View details](#)

The pick Slip report job will submitted

The screenshot shows the Oracle Fusion Middleware Vision interface. At the top, there's a navigation bar with icons for search, home, star, and other system functions. Below it is a header with the title "vision". A "Saved Search" dropdown is set to "Last hour".

The main area has a section titled "Overview" with a "Search" button. Under "Search Results", there's a "View" dropdown set to "Flat List". A table lists two processes:

| Name                   | Metadata Name           | Process ID | Status    | Scheduled Time      |
|------------------------|-------------------------|------------|-----------|---------------------|
| Pick Release Documents | WshPickReleaseDocume... | 7188507    | Succeeded | 8/29/24 8:00 AM UTC |
| Print Pick Slip Report | WshPickSlipBIPJob       | 7188511    | Succeeded | 8/29/24 8:00 AM UTC |

Below the table, there are tabs for "Process Details" and "Status Details". The "Process Details" tab is active, showing details for the process "Print Pick Slip Report, 7188511":

- Status: Succeeded
- Schedule Start: 8/29/24 8:00 AM UTC
- Parent ID: 7188507
- External Job Type: BIP Job
- External Job Status: NA

The "Output" section contains a collapsible panel for "Output & Delivery". It includes links for "XML Data", "Diagnostic Log", and "Republish". A red arrow points from the "Republish" link towards the "Report output is" text below.

At the bottom right of the interface, there's a watermark for "Oracle Apps88 knowledge sharing".

Report output is

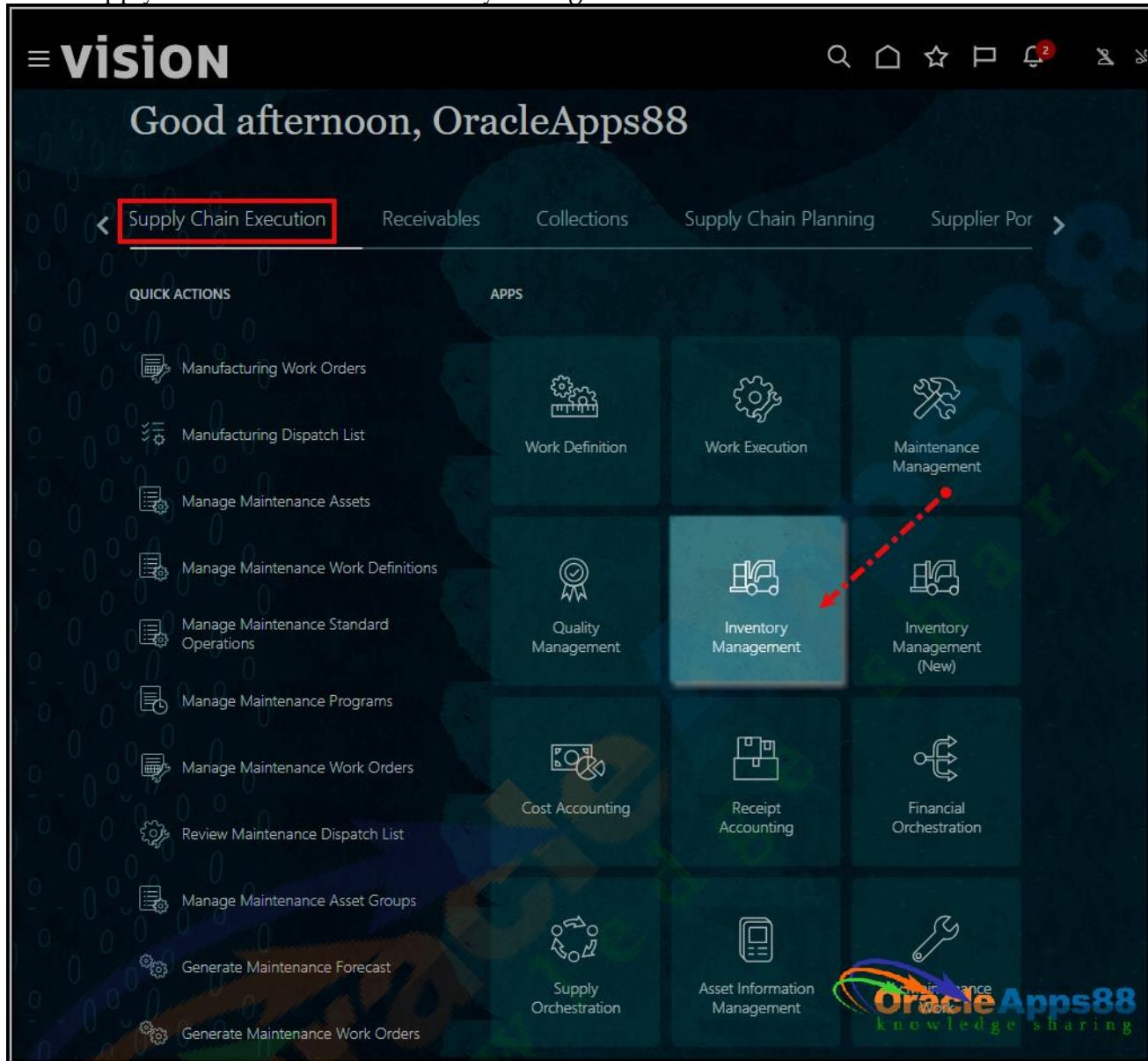
| <b>ORACLE</b>                 | <b>Pick Slip</b>     |                       | Date 8/29/24 8:03 AM              |                               |   |                                 |                           |
|-------------------------------|----------------------|-----------------------|-----------------------------------|-------------------------------|---|---------------------------------|---------------------------|
| Page 1 of 2                   |                      |                       |                                   |                               |   |                                 |                           |
| <b>Ship-from Organization</b> |                      |                       |                                   |                               |   |                                 |                           |
| 001                           | Seattle              |                       |                                   |                               |   |                                 |                           |
| Pick Slip                     | 194539               | Pick Wave             | 266899                            |                               |   |                                 |                           |
| Pick Slip Grouping Rule       | Order Picking        |                       |                                   |                               |   |                                 |                           |
| <b>Customer</b>               |                      |                       |                                   |                               |   |                                 |                           |
| CDS Inc                       | Sales Order          | 98430                 |                                   |                               |   |                                 |                           |
| Ship-to Location              | Shipping Priority    |                       |                                   |                               |   |                                 |                           |
|                               | Carrier              |                       |                                   |                               |   |                                 |                           |
|                               | Subinventory         |                       |                                   |                               |   |                                 |                           |
|                               | Requisition          |                       |                                   |                               |   |                                 |                           |
| Ship-to Contact               | Jane Fagan           |                       |                                   |                               |   |                                 |                           |
| Pick-from Subinventory        | Staging Subinventory | Staging Locator       |                                   |                               |   |                                 |                           |
| Stores                        | Staging              |                       |                                   |                               |   |                                 |                           |
| <b>Movement Request</b>       |                      |                       |                                   |                               |   |                                 |                           |
| 266899                        |                      |                       |                                   |                               |   |                                 |                           |
| Pick Line                     | Pick Status          | Movement Request Line | Item Revision                     | Sales Order Pick-from Locator | Sales Order Line Requested Quantity UOM | Shipment Set Requested Quantity | Shipment Shipped Quantity |
| 1                             | Open                 | 1                     | AS25100 1TB External HD (USB 2.0) | 98430                         | 1 Ea                                    | 1                               |                           |



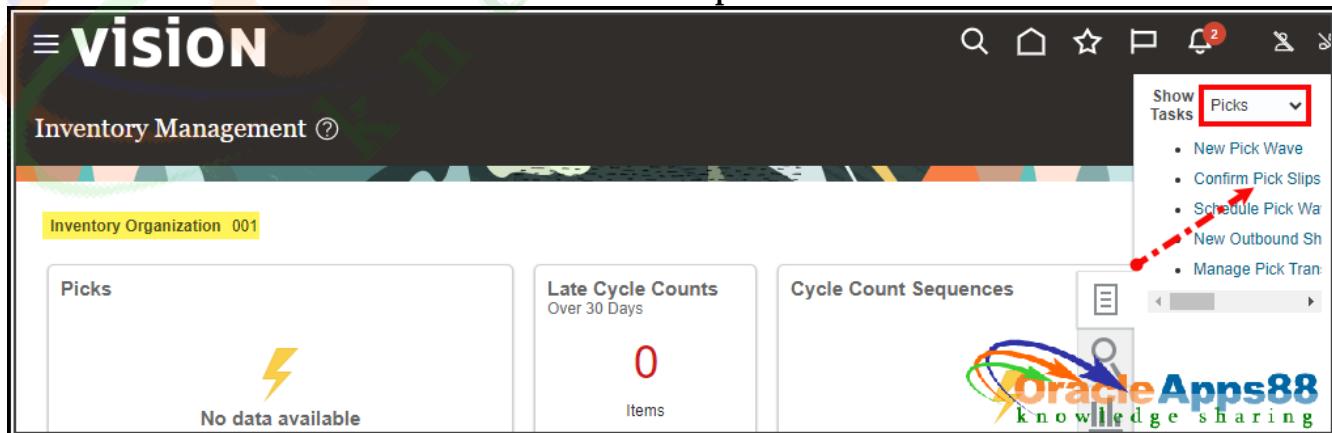
Once the order line status is changed to Awaiting Shiping, records will create in wsh\_delivery\_details and release status will be S

### 03. Create Pick Confirm

Nav : Supply Chain Execution → Inventory Management



Select the **Picks** task and click on the **Confirm Pick Slips** link



Select the Organization and search with Pick Slip/Order number and click on the Pick slip number

VISION

Inventory Organization 001

Confirm Pick Slips: Search

Advanced Search

Saved Search: Pick Slips Due Today

\*\* At least one is required

|                     |        |           |
|---------------------|--------|-----------|
| ** Pick Slip        | Equals |           |
| ** Shipment         | Equals |           |
| ** Order            | Equals | 98430 (1) |
| ** Movement Request | Equals |           |
| ** Pick Wave        | Equals |           |
| ** Customer         | Equals |           |
| ** Due Date         | Equals | 8/29/24   |
| ** Carrier          | Equals | (2)       |

Search, Reset, Save..., Add Fields, Reorder

Search Results

| Pick Slip  | Organization | Due Date         | Pick Status | Order | Order Type  | Shipping Method   | Customer |
|------------|--------------|------------------|-------------|-------|-------------|-------------------|----------|
| 194539 (3) | 001          | 8/29/24 11:59 PM | Open        | 98430 | Sales order | DHL-Air-Next d... | CDS Inc  |

Select the line and Confirm the line

VISION

Inventory Organization 001

Confirm Pick Slip: 194539

Organization : 001

Summary | Show Less

Creation Date: 8/29/24 8:00 AM  
Pick Status: Open  
Pick Wave: 266899  
Shipment:  
Number of Picks: 1

Order: 98430  
Ship-from Organization: Seattle  
Customer: CDS Inc  
Ship-to Location: 205 LOFTY GROVE DR,RANCHO PALOS VERDES, CA 90275 LOS ANGELES  
Shipping Method: DHL-Air-Next day air

Picks (1)

| Actions                  | View   | Pick Status | Generate Serial Numbers |         |                   |          |                    |                 |                     |                |
|--------------------------|--|-------------|-------------------------|---------|-------------------|----------|--------------------|-----------------|---------------------|----------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> Ready to confirm | Line        | Pick Status             | Item    | Item Description  | UOM Name | Requested Quantity | Picked Quantity | Source Subinventory | Source Locator |
|                          |  | 1           | Open                    | AS25100 | 1TB External H... | Ea       | 1                  |                 |                     |                |

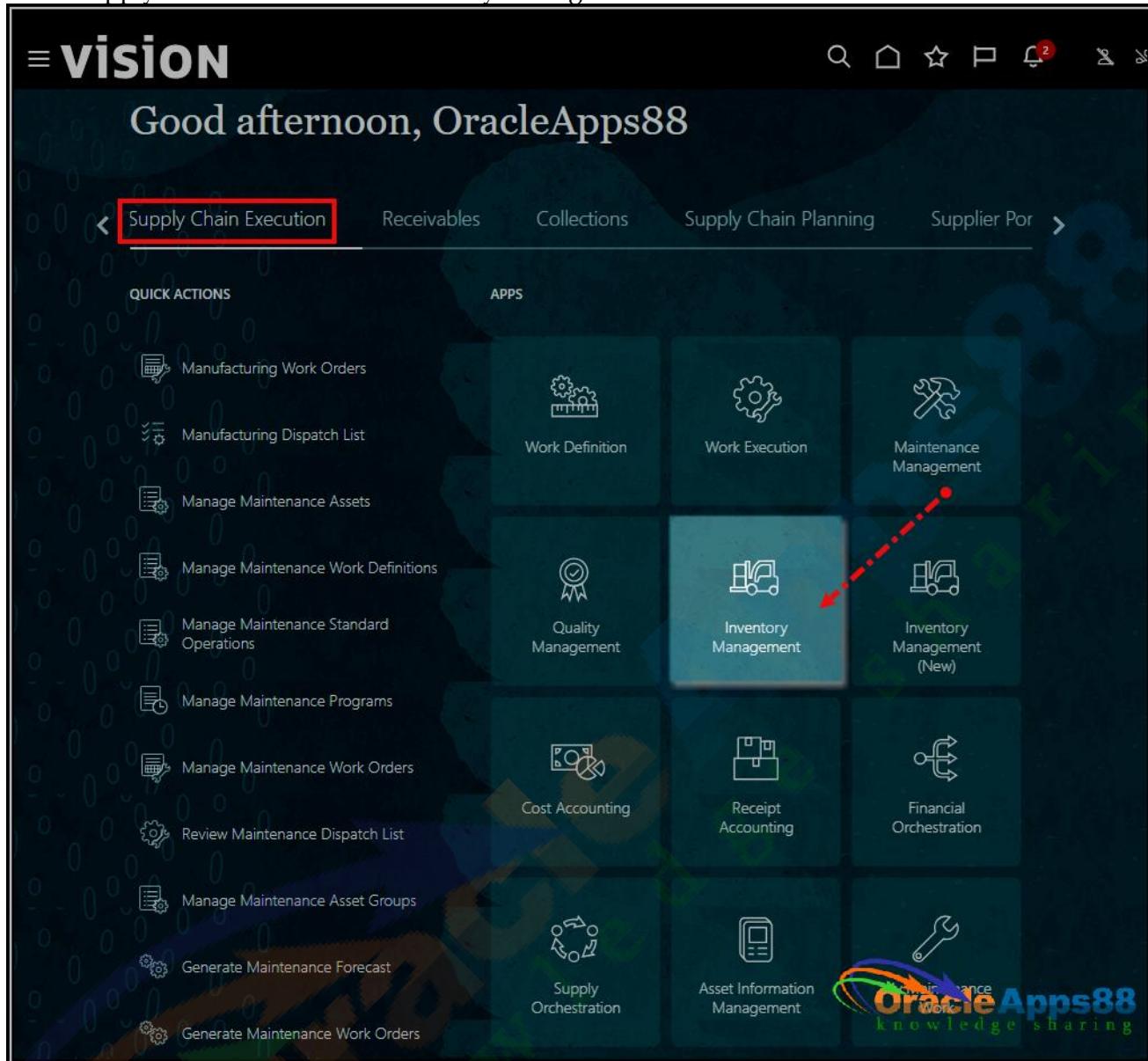
Once the order line status is changed to Awaiting Shipping, records will be created in wsh\_delivery\_details and the release status will be Y

DELIVERY\_ID is populated in the table WSH\_DELIVERY\_ASSIGNMENTS.

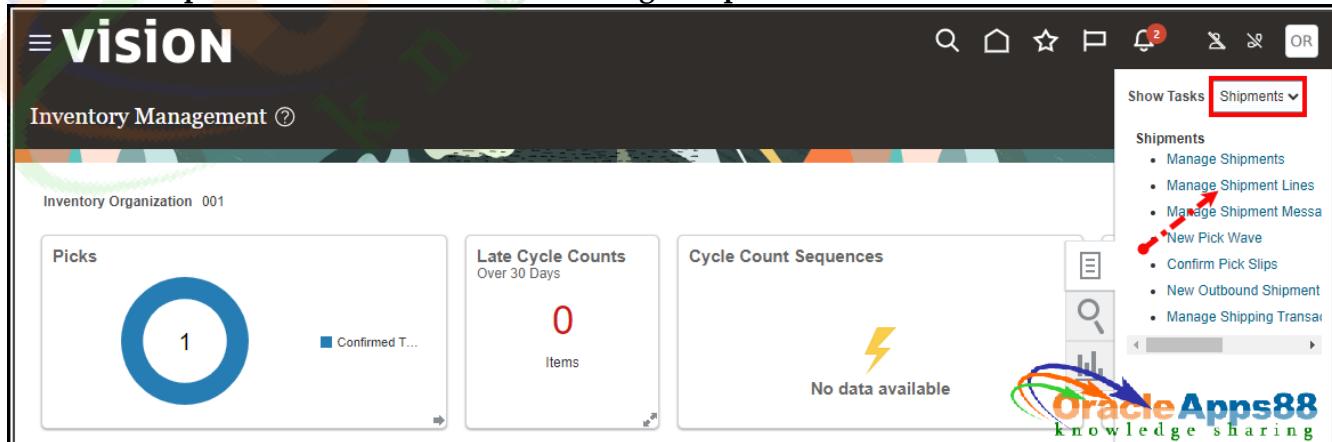
The RELEASED\_STATUS in WSH\_DELIVERY\_DETAILS would be now set to 'Y' (Pick Confirmed) if Auto Pick Confirm is set to Yes otherwise RELEASED\_STATUS is 'S' (Release to Warehouse).

#### 04. Create Ship Confirm

Nav : Supply Chain Execution → Inventory Management



Select the **Shipments** task and click on the **Manage Shipment Lines** link



Search with order number and Click on the item number

Manage Shipment Lines

**Advanced Search**

|                            |         |       |   |
|----------------------------|---------|-------|---|
| Order                      | Equals  | 98430 | 1 |
| Scheduled Ship Date        | Today   |       |   |
| Customer                   |         |       |   |
| Line Status                |         |       |   |
| Shipping Priority          | Equals  |       |   |
| Ship-from Organization     | 001     |       |   |
| Lines Assigned to Shipment | Include |       |   |
| Exception Name             |         |       | 2 |

**Search Results**

| Actions | View     | Autocreate Shipment | Add to Shipment  | Unassign from Shipment | Lines        | All                |                                  |                                 |
|---------|----------|---------------------|------------------|------------------------|--------------|--------------------|----------------------------------|---------------------------------|
| Summary | Carrier  | Inventory Details   | Source Reference | Other                  |              |                    |                                  |                                 |
| Item    | Shipment | Order               | Order Type       | Line Status            | Quantity UOM | Requested Quantity | Maximum Undershipment Percentage | Maximum Overshipment Percentage |
| AS25100 | 84195    | 98430               | Sales order      | Interfaced             | Ea           |                    |                                  |                                 |

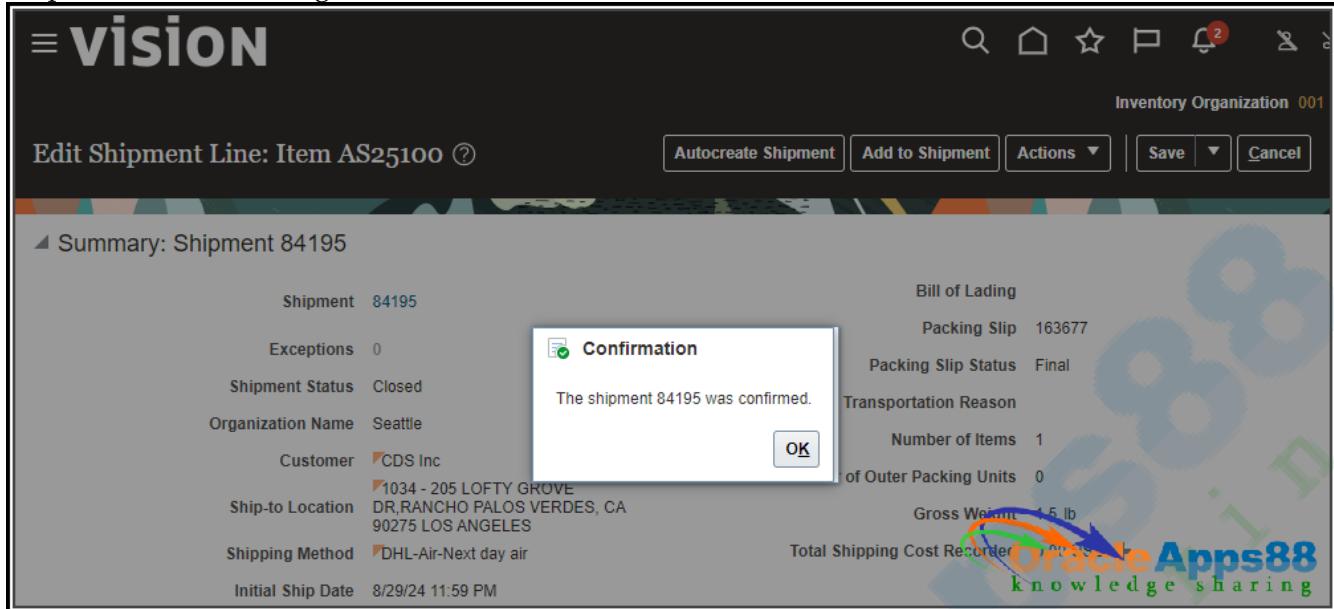
Click on the Actions and Ship Confirm

Edit Shipment Line: Item AS25100

**Summary: Item AS25100**

|                                  |                           |                                    |
|----------------------------------|---------------------------|------------------------------------|
| Item                             | AS25100                   | Tare Weight                        |
| Item Description                 | 1TB External HD (USB 2.0) | Volume                             |
| Line Exceptions                  | 0                         | Remaining Staged Quantities        |
| Shipment                         |                           | Backordered Quantities             |
| Order                            | 98430                     | Canceled Quantities                |
| Order Line                       | 1                         | Shipping Cost Records              |
| Order Type                       | Sales order               | Source Subinventories              |
| Line Status                      | Staged                    | Transportation Planning Status     |
| Integration Status               | Ready to interface        | Transportation Shipments           |
|                                  | — Quick ship status       | Transportation Shipment Lines      |
| Requested Quantity               | 1 Ea                      | Initial Destination                |
| Maximum Undershipment Percentage |                           | Transportation Planning Date       |
| Maximum Overshipment Percentage  |                           | Trade Compliance Status            |
| UOM Conversions                  |                           | Not applicable                     |
| Shipped Quantity                 |                           | Trade Compliance Reason            |
| Gross Weight                     | 1.5 lb                    | Trade Compliance Dates             |
| Net Weight                       | 1.5 lb                    | Trade Compliance Screening Methods |

Shipment Number will generate



And Packing slip report will be submitted

Search Results (2)

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       |
|-----------------------------|-----------------------|------------|-----------|----------------------|
| Print Bill of Lading Report | WshBillOfLadingBIPJob | 7189654    | Succeeded | 8/29/24 10:57 AM UTC |
| Print Packing Slip Report   | WshPackingListBIPJob  | 7189655    | Succeeded | 8/29/24 10:57 AM UTC |

Process Details Status Details

**Print Bill of Lading Report, 7189654**

Status Succeeded Schedule Start 8/29/24 10:57 AM UTC Parent ID 7189651 External Job Type BIP Job External Job Status NA

Log Attachment ESS\_L\_7189654

Output

Output & Delivery

XML Data Diagnostic Log Republish

Status All

Output Name Default Document Template Redwood Format HTML Locale English (United States) Time Zone UTC

Parameters

Search with Order number and click on the shipment number link

Show Tasks Shipments

Shipments

- Manage Shipments
- Manage Shipment Lines
- Manage Shipment Messa...
- New Pick Wave
- Confirm Pick Slips
- New Outbound Shipment
- Manage Shipping Trans...

Shipment Line status will change to Interfaced

Manage Shipment Lines ②

Inventory Organization 001

Save Cancel

Advanced Search

Saved Search All Lines Due Today

Order Equals 98430 ①

Scheduled Ship Date Today

Customer

Line Status

Shipping Priority Equals

Ship-from Organization 001

Lines Assigned to Shipment Include

Exception Name

Search Reset Save... Add Fields Reorder

Search Results

Actions View Autocreate Shipment Add to Shipment Unassign from Shipment Lines All

Summary Carrier Inventory Details Source Reference Other

| Item    | Shipment ③ | Order | Order Type  | Line Status | Quantity UOM | Requested Quantity | Undershipment Percentage | Maximum Overship Percentage | Max Overship Period |
|---------|------------|-------|-------------|-------------|--------------|--------------------|--------------------------|-----------------------------|---------------------|
| AS25100 | 84195      | 98430 | Sales order | Interfaced  | Ea           |                    |                          |                             |                     |

Summary

Oracle Apps88 knowledge sharing

And shipment Line integration status is changed to confirmed

VISION

Edit Shipment: 84195

Inventory Organization 001

Shipment Status: Closed

Exceptions in Shipment: 0

Ship-from Organization: 001

Customer: CDS Inc

Ship-to Location: 1034 - 205 LOFTY GROVE DR, RANCHO PALOS VERDES, CA 90275 LOS ANGELES

Total Shipping Cost Recorded: 0.00 USD

Number of Items: 1

Number of Outer Packing Units: 0

Show Details

Lines

Record Shipping Costs Record Serial Numbers Lines All

| Summary | Carrier               | Inventory Details | Source Reference | Other   |                          |                       |               |                 |              |                          |                    |              |               |         |  |   |        |  |  |           |  |                 |
|---------|-----------------------|-------------------|------------------|---|--------------------------|-----------------------|---------------|-----------------|--------------|--------------------------|--------------------|--------------|---------------|---------|--|---|--------|--|--|-----------|--|-----------------|
|         |                       |                   |                  | <table border="1"> <thead> <tr> <th>Item</th> <th>Carrier Serial Number</th> <th>Item Messages</th> <th>Pick Wave</th> <th>End Assembly</th> <th>End Assembly Description</th> <th>Integration Status</th> <th>Supplier ASN</th> <th>Creation Date</th> </tr> </thead> <tbody> <tr> <td>AS25100</td> <td></td> <td>1</td> <td>266899</td> <td></td> <td></td> <td>Confirmed</td> <td></td> <td>8/29/24 7:28 AM</td> </tr> </tbody> </table> | Item                     | Carrier Serial Number | Item Messages | Pick Wave       | End Assembly | End Assembly Description | Integration Status | Supplier ASN | Creation Date | AS25100 |  | 1 | 266899 |  |  | Confirmed |  | 8/29/24 7:28 AM |
| Item    | Carrier Serial Number | Item Messages     | Pick Wave        | End Assembly  | End Assembly Description | Integration Status    | Supplier ASN  | Creation Date   |              |                          |                    |              |               |         |  |   |        |  |  |           |  |                 |
| AS25100 |                       | 1                 | 266899           |   |                          | Confirmed             |               | 8/29/24 7:28 AM |              |                          |                    |              |               |         |  |   |        |  |  |           |  |                 |

OracleApps88 knowledge sharing

Verify the Order and Order line status after ship Confirm  
Nav: Order Management → Order Management

VISION

Good morning, OracleApps88

Subscription Management Contract Management Order Management Supply Chain Exec

QUICK ACTIONS

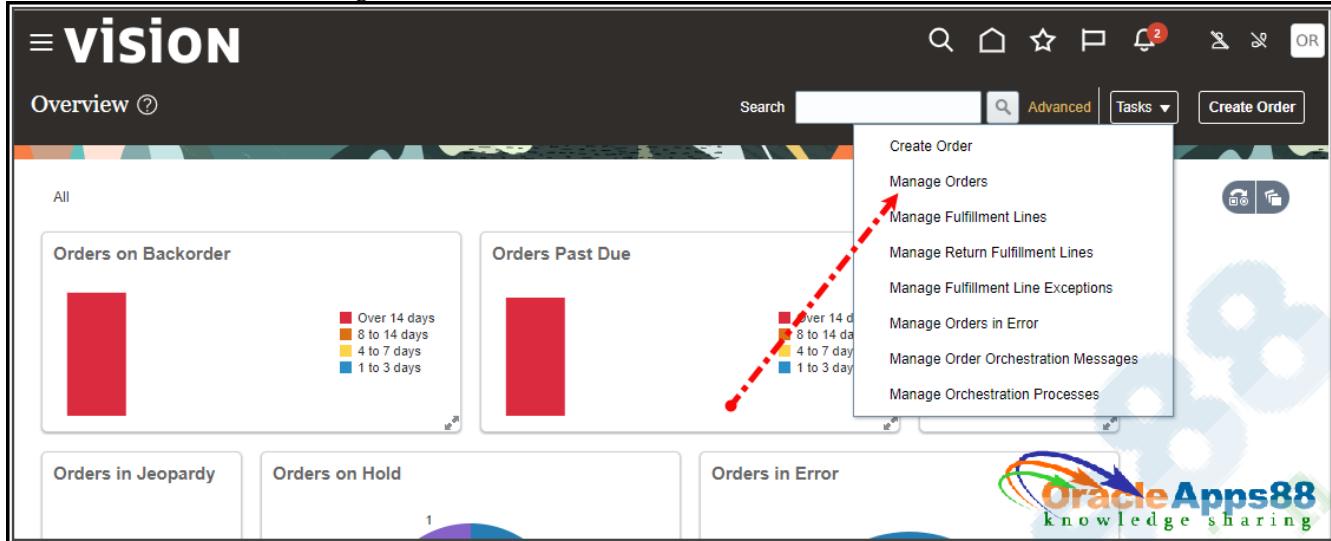
- Manage Price Lists
- Manage Discount Lists
- Manage Shipping Charge Lists
- Manage Customer Pricing Profiles
- Manage Pricing Segments

APPS

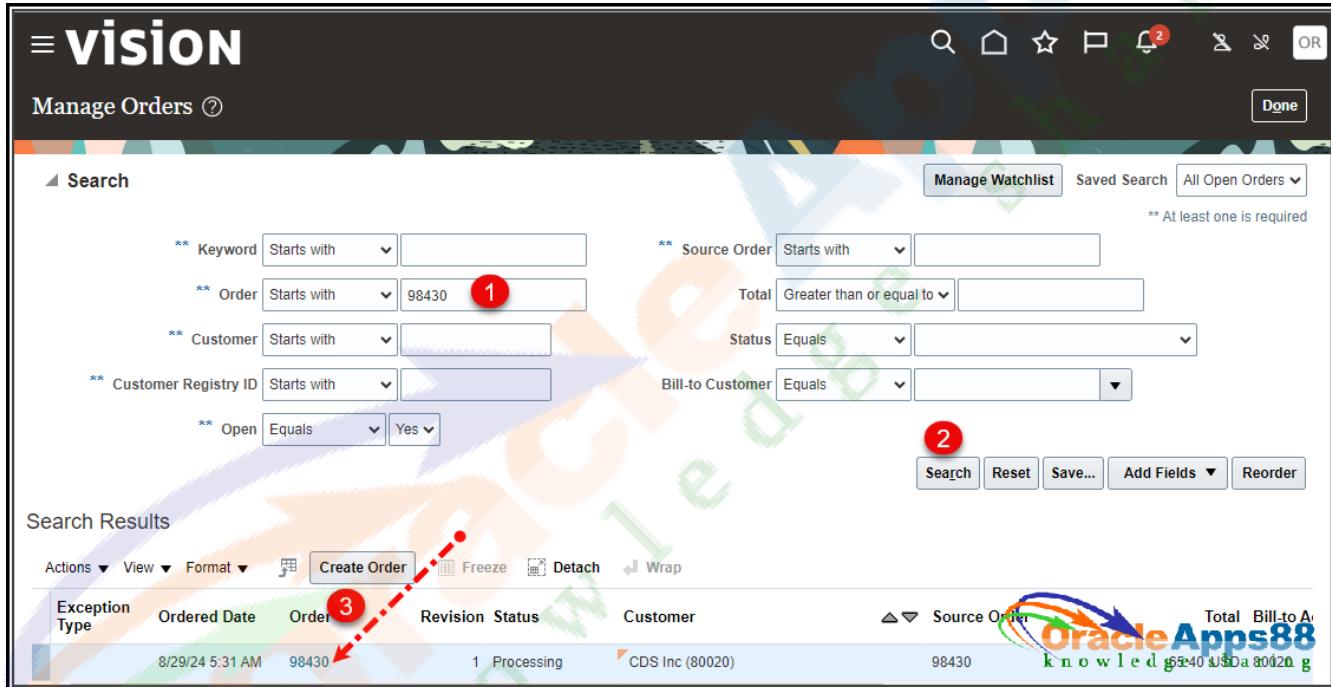
- Pricing Administration
- Order Management**
- Global Order Promising
- Service Logistics

OracleApps88 knowledge sharing

Click on the Tasks → Manage Order



Search with Order Number and click on the Order number link



And order line status is changed to Shipped and click on the refresh button on the order  
Order line status is changed to Awaiting Billing

Order: CDS Inc - 98430 - Processing

Currency = US Dollar

Customer: CDS Inc (80020)  
Contact: Jane Fagan  
Contact Method: contact\_etaj@oraclepdemos.com  
Ordered Date: 8/29/24 5:31 AM  
Purchase Order: PO#98430  
Order Type:

Business Unit: US1 Business Unit  
Bill-to Customer: CDS Inc  
Bill-to Account: 80020  
Ship-to Customer: CDS Inc  
Ship-to Address: 205 LOFTY GROVE DR, RANCHO PALOS VERDES, CA 90275 LOS ANGELES  
Sales Credits  
Sales Agreement

**Order Lines**

| Item                                  | Status           |
|---------------------------------------|------------------|
| 1 AS25100 - 1TB External HD (USB 2.0) | Awaiting Billing |

Once the order line status is changed to Awaiting Shiping, records will create in wsh\_delivery\_details and release status will be C (Ship Confirmed)

| DELIVERY_NUMBER | DELIVERY_ID | ORDER_HEADER_ID | ORDER_LINE_ID | RELEASED_STATUS | PICKED_DATE                   | FREIGHT_TERMS_CODE | CODE_CONFIRMED_BY | GROSS_WEIGHT |
|-----------------|-------------|-----------------|---------------|-----------------|-------------------------------|--------------------|-------------------|--------------|
| 84195           | 84195       | 101589          | 118390        | C               | 2024-08-29T00:00:00.000+00:00 |                    | OracleApps88      | 1.5          |

Line will create in RA\_INTERFACE\_LINES\_ALL table

```
SELECT * FROM RA_INTERFACE_LINES_ALL
WHERE 1=1
AND INTERFACE_LINE_CONTEXT = 'DOO'
AND SALES_ORDER = '98430'
AND INTERFACE_LINE_ATTRIBUTE1 = 98430
AND INTERFACE_LINE_ATTRIBUTE7 = 84195
```

```
SELECT
    h.org_id,
    hou.name BU_NAME,
    h.header_id,
    h.order_number,
    hp.party_name Cust_name,
    hca.account_number Cust_Accnt,
    h.sold_to_contact_id Contact,
    h.ordered_date,
    h.customer_po_number PO_NUM,
    h.order_type_code,
    h.status_code Heder_Status,
    h.open_flag,
    h.canceled_flag order_canc_flag,
    h.sold_to_customer_id,
    h.transactional_currency_code Curr,
    h.source_order_number src_order_num,
    h.source_order_system src_order_sys,
    h.source_revision_number src_rev_num,
    h.orig_sys_document_ref src_order_ref,
    bill_hp.party_name Bill_To_Cust
```

```

, bill_add.cust_acct_site_use_id Bill_site_use_id
, bill_hl.Address1 || ' ' || bill_hl.Address2 || ' ' || bill_hl.city || ' ' || bill_hl.county ||
'|| NVL(bill_hl.STATE,bill_hl.PROVINCE) || ' ' || bill_hl.Postal_code || ' ' || bill_hl.COUNTRY
Bill_TO_Addr
, ship_hp.party_name ship_To_Cust
, ship_add.cust_acct_site_use_id ship_site_use_id
, ship_hl.Address1 || ' ' || ship_hl.Address2 || ' ' || ship_hl.city || ' ' || ship_hl.county ||
'|| NVL(ship_hl.STATE,ship_hl.PROVINCE) || ' ' || ship_hl.Postal_code || ' ' || ship_hl.COUNTRY
ship_TO_Addr
, l.display_line_number
, l.line_id
, l.line_number
, l.source_line_number src_line_num
, l.inventory_item_id
, esi.item_number item_num
, l.inventory_organization_id inv_org_id
, l.ordered_qty
, l.Unit_list_Price
, l.canceled_flag line_canc_flag
, l.canceled_qty
, l.shipped_qty
, l.ordered_uom
, l.Unit_Selling_Price
, l.extended_amount
, l.line_type_code
, l.status_code line_status
, fl.request_ship_date
, fl.schedule_ship_date
, fl.promise_ship_date
, fl.customer_po_line_number
, (select distinct partypeo.party_name || '-' || modeoftransportpeo.meaning || '-'
|| servicelevelpeo.meaning "Ship Method"
from
fusion.msc_xref_mapping mxm_los ,
fusion.msc_xref_mapping mxm_mot ,
fusion.msc_xref_mapping mxm_car ,
fusion.rcs_lookups modeoftransportpeo ,
fusion.rcs_lookups servicelevelpeo ,
fusion.hz_parties partypeo ,
fusion.wsh_org_carrier_services wogs
where ( fl.ship_class_of_service = mxm_los.target_value and mxm_los.entity_name =
'WSH_SERVICE_LEVELS')
and (servicelevelpeo.lookup_code = mxm_los.source_value and
servicelevelpeo.lookup_type = 'WSH_SERVICE_LEVELS')
and ( fl.ship_mode_of_transport = mxm_mot.target_value and mxm_mot.entity_name =
'WSH_MODE_OF_TRANSPORT')
and (modeoftransportpeo.lookup_code = mxm_mot.source_value and
modeoftransportpeo.lookup_type = 'WSH MODE OF TRANSPORT')
and (to_char(fl.carrier_id) = mxm_car.target_value and mxm_car.entity_name =
'CARRIERS')
and partypeo.party_id = mxm_car.source_value
and (to_char(wogs.carrier_id) = mxm_car.source_value
and wogs.service_level = mxm_los.source_value
and wogs.mode_of_transport = mxm_mot.source_value)
) shipping_method
, (select min(b.segment1) from fusion.doo_projects a, fusion.pjf_projects_all_b b where
a.parent_entity_code ='LINE' and a.parent_entity_id = fl.fulfill_line_id and
a.pjc_project_id = b.project_id) project_num
, (select min(a.organization_code) from fusion.inv_org_parameters a,
fusion.doo_fulfill_lines_all fl where a.organization_id = fl.fulfill_org_id and
fl.line_id = l.line_id) warehouse
, (select meaning from fusion.msc_sr_lookup_values_vl where lookup_type = 'FOB' and
lookup_code = fl.fob_point_code) incoterms

```

```

,(select meaning from fusion.msc_sr_lookup_values_vl a where lookup_type =
'WSH_FREIGHT_CHARGE_TERMS' and lookup_code = fl.freight_terms_code) freightterms
,(select name from fusion.ra_terms where term_id =
doo_cross_reference.getfulfillmentvalue('TERM_ID', 'PAYMENT_TERMS',
fl.payment_term_id)) paymentterm
,wnd.delivery_name delivery_number
,wnd.delivery_id delivery_id
,wdd.source_header_id order_header_id
,wdd.source_line_id order_line_id
,wdd.released_status
,trunc(wnd.creation_date) picked_date
,wnd.freight_terms_code
,wnd.fob_code
,wnd.confirmed_by
,wnd.gross_weight
,wnd.net_weight
,wnd.volume
,wnd.confirm_date
,wnd.ship_method_code
,wnd.organization_id ship_org_id
,wnd.port_of_discharge
,wdd.tracking_number
from
fusion.doo_headers_all_v h
,fusion.hr_operating_units hou
,fusion.hz_parties hp
,fusion.hz_cust_accounts hca
,fusion.doo_order_addresses_v bill_add
,fusion.hz_cust_accounts bill_hca
,fusion.hz_parties bill_hp
,fusion.hz_cust_site_uses_all bill_hcsu
,fusion.hz_cust_acct_sites_all bill_hcas
,fusion.hz_party_sites bill_hps
,fusion.hz_locations bill_hl
,fusion.doo_order_addresses_v ship_add
,fusion.hz_cust_accounts ship_hca
,fusion.hz_parties ship_hp
-- ,fusion.hz_cust_site_uses_all ship_hcsu
-- ,fusion.hz_cust_acct_sites_all ship_hcas
,fusion.hz_party_sites ship_hps
,fusion.hz_locations ship_hl
,fusion.doo_lines_all_v l
,fusion.doo_fulfill_lines_all fl
,fusion.egp_system_items esi
,fusion.wsh_new_deliveries wnd
,fusion.wsh_delivery_assignments wda
,fusion.wsh_delivery_details wdd
,fusion.doo_fulfill_line_details fld
,fusion.ra_interface_lines_all ril
where 1=1
and hou.organization_id = h.org_id
and hp.party_id (+)= h.sold_to_Party_id
and hca.party_id (+) = h.sold_to_Party_id
and bill_add.address_use_type = 'BILL_TO'
AND H.header_id = bill_add.header_id (+)
and bill_add.cust_acct_id = bill_hca.cust_account_id (+)
AND bill_hca.party_id = bill_hp.party_id (+)
AND bill_add.cust_acct_site_use_id = bill_hcsu.site_use_id (+)
AND bill_hcsu.cust_acct_site_id = bill_hcas.cust_acct_site_id (+)
AND bill_hcas.party_site_id = bill_hps.party_site_id (+)
AND bill_hps.location_id = bill_hl.location_id (+)
and ship_add.address_use_type = 'SHIP_TO'
AND H.header_id = ship_add.header_id (+)

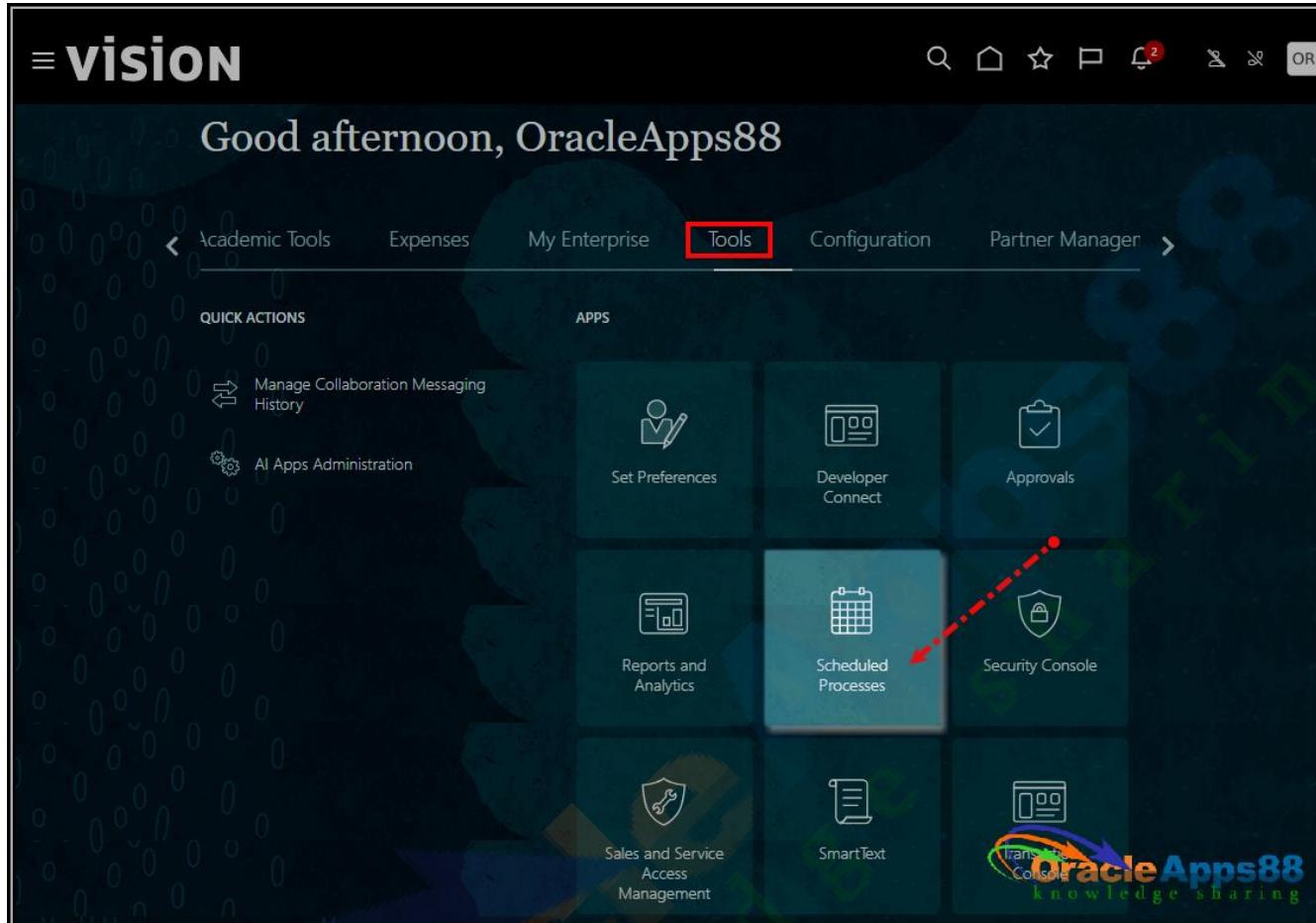
```

```
and ship_add.cust_acct_id = ship_hca.cust_account_id (+)
AND ship_hca.party_id = ship_hp.party_id (+)
-- AND ship_add.cust_acct_site_use_id = ship_hcsu.site_use_id (+)
-- AND ship_hcsu.cust_acct_site_id = ship_hcas.cust_acct_site_id (+)
-- AND ship_hcas.party_site_id = ship_hps.party_site_id (+)
AND ship_add.party_site_id = ship_hps.party_site_id (+)
AND ship_hps.location_id = ship_hl.location_ID (+)
and h.header_id = l.header_id (+)
AND l.line_id = fl.line_id (+)
and esi.inventory_item_id = l.inventory_item_id
and esi.organization_id = l.inventory_organization_id
and h.source_order_number = wdd.sales_order_number (+)
and wdd.delivery_detail_id = wda.delivery_detail_id (+)
and wda.delivery_id = wnd.delivery_id (+)
and (fl.fulfill_line_id = wdd.source_shipment_id or fl.fulfillment_split_ref_id =
wdd.source_shipment_id)
--and split_from_delivery_detail_id is null
and fld.delivery_name = wnd.delivery_name (+)
and fl.fulfill_line_id = fld.fulfill_line_id (+)
--AND fld.task_type (+) = 'Shipment'
and ril.interface_line_context = 'DOO'
--and ril.sales_order = h.order_number (+)
and ril.interface_line_attribute1 = h.order_number --> Order Number
and ril.interface_line_attribute7 = wnd.delivery_id --> Delivery_number
and h.order_number = '98430'
```

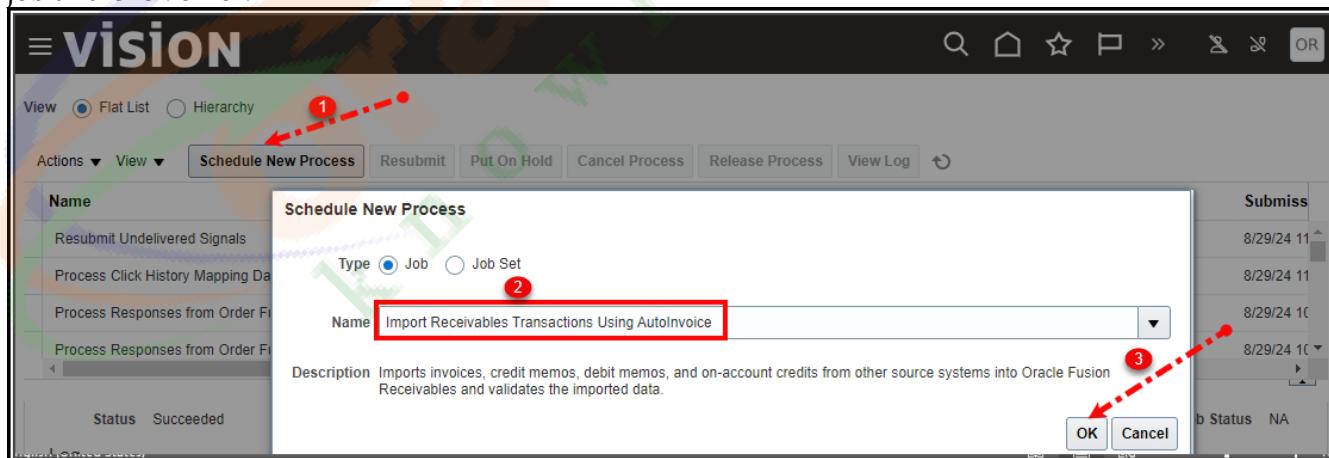
## 05. Transfer to Receivables

Once the shipment line status confirmed submit the **Import Receivables Transactions Using AutoInvoice** job

Nav : Home → Tools → Scheduled Process



Click on Scheduled New Process and search with Import Receivables Transactions Using AutoInvoice job and click on ok



Enter the below parameters and click on Submit button  
Transaction Source : **Distributed Order Orchestration**

**Process Details**

This process will be queued up for submission at position 1

**Name** Import Receivables Transactions Using AutoInvoice

**Description** Imports invoices, credit memos, debit memos, an...  Notify me when this process ends

**Schedule** As soon as possible **Submission Notes**

**Basic Options**

**Parameters**

\* Number of Workers 1

Business Unit US1 Business Unit ▾

\* Transaction Source Distributed Order Orch. ▾

\* Default Date 8/29/24

Transaction Type ▾

From Customer CDS Inc

To Customer CDS Inc

From Transaction Number

To Transaction Number

From Sales Order Number 98430

To Sales Order Number 98430

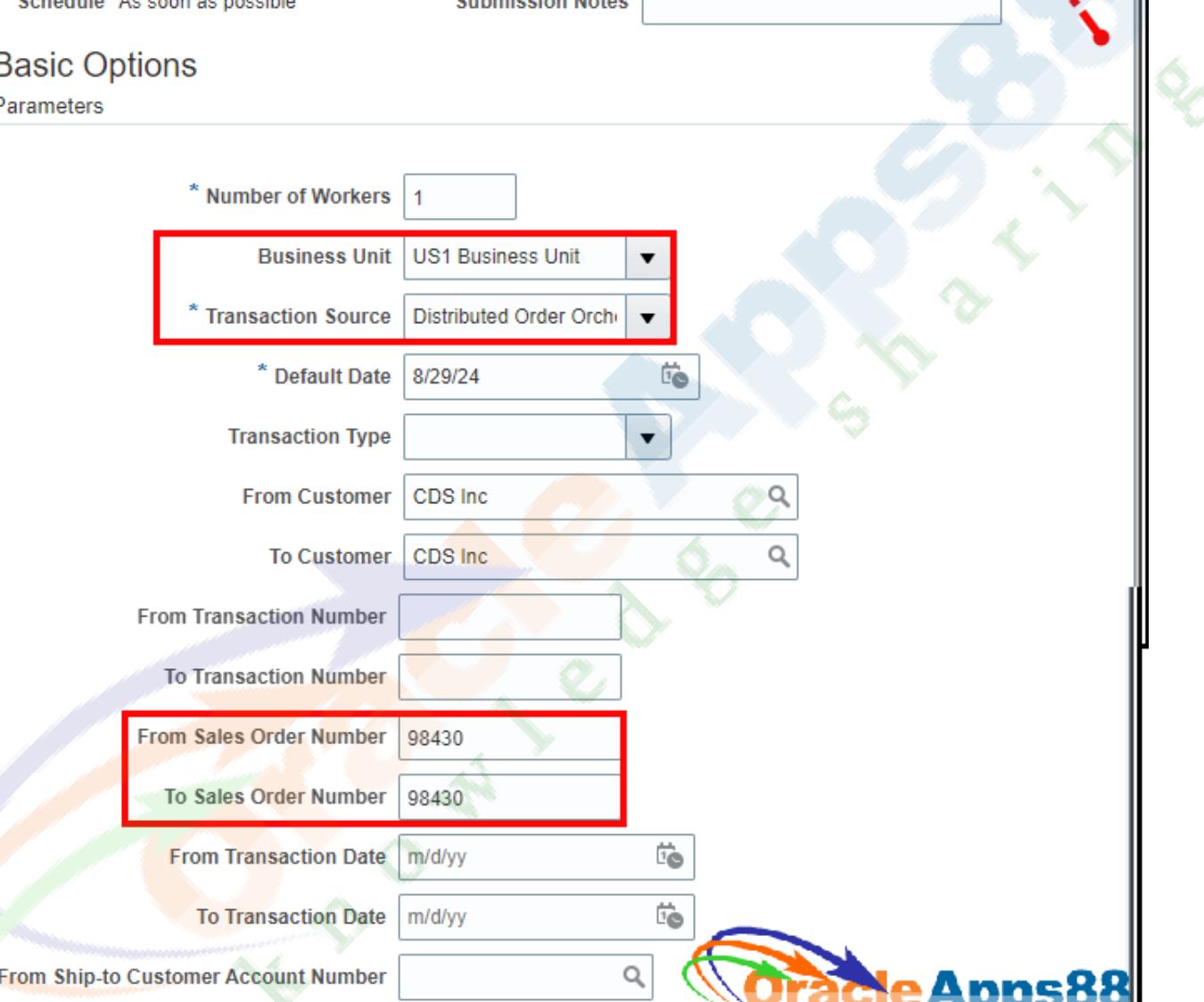
From Transaction Date m/d/yy

To Transaction Date m/d/yy

From Ship-to Customer Account Number

To Ship-to Customer Account Number







Verify the Execution report

**VISION**

Overview ?

▶ Search

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       | Submitted            |
|--|--------------------------|------------|-----------|----------------------|----------------------|
| Notify Feeder System of Receivables Transactions | SubmitDOOCallbackService | 7190144    | Succeeded | 8/29/24 12:18 PM UTC | 8/29/24 12:18 PM UTC |
| Import AutoInvoice: Execution Report             | AutoInvoiceMainEss       | 7190143    | Succeeded | 8/29/24 12:18 PM UTC | 8/29/24 12:18 PM UTC |
| Import AutoInvoice                               | AutoInvoiceImportEss     | 7190140    | Succeeded | 8/29/24 12:17 PM UTC | 8/29/24 12:17 PM UTC |

Process Details Status Details

**Import AutoInvoice: Execution Report, 7190143**

Status Succeeded Schedule Start 8/29/24 12:18 PM UTC External Job Type BIP Job External Job Status NA

Log Attachment ESS\_L\_7190143

Output

Output & Delivery

XML Data Diagnostic Log Republish 

Status All

| Output Name | Template                      | Format | Locale                  | Time Zone | Calendar |
|-------------|-------------------------------|--------|-------------------------|-----------|----------|
| null        | Auto Invoice Execution Report | PDF    | English (United States) | UTC       |          |

Parameters



**ORACLE**

Auto Invoice Execution and Validation Report Report Date 8/29/24 5:03 PM  
Page 1 of 3

US Primary Ledger

Request ID 7191715

|                              |                                 |                                      |       |
|------------------------------|---------------------------------|--------------------------------------|-------|
| Transaction Source           | Distributed Order Orchestration | From Transaction Number              |       |
| Transaction Flexfield        |                                 | To Transaction Number                |       |
| Default Date                 | 8/29/24                         | From Sales Order Number              | 98430 |
| Transaction Type             |                                 | To Sales Order Number                | 98430 |
| From Customer                | CDS Inc                         | From Transaction Date                |       |
| To Customer                  | CDS Inc                         | To Transaction Date                  |       |
| From Customer Account Number |                                 | From Ship-to Customer Account Number |       |
| To Customer Account Number   |                                 | To Ship-to Customer Account Number   |       |
| From Accounting Date         |                                 | From Ship-to Customer Name           |       |
| To Accounting Date           |                                 | To Ship-to Customer Name             |       |
| From Ship Date               |                                 | Base Due Date on Transaction Date    | Yes   |
| To Ship Date                 |                                 | Due Date Adjustment Days             |       |

|                        |                        |   |                         |                        |   |
|------------------------|------------------------|---|-------------------------|------------------------|---|
| Interface Lines        | Selected               | 3 | Interface Distributions | Selected               | 0 |
|                        | Successfully Processed | 3 |                         | Successfully Processed | 0 |
|                        | Rejected               | 0 |                         | Rejected               | 0 |
| Interface Salespersons | Selected               | 0 | Interface Contingencies | Selected               | 0 |
|                        | Successfully Processed | 0 |                         | Successfully Processed | 0 |
|                        | Rejected               | 0 |                         | Rejected               | 0 |



**ORACLE**

Auto Invoice Execution and Validation Report

Report Date 8/29/24 5:03 PM  
Page 2 of 3

US Primary Ledger

Request ID 7191715

| Created Transactions |                        |                             |                              |                              |                         |                         |
|----------------------|------------------------|-----------------------------|------------------------------|------------------------------|-------------------------|-------------------------|
| Transaction Class    | Number of Transactions | Number of Invoice Lines (*) | Number of Sales Credit Lines | Number of Distribution Lines | Number of Contingencies | Invoice Currency Amount |
| Invoice              | 1                      | 3                           | 0                            | 0                            | 0                       | 65.40                   |
| Total                | 1                      | 3                           | 0                            | 0                            | 0                       | 65.40                   |

Asterisk (\*) Number of Lines includes tax lines

| Created Transactions by Currency |                        |                             |                              |                              |                         |                         |
|----------------------------------|------------------------|-----------------------------|------------------------------|------------------------------|-------------------------|-------------------------|
| Currency                         | US Dollar              |                             |                              |                              |                         |                         |
| Transaction Class                | Number of Transactions | Number of Invoice Lines (*) | Number of Sales Credit Lines | Number of Distribution Lines | Number of Contingencies | Invoice Currency Amount |
| Invoice                          | 1                      | 3                           | 0                            | 0                            | 0                       | 65.40                   |
| Total                            | 1                      | 3                           | 0                            | 0                            | 0                       | 65.40                   |

Asterisk (\*) Number of Lines includes tax lines



RA\_CUSTOMER\_TRX\_ALL will have the Invoice header information. The column INTERFACE\_HEADER\_ATTRIBUTE1 will have the Order Number.

RA\_CUSTOMER\_TRX\_LINES\_ALL will have the Invoice lines information. The column INTERFACE\_LINE\_ATTRIBUTE1 will have the Order Number.

```

SELECT
CUSTOMER_TRX_ID
,TRX_NUMBER
,INTERFACE_HEADER_ATTRIBUTE1
,INTERFACE_HEADER_ATTRIBUTE2
,INTERFACE_HEADER_ATTRIBUTE3
,INTERFACE_HEADER_CONTEXT
,STATUS_TRX
FROM RA_CUSTOMER_TRX_ALL
WHERE 1=1
AND INTERFACE_HEADER_CONTEXT = 'DOO'
AND INTERFACE_HEADER_ATTRIBUTE1 = '98430' -->Order Number
AND INTERFACE_HEADER_ATTRIBUTE7 = 84195 -->Delivery ID
ORDER BY CREATION_DATE DESC

```

| CUSTOMER_TRX_ID | TRX_NUMBER | INTERFACE_HEADER_ATTRIBUTE1 | INTERFACE_HEADER_ATTRIBUTE7 | INTERFACE_HEADER_CONTEXT | STATUS_TRX |
|-----------------|------------|-----------------------------|-----------------------------|--------------------------|------------|
| 1403822         | 110390     | 98430                       | 84195                       | DOO                      | OP         |

```

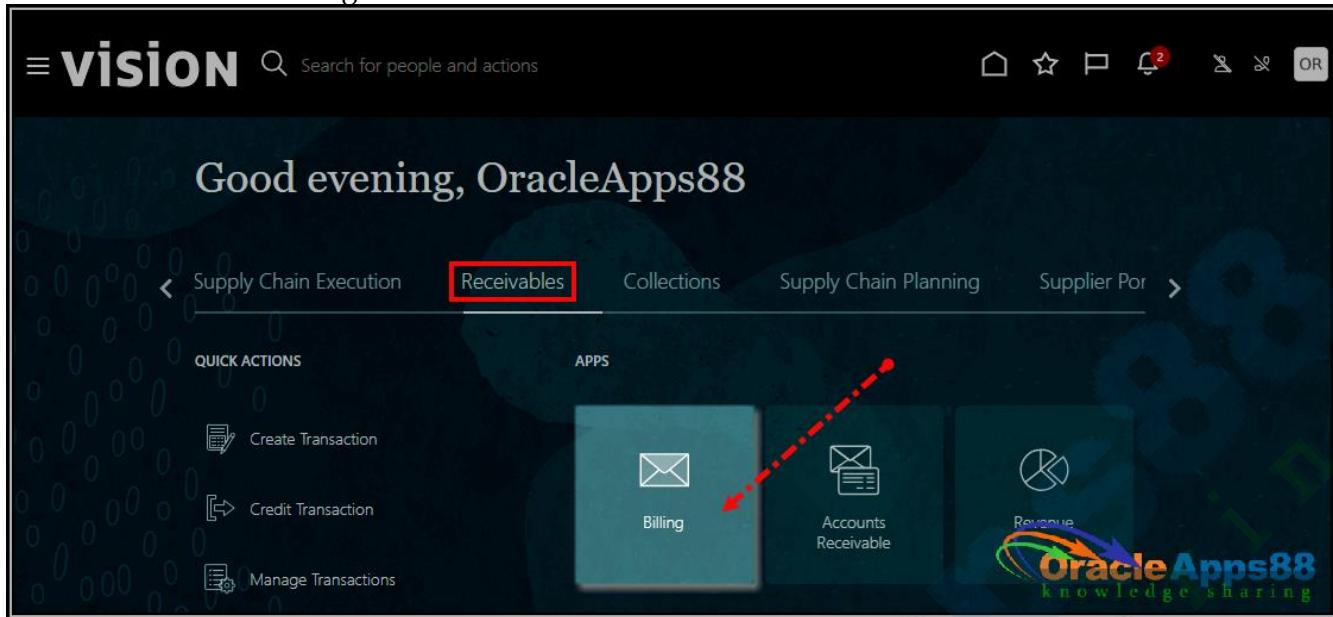
SELECT * FROM RA_CUSTOMER_TRX_LINES_ALL
WHERE 1=1
AND INTERFACE_LINE_CONTEXT = 'DOO'
AND INTERFACE_LINE_ATTRIBUTE1 = '98430' -->Order Number
AND INTERFACE_LINE_ATTRIBUTE7 = 84195 -->Delivery ID
ORDER BY CREATION_DATE DESC

```

| CUSTOMER_TRX_ID | CUSTOMER_TRX_LINE_ID | LAST_UPDATE_DATE              | LAST_UPDATED_BY | CREATION_DATE                 | CREATED_BY   | LAST_UPDATE_LOGIN                  | LINE_NUMBER |
|-----------------|----------------------|-------------------------------|-----------------|-------------------------------|--------------|------------------------------------|-------------|
| 1403822         | 2253863              | 2024-08-29T17:01:59.000+00:00 | OracleApps88    | 2024-08-29T17:01:59.000+00:00 | OracleApps88 | 20D66D996569E176E0631765F00AADCE 1 |             |

## 06. Verify the Transaction

Nav : Receivables → Billing



Click on the Manage transactions in Transaction task

The screenshot shows the 'Billing' transaction list. On the left, there are summary boxes for 'Incomplete' (0 0-10 Days, 128 10+ Days) and 'Approval'. The main area is a table with columns: Transaction Number, Source, Class, Customer, and Entered Amount. A red arrow points from the 'Transactions' section in the sidebar to the 'Manage Transactions' button in the table header. The sidebar also lists other transaction-related tasks.

|         | Transaction Number | Source  | Class              | Customer       | Entered Amount |
|---------|--------------------|---------|--------------------|----------------|----------------|
| 1309831 | Receivables Import | Invoice | Business World     | 835,200.0      |                |
| 1309770 | Receivables Import | Invoice | Business World     | 633,068.0      |                |
| 1309768 | Receivables Import | Invoice | Dixon Industries   | 492,085.2      |                |
| 36765   | Manual             | Invoice | Fit N Fine Equi... | 408,334.5      |                |
| 1309769 | Receivables Import | Invoice | Dixon Industries   | 250,000.00 INR |                |
| 37767   | Manual             | Invoice | TamilNadu Tra...   | 250,000.00 INR |                |

Search with Transaction Source/Customer Name and click on transaction Number

The screenshot shows the Oracle Fusion Manage Transactions interface. At the top, there's a search bar with fields for Business Unit, Transaction Source (set to "Distributed Order Orchestration"), Transaction Class, Transaction Type, Transaction Number (starts with), Transaction Date (equals), Bill-to Customer (set to "CDS Inc" with ID 1), Reference, and Actions like Search, Reset, and Save... A red box highlights the "Bill-to Customer" field. A red arrow labeled "3" points from the "Transaction Number" column to the value "110390". A watermark for "Oracle Apps88 knowledge sharing" is visible across the page.

Transaction Number is with Complete status and we can verify the details

**VISION**

Review Transaction: **Invoice 110390**

Actions | View Image | Save | Incomplete | Cancel

**General Information** | Show Less

|                              |                                 |                  |         |                   |               |
|------------------------------|---------------------------------|------------------|---------|-------------------|---------------|
| Business Unit                | US1 Business Unit               | Transaction Date | 8/29/24 | Currency          | USD US Dollar |
| Transaction Source           | Distributed Order Orchestration | Billing Date     |         | Transaction Total | 65.40         |
| Transaction Type             | Invoice                         | Accounting Date  | 8/29/24 | Salesperson       |               |
| Transaction Number           | 110390                          | Invoicing Rule   |         | Lines             | 60.00         |
| Billing Number               |                                 | Attachments      | None    | Tax               | 5.40          |
| <b>Cross Reference</b> 98430 |                                 | Notes            |         | Freight           | 0.00          |
| Document Number              |                                 |                  |         | Charges           | 0.00          |
|                              |                                 |                  |         | Dispute Amount    | 0.00          |
|                              |                                 |                  |         | Dispute Date      |               |

Status: Complete

**Customer** **Payment** **Miscellaneous**

**Bill-to**

|                                     |   |
|-------------------------------------|---|
| Name                                | CDS Inc   |
| Account Number                      | 80020   |
| Third-Party Tax Registration Number |   |
| Site                                | Rancho Palos Verdes   |
| Address                             | 205 LOFTY GROVE DR<br>Rancho Palos Verdes, CA United States 90275 |
| Contact                             | Jane Fagan  |

**Ship-to**

|         |   |
|---------|---|
| Name    | CDS Inc   |
| Site    | 1034  |
| Address | 205 LOFTY GROVE DR<br>Rancho Palos Verdes, CA United States 90275 |
| Contact | Jane Fagan  |

**Sold-to**

|      |         |
|------|---------|
| Name | CDS Inc |
|------|---------|

**Paying Customer**

|                |                     |
|----------------|---------------------|
| Name           | CDS Inc             |
| Account Number | 80020               |
| * Site         | Rancho Palos Verdes |

**Invoice Details**

**Invoice Lines** **Sales Credits**

**View** **Detach**

**Line Information** **Tax Determinants** **Revenue Scheduling**

| Line | Item    | Description               | Amount | Details | Tax Classification | Transaction Business Category | Intended Use |
|------|---------|---------------------------|--------|---------|--------------------|-------------------------------|--------------|
| 1    | AS25100 | 1TB External HD (USB 2.0) | 60.00  |         |                    | Sales Transaction             |              |
|      |         |                           | 60.00  |         |                    |                               |              |

**Customer** **Payment** **Miscellaneous**

\* Payment Terms: 30 Net

Due Date: 9/28/24

Exempt from late charges

Receipt Method: EFT (Automatic)

\* Remit-to Address: 14800 Main St. Helena, CA 90001 United States

**Payment Details**

Bank Account: XXXXX3210 USD

Create Bank Account

Account Name: 9876543210

IBAN

Country: United States

Allow International Payments

**BIC**

Bank Code

Bank Branch: New York

Branch Number: 122000247

Additional Information

Customer Payment **Miscellaneous**

|  |                  |                              |                                      |           |          |
|--|------------------|------------------------------|--------------------------------------|-----------|----------|
| Legal Entity   | US1 Legal Entity | Generate Bill                | Yes <input type="button" value="▼"/> | PO Number | PO#98430 |
| <input type="checkbox"/> Intercompany  |                  | Print Date                   |                                      |           |          |
| Tax Registration Number  | United States    | Recurring Bill Plan Name     |                                      |           |          |
| Taxation Country   | United States    | Recurring Bill Plan Period   |                                      |           |          |
| Document Fiscal Classification   |                  |                              |                                      |           |          |
| Default Tax Exemption Handling   |                  |                              |                                      |           |          |
| Cross Reference  | 98430            | Special Instructions         |                                      |           |          |
|  |                  | Comments                     |                                      |           |          |
|  |                  | Structured Payment Reference |                                      |           |          |
| <input type="checkbox"/> Exclude From Netting<br><input type="checkbox"/> Delivery Date for Tax Point Date <input type="button" value="m/d/yy"/> |                  |                              |                                      |           |          |

Verify the Balance details, click on Actions and click on View Balance details

**VISION**

Review Transaction: Invoice 110390

General Information | Show Less

|                    |                                 |                  |                                       |
|--------------------|---------------------------------|------------------|---------------------------------------|
| Business Unit      | US1 Business Unit               | Transaction Date | 8/29/24                               |
| Transaction Source | Distributed Order Orchestration | Billing Date     |                                       |
| Transaction Type   | Invoice                         | Accounting Date  | 8/29/24                               |
| Transaction Number | 110390                          | Salesperson      |                                       |
| Billing Number     |                                 | Invoicing Rule   |                                       |
| Cross Reference    | 98430                           | Attachments      | None <input type="button" value="+"/> |
| Document Number    |                                 | Notes            | <input type="button" value=""/>       |
| Status             | Complete                        |                  |                                       |

Customer Payment **Miscellaneous**

Actions  | View Image | Save  Incomplete | Cancel

- Credit Transaction
- Submit a Dispute
- Manage Adjustments
- Review Installments
- Review Distributions
- Duplicate
- Post to Ledger
- Account in Draft
- View Accounting**
- View Balance Details**
- View Transaction Activities
- View VAT Invoice

**VISION**

Review Transaction: Invoice 110390

General Information | Show Less

Balance Details: Invoice 110390

View By

| Balance Details  | Lines        | Tax         | Freight     | Charges     | Total        |
|------------------|--------------|-------------|-------------|-------------|--------------|
| Original Amount  | 60.00        | 5.40        | 0.00        | 0.00        | 65.40        |
| Receipts         | 0.00         | 0.00        | 0.00        | 0.00        | 0.00         |
| Credits/Refunds  | 0.00         | 0.00        | 0.00        | 0.00        | 0.00         |
| Adjustments      | 0.00         | 0.00        | 0.00        | 0.00        | 0.00         |
| Bills Receivable | 0.00         | 0.00        | 0.00        | 0.00        | 0.00         |
| Discounts        | 0.00         | 0.00        | 0.00        | 0.00        | 0.00         |
| <b>Balance</b>   | <b>60.00</b> | <b>5.40</b> | <b>0.00</b> | <b>0.00</b> | <b>65.40</b> |

Done

```
select
rct.customer_trx_id
```

```

,rct.trx_number
,rct.trx_date
,rct.ct_reference
,rct.trx_class
,rct.status_trx
,rtcl.customer_trx_line_id
,rtcl.line_number
,rtcl.line_type
,rtcl.quantity_ordered
,rtcl.quantity_invoiced
,rtcl.extended_amount
,rctd.cust_trx_line_gl_dist_id
,rctd.account_class
,rctd.amount
,rctd.acctd_amount
,rctd.gl_date
from
ra_customer_trx_all rct
,ra_customer_trx_lines_all rtcl
,ra_cust_trx_line_gl_dist_all rctd
where 1=1
and rct.interface_header_context = 'DOO'
and rct.interface_header_attribute1 = '98430' -->Order Number
and rct.interface_header_attribute7 = 84195 -->Delivery ID
and rct.customer_trx_id = rtcl.customer_trx_id
and rtcl.customer_trx_line_id = rctd.customer_trx_line_id

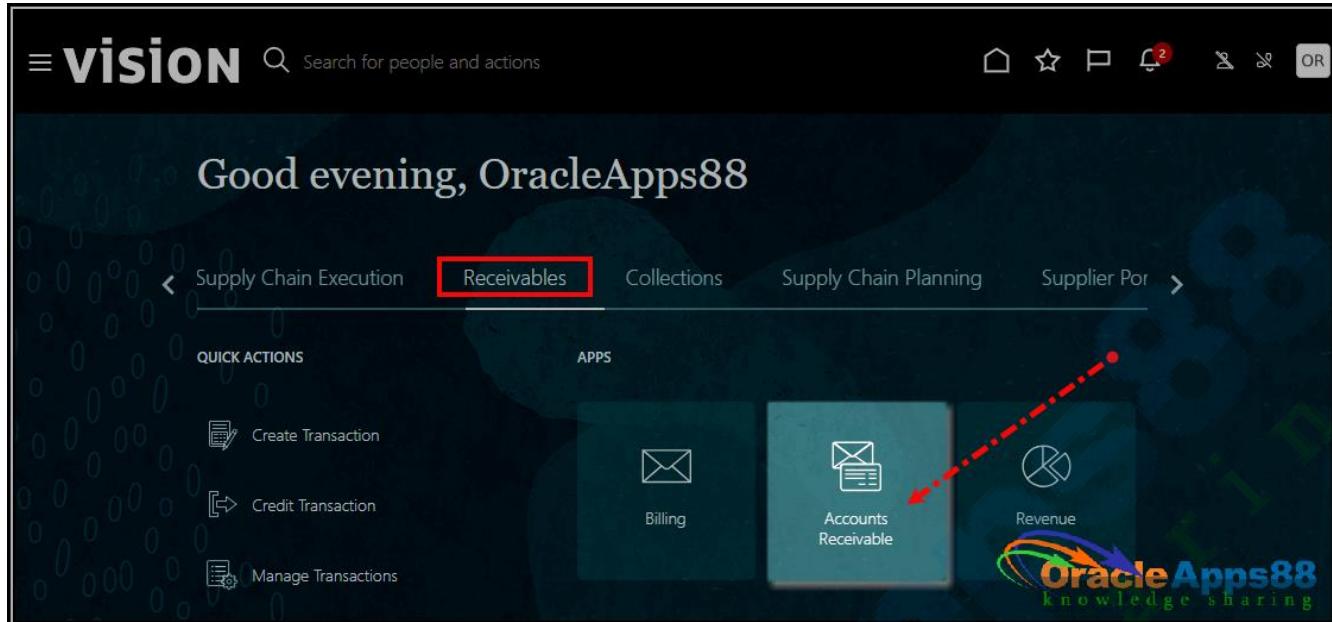
```

| CUSTOMER_TRX_ID | TRX_NUMBER | TRX_DATE                     | CT_REFERENCE | TRX_CLASS | STATUS_TRX | LINE_NUMBER | LINE_TYPE | QUANTITY_ORDERED | QUANTITY_INVOICED | EXTEND |
|-----------------|------------|------------------------------|--------------|-----------|------------|-------------|-----------|------------------|-------------------|--------|
| 1403822         | 110390     | 2024-08-29T00:00:00.000+0:00 | 98430        | INV       | OP         | 1           | LINE      | 1                | 1                 | 60     |
| 1403822         | 110390     | 2024-08-29T00:00:00.000+0:00 | 98430        | INV       | OP         | 1           | TAX       |                  |                   | 1.5    |
| 1403822         | 110390     | 2024-08-29T00:00:00.000+0:00 | 98430        | INV       | OP         | 2           | TAX       |                  |                   | 3.9    |

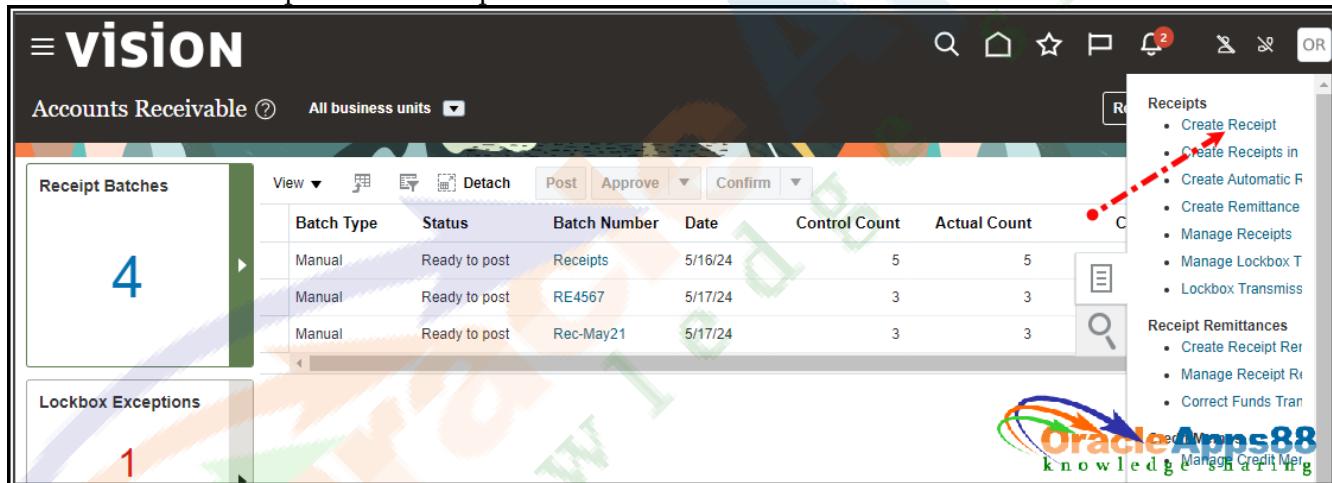
## 07. Create Receipt and Apply the transaction

Create the receipt and matched the above transaction number

Nav : Receivables → Account Receivables



Click on Create Receipt link in Receipts tasks



Enter the Receipt number, Amount and select the customer details and click on **Add Open Receivables** button to enter the transaction details

**VISION**

### Create Receipt ②

Submit and Create Another ▾ Cancel

|                                    |                         |                          |
|------------------------------------|-------------------------|--------------------------|
| Receipt Type: Standard             | Currency: USD US Dollar | Receipt Date: 8/29/24    |
| Status: New                        | * Entered Amount: 65.40 | Accounting Date: 8/29/24 |
| * Business Unit: US1 Business Unit | Accounted Amount: 65.40 | Maturity Date: 8/29/24   |
| * Receipt Method: EFT (Automatic)  | Tax Rate Code:          | Postmark Date: m/d/yy    |
| * Receipt Number: R110390          | Receivables Specialist: | Attachments: None +      |
| Comments:                          |                         |                          |

Remittance Bank

|                         |                      |  |
|-------------------------|----------------------|--|
| * Name: Bank of America | * Account: BofA-2869 | * Deposit Date: 8/29/24                            |
| * Branch: New York      | Currency: USD        | <input checked="" type="checkbox"/> Allow override |

Customer

Additional Information

Remittance Reference Detail ②

Add Open Receivables Detach

View ▾ + × Receipt Match By \* Reference Number Reference Amount

No data to display.

**Oracle Apps88**  
knowledge sharing

Search with Transaction Number/Customer Name and select the line and click on Add then Done.

Add Open Receivables

Search: Transactions

| * Receipt Match By: Transaction Number   | * Required<br>** At least one is required                    |                    |          |               |               |                         |            |                           |
|--|--|--------------------|----------|---------------|---------------|-------------------------|------------|---------------------------|
| ** Receipt Reference Number: 110390  | ①  |                    |          |               |               |                         |            |                           |
| Transaction Business Unit: US1 Business Unit   | <input type="checkbox"/> Include Inactive Customers          |                    |          |               |               |                         |            |                           |
| Transaction Type:  | <input type="checkbox"/> Include Cross-Currency Transactions |                    |          |               |               |                         |            |                           |
| ** Transaction Customer Name:  | <input type="checkbox"/> Include Disputed Transactions       |                    |          |               |               |                         |            |                           |
| ** Transaction Customer Account Number:  | <input type="checkbox"/> Include Closed Transactions         |                    |          |               |               |                         |            |                           |
| Currency:  | <input type="checkbox"/> Include Chargebacks                 |                    |          |               |               |                         |            |                           |
| Amount:  | <input type="checkbox"/> Include Debit Memos                 |                    |          |               |               |                         |            |                           |
| From Transaction Due Date: m/d/yy  | <input type="checkbox"/> Include Credit Memos                |                    |          |               |               |                         |            |                           |
| To Transaction Due Date: m/d/yy  | <input type="checkbox"/> Include Bills Receivable            |                    |          |               |               |                         |            |                           |
| <input type="checkbox"/> Include Internal Transactions Excluded from Collections                                 |  |                    |          |               |               |                         |            |                           |
| ② Search Reset   |  |                    |          |               |               |                         |            |                           |
| View ▾   | Detach   |                    |          |               |               |                         |            |                           |
| Receipt Reference Number   | Transaction Class  | Transaction Number | Due Date | Payment Terms | Customer Name | Customer Account Number | Amount Due | Transaction Business Unit |
| 110390   | ③ Invoice  | 110390             | 9/28/24  | 30 Net        | ④ CDS Inc     | ⑤ 80020                 | 65.40 USD  | US1 Business U...         |
| <input type="button" value="Add"/> ④ <input type="button" value="Done"/> ⑤ <input type="button" value="Cancel"/> |  |                    |          |               |               |                         |            |                           |

Once the line is added to receipt click on **Submit and AutoApply Now** button

**Create Receipt**

Receipt Type: Standard

Status: New

\* Business Unit: US1 Business Unit

\* Receipt Method: EFT (Automatic)

\* Receipt Number: R110390

\* Currency: USD US Dollar

\* Entered Amount: 65.40

Accounted Amount: 65.40

Tax Rate Code:

Receivables Specialist:

Comments:

**Submit and Create Another**

- Submit
- Submit and Apply Manually
- Submit and AutoApply Now** (highlighted with a red arrow)
- Maturity Date: 8/29/24
- Postmark Date: m/d/y
- Attachments: None
- Structured Payment Reference:

**Remittance Bank**

\* Name: Bank of America

\* Branch: New York

\* Account: BofA-2869

Currency: USD

\* Deposit Date: 8/29/24

Allow override

**Customer**

**Additional Information**

**Remittance Reference Detail**

| Receipt Match By   | * Reference Number | Reference Amount |
|--------------------|--------------------|------------------|
| Transaction Number | 110390             | 65.4             |

**Oracle Apps88 knowledge sharing**

Applied invoice information will show in the receipt details, Click on Save and Close and verify the invoice

**Edit Receipt: R110390**

**Receipt Information**

Status: Confirmed

Business Unit: US1 Business Unit

Receipt Type: Standard

Receipt Method: EFT (Automatic)

Receipt Number: R110390

Receivables Specialist:

Attachments: None

**Customer**

Customer Account Number: 80020

Customer Name: CDS Inc

Customer Site: Rancho Palos Verdes

Receipt Date: 8/29/24

Accounting Date: 8/29/24

Comments:

**Financials**

Currency: USD US Dollar

\* Entered Amount: 65.40

Accounted Amount: 65.40

Total Applied Amount: 65.40

On-Account Amount: 0.00

Unapplied Amount: 0.00

Exchange Gain or Loss: 0.00

**Additional Information**

**Receipt Details 0.00 USD**

**Application**

| Application Type | * Application Reference | Amount Due | * Applied Amount | Discount | Exception Reason | * Application Date |
|------------------|-------------------------|------------|------------------|----------|------------------|--------------------|
| Transaction      | 110390                  | 0.00 USD   | 65.40            | 0.00     |                  | 8/29/24            |

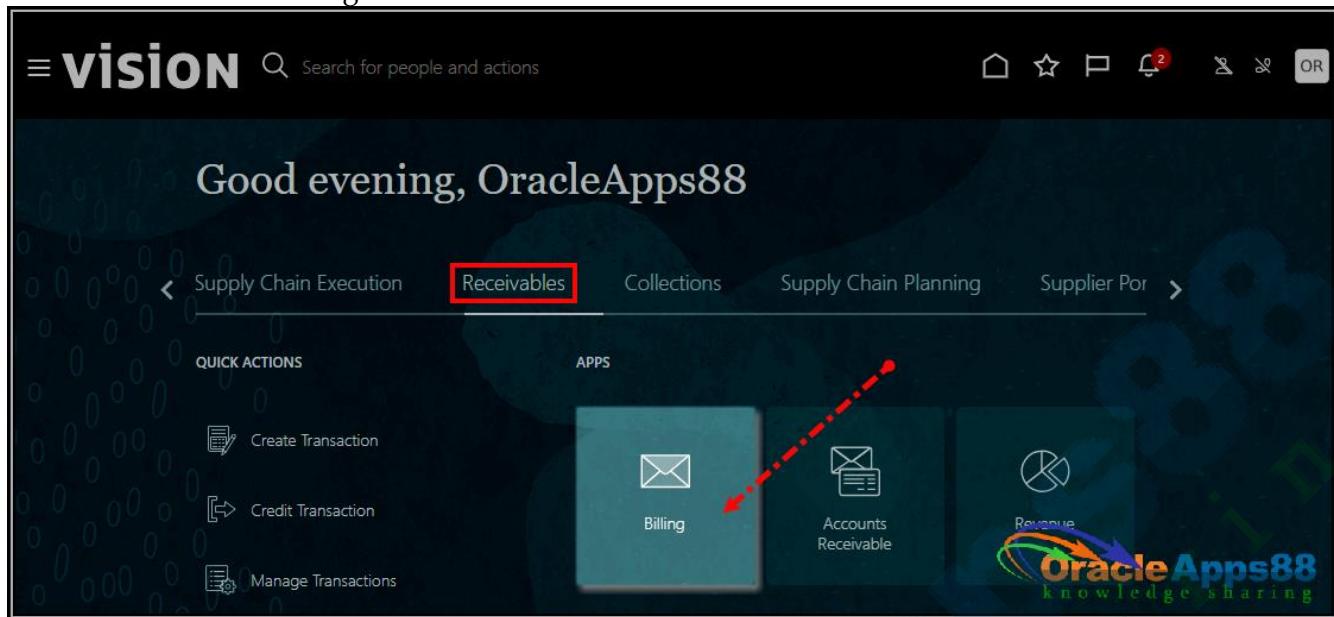
**Actions** | **Save** | **Save and Close** | **Cancel**

**Oracle Apps88 knowledge sharing**

```
select
rct.customer_trx_id
,rct.trx_number
,rct.trx_date
,rct.ct_reference
,rct.trx_class
,rct.status_trx
,rtcl.customer_trx_line_id
,rtcl.line_number
,rtcl.line_type
,rtcl.quantity_ordered
,rtcl.quantity_invoiced
,rtcl.extended_amount
,rctd.cust_trx_line_gl_dist_id
,rctd.account_class
,rctd.amount
,rctd.acctd_amount
,rctd.gl_date
,acra.receipt_number
,acra.receipt_date
,(select flv.meaning from fnd_lookup_values flv where flv.lookup_code = apsa.class and
language =userenv('LANG') and lookup_type = 'INV/CM' ) activity_class
,acra.amount rec_amount
,araa.status
,araa.application_type
,araa.acctd_amount_applied_from Acc_Amount
,araa.amount_applied Applied_Amount
from
ra_customer_trx_all rct
,ra_customer_trx_lines_all rtcl
,ra_cust_trx_line_gl_dist_all rctd
,ar_receivable_applications_all araa
,ar_payment_schedules_all apsa
,ar_cash_receipts_all acra
where 1=1
and rct.interface_header_context = 'DOO'
and rct.interface_header_attribute1 = '98430' -->Order Number
and rct.interface_header_attribute7 = 84195 -->Delivery ID
and rct.customer_trx_id = rtcl.customer_trx_id
and rtcl.customer_trx_line_id = rctd.customer_trx_line_id
and rct.customer_trx_id = araa.applied_customer_trx_id
and araa.cash_receipt_id = acra.cash_receipt_id
and rct.org_id = acra.org_id
AND araa.payment_schedule_id = apsa.payment_schedule_id
AND acra.cash_receipt_id = apsa.cash_receipt_id
```

Verify the Transaction details

Nav : Receivables → Billing



Click on the Manage transactions in Transaction task

| Transaction Number | Source             | Class   | Customer           | Entered Amount |
|--------------------|--------------------|---------|--------------------|----------------|
| 1309831            | Receivables Import | Invoice | Business World     | 835,200.0      |
| 1309770            | Receivables Import | Invoice | Business World     | 633,068.0      |
| 1309768            | Receivables Import | Invoice | Dixon Industries   | 492,085.2      |
| 36765              | Manual             | Invoice | Fit N Fine Equi... | 408,334.5      |
| 1309769            | Receivables Import | Invoice | Dixon Industries   | 250,000.00 INR |
| 37767              | Manual             | Invoice | TamilNadu Tra...   | 257,400.00 INR |

Search with Transaction Number/Customer Name and click on transaction Number

The screenshot shows the 'Manage Transactions' page in Oracle Fusion. At the top, there are search filters: 'Business Unit' (dropdown), 'Transaction Number' (text input with 'Starts with' dropdown and value '110390'), 'Transaction Date' (dropdown with 'm/d/yy' placeholder), 'Bill-to Customer' (dropdown), and 'Reference' (text input). Below the filters is a table with columns: Transaction Number, Transaction Source, Transaction Class, Transaction Type, Complete, Bill-to Customer, Entered Amount, Transaction Date, Business Unit, and Original Number. A row for transaction number 110390 is selected, highlighted with a red arrow labeled '3'. The table header includes actions like 'Actions', 'View', 'Detach', and 'Search' (button labeled '2').

Click on the Actions then View Transaction Activities

The screenshot shows the 'Review Transaction: Invoice 110390' page. On the left, there's a 'General Information' section with fields like Business Unit (US1 Business Unit), Transaction Date (8/29/24), Transaction Source (Distributed Order Orchestration), Billing Date, Accounting Date (8/29/24), Transaction Type (Invoice), Salesperson, Invoicing Rule, Cross Reference (98430), Attachments (None), Document Number, Status (Complete), Customer (US1 Legal Entity), Payment, Miscellaneous, Legal Entity (US1 Legal Entity), and Generate Bill (Yes). A context menu is open over the transaction details, with 'View Transaction Activities' highlighted by a red arrow labeled '4'. The menu also includes options like Credit Transaction, Submit a Dispute, Manage Adjustments, Review Installments, Review Distributions, Duplicate, Post to Ledger, Account in Draft, View Accounting, View Balance Details, and View VAT Invoice.

Status will change and receipt number will show

Transaction Activities: Invoice 110390

Installment Number All Installments ▾

View ▾

| Number  | Installment Number | Activity Class | Activity Amount | Activity Date | Accounting Date | Status  | Activity Business Unit |
|---------|--------------------|----------------|-----------------|---------------|-----------------|---------|------------------------|
| R110390 | 1                  | Payment        | 65.40 USD       | 8/29/24       | 8/29/24         | Applied | US1 Business U...      |

► Payment R110390: Details

|                          |       |                 |           |                                       |              |
|--------------------------|-------|-----------------|-----------|---------------------------------------|--------------|
| Installment Number       | 1     | Accounting Date | 8/29/24   | Original Transaction PO Number        | PO#98430     |
| Type                     | Cash  | Activity Date   | 8/29/24   | Original Transaction Reference Number | 110390       |
| Currency                 | USD   | Status          | Applied   | Original Transaction Reference Type   | Invoice      |
| Allocated Receipt Amount | 65.40 | State           | Confirmed | Created By                            | OracleApps88 |
| Applied Amount           | 65.40 |                 |           | Comments                              |              |
| Discount                 | 0.00  |                 |           |                                       |              |
| Activity Amount          | 65.40 |                 |           |                                       |              |



Verify the balance details, click on Actions and click on View Balance details

VISION

Review Transaction: Invoice 110390 ⓘ

Actions | View Image | Save | Incomplete | Cancel

General Information | Show Less

|                    |                                 |                  |         |
|--------------------|---------------------------------|------------------|---------|
| Business Unit      | US1 Business Unit               | Transaction Date | 8/29/24 |
| Transaction Source | Distributed Order Orchestration | Billing Date     |         |
| Transaction Type   | Invoice                         | Accounting Date  | 8/29/24 |
| Transaction Number | 110390                          | Salesperson      |         |
| Billing Number     |                                 | Invoicing Rule   |         |
| Cross Reference    | 98430                           | Attachments      | None +  |
| Document Number    |                                 | Notes            | +       |
| Status             | Complete                        |                  |         |
| Customer           | Payment                         | Miscellaneous    |         |

Bill-to: Name CDS Inc

Ship-to: Name CDS Inc

Sold-to: Name CDS Inc

Actions menu:

- Credit Transaction
- Submit a Dispute
- Manage Adjustments
- Review Installments
- Review Distributions
- Duplicate
- Post to Ledger
- Account in Draft
- View Accounting
- View Balance Details** (highlighted with a red arrow)
- View Transaction Activities
- View VAT Invoice



**VISION**

Review Transaction: Invoice 110390

General Information | Show Less

|                    |                                 |
|--------------------|---------------------------------|
| Business Unit      | US1 Business Unit               |
| Transaction Source | Distributed Order Orchestration |
| Transaction Type   | Invoice                         |
| Transaction Number | 110390                          |
| Billing Number     |                                 |
| Cross Reference    | 98430                           |
| Document Number    |                                 |
| Status             | Complete                        |

Customer Payment Miscellaneous

Bill-to: Name: CDS Inc.

Ship-to:

Sold-to:

**Balance Details: Invoice 110390**

View By: Entered Currency (USD)

| Balance Details  | Lines       | Tax         | Freight     | Charges     | Total       |
|------------------|-------------|-------------|-------------|-------------|-------------|
| Original Amount  | 60.00       | 5.40        | 0.00        | 0.00        | 65.40       |
| Receipts         | -60.00      | -5.40       | 0.00        | 0.00        | -65.40      |
| Credits/Refunds  | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| Adjustments      | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| Bills Receivable | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| Discounts        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        |
| <b>Balance</b>   | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> |

Done



Order line status changed to Closed  
 Nav : Order Management → Order Management

**VISION**

Good morning, OracleApps88

Subscription Management Contract Management **Order Management** Supply Chain Exec

QUICK ACTIONS

- Manage Price Lists
- Manage Discount Lists
- Manage Shipping Charge Lists
- Manage Customer Pricing Profiles
- Manage Pricing Segments

APPS

- Pricing Administration
- Order Management**
- Global Order Promising
- Service Logistics




**VISION**

### Manage Orders

Search

|                                     |       |   |
|-------------------------------------|-------|---|
| ** Keyword Starts with              | 98430 | 1 |
| ** Order Starts with                | 98430 | 2 |
| ** Customer Starts with             |       |   |
| ** Customer Registry ID Starts with |       |   |
| ** Open Equals                      | Yes   |   |

Manage Watchlist Saved Search All Open Orders  
\*\* At least one is required

Source Order Starts with Total Greater than or equal to Status Equals Bill-to Customer Equals

Search Results

| Exception Type | Ordered Date    | Order | Revision | Status     | Customer        | Source Order | Total | Bill-to A |
|----------------|-----------------|-------|----------|------------|-----------------|--------------|-------|-----------|
|                | 8/29/24 5:31 AM | 98430 | 1        | Processing | CDS Inc (80020) | 98430        | 85.40 | 98430     |

Create Order Freeze Detach Wrap

**VISION**

### Order: CDS Inc - 98430 - Processing

Total: 85.40 Actions Refresh Done

Currency = US Dollar

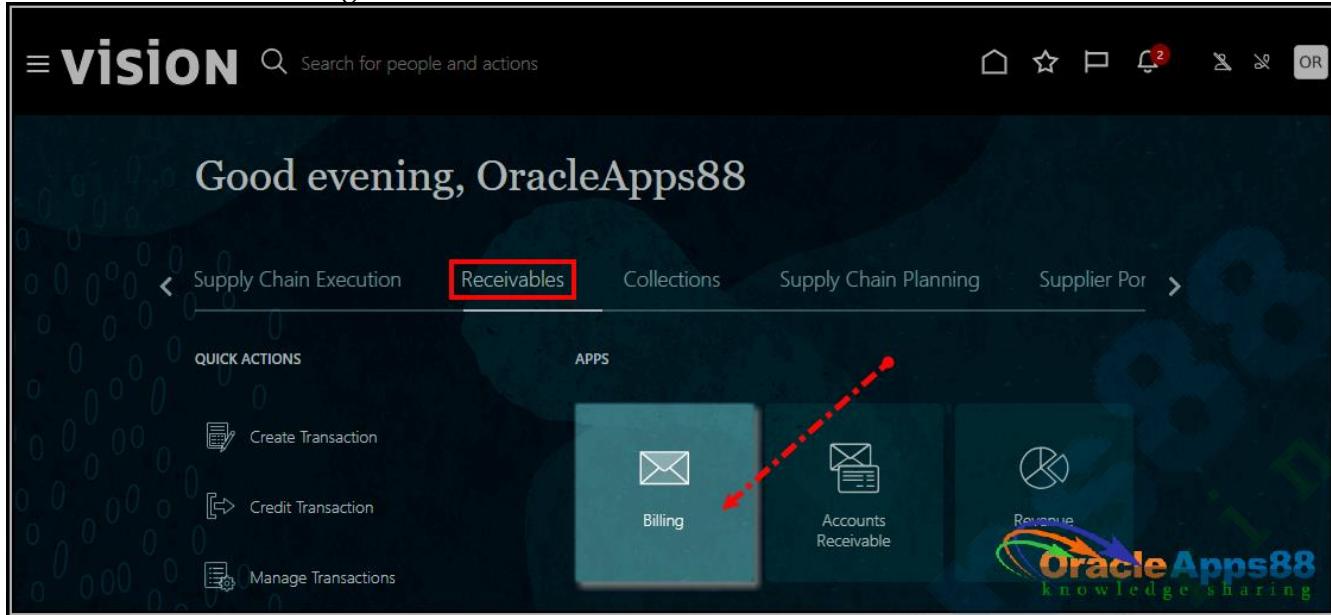
|   |  |
|---|--|
| Customer: CDS Inc (80020)                     | Business Unit: US1 Business Unit   |
| Contact: Jane Fagan                           | Bill-to Customer: CDS Inc  |
| Contact Method: contact_etaj@oraclepdemos.com | Bill-to Account: 80020   |
| Ordered Date: 8/29/24 5:31 AM                 | Ship-to Customer: CDS Inc  |
| Purchase Order: PO#98430                      | Ship-to Address: 205 LOFTY GROVE DR, RANCHO PALOS VERDES, CA 90275 LOS ANGELES |

Order Lines

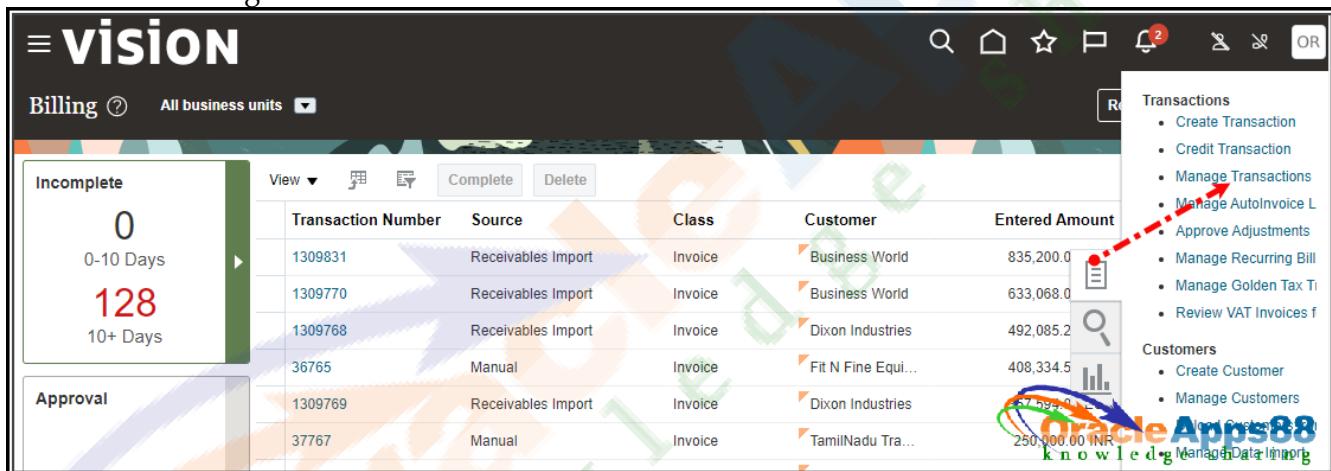
| Item                                  | Status | Duration | Period | Quantity | Sales Agreement | Sales Agree |
|---------------------------------------|--------|----------|--------|----------|-----------------|-------------|
| 1 AS25100 - 1TB External HD (USB 2.0) | Closed |          |        |          |                 |             |

## 08. Transfer Invoice to General Ledger

Nav : Receivables → Billing



Click on the Manage transactions in Transaction task



Search with Transaction Number/Customer Name and click on transaction Number

Manage Transactions

Search

Advanced Saved Search All Transactions

\*\* Transaction Number Starts with 110390 (1)

\*\* Transaction Date Equals m/d/yy

\*\* Bill-to Customer Equals

Reference

Actions View Detach

| Transaction Number | Transaction Source   | Transaction Class | Transaction Type | Complete | Bill-to Customer | Entered Amount | Transaction Date | Business Unit     | Original Number |
|--------------------|----------------------|-------------------|------------------|----------|------------------|----------------|------------------|-------------------|-----------------|
| 110390             | Distributed Order... | Invoice           | Invoice          | Yes      | CDS Inc          | 65.40 USD      | 8/29/24          | US1 Business U... |                 |

Click on the Actions and click on Post to Ledger

Review Transaction: Invoice 110390

General Information | Show Less

Business Unit: US1 Business Unit  
Transaction Source: Distributed Order Orchestration  
Transaction Type: Invoice  
Transaction Number: 110390  
Billing Number:  
Cross Reference: 98430  
Document Number:  
Status: Complete  
Customer: Payment: Miscellaneous

Actions | View Image | Save | Incomplete | Cancel

- Credit Transaction
- Submit a Dispute
- Manage Adjustments
- Review Installments
- Review Distributions
- Duplicate
- Post to Ledger** (highlighted with a red arrow)
- Account in Draft
- View Accounting
- View Balance Details
- View Transaction Activities
- View VAT Invoice

Review Transaction: Invoice 110390

General Information | Show Less

Business Unit: US1 Business Unit  
Transaction Source: Distributed Order Orchestration  
Transaction Type: Invoice  
Transaction Number: 110390  
Billing Number:  
Cross Reference: 98430  
Document Number:  
Status: Complete

**Warning**

Accounting completed with warnings.  
Details: View the warning details from the View Accounting window.

View Accounting OK

Currency: USD US Dollar  
Transaction Total: 65.40  
Lines: 60.00  
Tax: 5.40  
Freight: 0.00  
Charge: 0.00  
Dispute Amount: 0.00

Verify the Import Journal report

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

| Name                            | Metadata Name       | Process ID | Status    | Scheduled Time      | Submitted |
|---------------------------------|---------------------|------------|-----------|---------------------|-----------|
| Post Journals for Single Ledger | PostingSingleLedger | 7192204    | Succeeded | 8/29/24 6:22 PM UTC | 8/29/24 6 |
| Post Journals                   | Posting             | 7192203    | Succeeded | 8/29/24 6:22 PM UTC | 8/29/24 6 |
| Import Journals: Child          | JournalImport       | 7192202    | Succeeded | 8/29/24 6:22 PM UTC | 8/29/24 6 |
| Import Journals: Child          | JournalImport       | 7192201    | Succeeded | 8/29/24 6:22 PM UTC | 8/29/24 6 |

[Process Details](#) [Status Details](#)

**Post Journals, 7192203**  
 Status: Succeeded      Schedule Start: 8/29/24 6:22 PM UTC  
 Log and Output  
 Attachment ESS\_O\_7192203 (1 more...)  
 ▶ Parameters

Batch Name is : Receivables A 7192201000001 7192201 N

US Primary Ledger      Posting Validation Report      Date: 2024-08-29 18:22  
 Page: 1

Process ID: 7192203

===== Posted Batches =====

| Batch Name                            | Period Name |
|---------------------------------------|-------------|
| Receivables A 7192201000001 7192201 N | 2024-08-29  |

\*\*\*\*\* End of Report \*\*\*\*\*

```

SELECT
  l.ledger_id
, l.name ledger_name
, jh.period_name period
, js.je_source_name source
, jc.je_category_name category
, jh.je_batch_id
, jb.name je_batch_name
, jh.je_header_id
, jh.name je_name
, jl.je_line_num line
, l.currency_code curr
, jh.status
, jh.posted_date
, jl.entered_dr ent_dr
, jl.entered_cr ent_cr
, jl.accounted_dr acc_dr
, jl.accounted_cr acc_cr
FROM
  gl_je_lines jl
, gl_je_headers jh
, gl_je_sources_t1 js
, gl_je_categories_t1 jc
, gl_je_batches jb
, gl_ledgers l
WHERE 1=1
and jl.je_header_id = jh.je_header_id
and jh.je_source = js.je_source_name
AND jh.je_category = jc.je_category_name
AND jh.je_batch_id = jb.je_batch_id (+)
  
```

```

and jh.ledger_id = l.ledger_id
and js.language = 'US'
and jc.language = 'US'
and js.language = jc.language
AND jh.status = 'P'
and jb.name like 'Receivables A 7192201000001 7192201 N%'

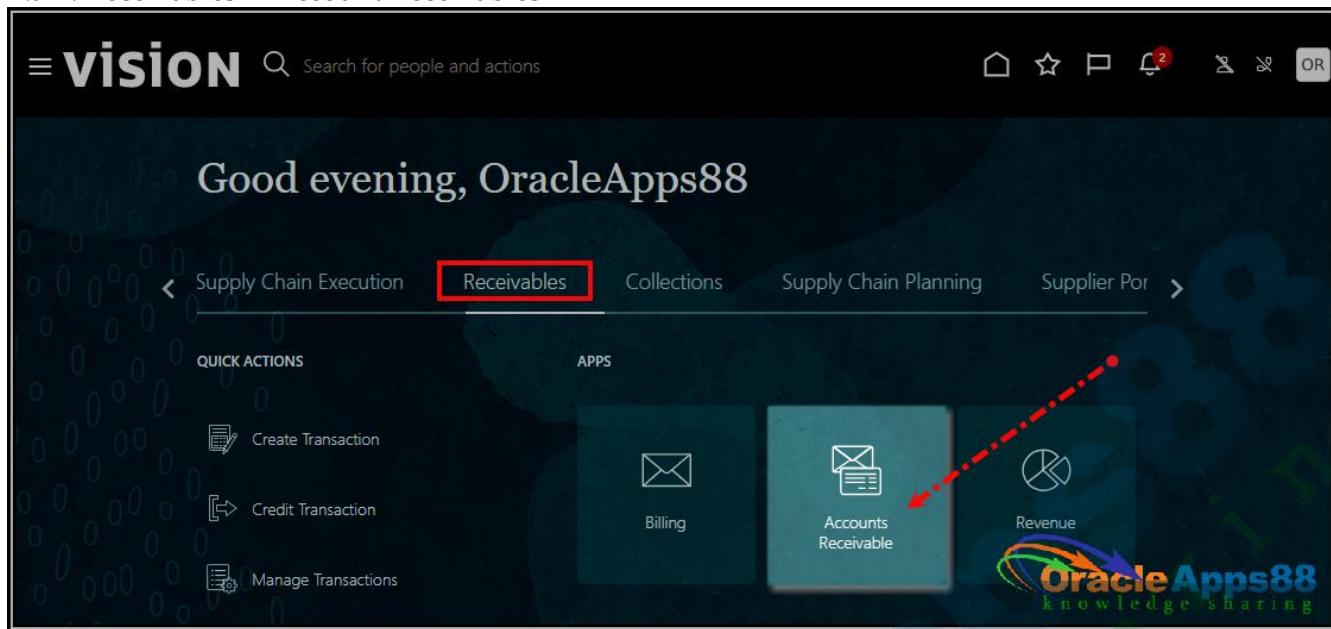
```

| LEDGER_NAME       | PERIOD | SOURCE      | CATEGORY       | JE_BATCH_ID | JE_BATCH_NAME                         | JE_HEADER_ID | JE_NAME                | LINE | CURR | POSTED_DATE                   | ENT_DR | ENT_CR | ACC_DR | ACC_CR |
|-------------------|--------|-------------|----------------|-------------|---------------------------------------|--------------|------------------------|------|------|-------------------------------|--------|--------|--------|--------|
| US Primary Ledger | 08-24  | Receivables | Sales Invoices | 2040351     | Receivables A 7192201000001 7192201 N | 1983651      | 08-24 Sales Invoices   | 1    | USD  | 2024-08-29T18:22:52.000+00:00 | 0      | 0      |        |        |
| US Primary Ledger | 08-24  | Receivables | Sales Invoices | 2040351     | Receivables A 7192201000001 7192201 N | 1983651      | 08-24 Sales Invoices   | 2    | USD  | 2024-08-29T18:22:52.000+00:00 | 5.4    | 5.4    |        |        |
| US Primary Ledger | 08-24  | Receivables | Sales Invoices | 2040351     | Receivables A 7192201000001 7192201 N | 1983651      | 08-24 Sales Invoices   | 3    | USD  | 2024-08-29T18:22:52.000+00:00 | 65.4   | 65.4   |        |        |
| US Primary Ledger | 08-24  | Receivables | Sales Invoices | 2040351     | Receivables A 7192201000001 7192201 N | 1983651      | 08-24 Sales Invoices   | 4    | USD  | 2024-08-29T18:22:52.000+00:00 | 60     | 60     |        |        |
| US RC SLA EUR     | 08-24  | Receivables | Sales Invoices | 2040351     | Receivables A 7192201000001 7192201 N | 1983653      | 08-24 Sales Invoices 2 | 1    | EUR  | 2024-08-29T18:22:52.000+00:00 | 0      | 0      |        |        |
| US RC SLA EUR     | 08-24  | Receivables | Sales Invoices | 2040351     | Receivables A 7192201000001 7192201 N | 1983653      | 08-24 Sales Invoices 2 | 2    | EUR  | 2024-08-29T18:22:52.000+00:00 | 5.4    | 4.93   |        |        |
| US RC SLA EUR     | 08-24  | Receivables | Sales Invoices | 2040351     | Receivables A 7192201000001 7192201 N | 1983653      | 08-24 Sales Invoices 2 | 3    | EUR  | 2024-08-29T18:22:52.000+00:00 | 65.4   | 59.73  |        |        |
| US RC SLA EUR     | 08-24  | Receivables | Sales Invoices | 2040351     | Receivables A 7192201000001 7192201 N | 1983653      | 08-24 Sales Invoices 2 | 4    | EUR  | 2024-08-29T18:22:52.000+00:00 | 65.4   | 59.73  |        |        |

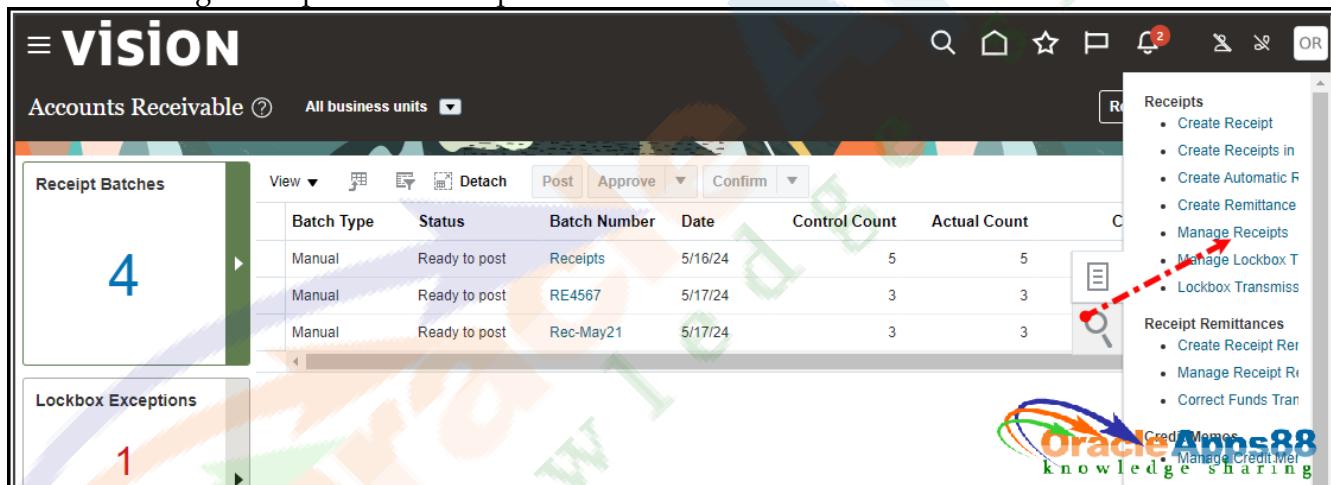


## 09. Transfer Receipt data to General Ledger

Nav : Receivables → Account Receivables



Click on manage Receipt link in Receipts tasks



Search with receipt number and click on receipt number link

Manage Receipts

Search

Advanced Saved Search All Receipts

\*\* At least one is required

Business Unit

\*\* Receipt Number Starts with  R110390 1

\*\* Customer Name

\*\* Customer Account Number

\*\* Receipt Date Equals  m/d/yy

\*\* Batch Number

Status Equals

Remittance Bank

State Equals

Payment System Order Number Equals

2 Search Reset Save...

Actions View Reassign Receipts Detach

| Receipt Number                           | Status    | Receipt Method  | Customer Name | Customer Account Number | Receipt Date | Batch Number | Entered Amount | Unapplied Amount | Business Unit |
|--|-----------|-----------------|---------------|-------------------------|--------------|--------------|----------------|------------------|---------------|
| R110390 <span style="color:red">3</span> | Confirmed | EFT (Automatic) | CDS Inc       | 80020                   | 8/29/24      |              | 36.40          | 0.90             | USD US1 Engg  |

Click on Action Then Post to Ledger

Edit Receipt: R110390

Receipt Information

General Customer and Remittance Bank Payment Details

Status Confirmed

Business Unit US1 Business Unit

Receipt Type Standard

Receipt Method EFT (Automatic)

Receipt Number R110390

Document Number

Receivables Specialist

Comments

Attachments None +

Receipt Date 8/29/24

Accounting Date 8/29/24

Maturity Date 8/29/24 +

Postmark Date m/d/yy +

Tax Rate Code

Application Status Applied

Currency USD US Dollar

\* Entered Amount  65.40

Accounted Amount  65.40

Structured Payment Reference

+ Actions | Save | Save and Close | Cancel

- Reverse
- Delete
- Post to Ledger
- Account in Draft
- View Accounting

Total Entered Amount 65.40

Refund Amount 0.00

Credit Card Refund Amount 0.00

Write-Off Amount 0.00

On-Account Amount 0.00

Unapplied Amount 0.00

Exchange Gain or Loss 0.00

The screenshot shows the 'Edit Receipt' screen for receipt R110390. A 'Warning' dialog box is displayed, stating: 'Accounting completed with warnings. Details: View the warning details from the View Accounting window.' Below the dialog, there are tabs for 'General', 'Customer and Remittance Bank', and 'Payment Details'. Under 'General', the status is 'Confirmed', business unit is 'US1 Business Unit', receipt type is 'Standard', method is 'EFT (Automatic)', and number is 'R110390'. To the right, financial summary details are shown: Total Applied Amount (65.40), Refund Amount (0.00), Credit Card Reward Amount (0.00), and Write-Off Amount (0.00). The Oracle Apps 88 watermark is visible.

### Verify the Import Journal report

The screenshot shows the 'Import Journals' process list. It lists four entries: 'Post Journals for Single Ledger' (Status: Succeeded, Process ID: 7192328, Scheduled Time: 8/29/24 7:15 PM UTC, Submitted: 8/29/24 7:15 PM UTC), 'Post Journals' (Status: Succeeded, Process ID: 7192327, Scheduled Time: 8/29/24 7:15 PM UTC, Submitted: 8/29/24 7:15 PM UTC), 'Import Journals: Child' (Status: Succeeded, Process ID: 7192326, Scheduled Time: 8/29/24 7:14 PM UTC, Submitted: 8/29/24 7:14 PM UTC), and 'Import Journals: Child' (Status: Succeeded, Process ID: 7192325, Scheduled Time: 8/29/24 7:14 PM UTC, Submitted: 8/29/24 7:14 PM UTC). Below the list, the details for 'Post Journals, 7192327' are shown: Status Succeeded, Log and Output Attachment ESS\_O\_7192327 (1 more...), and Parameters. The Oracle Apps 88 watermark is visible.

Batch Name is : Receivables A 7192325000001 7192325 N

The screenshot shows the 'Posting Validation Report' for Process ID 7192327. The report header includes 'US Primary Ledger', 'Posting Validation Report', 'Date: 2024-08-29 19:15', and 'Page: 1'. The report body starts with 'Process ID: 7192327' and a section titled 'Posted Batches'. It lists the batch name 'Receivables A 7192325000001 7192325 N' in yellow. The report concludes with '\*\*\*\*\* End of Report \*\*\*\*\*'. The Oracle Apps 88 watermark is visible.

```

SELECT
  l.ledger_id
, l.name ledger_name
, jh.period_name period
, js.je_source_name source
, jc.je_category_name category
, jh.je_batch_id
, jb.name je_batch_name
, jh.je_header_id
, jh.name je_name
, jl.je_line_num line
, l.currency_code curr
, jh.status
, jh.posted_date
  
```

```

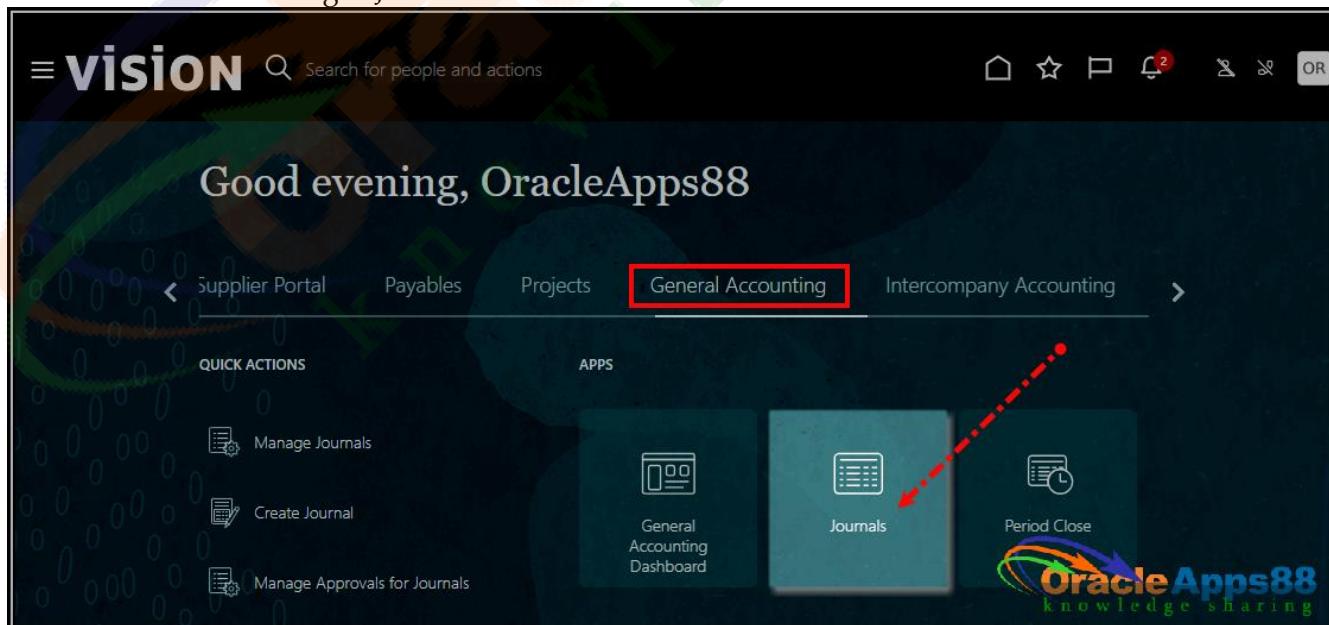
, jl.entered_dr ent_dr
, jl.entered_cr ent_cr
, jl.accounted_dr acc_dr
, jl.accounted_cr acc_cr
FROM
gl_je_lines jl
, gl_je_headers jh
, gl_je_sources tl js
, gl_je_categories_tl jc
, gl_je_batches jb
, gl_ledgers l
WHERE 1=1
and jl.je_header_id = jh.je_header_id
and jh.je_source = js.je_source_name
AND jh.je_category = jc.je_category_name
AND jh.je_batch_id = jb.je_batch_id (+)
and jh.ledger_id = l.ledger_id
and js.language = 'US'
and jc.language = 'US'
and js.language = jc.language
AND jh.status = 'P'
and jb.name like 'Receivables A 719232500001 7192325 N%'

```

| LEDGER_NAME       | PERIOD | SOURCE               | CATEGORY | JE_BATCH_ID | JE_BATCH_NAME                        | JE_HEADER_ID | JE_NAME        | LINE | CURR | POSTED_DATE                   | ENT_DR | ENT_CR | ACC_DR | ACC_CR |
|-------------------|--------|----------------------|----------|-------------|--------------------------------------|--------------|----------------|------|------|-------------------------------|--------|--------|--------|--------|
| US Primary Ledger | 08-24  | Receivables Receipts |          | 2041338     | Receivables A 719232500001 7192325 N | 1984638      | 08-24 Receipts | 1    | USD  | 2024-08-29T19:15:23.000+00:00 | 65.4   |        |        | 65.4   |
| US Primary Ledger | 08-24  | Receivables Receipts |          | 2041338     | Receivables A 719232500001 7192325 N | 1984638      | 08-24 Receipts | 2    | USD  | 2024-08-29T19:15:23.000+00:00 | 0      |        |        | 0      |
| US Primary Ledger | 08-24  | Receivables Receipts |          | 2041338     | Receivables A 719232500001 7192325 N | 1984638      | 08-24 Receipts | 3    | USD  | 2024-08-29T19:15:23.000+00:00 | 65.4   |        |        | 65.4   |
| US RC SLA EUR     | 08-24  | Receivables Receipts |          | 2041338     | Receivables A 719232500001 7192325 N | 1984639      | 08-24 Receipts | 1    | EUR  | 2024-08-29T19:15:23.000+00:00 |        | 65.4   |        | 59.73  |
| US RC SLA EUR     | 08-24  | Receivables Receipts |          | 2041338     | Receivables A 719232500001 7192325 N | 1984639      | 08-24 Receipts | 2    | EUR  | 2024-08-29T19:15:23.000+00:00 | 0      |        |        | 0      |
| US RC SLA EUR     | 08-24  | Receivables Receipts |          | 2041338     | Receivables A 719232500001 7192325 N | 1984639      | 08-24 Receipts | 3    | EUR  | 2024-08-29T19:15:23.000+00:00 | 55.73  |        |        | 50.73  |

## Verify the Journals

Nav: General Accounting → Journals



Click on Manage Journals

**Journals**

Requiring Attention Incomplete Import Errors

View ▾ Format ▾ Freeze Detach Wrap

| Accounted | Source  | Journal Batch | Accounting Period | Issue |
|-----------|---------|---------------|-------------------|-------|
| Details   | Credits |               |                   |       |

Journals

- Manage Journals
- Create Journal
- Create Journal in S
- Create Encumbrance
- Run AutoPost
- Run AutoReverse
- Manage Approvals

Clearing Accounts Rec

- Reconcile Clearing
- Reconcile Clearing
- Reverse Reconcilia

**Oracle Apps88 knowledge sharing**

Search with Receivables Sales Invoice Batch and verify the journal

**Manage Journals**

Search

Basic Manage Watchlist Saved Search All Journals \*\* At least one is required

\*\* Journal Starts with

\*\* Journal Batch Starts with Receivables A 7192201000001 719220 1

\*\* Accounting Period Equals 08-24

Source Equals Receivables

Category Equals

Batch Status Equals

Search Reset Save... Add Fields Reorder

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 |
|------------------------|---------------------------------------|-------------------|-----------|----------------|-----------------------|------------------------|--------------|
| 08-24 Sales Invoices   | Receivables A 7192201000001 7192201 N | 08-24             | Receiv... | Sales Invoices | 65.40 USD             | 65.40 USD              | Posted       |
| 08-24 Sales Invoices 2 | Receivables A 7192201000001 7192201 N | 08-24             | Receiv... | Sales Invoices | 65.40 USD             | 65.40 USD              | Posted       |

**Oracle Apps88 knowledge sharing**

Journal Batch: Receivables A 7192201000001 7192201 N | Show More

Journal Batch: Receivables A 7192201000001 7192201 N

Description: Journal Import  
Receivables 7192201: //

Balance Type: Actual

\* Accounting Period: 08-24

Attachments: None +

Source: Receivables  
Approval Status: Not required  
Funds Status: Not applicable  
Batch Status: Posted  
Completion Status: Complete

Journal: 08-24 Sales Invoices | Show Less

Journal Control Total Sequencing Reversal

Journal: 08-24 Sales Invoices  
Description: Journal Import 7192201:  
\* Ledger: US Primary Ledger

Currency: USD US Dollar  
Conversion Date: 8/31/24

Inverse Conversion Rate: 1  
Reference Date: 2024-08-24 10:00 AM  
Reference Number: 1  
Reference Type: Import Created  
Reference Date: 2024-08-24 10:00 AM  
Reference Number: 1  
Reference Type: Import Created

```

select
rct.customer_trx_id
,rct.trx_number
,rct.trx_date
,rct.ct_reference
,rct.trx_class
,rct.status_trx
,rtcl.customer_trx_line_id
,rtcl.line_number
,rtcl.line_type
,rtcl.quantity_ordered
,rtcl.quantity_invoiced
,rtcl.extended_amount
,rctd.cust_trx_line_gl_dist_id
,rctd.account_class
,rctd.amount
,rctd.acctd_amount
,rctd.gl_date
,acra.receipt_number
,acra.receipt_date
,(select flv.meaning from fnd_lookup_values flv where flv.lookup_code = apsa.class and
language =userenv('LANG') and lookup_type = 'INV/CM' ) activity_class
,acra.amount rec_amount
--,araa.status
,araa.application_type
,araa.acctd_amount_applied_from Acc_Amount
,araa.amount_applied Applied_Amount
,xah.accounting_date
,xah.gl_transfer_date
,xah.gl_transfer_status_code
,nvl(xdl.unrounded_entered_dr,0) entered_dr
,nvl(xdl.unrounded_entered_cr,0) entered_cr
,nvl(xdl.unrounded_accounted_dr,0) accounted_dr
,nvl(xdl.unrounded_accounted_cr,0) accounted_cr
,l.ledger_id
,l.name ledger_name
,jh.period_name period
,js.je_source_name source

```

```

, jc.je_category_name category
, jh.je_batch_id
, jb.name je_batch_name
, jh.je_header_id
, jh.name je_name
, jl.je_line_num line
, l.currency_code curr
, jh.status
, jh.posted_date
, jl.entered_dr ent_dr
, jl.entered_cr ent_cr
, jl.accounted_dr acc_dr
, jl.accounted_cr acc_cr
from
ra_customer_trx_all rct
,ra_customer_trx_lines_all rtcl
,ra_cust_trx_line_gl_dist_all rctd
,ar_receivable_applications_all araa
,ar_payment_schedules_all apsa
,ar_cash_receipts_all acra
,gl_import_references ir
,xla_ae_lines xal
,xla_ae_headers xah
,xla_distribution_links xdl
,gl_je_lines jl
,gl_je_headers jh
,gl_je_sources_tl js
,gl_je_categories_tl jc
,gl_je_batches jb
,gl_ledgers l
where 1=1
and ir.gl_sl_link_table = xal.gl_sl_link_table
and ir.gl_sl_link_id = xal.gl_sl_link_id
and xal.ae_header_id = xah.ae_header_id
and xal.application_id = xah.application_id
and xal.ae_header_id = xdl.ae_header_id
and xal.ae_line_num = xdl.ae_line_num
and xdl.source_distribution_type = 'RA_CUST_TRX_LINE_GL_DIST_ALL'
and xdl.source_distribution_id_num_1 = rctd.cust_trx_line_gl_dist_id
and rtcl.customer_trx_line_id = rctd.customer_trx_line_id
and rct.customer_trx_id = rtcl.customer_trx_id
and rct.customer_trx_id = araa.applied_customer_trx_id
and araa.cash_receipt_id = acra.cash_receipt_id
and rct.org_id = acra.org_id
AND araa.payment_schedule_id = apsa.payment_schedule_id
AND acra.cash_receipt_id = apsa.cash_receipt_id
and rctd.customer_trx_id = rct.customer_trx_id
-- and
decode(rtcl.interface_line_context,'DOO',to_number(rtcl.interface_line_attribute6)) =
l.line_id(+)
and rctd.account_set_flag = 'N'
and jl.je_header_id = ir.je_header_id
and jl.je_line_num = ir.je_line_num
and jl.je_header_id = jh.je_header_id
and jh.je_source = js.je_source_name
AND jh.je_category = jc.je_category_name
AND jh.je_batch_id = jb.je_batch_id (+)
and jh.ledger_id = l.ledger_id
and js.language = 'US'
and jc.language = 'US'
and js.language = jc.language
AND jh.status = 'P'
and rct.interface_header_context = 'DOO'

```

```
and rct.interface_header_attribute1 = '98430' -->Order Number
and rct.interface_header_attribute7 = 84195 -->Delivery ID
```

Search with Receivables Receipts Batch and verify the journal

| Journal          | Journal Batch                         | Accounting Period | Source    | Category | Journal Entered Debit | Journal Entered Credit | Batch Status |
|------------------|---------------------------------------|-------------------|-----------|----------|-----------------------|------------------------|--------------|
| 08-24 Receipts   | Receivables A 7192325000001 719232 N  | 08-24             | Receiv... | Receipts | 65.40 USD             | 65.40 USD              | Posted       |
| 08-24 Receipts 2 | Receivables A 7192325000001 7192325 N | 08-24             | Receiv... | Receipts | 65.40 USD             | 65.40 USD              | Posted       |

```
select
rct.customer_trx_id
,rct.trx_number
,rct.trx_date
```

```
,rct.ct_reference
,rct.trx_class
,rct.status_trx
,rtcl.customer_trx_line_id
,rtcl.line_number
,rtcl.line_type
,rtcl.quantity_ordered
,rtcl.quantity_invoiced
,rtcl.extended_amount
,rctd.cust_trx_line_gl_dist_id
,rctd.account_class
,rctd.amount
,rctd.acctd_amount
,rctd.gl_date
,acra.receipt_number
,acra.receipt_date
,(select flv.meaning from fnd_lookup_values flv where flv.lookup_code = apsa.class and
language =userenv('LANG') and lookup_type = 'INV/CM' ) activity_class
,acra.amount rec_amount
-- ,araa.status
,araa.application_type
,araa.acctd_amount_applied_from Acc_Amount
,araa.amount_applied Applied_Amount
,xah.accounting_date
,xah.gl_transfer_date
,xah.gl_transfer_status_code
,nvl(xdl.unrounded_entered_dr,0) entered_dr
,nvl(xdl.unrounded_entered_cr,0) entered_cr
,nvl(xdl.unrounded_accounted_dr,0) accounted_dr
,nvl(xdl.unrounded_accounted_cr,0) accounted_cr
,l.ledger_id
,l.name ledger_name
,jh.period_name period
,js.je_source_name source
,jc.je_category_name category
,jh.je_batch_id
,jb.name je_batch_name
,jh.je_header_id
,jh.name je_name
,jl.je_line_num line
,l.currency_code curr
,jh.status
,jh.posted_date
,jl.entered_dr ent_dr
,jl.entered_cr ent_cr
,jl.accounted_dr acc_dr
,jl.accounted_cr acc_cr
from
ra_customer_trx_all rct
,ra_customer_trx_lines_all rtcl
,ar_distributions_all d
,ra_cust_trx_line_gl_dist_all rctd
,ar_receivable_applications_all araa
,ar_payment_schedules_all apsa
,ar_cash_receipts_all acra
,gl_import_references ir
,xla_ae_lines xal
,xla_ae_headers xah
,xla_distribution_links xdl
,gl_je_lines jl
,gl_je_headers jh
,gl_je_sources_tl js
,gl_je_categories_tl jc
```

```

,gl_je_batches jb
,gl_ledgers l
where 1=1
and ir.gl_sl_link_table = xal.gl_sl_link_table
and ir.gl_sl_link_id = xal.gl_sl_link_id
and xal.ae_header_id = xah.ae_header_id
and xal.application_id = xah.application_id
and xal.ae_header_id = xdl.ae_header_id
and xal.ae_line_num = xdl.ae_line_num
and xdl.source_distribution_type = 'AR_DISTRIBUTIONS_ALL'
and xdl.source_distribution_id_num_1 = d.line_id
--and d.source_table = 'RA'
and d.source_id = araa.receivable_application_id
and araa.cash_receipt_id = acra.cash_receipt_id
and d.ref_cust_trx_line_gl_dist_id = rctd.cust_trx_line_gl_dist_id(+)
and rtcl.customer_trx_line_id = rctd.customer_trx_line_id
and rct.customer_trx_id = rtcl.customer_trx_id
and rct.customer_trx_id = araa.applied_customer_trx_id
and araa.cash_receipt_id = acra.cash_receipt_id
and rct.org_id = acra.org_id
AND araa.payment_schedule_id = apsa.payment_schedule_id
AND acra.cash_receipt_id = apsa.cash_receipt_id
and rctd.customer_trx_id = rct.customer_trx_id
-- and
decode(rtcl.interface_line_context,'DOO',to_number(rtcl.interface_line_attribute6)) =
l.line_id(+)
and rctd.account_set_flag = 'N'
and jl.je_header_id = ir.je_header_id
and jl.je_line_num = ir.je_line_num
and jl.je_header_id = jh.je_header_id
and jh.je_source = js.je_source_name
AND jh.je_category = jc.je_category_name
AND jh.je_batch_id = jb.je_batch_id(+)
and jh.ledger_id = l.ledger_id
and js.language = 'US'
and jc.language = 'US'
and js.language = jc.language
AND jh.status = 'P'
and rct.interface_header_context = 'DOO'
and rct.interface_header_attribute1 = '98430' -->Order Number
and rct.interface_header_attribute7 = 84195 -->Delivery ID

```

**End of O2C - Order to Cash Cycle**



Join the <https://t.me/OracleApps88> group or Connect with me at **@apps88** (<https://t.me/apps88>) or (+91) 9059574321 on **Telegram/WhatsApp**, to get more information on Oracle EBS R12/Cloud (Fusion) applications.

