

Accounts Payable Operations in Oracle E-Business Suite (EBS)

Students names:

- **Rawan Mohamed**
- **Sara Hassan**
- **Safia Adel**
- **Nourhan Hussein**

Track: Oracle Digital Accounting Specialist

Supervisor name: Mohamed Sobhy

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Introduction

- This project focuses on implementing the Accounts Payable (AP) module in Oracle E-Business Suite (EBS) to automate and streamline financial processes.
- The current manual system is leading to errors and inefficiencies, causing delays in invoice processing and payments.
- The current manual system is leading to errors and inefficiencies, causing delays in invoice processing and payments.
- This will help reduce errors, improve compliance, and speed up period-end closing, making the process more efficient and reliable for organizations.

Accounts Payable Operations and Reporting in Oracle ERP

- 1- Vendor Invoices and Billing**
- 2- Payment Processing and Cash Management**
- 3- Period-End Closing and Reporting**



1. Define calendar

Set up > calendar

2. open Periods

Accounting > Control Payables Periods

Click on never opened > choose open

View > Request > run my request

Setup for Accounts payable module



Screenshot of the Oracle Database Requests window showing a list of completed requests for the Accounts Payable module.

Request ID	Name	Parent	Phase	Status	Parameters
8284346	Other - Calendar Validation		Completed	Normal	AP Year2023
8284337	TEAM 3-INCOME STATEMENT		Completed	Normal	1017, 101, FSG-ADHOC-, C, C
8284334	Other - Calendar Validation		Completed	Normal	AP calender2025
8284332	TEAM 3_INCOME_STATEMENT		Completed	Normal	1017, 101, FSG-ADHOC-, C, C
8284323	Team 3_Income_Statement		Completed	Normal	1017, 101, FSG-ADHOC-, C, C
8284319	TB Worker 1 (Open Account)		Completed	Normal	1, 4008430, , 8284318, Payables
8284318	Open Account Balances De		Completed	Normal	, 1, 4008430, , , Payables,
8284317	Posting: Single Ledger		Completed	Normal	1, 1017, 101, 182345
8284316	Journal Import		Completed	Normal	2718741, -602, N, , Y, N, Y
8284315	TB Worker 1 (Open Accou		Completed	Normal	1, 4008429, , 8284314, Payab

Buttons at the bottom:

- Hold Request
- View Details
- Rerun Request
- View Output
- Cancel Request
- Diagnostics
- Reprint/Republish (J)
- View Log (K)

Bottom navigation bar:

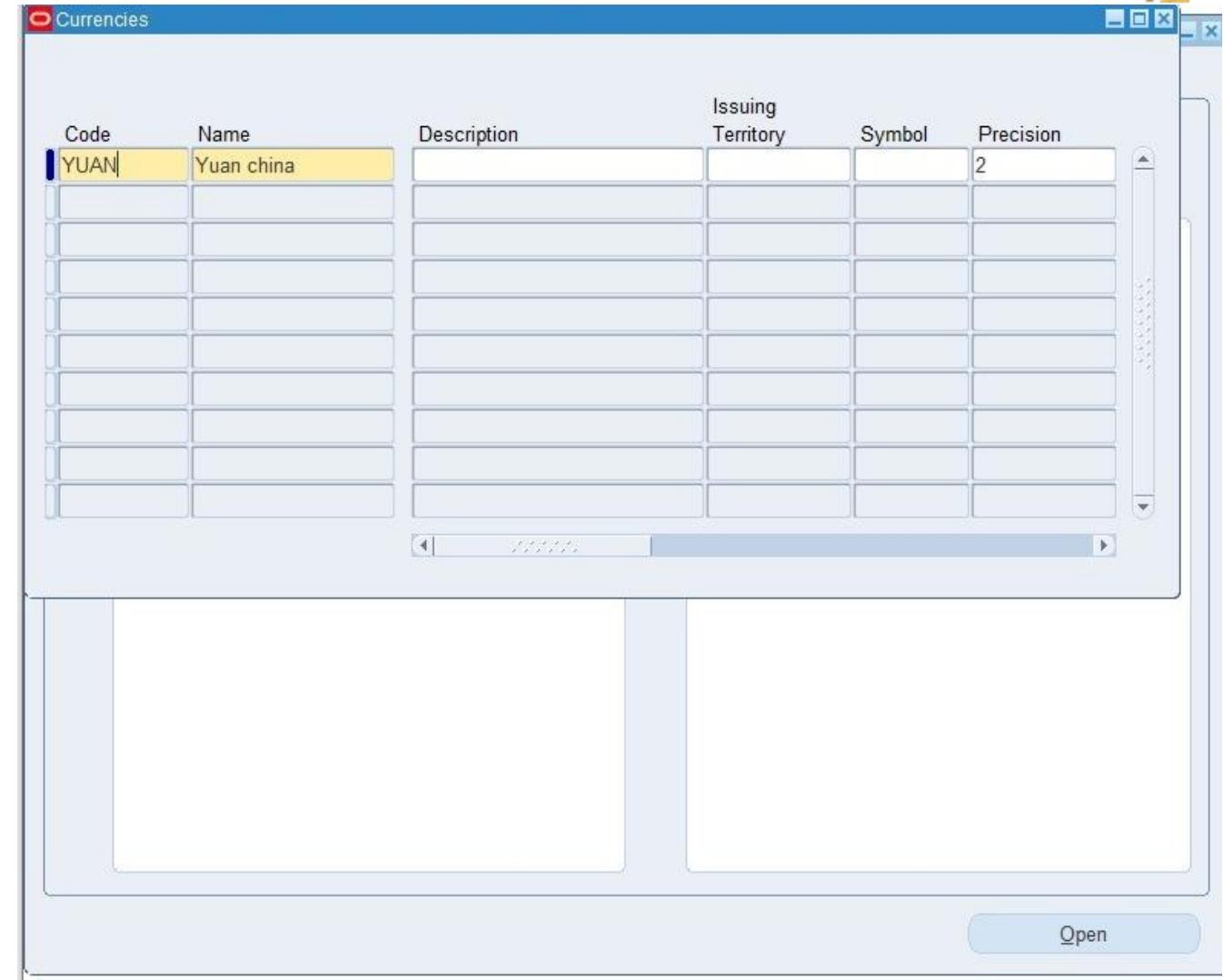
- Organizations
- Open



Setup for Accounts payable module

Define Currency

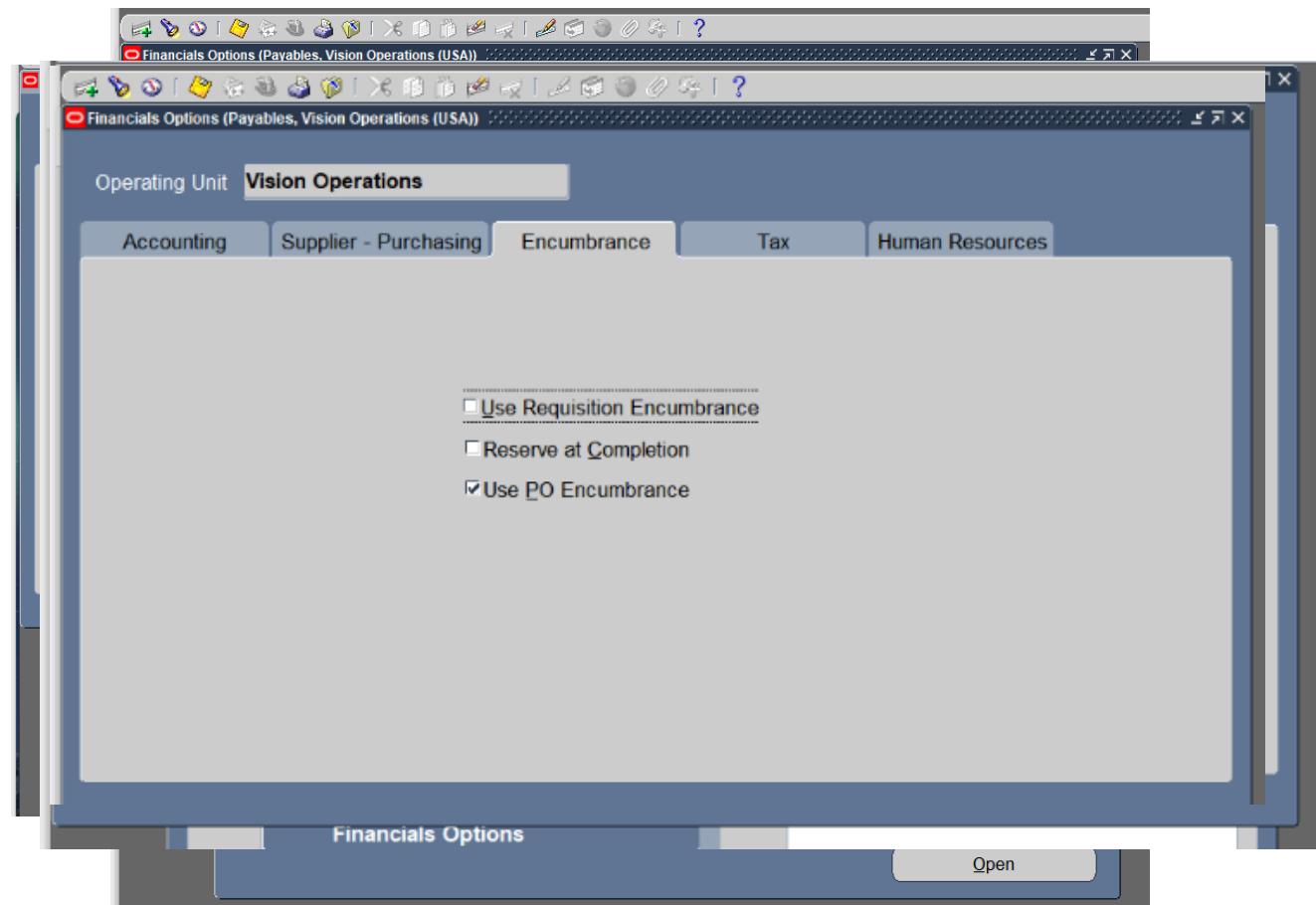
Set up > currency > define currency



Setup for Accounts payable module

**Setup > Options
> Financial Options**

- **Accounting Financials Options**
- **Supplier - Purchasing Financials Options**
- **Encumbrance Financials Options**





Setup for Accounts payable module



Payment Terms

Define Special Calendar To Create Payment Terms

- **Setup >Calendar > Special Calendar**
 - **Setup >Invoice > Payment terms**

Setup for Accounts payable module

Pay Group

-used to group similar types of vendors or suppliers for payment processing.

Purchasing Lookups

Type	PAY GROUP			Access Level
Meaning	Valid pay groups			<input type="radio"/> User
Application	Purchasing			<input checked="" type="radio"/> Extensible
Description	Valid pay groups			<input checked="" type="radio"/> System
Effective Dates				Enabled
Code	Meaning	Description	Tag	From To
ALAP	Alap	Alap kifizetési csoport		01-01-2000
AP GROUP	AP GROUP	Supplier Paygroup		09-10-2024
BOE	BOE	Bills of Exchange Payg		
CTX ACH	CTX ACH Vendor	CTX ACH Vendor		01-01-1990
CZ GROUP	CZ Group	Czech Pay Group		
DOMESTIC	Domestic	Domestic Invoices		01-01-2003
DTA	DTA	Swiss DTA EFT Forma		01-01-2003
ECS ACH	ECS ACH Vendor	ECS ACH Vendor		01-01-1990
ECS CK	ECS Check	ECS Check		01-01-1990
EDI	EDI	EDI Paygroup		

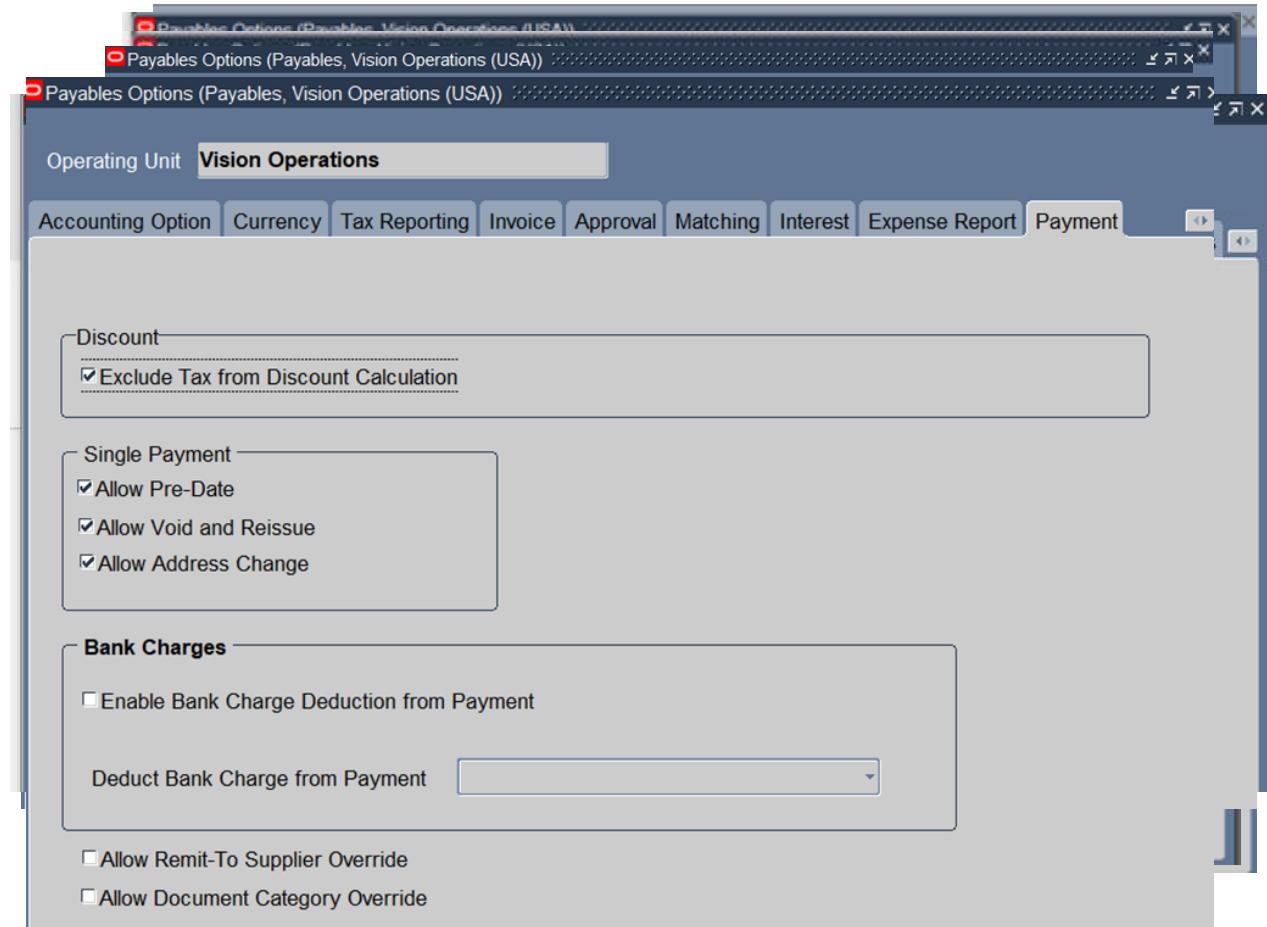


Setup for Accounts payable module



**Setup > Options > Payables Options
Choose Vision Operations**

- ✓ Accounting Option
- ✓ Currency
- ✓ Invoice
- ✓ Matching
- ✓ Expense Report
- ✓ Payment





Setup for Accounts payable module



Setup > Options > Payable System Setup

- Automatically assign supplier number
- This setup is crucial for managing supplier details and payment configurations within the Oracle Payables module

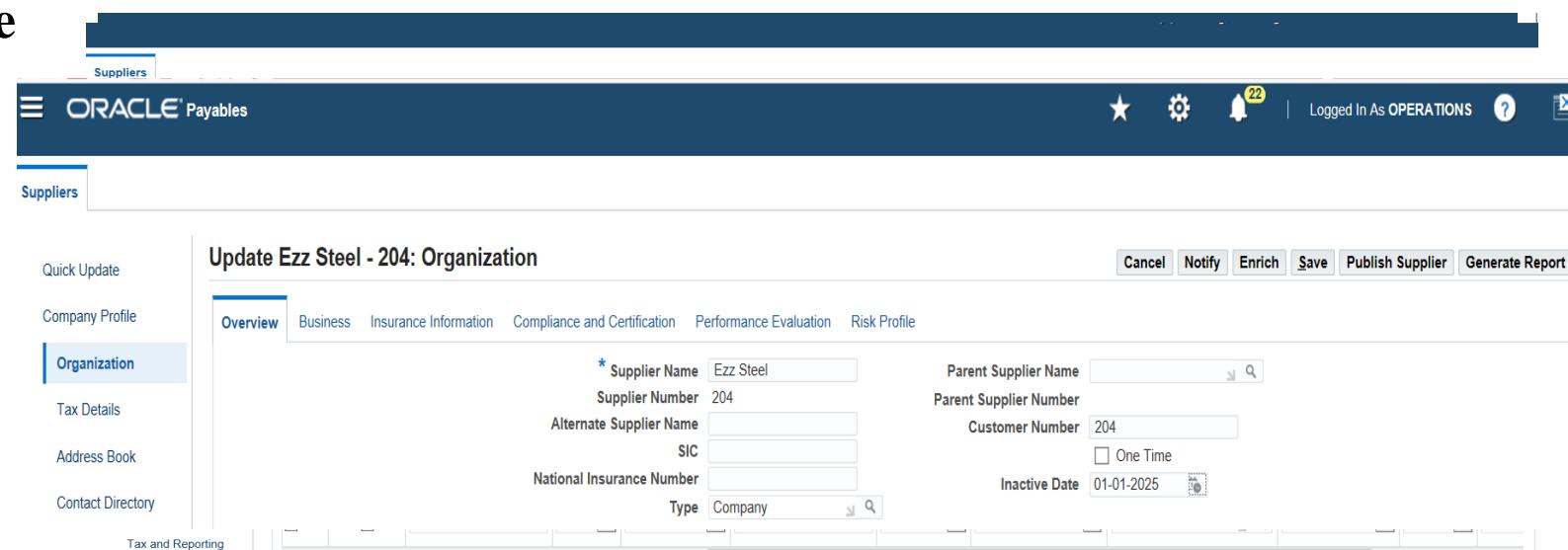
The screenshot shows the 'Payables System Setup' window for 'Payables, Vision Operations (USA)'. The 'Supplier' tab is selected. In the 'Supplier' section, 'Entry' is set to 'Automatic' and 'Type' is 'Numeric'. The 'Next Automatic Number' field contains '220'. In the 'Payment' section, 'Invoice Currency' is 'YUAN', 'Pay Group' is 'AP GROUP', 'Terms Date Basis' is 'Invoice', 'Pay Date Basis' is 'Due', and 'Payment Terms' is 'AP NET 30% 70%'. Under 'Control', 'Invoice Match Option' is 'Purchase Order' and there is an unchecked checkbox for 'Hold Unmatched Invoices'. There are also two unchecked checkboxes at the bottom right: 'Always Take Discount' and 'Create Interest Invoices'.

Create and Manage Supplier Invoices

Define Supplier

Payable > Suppliers > Entry

- In the Suppliers Summary or the Suppliers detail window**
- Press On Create supplier**
- enter a unique Supplier Name**
- Create Key Purchasing Setups And Key Payment Setups**
- Organization Type Is Company**



Update Ezz Steel - 204: Organization

Overview		Business	Insurance Information	Compliance and Certification	Performance Evaluation	Risk Profile
* Supplier Name	Ezz Steel					
Supplier Number	204					
Alternate Supplier Name						
SIC						
National Insurance Number						
Type	Company					

Buttons: Cancel, Notify, Enrich, Save, Publish Supplier, Generate Report



Create and Manage Supplier Invoices

Define Supplier

- ✓ Click On Address Book
- ✓ Click On Accounting
- ✓ Click On Purchasing
- ✓ Click On Payment Details
- ✓ Invoice Management
Enter information about invoice management and invoice payment terms

Suppliers

Update Ezz Steel - 204: Invoice Management

Invoice Currency: YUAN | Invoice Amount Limit: | Invoice Match Option: Purchase Order | Hold from Payment: All Invoices Unmatched Invoices Unvalidated Invoices | Cancel | Save

Invoice Payment Terms

Payment Currency: YUAN | Payment Priority: 99 | Terms: AP NET 30% 70% | Pay Group: AP GROUP | Pay Group Options: Always Take Discount Exclude Freight From Discount Create Interest Invoice

Supplier Sites

Site Status: Active | Site Name: | Operating Unit: | Go

Invoicing | **Payment** | Terms | Supplier Preferences

Create | ...

Site Name	Operating Unit	Payment Currency	Payment Priority	Pay Group	Deduct Bank Charge from Payment
Ezz Steel (cair)	Vision Operations	YUAN	99	AP GROUP	No

Invoice Management



Create and Manage Supplier Invoices



Define Bank Account

- **Banking details**

**Create bank account for supplier
and click on apply then save**

Suppliers

Quick Update
Company Profile
Organization
Tax Details
Address Book
Contact Directory
Business Classification
Products & Services
Banking Details
Surveys
Approval History
Terms and Control
Accounting
Tax and Reporting
Purchasing
Receiving
Payment Details

Suppliers: Banking Details > About Page: previous Page >
Create Bank Account

* Indicates required field

Payee Name: Ezz Steel
Payee Site
* Country: Egypt Allow International Payments

Bank

Select Existing Bank
Create New Bank

Bank Name: QNB Al Ahli Bank
Bank Number
Tax Payer ID

Branch

Select Existing Branch
Create New Branch

Branch Name: QNB (Giza)
Branch Number
BIC
Branch Type: CHIPS

Bank Account

Account Number: 0001098532156001
Check Digits
IBAN
Account Owners

Account Owner Name	Alternate Account Owner Name	Primary	End Date
Ezz Steel		<input checked="" type="checkbox"/>	

Account Name
Currency: Yuan China



Create and Manage Supplier Invoices



Inquiry Supplier

Payables Vision Operations >suppliers > inquiry

Search For The Supplier
"Ezz Steel"

Search about The Supplier Details

The screenshot displays two windows of the Oracle Payables Vision Operations (USA) application.

Top Window: A "Navigator - Payables, Vision Operations (USA)" window titled "Suppliers:Inquiry". It shows a sidebar with "Functions", "Documents", and "Processes" tabs, and a main area for "Suppliers Inquiry" with a tree view of "Invoices", "Payments", "Accounting", and "Suppliers". To the right is a "Top Ten List" panel containing links for "1. Invoices", "2. Suppliers", and "3. Invoice Batches".

Bottom Window: An "Update Ezz Steel - 204: Quick Update" dialog. It includes fields for "Supplier Name" (Ezz Steel), "Supplier Number" (204), "Alternate Supplier Name", "Registry ID" (63908), "Inactive Date" (24-10-2024), and "Alias". On the right, there are sections for "Purchase Order Hold" (checkboxes for "All New Orders"), "Hold from Payment" (checkboxes for "All Invoices", "Unmatched Invoices", and "Unvalidated Invoices"), and "Supplier Sites" settings. The "Supplier Sites" section shows a table with columns: Site, Operating Name, Unit, Ship-To Location, Bill-To Location, Ship Via, Pay On, Alternate Pay Site, Invoice Summary Level, Create Debit Memo from RTS Transaction, Gapless Invoice Numbering, and * Seller Comp Identifier. One row is visible for "Ezz Steel (cair)" with "Vision Operations" as the unit. At the bottom is an "Open" button.

Vendor Invoices and Billing

- **Create and Manage Supplier Invoices**
- **Invoice Matching (PO Matching)**
- **Invoice Adjustments and Holds**
- **Supplier Inquiry**

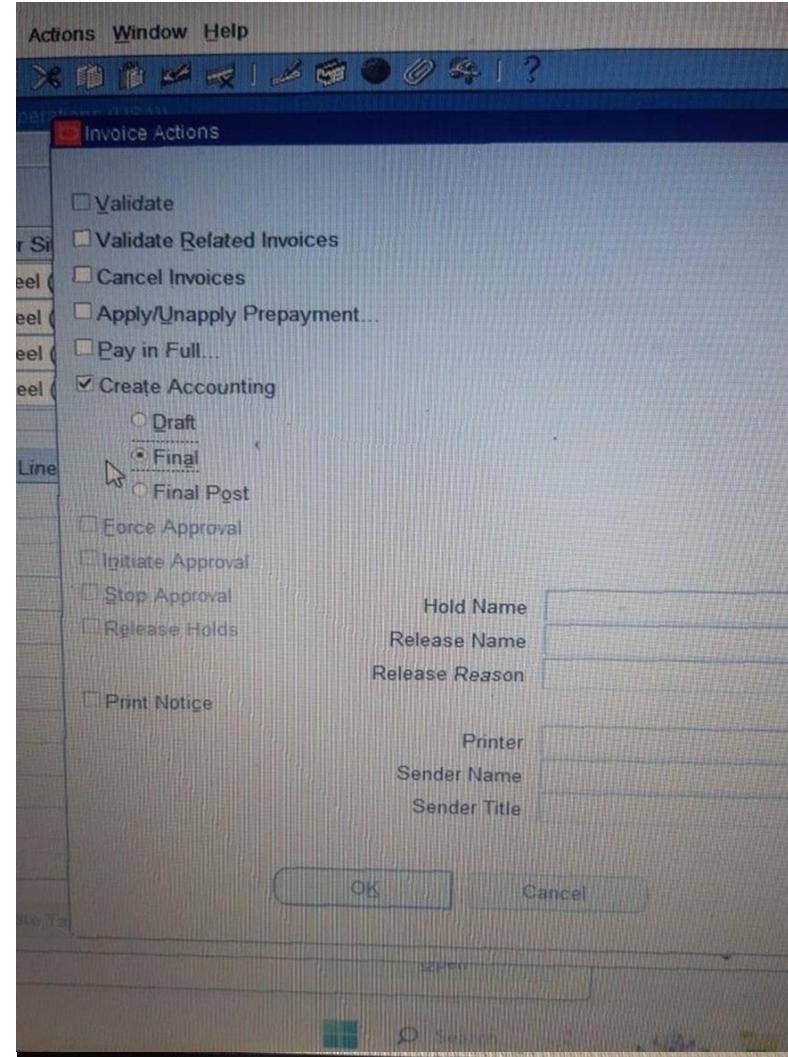


Create and Manage Supplier Invoices



Creating Invoices

- **Invoices > Enter > Invoices**
- **Create Standard Invoice**
- **Now the Invoice is been matched
《Invoice Amount = Distribution
Amount》**
- **Click on Actions tab
for Validation**
- **Action ,Create
Accounting , Final
,OK**



Create and Manage Supplier Invoices

Creating Invoices

- **Setup >Invoice > Distribution Set**
- **Set Name Ezz Steel DIS SET**
 - Total Of % =100%**
 - **Type Full**
 - {50% _ 30%_ 20% }**
 - OK > Save**
- **Distribution Set [Ezz Steel DIS SET]**
- **The Invoice Amount Distribution according to {50% _ 30% _ 20% }**

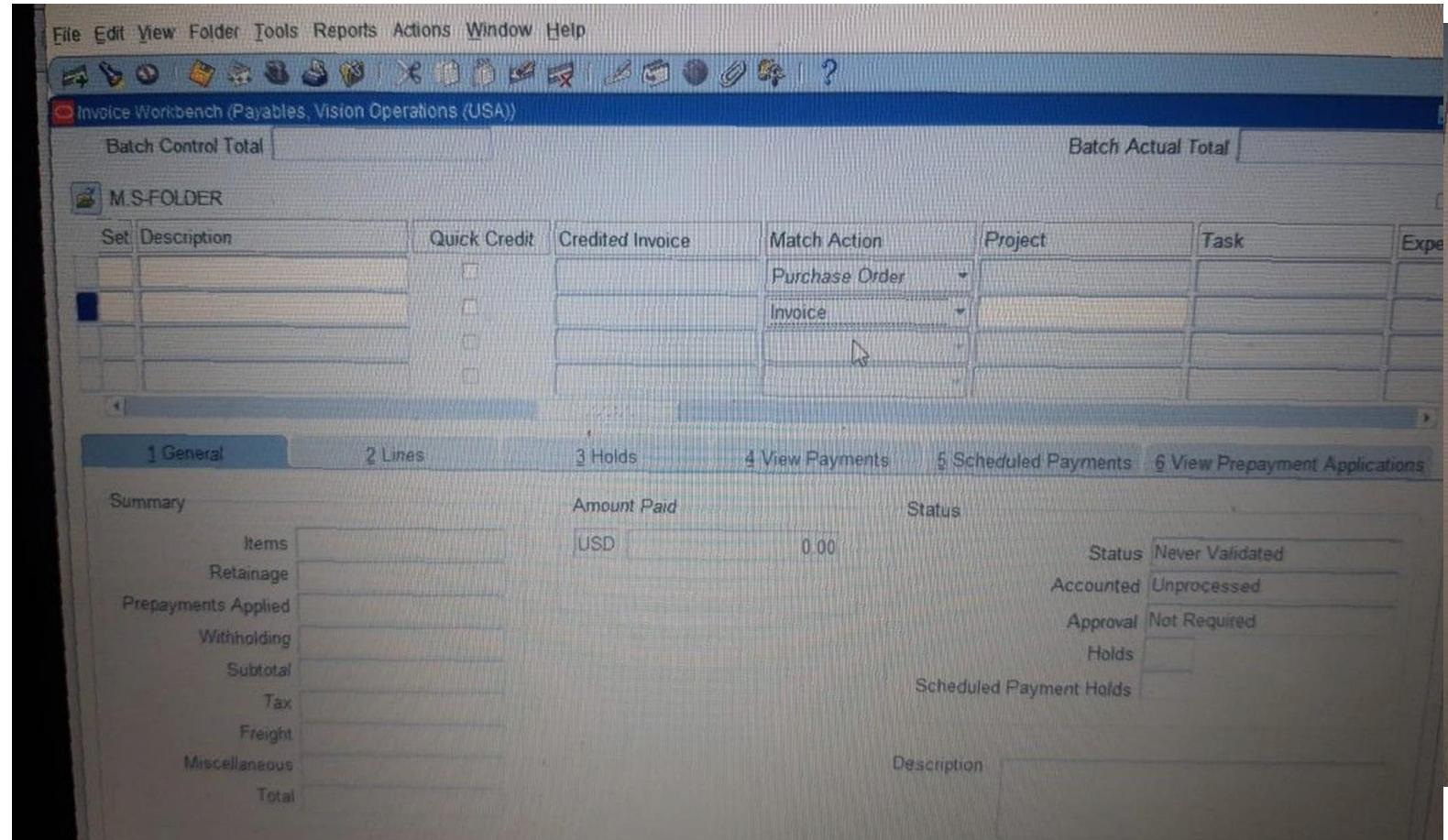
Line Number	1	Line Description			Line Total	20,000.00																				
				Distribution Total		20,000.00																				
Num	Type	Amount	GL Date	Account	Asset Book	Description																				
1	Item	10,000.00	13-10-2024	01-000-1410-0000-000																						
2	Item	6,000.00	13-10-2024	02-000-1410-0000-000																						
3	Item	4,000.00	13-10-2024	03-000-1410-0000-000																						
<table border="1"> <tr> <td>Status</td> <td>Never Validated</td> <td>Distribution Class</td> <td>Preview</td> </tr> <tr> <td>Accounted</td> <td>Unprocessed.</td> <td>Associated Charges</td> <td></td> </tr> <tr> <td colspan="2">Account Description</td> <td colspan="2">Operations-No Department-Inventory Material Value-No Sub Account-No Product</td> </tr> <tr> <td colspan="2">Response 1</td> <td>Tax Distributions</td> <td>View PO</td> </tr> <tr> <td colspan="2"></td> <td></td> <td>View Receipt</td> </tr> </table>							Status	Never Validated	Distribution Class	Preview	Accounted	Unprocessed.	Associated Charges		Account Description		Operations-No Department-Inventory Material Value-No Sub Account-No Product		Response 1		Tax Distributions	View PO				View Receipt
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Response 1		Tax Distributions	View PO																							
			View Receipt																							

Create and Manage Supplier Invoices

Creating Invoices

Choose Debt Memo

Match Action >
Invoice> Correction





Create and Manage Supplier Invoices

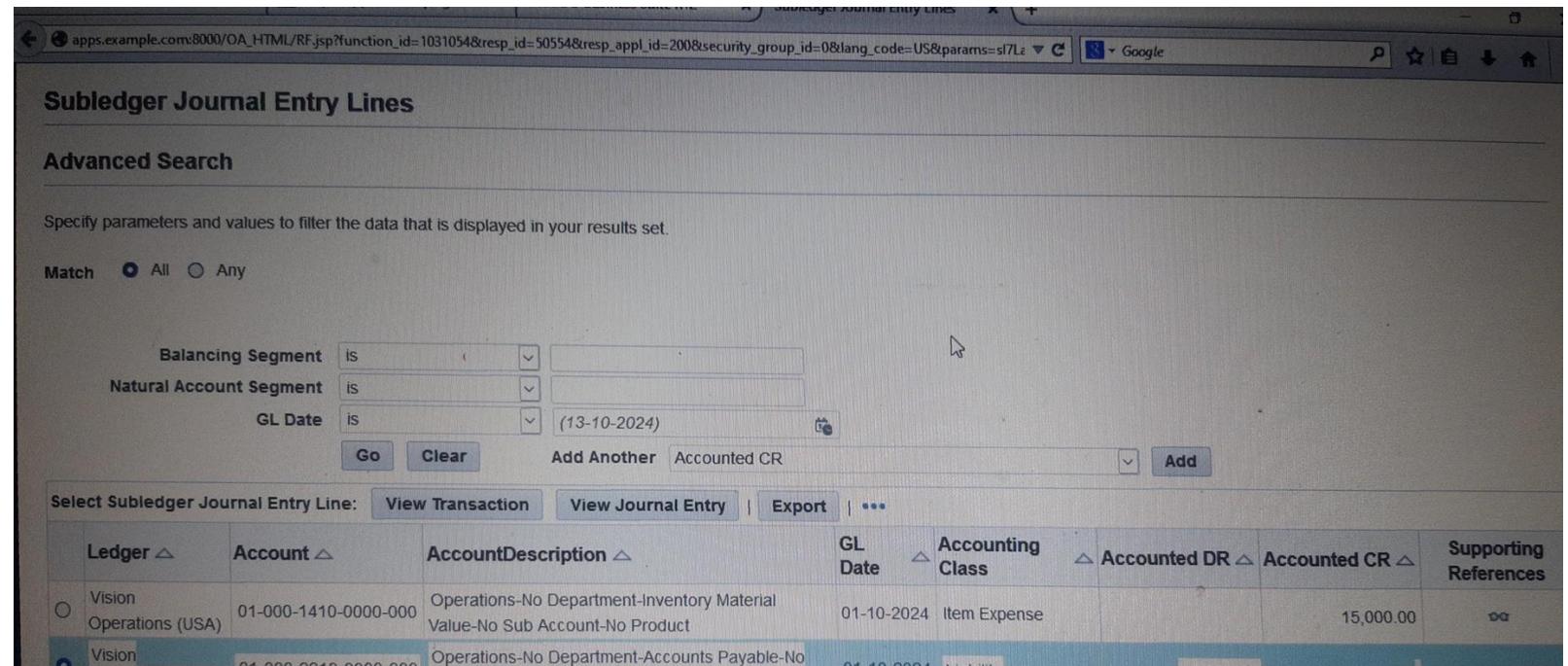
Creating Invoices

- **Trading Partner**
[Ezz Steal] then
OK
 - **Find + the number**
of Invoice then OK
 - **Click the Select**
then enter the
Credit Amount
 - **Click Correct > OK**

Create and Manage Supplier Invoices

Creating Invoices

- Click The Invoice Number then Find +OK
- Action > Validate
- Action > Create Accounting > Final> OK
- Report > View Accounting



The screenshot shows the Oracle Subledger Journal Entry Lines interface. At the top, there is a search bar with the URL: `apps.example.com:8000/OA_HTML/RF.jsp?function_id=1031054&resp_id=50554&resp_appl_id=200&security_group_id=0&lang_code=US¶ms=s17L8`. Below the search bar, the title "Subledger Journal Entry Lines" is displayed, followed by "Advanced Search". The search criteria include "Match All" selected, "Balancing Segment" set to "IS", "Natural Account Segment" set to "IS", and "GL Date" set to "(13-10-2024)". Buttons for "Go", "Clear", "Add Another", "Accounted CR", and "Add" are present. Below the search area, a table titled "Select Subledger Journal Entry Line:" lists accounting entries:

Ledger △	Account △	AccountDescription △	GL Date	Accounting Class	Accounted DR △	Accounted CR △	Supporting References
Vision Operations (USA)	01-000-1410-0000-000	Operations-No Department-Inventory Material Value-No Sub Account-No Product	01-10-2024	Item Expense		15,000.00	xx
Vision	01-000-0010-0000-000	Operations-No Department-Accounts Payable-No	01-10-2024	xx			

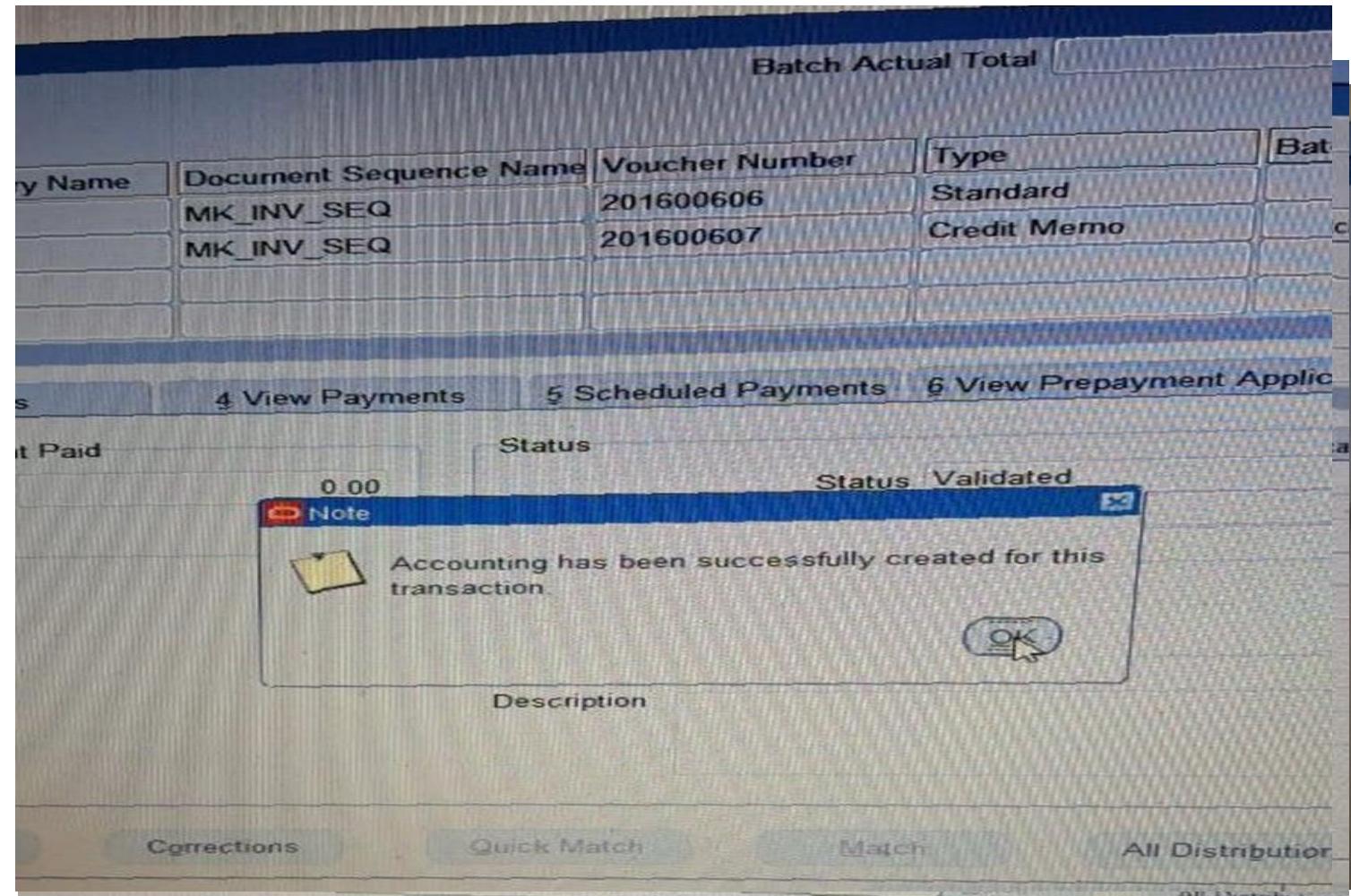


Create and Manage Supplier Invoices



Credit Memo

- Match Action > Invoice> Correction
- Find + the number of Invoice then OK
- Click the Select then enter the Credit Amount click correct > ok
- Action > Validate
- Action > Create Accounting > Final> OK





Create and Manage Supplier Invoices



Mixed Invoice

The screenshot shows the SAP Fiori interface for creating a mixed invoice. The main area displays a table of invoices with columns for Credit Amount, Number, Date, Amount, Line Total, and Dist Total. A row is selected with values: Credit Amount 5000, Number 42, Date 14-10-2024, Amount 50,000.00, Line Total 50,000.00, and Dist Total 50,000.00. Below the table, there are fields for Description, Status, and Accounting. The status field shows 'Never Validated'. The accounting field shows 'Not Required'. The total unpaid amount is 50,000.00, and the available correction amount is 25,000.00. At the bottom, there are buttons for Invoice Overview, Select Lines, and Correct.

The screenshot shows the SAP Fiori interface for managing supplier invoices. The top part displays a grid titled 'Batch Control Total' with columns for Type (Mixed), Batch Name (Ezz Steel), PO Number (204), Trading Pa (Ezz Steel (C)), Supplier Num (14-10-2024), Supplier Site (70), Invoice Date (14-10-2024), Invoice Num (70), Invoice (USD), and Invoice Amount (5000). Below this, there are tabs for 1 General, 2 Lines, 3 Holds, 4 View Payments, 5 Scheduled Payments, and 6 View Prepayment Applications. The 1 General tab shows a summary with items (5,000.00), amount paid (0.00), and other details like Retainage, Prepayments Applied, Withholding, Subtotal (5,000.00), Tax, Freight, and Miscellaneous. The total amount is 5,000.00.



Create and Manage Supplier Invoices



Prepayment Invoice

- **Save and Click Match Button then match with a Purchase Order**
 - **Click on Match button**
 - **Match Action > Purchase Order > Match**
 - **Line > Distribution > Acc (Prepaid Expenses) >Ok**
 - **Action > Validate**
 - **Status > Un paid**



Create and Manage Supplier Invoices



Expense Report

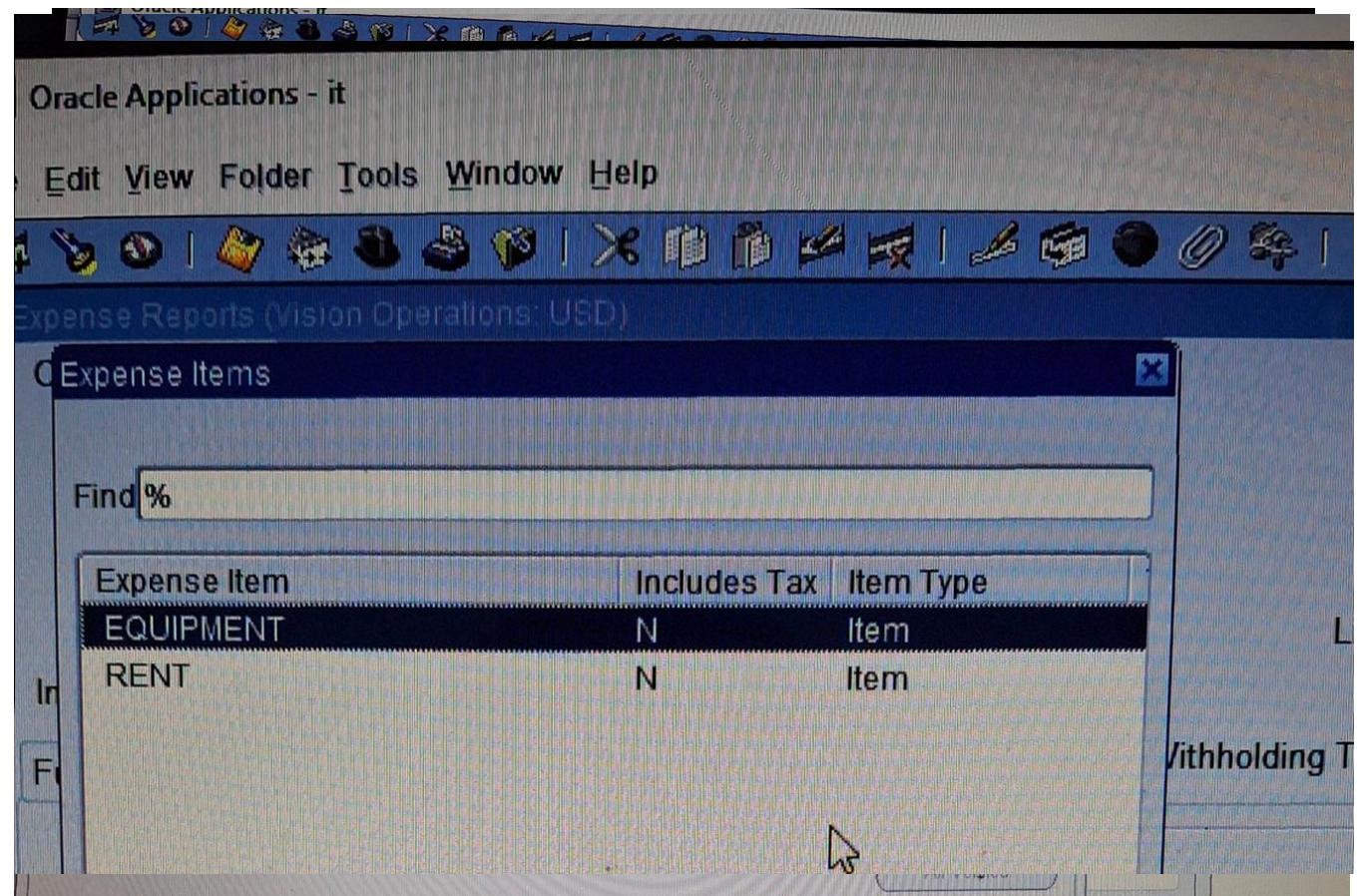
- **Setup > Invoices > Expense Report Templates**
- **Template Name (EXPENSE TEMP)**
- **EXPENSE Item (Rent & Equipment)**
- **Click OK then Save**

The screenshot shows the 'Expense Report Templates (Payables, Vision Operations (USA))' window. The 'Operating Unit' is set to 'Vision Operations'. The 'Template Name' is 'EXPENSE TEMP'. Under 'Expense Items', 'RENT' and 'EQUIPMENT' are listed, each associated with a GL Account (01-000-7420-0000-000 and 01-000-7530-0000-000 respectively). The 'Projects Expenditure Type' section is empty. At the bottom, 'Internet Expenses Attributes' include 'Justification Required' (set to 'Only with Violation'), 'Require Receipt For' (dropdown menu), 'Cash Require Receipt Above' (dropdown menu), and 'Number of Duplicates Allowed' (set to 1). Checkboxes for 'Viewable from All Templates', 'Calculate Amount', and 'Apply Receipt Rules To Negative Expense Lines' are present. A tooltip for the GL Account description reads: 'Operations-No Department-Equipment Expense-No Sub Account-No Product'.

Create and Manage Supplier Invoices

Expense Report

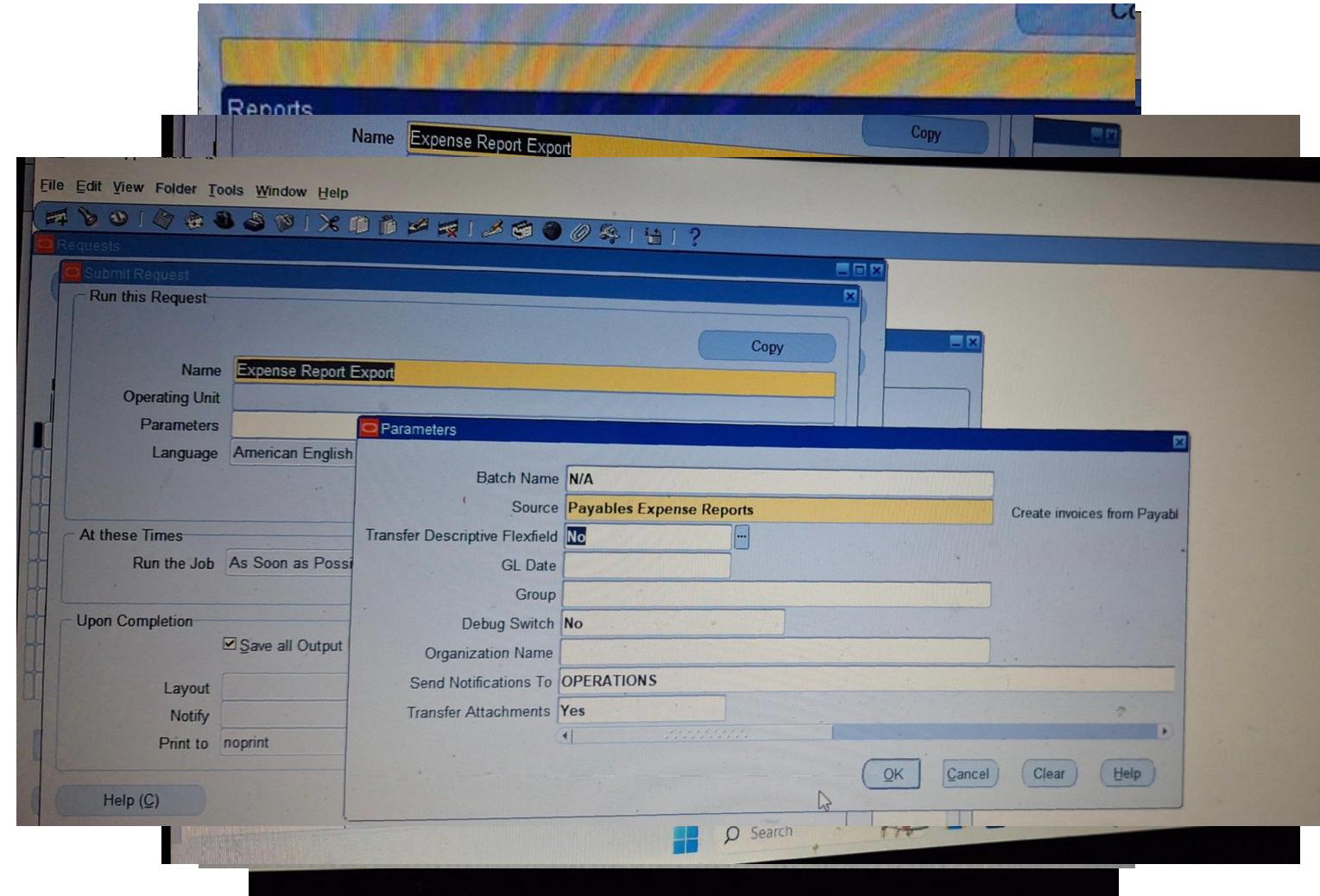
- **Invoice > Entry > Expense Reports**
- **Select Name and GL Account then OK**
- **Select Date & Amount**
- □ **Accounting > item > Rent > Rent Exp > OK**
- Accounting > item > Equipment > Equipment Exp > OK**



Create and Manage Supplier Invoices

Expense Report from invoice

- View > Request > Submit anew Request**
 - Find > Expense Report Export > OK**
- Source > Payable Expense Reports >Ok**
- Transfer Descriptive Flexfield [No]**
《Debug Switch》 [No]
《Transfer Attachments》 [Yes]

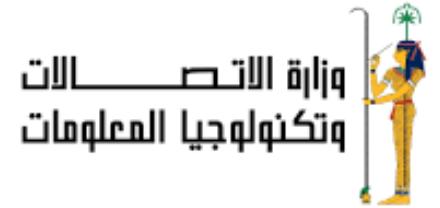




Expense Report from invoice

- Press OK > Submit > No
- View > Request > Find > Expense Report Export
- Status [Normal * Complete] Click View Out put
- Report
- Invoice > Entry > Find
▪Estar James **

Create and Manage Supplier Invoices



The screenshot shows the Oracle Payables software interface for managing supplier invoices. A modal dialog box titled "Find Invoices" is open, allowing users to search for specific invoices based on various criteria. The dialog includes fields for the trading partner (Name: Easter, James, Supplier Number: 221), invoice details (Number, Type, Amounts, Dates), invoice status (Status, Approval), voucher audit (Category, Name, Numbers), and holds (Status, Name, Reason). At the bottom of the dialog are buttons for calculating the balance owed, clearing the search, creating a new invoice, performing a search, and matching invoices.



Create and Manage Supplier Invoices



Recurring invoice

It is an invoice that is repeated monthly with the value, date and expenses that you want to make this invoice you must do some steps:

1. **Distribution Set**
2. **Special Calendar**
3. **create recurring invoice**

Create and Manage Supplier Invoices

2. Special Calendar

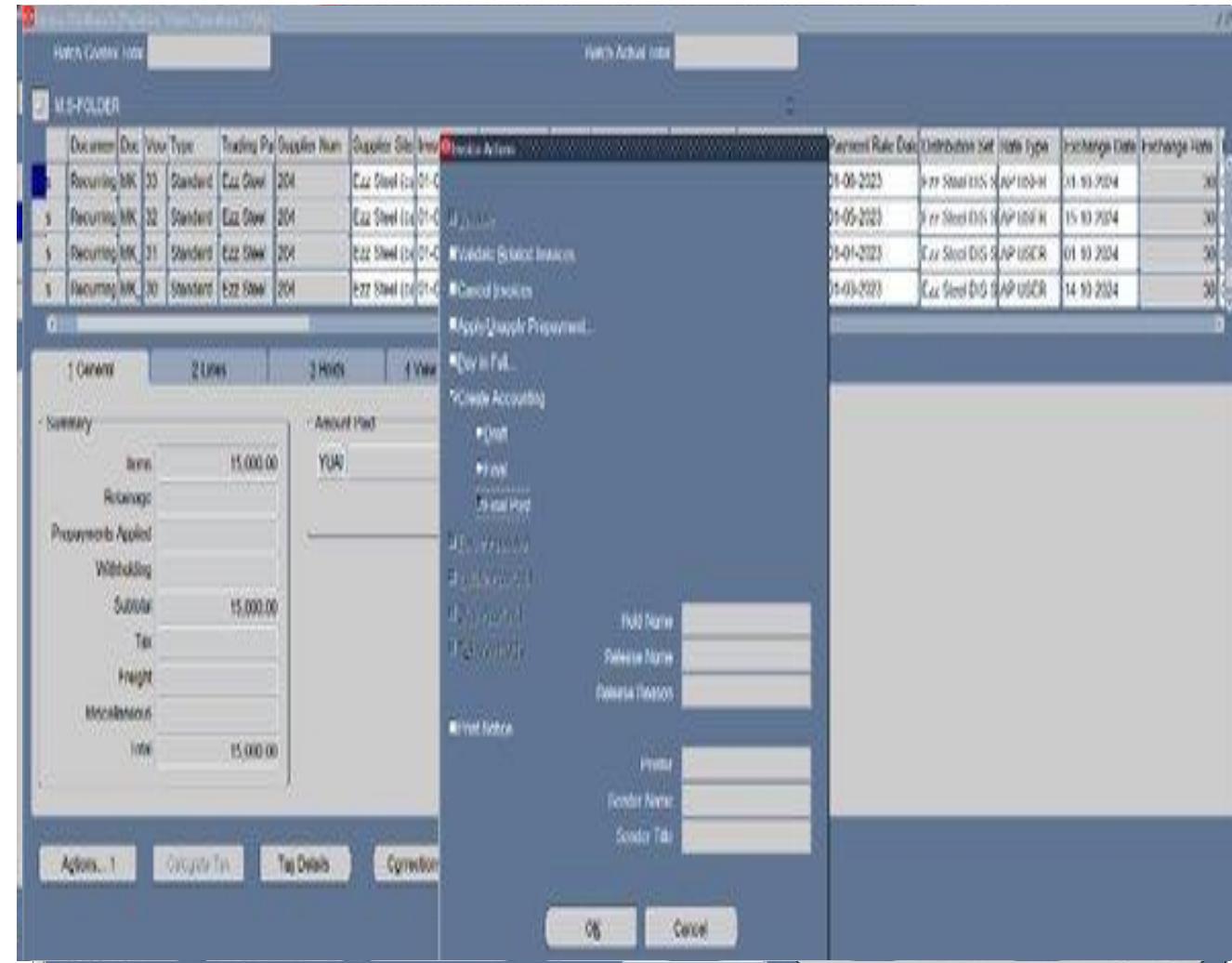
Setup > Calendar > Special Calendar

3. Create Recurring Invoices

Invoice → Entry → Recurring invoice

- Click on line definition
- Click on payment to choose terms , pay group and payment method

Then go to
invoices > entry > invoices





Payment Processing and Cash Management

Steps to set up a Bank:

- 1) CREATE Bank
- 2) CREATE Branch Name
- 3) CREATE Account Bank

Setup>Payment > Bank
and Bank Branches

- Bank Information
- Create Bank Adress

Bank account created

Manage Banks and Branches

Overview | Banks | Bank Branches

Bank Information | **Bank Address** | Bank Contact

Manage Banks and Branches: Banks >
Update Bank: Bank Address

Create Bank: Bank Addresses

Bank Name: QNB Al Ahli Bank | Bank Number:

Addresses

Address	Country	Identifying	Map	Update	Remove
No results found.					

Cancel | Back | Step 2 of 3 | Save and Next | Finish



Payment Processing and Cash Management

Steps to set up a Bank:

- 1) CREATE Bank
- 2) CREATE Branch Name
- 3) CREATE Account Bank

- Write Branch Name
- Then Enter the address of this Branch

Manage Banks and Branches

Overview | Banks | Bank Branches

Branch Address Details

Address

* Country: Egypt

* Address Line 1: رقم 62 - شارع محمد باشى قابقى 12211 - قسم

Address Line 2:

Address Line 3:

Address Line 4:

City:

County:

State:

Province:

Postal Code:

Global Location Number:

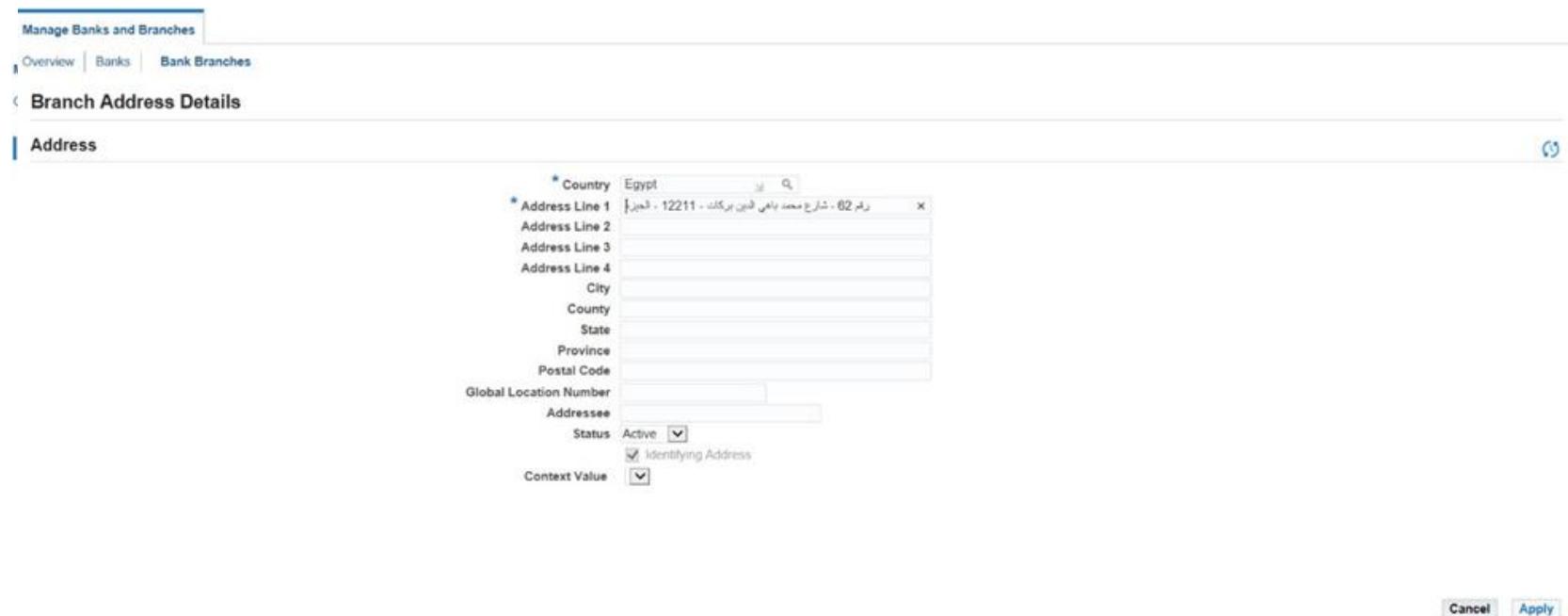
Addressee:

Status: Active

Identifying Address

Context Value:

Cancel Apply





Payment Processing and Cash Management



Steps to set up a Bank:

- 1)CREATE Bank
- 2) CREATE Branch Name
- 3) CREATE Account Bank

- Click On Create Account
- Bank Acc Owner:
 - Vision Operation
- Write Account Name , Account Number And Currency

Manage Bank Accounts

Create Bank Account: Account Information

Bank Name: QNB Alahli Bank Branch Name: QNB (Giza)
Country: Egypt

Manage Bank Accounts

Update Bank Account: Account Controls

Bank Name: QNB Alahli Bank Bank Number:
Branch Name: QNB (Giza) Branch Number:
Country: Egypt

* Indicates required field

General Controls

* Cash: 00-000-1110-0000-000	Cash Clearing: 01-000-1250-0000-000
Bank Charges: 01-740-7870-0000-000	Bank Errors: 01-740-7870-0000-000
Realized Gain: 00-000-1110-0000-000	Realized Loss: 00-000-1110-0000-000
Foreign Exchange Charges: 00-000-1110-0000-000	Netting Account: No



Payment Processing and Cash Management



- Choose add organization access
- Then create payment document

Manage Bank Accounts

Manage Bank Accounts: Account Contact > Bank Accounts > Payment Documents >
Update Payment Document: Check204

* Indicates required field.

Bank Name: QNB Al Ahli Bank	Account Name: Ezz Steel Account
Branch Name: QNB (Giza)	Account Number: 0001098532156001
Country: Egypt	Currency: Egyptian Pound

Document Information

Name: Check204	Paper Stock Type: Prenumbered Stock <input checked="" type="checkbox"/>
Number of Lines per Remittance Stub:	
Number of Setup Documents:	
Format: Standard Check Format <input type="radio"/>	<input type="checkbox"/> Restrict Use To Manually Issued Payments

Manage Bank Accounts

Manage Bank Accounts: Account Contact > Bank Accounts >
Confirmation
Check was created.

Payment Documents

Name	Paper Stock Type	Format	Status	Skipped Documents	Unused Documents	Update
Check204	Prenumbered Stock	Standard Check Format	Active			
Check	Prenumbered Stock	Standard Check Format	Active			

[Return to Internal Bank Accounts](#)

Payment Processing and Cash Management

Apply Payments

There are two ways to pay the invoices

Single Payment Entry

Involves creating and processing a single payment for specific invoices, used for individual or selected invoices.

Payment From Work Bench

Involves processing payments for multiple invoices from a centralized interface, used for handling payments in bulk or batches.



Payment Processing and Cash Management



Apply payments

1- Single Payment Entry

- **Invoices >Entry >invoices**
- **Identify the invoice you want to pay**
- **Click on Actions ..1 button**
- **Click on Pay In Full > Ok**

The screenshot shows the SAP ERP interface for payment processing. The main window displays a grid of invoices under 'M.S-FOLDER' with columns for Type, Batch Name, and PO Number. Below this is a summary table with rows for Items, Retainage, Prepayments Applied, Withholding, Subtotal, Tax, Freight, Miscellaneous, and Total. To the right, a 'Batch Control Total' section shows an actual total of 10,000.00. A 'Invoice Actions' dialog box is open, containing various checkboxes for invoice actions like Validate, Cancel Invoices, and Pay in Full... (which is checked). Other options include Create Accounting, Draft, Final, Final Post, Force Approval, Initiate Approval, Stop Approval, Release Holds, Print Notice, and Match/All Distributions buttons at the bottom.



Payment Processing and Cash Management



Apply payments

1- Single Payment Entry

- Type: Quick and enter details required
- The payment method: check
- Click on Actions ..1
- Choose Create Accounting >final >Ok

The screenshot shows the SAP Fiori interface for payment processing. The main title is "Payments (Payables, Vision Operations (USA)) - Pay in Full". On the left, there is a grid for "Quick" payments with rows for "Vision Operations" and "Ezz Steel". Below this is a table with columns "Number" and "Date", containing two entries: "11-10-2024" and "11-10-2024". On the right, the "Payment Actions" dialog is open. It includes fields for "Create Accounting" (checkbox checked), "Draft", "Final" (radio button selected), "Final Post", "Print Remittance Advice" (checkbox), "Program" (text input), "Reissue" (checkbox), "Payment Date" (date input), "Payment Rate" (text input), "New Paper Document Num" (text input), "Voucher Num" (text input), "Initiate Stop" (checkbox), "Date" (date input), "Void" (checkbox), "Date" (date input), "GL Date" (text input), "Invoice Action" (dropdown menu set to "None"), and "OK" and "Cancel" buttons. At the bottom, there are tabs for "Invoice Overview", "Accounting Unprocessed", and "Payment Overview".



Payment Processing and Cash Management



Apply payments

1- Single Payment Entry

- **Back to the invoice**
 - **Note that total amount paid in a single payment**

Invoice Workbench (Payables, Vision Operations (USA))

Batch Control Total		Batch Actual Total																											
 M.S-FOLDER																													
Type	Batch Name	PO Number	Trading Pa	Supplier Num	Supplier Site	Invoice Date	Invoice Num	Invoice	Invoice Amount	Tax Amount	Tax Control /																		
Standard			Ezz Steel	204	Ezz Steel (c	11-10-2024	11-10-2024	EGP	10,000.00	0.00																			
<input data-bbox="1172 551 1262 567" type="button" value="New"/> <input data-bbox="1269 551 1359 567" type="button" value="Edit"/> <input data-bbox="1364 551 1454 567" type="button" value="Delete"/> <input data-bbox="1461 551 1551 567" type="button" value="Print"/> <input data-bbox="1559 551 1646 567" type="button" value="Copy"/> <input data-bbox="1653 551 1743 567" type="button" value="Paste"/>																													
<input data-bbox="1228 701 1318 718" type="button" value="1 General"/> <input data-bbox="1448 701 1536 718" type="button" value="2 Lines"/> <input data-bbox="1653 701 1743 718" type="button" value="3 Holds"/> <input data-bbox="1832 701 1950 718" type="button" value="4 View Payments"/> <input data-bbox="2012 701 2196 718" type="button" value="5 Scheduled Payments"/> <input data-bbox="2204 701 2472 718" type="button" value="6 View Prepayment Applications"/>																													
Summary <table border="1"> <tr> <td>Items</td> <td>10,000.00</td> </tr> <tr> <td>Retainage</td> <td></td> </tr> <tr> <td>Prepayments Applied</td> <td></td> </tr> <tr> <td>Withholding</td> <td></td> </tr> <tr> <td>Subtotal</td> <td>10,000.00</td> </tr> <tr> <td>Tax</td> <td>0.00</td> </tr> <tr> <td>Freight</td> <td></td> </tr> <tr> <td>Miscellaneous</td> <td></td> </tr> <tr> <td>Total</td> <td>10,000.00</td> </tr> </table>												Items	10,000.00	Retainage		Prepayments Applied		Withholding		Subtotal	10,000.00	Tax	0.00	Freight		Miscellaneous		Total	10,000.00
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Payment Processing and Cash Management



Apply payments

2- Payment From Work Bench

- **Payments > Entry > payments**
 - **Type: Manual**
 - **and enter other details required**
 - **payment method: Wire**
 - **Then click on Enter/Adjust invoices**



Payment Processing and Cash Management



Apply payments

2- Payment From Work Bench

- After clicking on Actions ..1 button
 - Click on Create Accounting >Final
 - Also I can make a Payment Batch
 - Payment method: Electronic,
Enter all details required,
and click on Enter/Adjust Invoices
 - Enter any invoices you need to pay
and save this action



Payment Processing and Cash Management



Apply payments

2- Payment From Work Bench

- The list of payments on invoices appear here and note that Accounting is Unprocessed
 - Click on Actions ..1 button
 - Choose Create Accounting check box
> Final > Ok
 - then Accounting status will be Processed

Type	Operating Unit	Trading Part
Quick	Vision Operations	Ezz Steel
Number		
15	Date	15-10-2024
15		15-10-2024
Actions... 1		

Create Accounting

Draft

Final

Final Post

Print Remittance Advice

Program

Reissue

Payment Date

Payment Rate

New Paper Document Num

Voucher Num

Initiate Stop

Date

Void

Date

GL Date

Invoice Action

Trading Partner Address

ir

Payment Amount 70,000.00

27,000.00

Invoice Overview

Accounting

Payment Overview



Payment Processing and Cash Management



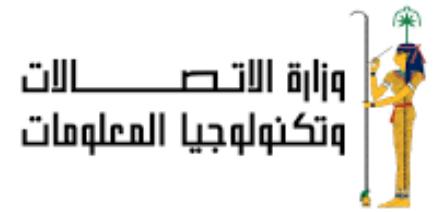
Apply payments

2- Payment From Work Bench

- I can void this payments from Actions ..1 button
 - Click on Void check box
 - Choose Invoice Action (None) to void payments only without hold or cancel its invoices > Ok
 - The payments is voided here



Payment Processing and Cash Management



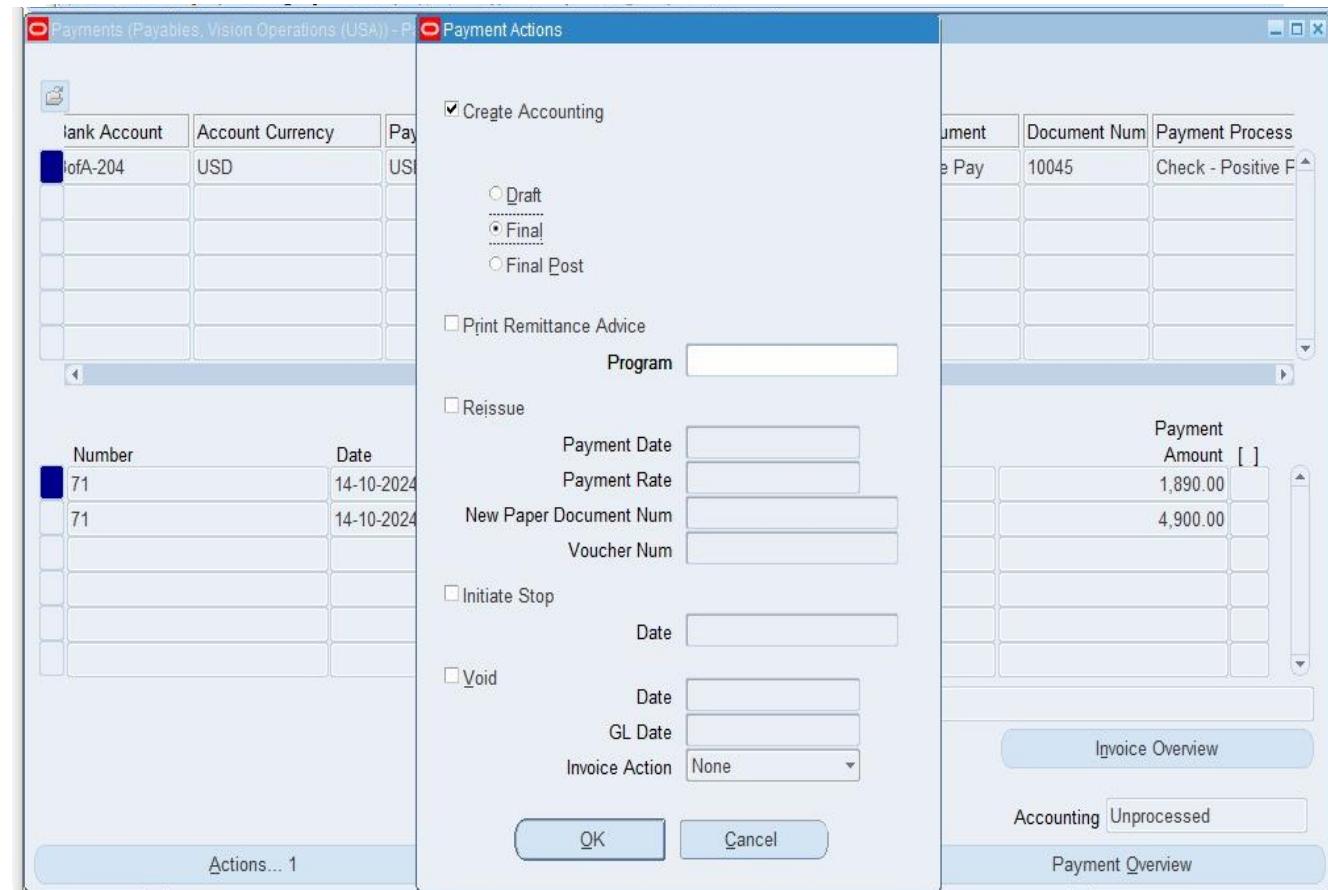
Refund type

- Enter other details
 - Enter the invoice you need to refund as negative amount and save action
 - The list of payments on invoices appear here and note that Accounting is Unprocessed
 - Click on Actions ..1 button
 - Choose Create Accounting check box > Final > Ok
 - then Accounting will be Processed successfully

Payment Processing and Cash Management

Apply Prepayments

- Identify the prepayment invoice**
- Click on Actions ..1 button**
- Choose Pay In Full from the check box > Ok**
- Enter details required in mandatory fields**
- Create Accounting check box > choose final and Ok**

The screenshot shows the SAP ERP Payment Actions window. On the left, there's a grid of payment documents with columns for Number and Date, showing entries like '71' and '14-10-2024'. To the right of the grid are several action buttons:

- Create Accounting**: A checked checkbox.
- Draft**, **Final**, **Final Post**: Radio buttons, where **Final** is selected.
- Print Remittance Advice**: An unchecked checkbox.
- Program**: A text input field.
- Reissue**: An unchecked checkbox.
- Payment Date**, **Payment Rate**, **New Paper Document Num**, **Voucher Num**: Input fields.
- Initiate Stop**: An unchecked checkbox.
- Date**: An input field.
- Void**: An unchecked checkbox.
- Date**, **GL Date**, **Invoice Action**: Input fields, with **Invoice Action** set to **None**.
- OK** and **Cancel**: Buttons at the bottom.

On the far right, there are three tabs: **Invoice Overview**, **Accounting Unprocessed**, and **Payment Overview**. The **Payment Amount** field shows values of **1,890.00** and **4,900.00**.



Payment Processing and Cash Management



Apply Prepayments

- Back to prepayment invoice
- Here, status become Available
- Now I can apply the prepayment to other outstanding invoices
- Click on Actions..1
- Click on Apply/Unapply prepayment > Ok
- Click Apply on the invoices you need to pay and enter the amount you want

Apply/Unapply Prepayments (Payables, Vision Operations (USA)) - Vision Operations, 71, Ezz Steel

	Prepayment Amount	7,000.00			
	Prepayment Amount Remaining	2,000.00			
Apply	Amount To Apply	GL Date	Invoice Number	Amount Unpaid	Amount of Included Tax Site
<input checked="" type="checkbox"/>	5,000.00	15-10-2024	70	5,000.00	Ezz Steel (cair)
<input type="checkbox"/>			01-10-2024	100,000.00	Ezz Steel (cair)
<input type="checkbox"/>			02-10-2023	500.00	Ezz Steel (cair)
<input type="checkbox"/>			13	30,000.00	Ezz Steel (cair)
<input type="checkbox"/>			13-10-2023	20,000.00	Ezz Steel (cair)
<input type="checkbox"/>			222	100,000.00	Ezz Steel (cair)

Description

Existing Prepayment Applications

Unapply	Item Amount Applied	Tax Amount Applied	GL Date	Invoice Number	Prepayment Line Num	Site
<input type="checkbox"/>						
<input type="checkbox"/>						
<input type="checkbox"/>						

Description PO Num
Receipt Num

Invgice Overview

Apply/Unapply

Payment Processing and Cash Management

Apply Prepayments

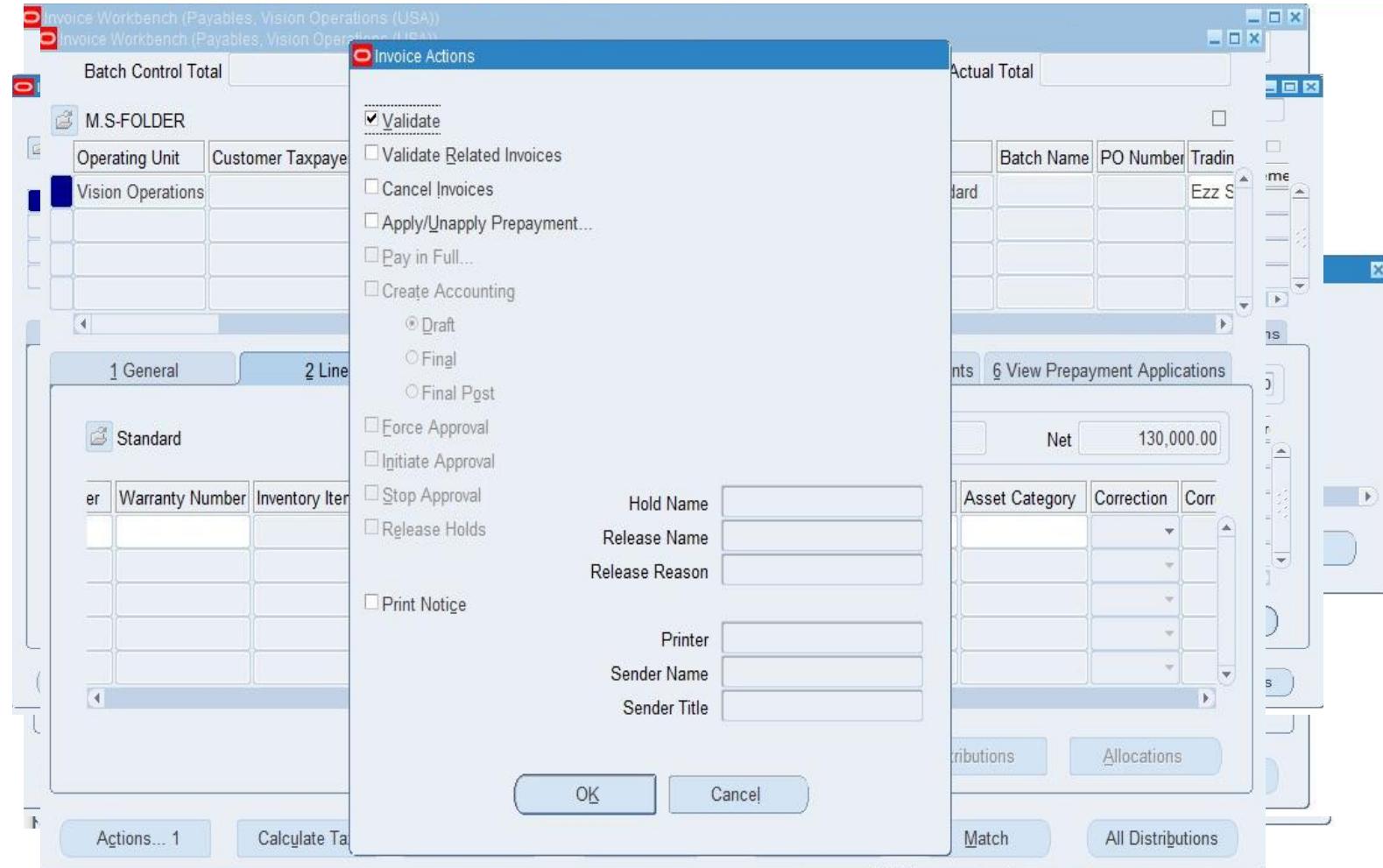
- View Prepayment Application**
- Repeat the previous steps to apply the full amount of prepayment invoice**
- Here I can unapply prepayment on this invoice from the Unapply check box if I want**
- Back to the prepayment invoice**
- Note that the status become fully applied**

Invoice Workbench (Payables, Vision Operations (USA))

Batch Control Total		Batch Actual Total																																																																																															
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Asset invoice

- Create standard invoice**
- Click on 2 Lines, enter line amount and Charge it to asset clearing account**
- Swipe right**
- Click on track as asset check box**
- From Actions ..1 click on validate**



Asset invoice

- From Actions ..1 click on validate**
- Status become validated, then click on Actions ..1 again**
- Choose Create Accounting > Final**

Invoice Workbench (Payables, Vision Operations (USA))

Batch Control Total		Batch Actual Total	
<input checked="" type="checkbox"/> M.S-FOLDER	Operating Unit	Customer Taxpayer ID	Document Category Name
	Vision Operations		Standard Invoices
			MK_INV_SEQ
			20160600
		Type	Standard
		Batch Name	
		PO Number	Ezz S
		Tradin	

1 General 2 Lines 3 Holds 4 View Payments 5 Scheduled Payments 6 View Prepayment Applications

Summary	Amount Paid	Status
Items 130,000.00	USD 0.00	Status Validated
Retainage		Accounted Yes
Prepayments Applied		Approval Not Required
Withholding		Holds 0
Subtotal 130,000.00		Scheduled Payment Holds 0
Tax		Description
Freight		
Miscellaneous		
Total 130,000.00		

Actions... 1 Calculate Tax Tax Details Corrections Quick Match Match All Distributions



Period-End Closing and Reporting



VISION ENTERPRISES

Book: OPS CORP

Request Id: 8284399

Foreign Currency Code: USD

Mass Additions Create Report

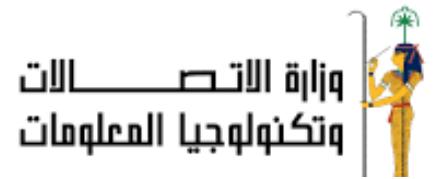
Report Date: 15-OCT-2024 13:08

Page: 1 of 1

AP Co	Asset Account	Dpt	Vendor Number - Name	Invoice Number	Invoice Line	Payables Batch	Asset Name Description	Cost (USD)	Foreign Currency	Amount (USD)
01	1570	000	204 - Ezz Steel	45	1 - 1	12-OCT-2024		150,000.00		
			204 - Ezz Steel	46	1 - 1	12-OCT-2024		130,000.00		
			Departmen 000 Totals:					280,000.00		
			Asset Acount 1570 Totals:					280,000.00		
			AP Company 01 Totals:					280,000.00		
			Currency Code USD Totals:					280,000.00		
			Report Totals:					280,000.00		



Period-End Closing and Reporting



View >Requests

Run Create Accounting Enter its parameters

The screenshot shows the Oracle Database Application Express interface. A modal dialog titled "Run this Request" is open, with the "Name" field set to "Create Accounts". A secondary modal dialog titled "Parameters" is also open, listing various configuration options:

Parameter	Value
Ledger	Vision Operations (USA)
Process Category	
End Date	24-10-2024
Mode	Final
Errors Only	No
Report	Summary
Transfer to General Ledger	Yes
Post in General Ledger	Yes
General Ledger Batch Name	AP OCT24
Include User Transaction Identifiers	No

At the bottom right of the "Parameters" dialog are buttons for "OK", "Cancel", "Clear", and "Help".



Period-End Closing and Reporting



Period Close Exceptions Report

Submit Request

Run this Request

Name	Period Close Exceptions Report (XML)	Copy
Operating Unit		
Parameters		
Language	American English	

At these Times

Run the Job	As Soon as Possible
-------------	---------------------

Upon Completion

<input checked="" type="checkbox"/> Save all Output Files	<input type="checkbox"/> Burst Output
Layout	Period Close Exception Report
Notify	
Print to	noprint

Parameters

From Accounting Date	01-01-2023		
To Accounting Date	24-10-2024		
Period Name	Oct-24		
OK	Cancel	Clear	Help

ORACLE Payables
Company: Vision Operations (USA)

Period Close Exception Report

Report Date: 24-OCT-2024
Page: 2 of 6

Operating Unit: Vision Construction

Unaccounted Invoices					
Supplier Name	Supplier Number	Invoice Number	Accounting Date	Currency	Invoice Amount
Allied Manufacturing	2007	T00100	02-Oct-2024	USD	5,000.00

Outstanding Payment Process Requests

Payment Process Request Name	Payment Process Request Status
Team4_PPR-18-OCT-2024 03:05:27	Payment Exchange Rates Missing

Operating Unit: Vision Operations

Unaccounted Invoices					
Supplier Name	Supplier Number	Invoice Number	Accounting Date	Currency	Invoice Amount
B-TECH FOR TRADING	197	T4 DEPI	14-Oct-2024	USD	40,000.00
Advantage Corp	1010	Y0003	01-Oct-2024	USD	6,000.00
CAR	224	104	15-Oct-2024	USD	50,000.00
CAR	224	3-Oct-1-24	01-Oct-2024	USD	1,000,000.00
CAR	224	3-Oct-2-24	11-Oct-2024	USD	1,100,000.00
CAR	224	3-Oct-3-24	21-Oct-2024	USD	1,210,000.00
Daimler-AG	227	55	01-Oct-2024	USD	10,000.00
Eb cooperation	171	111	12-Oct-2024	USD	40,000.00
Eb cooperation	171	2	12-Oct-2024	USD	40,000.00
Eb cooperation	171	3	12-Oct-2024	USD	20,000.00
Ezz Steel	204	11	15-Oct-2024	1	0.00
IBM Egypt	176	12-10-2024	12-Oct-2024	USD	16,000.00
Mercedes-W-TAX	211	Withholding Tax - 733091 - 12	01-Oct-2024	USD	140,000.00
Mercedes-W-TAX	211	Withholding Tax - 735059 - 12	01-Oct-2024	USD	11,400.00
Mercedes-W-TAX	211	Withholding Tax - 735059-12-Cancelled	01-Oct-2024	USD	-11,400.00
Mercedes-W-TAX	211	Withholding Tax - 735098 - 3	01-Oct-2024	USD	11,400.00
Mercedes-W-TAX	211	Withholding Tax -	01-Oct-2024	USD	57,000.00



Period-End Closing and Reporting



Transfer Journal Entries To GL

Submit Request

Run this Request

Name: Transfer Journal Entries to GL

Operating Unit:

Parameters:

Language: American English

At these Times

Run the Job: As Soon as Possible

Upon Completion

Save all Output Files

Layout: Subledger Transfer Program Report

Notify:

Print to: noprint

Help (Q)

Copy

Language Settings Debug Options

Parameters

Ledger: Vision Operations (USA)

Process Category:

End Date: 24-10-2024

Post in General Ledger: Yes

General Ledger Batch Name:

OK Cancel Clear Help

Submit Cancel

ORACLE Subledger Accounting
Vision Operations (USA)

Transfer Journal Entries to GL Report

Report Date: 24-Oct-24
Page: 1 of 1

Application: Payables
Process Category:
End Date: Oct 24, 2024
Post in General Ledger: Yes
General Ledger Batch Name:

Transfer to General Ledger Summary

Ledger	Journal Entries	Balance Type	Transferred	Not Transferred
Vision Operations (USA)			78	0

NOTE

Please review Journal Import output files to find issue encountered by Journal Import while transferring data to General Ledger if above chart shows some rows under Not Transferred column.
If Journal Import output files show status as 'Error' none of the transaction in the entire lot would be transferred to General Ledger.
If Journal Import was not spawned that means that no eligible records were found which should be transferred to General Ledger.

End of Report



Period-End Closing and Reporting



Payables Vision Operations >Accounting
> Control Payables Periods

Control Payables Periods					
Ledger	Vision Operations (USA)				
Period Status	Period Number		Fiscal Year		
	Period	Year	Period Name	Start Date	End Date
Closed	9	2023	Sep-23	01-09-2023	30-09-2023
Closed	8	2023	Aug-23	01-08-2023	31-08-2023
Closed	7	2023	Jul-23	01-07-2023	31-07-2023
Closed	6	2023	Jun-23	01-06-2023	30-06-2023
Closed	5	2023	May-23	01-05-2023	31-05-2023
Closed	4	2023	Apr-23	01-04-2023	30-04-2023
Closed	3	2023	Mar-23	01-03-2023	31-03-2023
Closed	2	2023	Feb-23	01-02-2023	28-02-2023
Closed	1	2023	Jan-23	01-01-2023	31-01-2023

Navigator - Payables, Vision Operations (USA)

Functions Documents Processes

Accounting:Control Payables Periods

Control Payables Periods

- + Invoices
- + Payments
- Accounting
 - Control Payables Periods
 - + Subledger Accounting
 - + Suppliers
 - + Employees
 - + Credit Cards
 - + Setup
 - + Workflow
 - + Other
 - Funds Available
 - + Payables Dashboard

Top Ten List

1. Invoices
2. Suppliers
3. Invoice Batches

Exceptions Open



بيانات الاتصال
وتقنيات المعلومات



**Thank you for your attention.
We now invite any questions or feedback
from you.**