AFS\_INT\_ERS\_XXX: UCD ERS INTERFACE

dd/dd/yyyy Updated:

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### **Document Information**

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### **Distribution of Final Document**

The following people are designated recipients of the final version of this document:

| Name                    | Organization/Title        |  |
|-------------------------|---------------------------|--|
|                         | UCD - AFS Project Manager |  |
| UCD - PGM Product Owner |                           |  |

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### 1 Integration Summary

### 1.1 Objective

ERS is an effort reporting system, which records percentage of effort of individuals, such as Principal investigators or Co-Principal investigators, that spend their time working on projects including federally funded sponsored agreements and non-sponsored projects. Moreover, the ERS effort reporting requires all non-project - departmental level effort reporting on individuals, in order to be compliant with 2 CFR 200.430 and OASC-3. It will be necessary for UCD and ANR to report percentage of effort spent during the reportable period, specifically paying close attention/oversight to activity relating to federal and non-federal funds. ERS utilizes the payroll expense data to calculate the distribution of effort.

Starting in January with the roll out of Aggie Enterprise (Oracle Fusion Cloud implementation), which will be source system for holding Project (sponsor and non-sponsor), Funding Source, and also for the non-project related activities and data. A new interface needs to be designed to create data files from Oracle Cloud applications that can be ingested by the ERS system.

### 1.2 Integration Scope

This functional specification describes the rules, logic, assumptions that are required for each of the interface files that will be input to the UCD Effort Reporting System (ERS) from Oracle fusion system.

Below are the two outbound file which are under scope of this interface design

- Financial Systems Interface File
- Department Interface File
- Org/Dept Interface File
- Account PI Interface file

**Financial System Interface file**: This file will contain a complete list of all COA's on the campus chart of accounts that are used for payroll funds. Other details like sponsor code, name, project name, project ID, PI code etc. are also captured. This interface also describes the logic to derive new CAO structure and other key details of Require Certification Details etc. This file stores all the Projects/Awards data for sponsored, non-sponsored projects and non-project related (HR/Fin Unit level) information.

**Department Interface file:** This file will contain the information of the organization hierarchy that will used in multiple parts of the ERS system. It will be used to display employee department information on the effort report and aid with searching for reports, and also for associating projects and funds with the department responsible for them.

**Org/Dept Interface file:** ERS was configure the feature of having a decentralized administration. This table provides a mapping of the financial system's organization code hierarchy, loaded via the Department Interface file and the Payroll/Personnel system Home Department code table. This is required to allow department security administrators, who administer security based on

an organization code, to create permissions based on PPS Home Department codes. It will be necessary to rebuild all the ERS coordinator permissions and any delegated certifier permissions.

**Account PI Interface file**: This file is used to load account, PI and project Id relationship. This information is used to allow co-Investigators who are the PI on one or more projects associated with an award, access to certify effort charged to their projects.

### 1.3 Dependencies and Prerequisites

### Dependencies

- All the Chart of Accounts in Oracle Cloud, related to payroll data, needs to be defined which are used to derive FAU.
- > All data translations would be identified and mapped before the technical design.

### 1.4

### **Application Configuration Prerequisites**

- General Ledger
  - Chart of Account
  - COA value set values
  - DFF's at Fund Segment Values- Sponsored/Fund/Certification required flag
- HCM
  - Departments
  - ➤ Employee/ Resource load
- Project Configurations
  - Organization Hierarchy
  - Project Organization Classification
  - Project Template
  - Project Type
- Grants Configurations
  - Award Type
  - Award Template
  - Contract Type
  - Principal Investigator
  - Sponsors

### 1.5 Assumptions

- This is only outbound interface, and data will be extracted from General Ledger and PPM modules.
- ERS only accommodates 30 char for FAU, so we will use only the segments necessary to group expenses by project and determine whether each group is federal and sponsored, non-federal and sponsored, or non-sponsored. FAU will be a unique combination and no duplicate values are allowed in the interface.
- All FAU values will be derived from General Ledger (GL) as, project and non-project related payroll will be sent to GL.
- First, UCPATH will send payroll data (I-129) to UCD, which is loaded directly into ERS. Errors will be rectified such as cost from suspense account will be allocated to appropriate COA, prior to running ERS interface.
- Non-Sponsored Projects includes Capital, Internal, Faculty and Department Projects, Gifts and endowment.
- No additional edits will be performed on data sent to ERS. If edits performed, then not subjected to reconciliation
- PI file will not include data against Non-Sponsored projects, since this type of projects do not require certification
- PI file record count will not match with Finance file record count, as there is a many:many relationship.
- All the date formats of the extract will be in mm/dd/yyyy format
- Award type will be used to identify the projects that will need to be certified.
- The fields Sponsored, Federal and Certification Required is mandatory. If not present, ERS will reject the file.

**Note:** Default value for CERT\_REQD\_IND = "N", If any changes to this field business will work with the GL team and get this updated.

# 2 Integration Specification

# 2.1 Integration Details

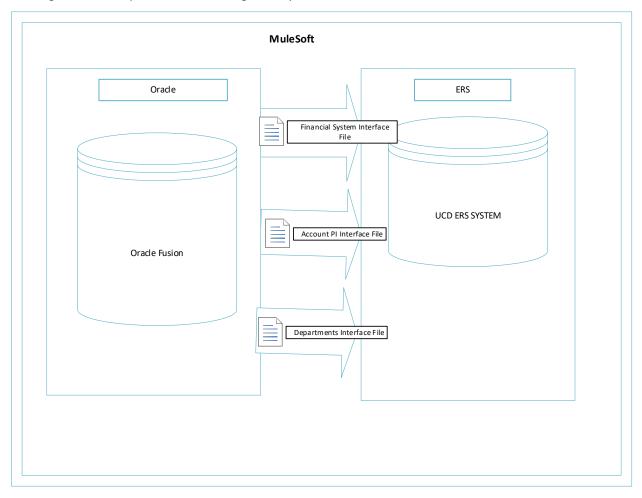
| Integration System Name      | UCD ERS Interface   |
|------------------------------|---|
| Integration Source           | Oracle Cloud General Ledger and PPM modules   |
| Integration Target           | ERS   |
| Delivery or Retrieval Method | < <protocol or="" system="">&gt;</protocol>   |
| Full Extract / Changes Only  | Full  |
| Expected Volume              |   |
| Run Frequency/Schedule       | Scheduled   |
| Direction                    | One Way   |
| Integration Notifications    | Notifications will be sent to technical or functional resources depending upon the nature of the error. Detailed error codes and messages are included in the document below. |

### 2.2 Current State << Source System>> Architecture:

Not Available

### 2.3 Business Process Overview:

The diagram below depicts the flow of integration systems:



## 2.4 Functional design specification

### 2.4.1 Interface Summary

| Interface Name              | UCD ERS Interface                        |
|-----------------------------|--|
| Interface Short Description | UCD ERS Outbound Interface               |
| Direction                   | Outbound                                 |
| Data Category               |  |
| Interface Type              | Fixed-Length File                        |
| Business Priority           | High                                     |
| Frequency                   | Scheduled/ Monthly after PPM Month Close |
| From System                 | Oracle Cloud General Ledger and PPM      |
| To System                   | ERS                                      |
| Additional Comments         |  |

### 2.4.2 Data Mapping Layout

• Financial Systems Interface File

| Fields | Selection Criteria   | Description  | Comments |
|--------|--|--|----------|
| FAU    | This file is expected to be produced from the campus financial system, contracts and grants system, or a combination of both. The file should contain a complete list of all FAU's on the campus chart of accounts that will be used for payroll funds.  Pick all Unique Account code combinations from the cost lines originated against UCPATH transaction source (UCD UCPATH) to GL | ERS only allows 30 char for FAU, so we need these segments: Entity (4 Characters) + FS Department (7 Characters) + Project (10 Characters) + Award (7 Characters) + Filler (2 Characters/spaces) |          |

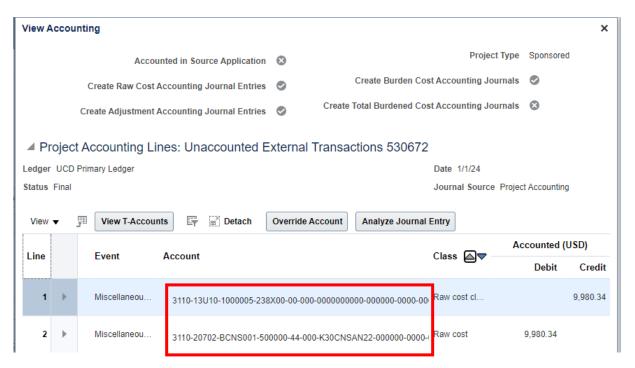
| Fields             | Selection Criteria   | Description  | Comments   |
|--------------------|--|--|--|
|                    | Refer Screenshot 1   |  |  |
| Project_ID         | Pick all project IDs from GL<br>Project Segment, for which<br>the data came from Payroll<br>interface (UCD UCPATH)<br>10 Char Project Number   | Project Segment from<br>CCOA where UCPATH sent<br>payroll cost. (Maybe this<br>could be leveraged using<br>the file that is being<br>generated for UCPath)   |  |
| Sponsored_<br>Ind  | Derived if the project is associated with an award and the project is not internally funded. Refer to Screenshot 2.  | Take the project and determine if it is associated to an award and the fund source is not 'Internal'. If it is (sponsored) then the value is "Y" and if (internal) then the value is "N"   |  |
| Fed_Fund_I<br>nd   | Select if the project is associated an award with funding not internal and award is assigned an award type associated to federal funds. The award is assigned the award types 1, 2, 3, 33, 34 and 21 to 32. Refer to screenshot 2. | Select if the project is associated with an award and funding is sponsored (not internal) and award is assigned an award type associated to federal funds. The award is assigned the award types 1, 2, 3, 33, 34 and 21 to 32  |  |
| Cert_Reqd_<br>Ind  | Select if the project is associated an award and award is assigned an award type associated to federal funds. The indicator is assigned the award types 1, 2, 3, 33, 34 and 21 to 32. Refer to Screenshot 2.                       | Select if the project is associated with an award and the award is assigned an award type associated to federal funds. The award is assigned the award types 1, 2, 3, 33, 34 and 21 to 32. Include internally funded projects associated with federal awards (i.e. cost share projects). |  |
| Effective_D<br>ate | FS File creation date  | Effective Date is when you are creating the FS file.   | As per comments from UCOP Effective date is set to creation date of FS file. |
| Account_O<br>rg_ID | Organizational unit at the UCPATH transactions code combinations   | Organizational unit at the UCPATH transactions code combinations   |  |

| Fields           | Selection Criteria  | Description   | Comments   |
|------------------|---|---|--|
| Fund_Org_I<br>D  | Project Owning Organization Name (related id in back end) (Note: this file contains the information of the projects) Organizational unit at the UCPATH transactions code combinations Project Owning Organization Name (related id in back end)   | Organizational unit at the UCPATH transactions code combinations  |  |
| PI_Emp_ID        | Derive Employee ID of PI attached to the Award. Use the Project value from FAU, match with PPM project value, find the Award against the project and bring the Employee ID of Principle investigator from Award. If no Award is found, Keep the value blank Refer Screenshot 3  | Employee ID of Principal<br>Investigator populated at<br>award level related to<br>project in FAU for<br>sponsored project and<br>Blank for non-sponsored   | [Arsalan]: PI is related to only Sponsored projects. GL Projects and non-sponsored do not have PI information. Might be useful to include the email address in the file. |
| Sponsor_C<br>ode | Sponsor Code on Customer in AR  Use the Project from FAU, match with PPM project value in PPM, find Sponsor Name. These sponsors are Customer in Account Receivable module, pick the Sponsor code from Customer master DFF.  If no Award is found (in case of Non-Sponsored project or GL Project) keep this field Black.  Refer Screenshot 4 | Sponsor code DFF maintained the customer data in AR. These customers are sponsor at Award related to projects in FAU. For non-sponsored project it is Blank |  |
| Sponsor_N<br>ame | Derive the Sponsor Name<br>from Sponsored Project<br>Award. Use the Project<br>from FAU, match with PPM<br>project value in PPM, find<br>Sponsor Name from Award  | Sponsor name defined at<br>award header. The award<br>is associated with project<br>in FAU. For non-sponsored<br>project it is Blank                        |  |

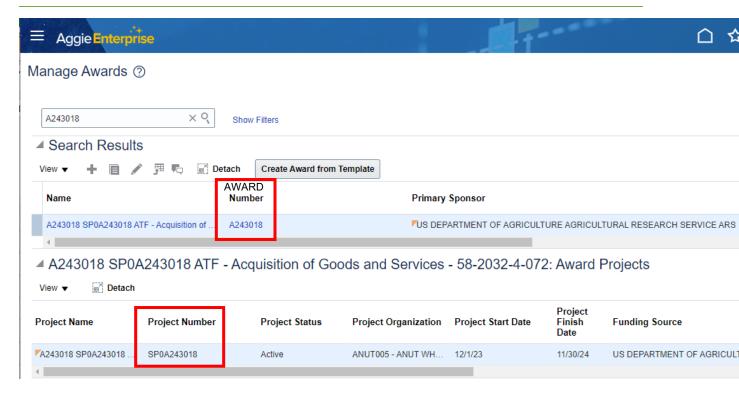
| Fields               | Selection Criteria   | Description  | Comments   |
|----------------------|--|--|--|
|                      | If no Award is found (in case of Non-Sponsored project or GL Project) keep this field Black. Refer Screenshot 5  |  |  |
| Contract_N<br>br     | Sponsored Award Number (Award Number = Contract Number) Derive the Award number from FAU Project segment and populate the Award number from Award header. If no Award is found (non- sponsored and GL projects) keep this field blank Refer screenshot 6 | Award number related to<br>the sponsored project in<br>FAU. For non-sponsored<br>project it is Blank |  |
| Project_Na<br>me     | Sponsored Project Name<br>Refer screenshot 7   | Project Name related to FAU  | PPM Projects are created in the GL using the PPM project Name      |
| Project_ID_<br>Alt   | For sponsored projects, find the PPM project value from FAU project segment and add a dash '-' and the award number If project is not associated with an award leave it Blank  | pppppppppppppppppppppppppppppppppppppp   |  |
| Project_Na<br>me_Alt | Sponsored Project name (same as Project_Name)  | Project Name related to FAU  |  |
| Fund_Nam<br>e        | Award Description  | Award description that appears in the Details section.   |  |
| FAU_Reuse<br>d_Flag  | N/A  | Not applicable. Can be kept as blank.  |  |
| Co_PI_Emp<br>_ID     | Derive Employee ID of Co-<br>PI attached to the Award<br>role 'CO Principle<br>Investigator'. Use the<br>Project value from FAU,<br>match with PPM project<br>value, find the Award  | Employee id of CO-PI<br>assigned to the Award.<br>Blank for non-sponsored<br>project.                | CGA decided not to enter information of CO Principle Investigator. |

| Fields | Selection Criteria   | Description | Comments |
|--------|--|-------------|----------|
|        | against the project and bring the Employee ID of CO Principle investigator from Award. if no Award is found, Keep the value blank (UCD for the moment is not entering Co-PI)  Refer Screenshot 9 |             |          |

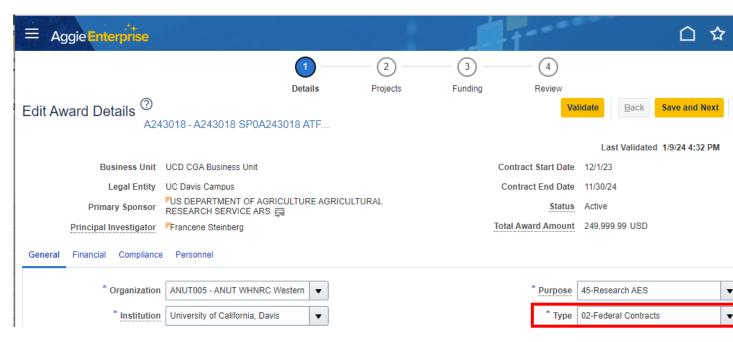
### Screenshot1

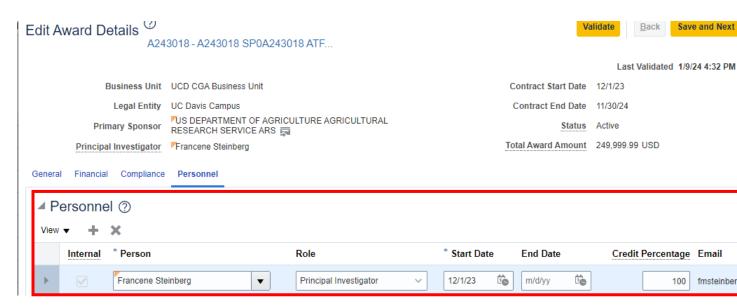


Shows segments Entity, Fund, Financial Organization, Account, Purpose, Program, Project and Activities. The segments to the right (Inter Entity, Future 1 and Future 2) have default values.

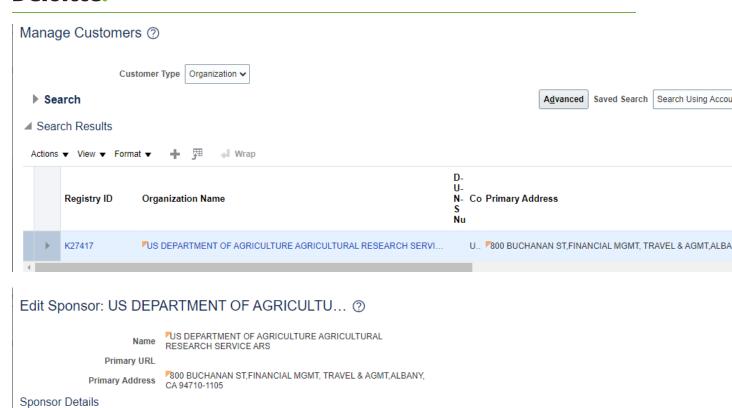


### **Award Type**









Description

UCOP Sponsor Code

Screenshot5

View ▼

\* Type

Billing Details

Burden Schedule

References

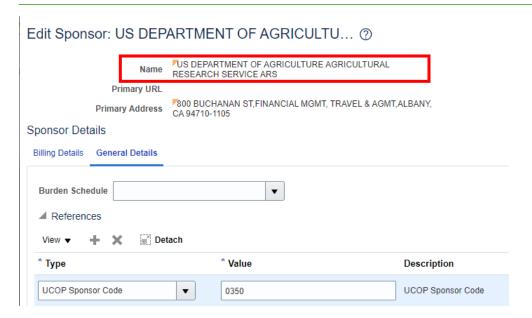
UCOP Sponsor Code

**General Details** 

Detach

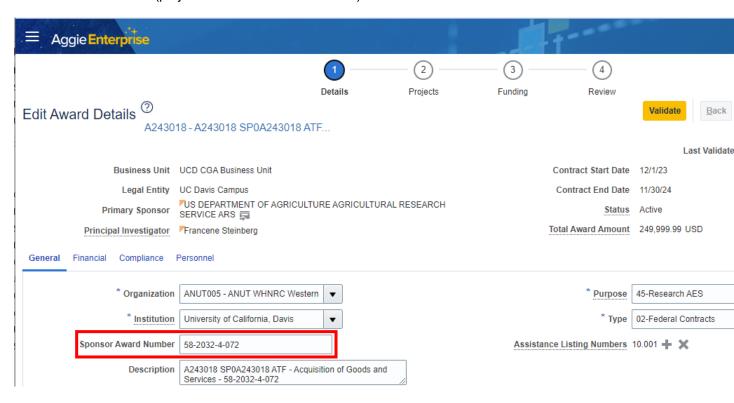
\* Value

0350



#### Screenshot 6

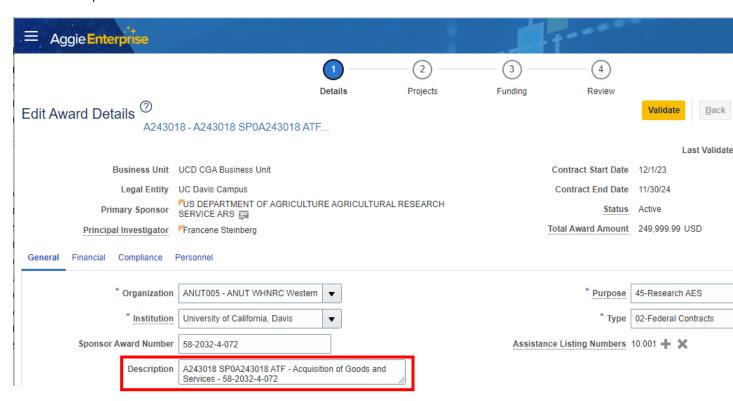
Award number and title (project name in Finance interface)



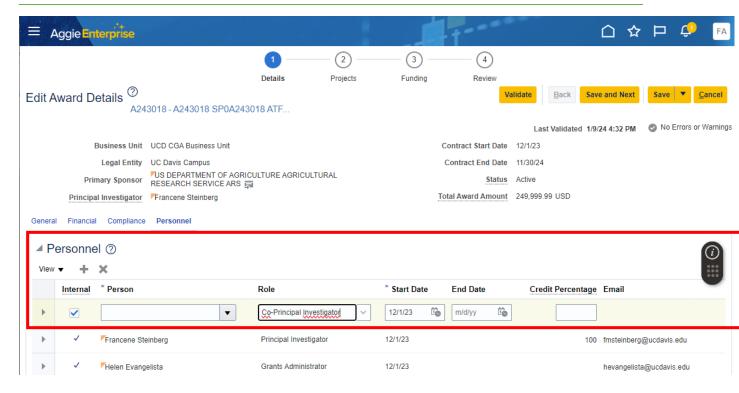


### Screenshot 8

### **Award Description**



**Screenshot 9** 

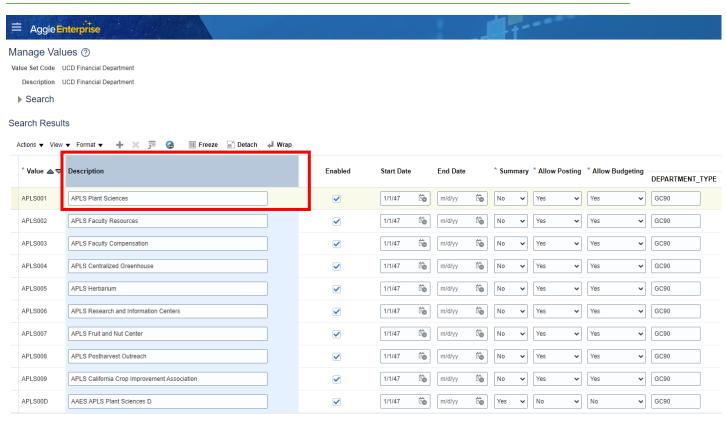


Co-Investigators should be added to the Account PI Interface file rather than here in the Finance file-dsh

Department Interface File (ERS Organization Table)

| Fields   | Oracle Mapping  | Description   | Comments   |
|----------|---|---|--|
| Org_ID   | Financial Organization (Project owning organization) Extract the first 7 character and add filler to complete the 10 characters | This is the project owning organization that is identify in the project details | PI listed in Financial<br>Systems Interface<br>File to be extracted.               |
| POrg_ID  | Parent Organization<br>code one level up of<br>the Org ID. Need to<br>use the GL Financial<br>Department Table                  | Parent organization (Department) code one level up from the Org ID              | All the record will have a parent organization with the exception of the top level |
| Org_Name | Description assigned<br>to the Org ID. Refer<br>to Screenshot 1   | Name given to the organization unit   |  |

Screenshot 1



Note: This is to build the org hierarchy, therefore all parent orgs must have their own record also.

• Org/Dept Interface File

| Org_ID  | PPM Organization<br>Code. Use the first 7<br>Characters | Project owing organization defined in AE PPM Module                          | ACCOUNT ORG-PPM<br>AND<br>PROJECT ORG-PPM  |
|---------|---|--|--|
| Dept_ID | PPS Home Department<br>ID                               | Used to map the information in PPS File to the data being extracted from PPM | PPS Home DepartmentID associated with this Org_ID. Matched against the Home Department code from the employee's earnings records in the PPS Interface. |

Note: All Dept\_IDs must have one Org\_ID. This is key to making the permissions work..

Account PI Interface file

| Fields           | Oracle Mapping      | Description              | Comments                     |
|------------------|---------------------|--------------------------|------------------------------|
| PI_Employee_ID** | Employee ID of PI   | Employee ID of the PI    | PI listed in Financial       |
|                  | for the Projects    | associated with the      | Systems Interface File to be |
|                  | listed in Financial | project. Must be 9-      | extracted.                   |
|                  | Systems Interface   | character numeric value. |                              |

| Fields      | Oracle Mapping             | Description   | Comments  |
|-------------|----------------------------|---|---|
|             | file only to be extracted. | Since the fields is only 8 characters use a '0' as a filler   |   |
| Project_ID  | Project Name               | A unique identifier required to group multiple FAUs related to the same project on the sponsored project line of the effort report. | Project number listed<br>in Financial Systems<br>Interface File should be<br>extracted. |
| Action_Code | N/A                        | N/A   |   |

### 2.5 User Story Cross Reference

| <b>User Story ID</b> | User Story Description | Module | Priority |
|----------------------|------------------------|--------|----------|
|                      |                        |        |          |

### 2.6 Data Selection and Sorting

- All Projects (PPM projects and GL projects) will be picked up by this interface to send it to ERS
- Modified Project/ Award related data like sponsor name, PI code etc. will also be picked up by this interface to send it to ERS.

After initial load, only new or changed records need extracting.

### 2.7 Reporting Requirements

There are no reporting requirements for the interface.

### 2.8 Error Handling Requirements

TBD

### 2.9 Interface Processing Time Requirements

Functional team will provide this detail for each execution.

### <u>Average Montly Volume</u>:

Normal Load: 400 – 100,000

### 2.10 Security & Integrity

No security requirement has been identified yet for the Oracle Fusion PPM to ERS interface

#### 2.11 Definition of Done

#### 2.11.1.1 Demo Process

Master data from PPM will be sent to ERS system vis scheduled process.

### 2.11.1.2 Test Criteria

Functional team will provide test criteria

### 2.12 Change Management Impact

### 2.13 Technical Design Specifications

#### 2.14 Overview

The flat file integration approach is used to process data from Oracle into ERS.

The interface will be the triggered by a scheduled process/job within Oracle, which will extract the data from the Oracle system. The data will be transformed in as OTBI report to the required fixed-length file format. Oracle will perform the PGP (Pretty Good Privacy) encryption, then send the encrypted file to ERS.

### 2.15 General Processing Steps

### **Key Logic**

- This interface with all GL and PPM projects irrespective of the status and related transactions originating from 'UCD UCPath' transaction source.
- Both the files are fixed position-based files.
- Refer the below mentioned document for the file formats.

(Need to attach the file)

### **Data Model Definitions**

| Data Model Name | UCD_ERS_Interface_DM                   |  |
|-----------------|--|--|
| Location        | /Custom/Projects/ERS                   |  |
|                 | FS Data Set Details                    |  |
| Name            | UCD_ERS_Financial_Systems_Interface_DS |  |
| Data Source     | ApplicationDB_FSCM                     |  |
| Type of SQL     | Standard SQL                           |  |
| SQL Query       | Below                                  |  |

|             | PI Data Set Details             |  |
|-------------|---------------------------------|--|
| Name        | UCD_ERS_Account_PI_Interface_DS |  |
| Data Source | ApplicationDB_FSCM              |  |
| Type of SQL | Standard SQL                    |  |
| SQL Query   | Below                           |  |

| Burst Key Data Set Details |                     |  |
|----------------------------|---------------------|--|
| Name                       | UCD_ERS_BurstKey_DS |  |
| Data Source                | ApplicationDB_FSCM  |  |
| Type of SQL                | Standard SQL        |  |
| SQL Query                  | Below               |  |

| <b>Bursting Name</b> | UCD_ERS_Interface_REP_Burst |  |
|----------------------|-----------------------------|--|
| Туре                 | SQL Query                   |  |
| Data Source          | ApplicationDB_FSCM          |  |
|                      | Bursting Details            |  |
| Spilt By             | /DATA_DS/KEY_DATA/KEY       |  |
| Deliver By           | /DATA_DS/KEY_DATA/KEY       |  |
| SQL Query            | Below                       |  |

## **SQL Queries**

Analyst will require queries that he/she can execute to validate that the data that was processed

### **Report Definition**

| BI Report Name | UCD_ERS_Interface_REP |                |               |
|----------------|-----------------------|----------------|---------------|
| Parameter Name | Display<br>Name       | Required (Y/N) | Default Value |
| NA             | NA                    |                |               |

### Layout Templates (Used the UCM Files since the structure if the same)









### **Object List**

Listed below are the objects with respect to BI Objects used for this report.

| Object Name  | Description     | Object<br>Type   | Purpose                   | New(Y/N) |
|--|-----------------|------------------|---------------------------|----------|
| UCD_ERS_Interface_DM   | Data Model      | Data<br>Model    | Data Source<br>for Report | Υ        |
| UCD_ERS_Interface_REP  | Report          | RTF<br>Report    | Excel Report              | Υ        |
| UCD_ERS_Financial_Systems_Interface_Template UCD_ERS_Account_PI_Interface_Template | RTF<br>Template | Template<br>File | Output<br>Format          | Υ        |

### 2.16 Launch Parameters

- 1. Launch Procedures
  - a. Full Load
- 2. Restart Procedures

If there is an issue while processing, an exception will be logged, and job will have failed status in Process Details. The technical team intervenes to correct the exception based on the error code. The job will then manually re-trigger to complete data load.

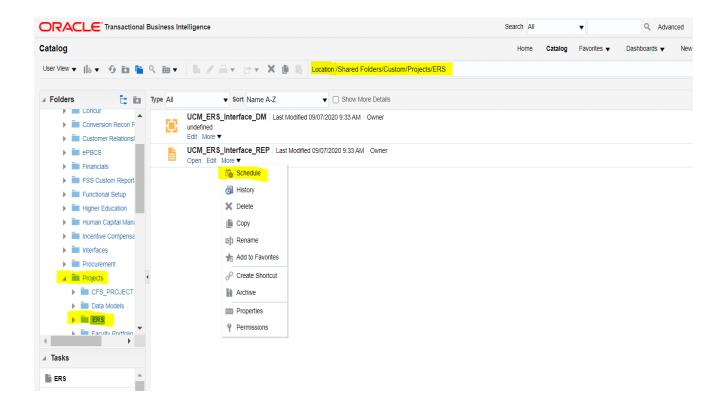
### 2.17 Data Mapping

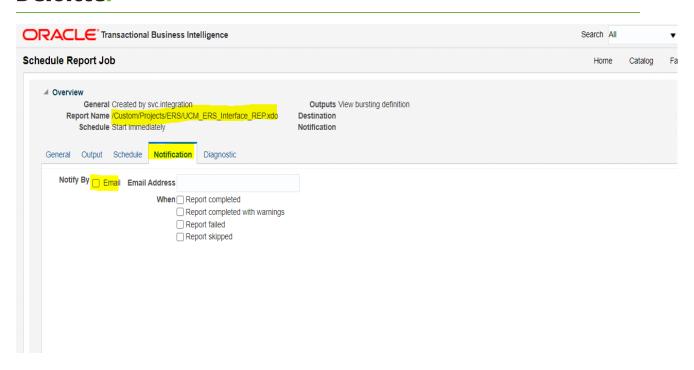
Refer section 2.4.4

### 2.18 Error Handling and Notification Framework

### **Navigation for ERS Reports**

Bl Catalog → Shared → Custom → Projects → ERS





### Sample Email Notification by Oracle for Failure of Report



### Sample Email Notification by Oracle for Success of Report

[EXT] Oracle BI Publisher Notification: [test success]: Job was successfully processed.





Job Name : test success Job Executed Date : June 19, 2020 9:31:03 AM PDT Status : Job was successfully processed.

View History: https://secure-web.cisco.com/1MHDeGEWz1LlhZdidrPSwPkYsFq1eyd6kqYj7\_WztxY4Wm-47\_Cw7y8dZv5uZyf6ivsYvLhul7zpHxys7eL5g52hyFqUMmNuWLC0ZkbXhZY4QV2bbaECBvikYqYl3skv0lpJHQ7iyjlgbbtXdW-p2vgkpF3A29Wt3XoebF6rVg7aiVRZrxUkY3QWaNqeiv-ksECBXMVKbV2wcn16gDeV5gQh0430IkAe-Y1EqPFySK\_kkZ11ya5J1RZhkV11jqTpEcCp5u93ZQ61Lj4lVgtuXcdKzxWsM6LF-52GlrCn-8bpcEnro\_VhTVhr-kSLhDVLUMF/kwsm4E0F92vU2j61fimgeh0V15JWWrqesExz25bMVu92JH-X4gphtKnK5kawyv30NJCB-1qkve4Z\_bAGLecom/EGWsfzkCEi\_J0ZoLYsppx0jly2BN-0NnakAjJjhxnVxLrYqsTM2\_GTu5dXH6Ep5qSIHlA-t9dZLRAK4F9odpJMyCdi6D16wqco\_9PMdQNokLibR1tojPrqUzgWIQ/https%3A%2F%2Fekza-dev2.fa.us2.oraclecloud.com%3A443%2Fanalytics%2Fsaw.dll%3FbjpublisherEntry%26Action%3DhistoryDetails%26itemType%3D.xdo%26bjpParams%3D%257B%2522j0bid%2522%253A%25223694%2522%257D

## 3 Open Items

| Date Reported | Status | Question | Answer | Due Date | Responsible<br>Party |
|---------------|--------|----------|--------|----------|----------------------|
|               |        |          |        |          |                      |

### 4 Appendix

## Appendix A - Acronyms

| Acronym   | Literal Translation                       |  |
|-----------|---|--|
| SOA       | Service Oriented Architecture             |  |
| SOACS     | SOA Cloud Service                         |  |
| BPEL      | Business Process Execution Language       |  |
| SCA       | Service Component Architecture            |  |
| WSDL      | Web Service Description Language          |  |
| Cloud ESS | Enterprise Scheduling Service             |  |
| AP        | Accounts Payables                         |  |
| AR        | Accounts Receivables                      |  |
| GL        | General Ledger                            |  |
| MFT       | Managed File Transfer                     |  |
| FBDI      | File Based Data Import                    |  |
| JCS       | Java Cloud Service                        |  |
| JSON      | JavaScript Object Notation                |  |
| SFTP      | SSH File Transfer Protocol                |  |
| API       | Application Programming Interface         |  |
| ESB       | Enterprise Service Bus                    |  |
| SQS       | Simple Queue Service                      |  |
| SOAP      | Simple Object Access Protocol             |  |
| ADF       | Oracle: Application Development Framework |  |
| EDM       | Enterprise Data Management                |  |
| GOA       | Go Anywhere Server (UC Berkley)           |  |
| COA       | Chart of Accounts                         |  |

### **Appendix B: Relevant Documents**

The following functional design documents have been referred while creating this document.

| Document Name                 | Location / URL                                  |
|-------------------------------|---|
| UCOP EIAS Mapping Document    | https://UCDerced.app.box.com/mfile/569895212615 |
| Interface Scheduling Document | https://UCDerced.app.box.com/file/544271190471  |
| Interface Inventory Document  | https://UCDerced.app.box.com/file/503544402391  |
|                               |   |
|                               |   |

mation contact Deloitte Touche Tohmatsu.