**Oracle Standard Functionality: AR Transactions / Account Details**

Available from the following RACES AR Responsibilities, under “Transactions”:

**GERE AR Inquiry (Global)** … for viewing all transactions for a customer across any / all RACES OUs. To narrow search to a specific OU, select an Operating Unit on the Find Account Details query screen.

**Invoice Processing (OU specific)** … for viewing transactions within a specific OU

**Receipt Processing (OU specific)** … as above

Machine generated alternative text:
Oracle Applications - RACES NON PROD OLTP Instance PNRCOQ03 cloned from RNRCOPOI on 18-Nov 19 
File Edit View FoJr.]9f Tools Window Help 
•Navigator - GERE AR Inquiry (Global) 
Functions Documents 
Transactions:Account Details 
4 
4 
- Transactions 
Transaction Batches Summary 
Transactions 
Transactions Summa 
Account Details 
Receipts 
Reports 
Notifications 
Inquiry 
Other 
Customers (Read Only) 
Top Ten List 
Open 

**FIND ACCOUNT DETAILS** query screen

Machine generated alternative text:
Oracle Applications - RACES NON PROD OLTP Instance PNRCOQ03 cloned from RNRCOPOI on 18-Nov 19 
File Edit View Folder Tools Actions Window Help 
O Find Account Details (OU_GERE 
CA_GECAN) 
Operating Unit 
Trans Num 
Source 
Due Date 
Days Late 
Currency 
Sales Order 
Bill To Customer 
Name 
Location 
Amounts 
Original 
Balance Due 
PARC DU BANC DE GUER 
Sequence 
Class 
Status 
Purchase Order 
Number 
Clear 
8928 
Number 
E-02401 9. 
t PO#12 
t PO#12 
t PO#12 
t PO#12 
E-02401 9. 
t PO#12 
ctivities 
Find 

**DEFAULT VIEW / LAYOUT**

Machine generated alternative text:
0 Account Details (OLJ 
Operating Unit 
Oracle Applications - RACES NON PROD OLTP Instance PNRCOQ03 cloned from RNRCOPOI 
on 18-Nov 19 
File Edit View Folder Tools Actions Window Help 
Days Late 
_ : El-JR) - MERKUR OFFSHORE GMBH 
Seq 
30 
6 
6 
6 
15 
15 
33 
Due Date 
30-DEC-2019 
23-JAN-2020 
23-JAN-2020 
23-JAN-2020 
14-JAN-2020 
14-JAN-2020 
27-DEC-2019 
Currency 
EUR 
EUR 
EUR 
EUR 
EUR 
EUR 
EUR 
Original 
Balance Due 
Status 
OU GERE 
OU GERE 
OU GERE 
OU GERE 
OU GERE 
OU GERE 
OU GERE 
Balances 
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DE 
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RGMBH 
RGMBH 
RGMBH 
RGMBH 
RGMBH 
RGMBH 
RGMBH 
Legal Entity 
GE Renewable German 
GE Renewable German 
GE Renewable German 
GE Renewable German 
GE Renewable German 
GE Renewable German 
GE Renewable German 
Number 
2548000003 
2528000005 
2528000004 
2528000006 
2528000003 
2528000002 
2528000001 
Entered 
Class 
Credit Me 
Credit Me 
Credit Me 
Credit Me 
Credit Me 
Credit Me 
Credit Me 
Functional 
-5688666.97 
Details 
-100.00 
-35000.00 
-1000.00 
-5500.00 
-16660.00 
-833.00 
-1190.00 
-100.00 open 
-35000.00 open 
-1000.00 open 
-5500.00 open 
-16660.00 open 
-833.00 open 
-1190.00 open 
Cumulative Balance 
Total Balance 
Adjust 
Transaction Overview 
Activities 

**CUSTOMIZED VIEW (FOLDER)**

* To add columns - select FOLDER / SHOW FIELD, select desired field. Drag column heading to your preferred location. Rename column headings by right clicking on the heading (Change Prompt)
* To hide columns - place your cursor in the column to be hidden and select FOLDER / HIDE FIELD
* Save your view - select FOLDER / SAVE AS and name your view

Machine generated alternative text:
Oracle Applications - RACES NON PROD OLTP Instance PNRCOQ03 cloned from RNRCOPOI 
on 18-Nov 19 
File Edit View Folder Tools Actions Window Help 
0 Account Details FSAS : El-JR) - PARC DIJ BANC DE GUERANDE 
Customer Statement 
Days Late 
100000.00 EUR 
1137500.00 EUR 
Legal Entity 
Customer Name 
Customer Nu 
Invoice Number 
2440000001 
2440000004 
2440000006 
2440000007 
2440000008 
2448000003 
2448000004 
Entered 
1257960.00 
PO Number 
Cust PO # 1234 
EWE-024019-POB1 
Cust PO # 1234 
Cust PO # 1234 
Cust PO # 1234 
Cust PO # 1234 
EWE-024019-POB1 
Functional 
1257960.00 
Details 
Distributions 
Transaction Date 
25-DEC-2019 
13-JAN-2020 
21-JAN-2020 
21-JAN-2020 
21-JAN-2020 
27-DEC-2019 
13-JAN-2020 
Activities 
Sales Credits 
Due Date 
24-JAN-2020 
27-FEB-2020 
20-FEB-2020 
20-FEB-2020 
20-FEB-2020 
27-DEC-2019 
13-JAN-2020 
Original Amount Balance Due 
Currency 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
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PARC DU BANC DE GUI 8928 
PARC DU BANC DE GUI 8928 
PARC DU BANC DE GUI 8928 
PARC DU BANC DE GUI 8928 
PARC DU BANC DE GUI 8928 
PARC DU BANC DE GUI 8928 
PARC DU BANC DE GUI 8928 
5 
-29 
-22 
-22 
-22 
33 
16 
Select Instrument 
Incomplete 
100000.00 
1164426.02 
1200.00 
10000.00 
11000.00 
-1200.00 
-540.00 
1200.00 EUR 
10000.00 EUR 
11000.00 EUR 
-1200.00 EUR 
-540.00 EUR 
x 
oæ,acce• 
Status 
Open 
Open 
Open 
Open 
Open 
Open 
Open 
Balances 
Line Items 
Cumulative Balance 
Total Balance 
Adjust 
Tax 
Transaction Overview 
Freight 

**Select FILE / EXPORT** .. To export the data to Excel

Machine generated alternative text:
GE WIND 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
Legal Entity 
1200 EUR 
-540 EUR 
Customer Name 
DU BANC DE GUERANDE 
DU BANC DE GUERANDE 
DU BANC DE GUERANDE 
DU BANC DE GUERANDE 
DU BANC DE GUERANDE 
DU BANC DE GUERANDE 
DU BANC DE GUERANDE 
Customer Nu mber 
8928 
8928 
8928 
8928 
8928 
8928 
8928 
Invoice Number 
2440000001 
2440000006 
2440000007 
2440000008 
2448000003 
PO Nu mber 
Transaction Date 
Due Date 
24-Jan-20 
27-Feb-20 
20-Feb-20 
20-Feb-20 
20-Feb-20 
27 
-Dec-19 
13-Jan-20 
La te 
France SAS 
France SAS 
France SAS 
France SAS 
France SAS 
France SAS 
France SAS 
Cust 
2440000004 EWE-024019-P031 
Cust 
Cust 
Cust 
Cust 
2448000004 EWE-024019-P031 
PO # 1234 
PO # 1234 
PO # 1234 
PO # 1234 
PO # 1234 
25 
27 
-Dec 
13-Jan 
21 -Jan 
21 -Jan 
21 -Jan 
-Dec 
13-Jan-20 
-19 
-20 
-20 
-20 
-20 
Original Amount 
100000 
1164426.02 
1200 
10000 
11000 
-1200 
-540 
Balance Due 
Currency 
100000 EUR 
1137500 EUR 
10000 EUR 
11000 EUR 
-1200 EUR 
Status Comments Dispute Amount Dispute Date Seq 
Open 
Open 
Open 
Open 
Open 
Open 
Open 

**ANOTHER CUSTOMIZED VIEW (FOLDER)**

Machine generated alternative text:
Oracle Applications - RACES NON PROD OLTP Instance PNRCOQ03 cloned from RNRCOPOI 
File Edit View Folder Tools Actions Window Help 
0 Account Details FSAS : El-JR) - CORROY ENERGIES 
Customer Statement 
Legal Entity 
on 18-Nov 19 
Class 
Invoice 
Invoice 
Invoice 
Invoice 
Credit Memo 
Credit Memo 
Payment 
Functional 
128564.40 
Details 
Transaction No. 
2450000004 
2450000005 
2450000006 
2450000007 
2458000001 
2458000002 
REC-245000000 
Activities 
PO Number 
x 
ORACLE 
Original A 
Operating Unit 
OU GERE 
OU GERE 
OU GERE 
OU GERE 
OU GERE 
OU GERE 
OU GERE 
Balances 
F SAS 
F SAS 
F SAS 
F SAS 
F SAS 
F SAS 
FSAS 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
GE WIND 
France 
France 
France 
France 
France 
France 
France 
Customer Name 
CORROY ENERGIES 
CORROY ENERGIES 
CORROY ENERGIES 
CORROY ENERGIES 
CORROY ENERGIES 
CORROY ENERGIES 
CORROY ENERGIES 
Customer Nu 
5324 
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5324 
5324 
Transaction Date 
14-MAR-2019 
30-DEC-2019 
30-DEC-2019 
30-JAN-2018 
24-DEC-2019 
30-DEC-2019 
30-DEC-2019 
Due Date 
13-APR-2019 
29-JAN-2020 
29-JAN-2020 
Ol-MAR-2018 
24-DEC-2019 
30-DEC-2019 
30-DEC-2019 
Days Late 
291 
699 
36 
30 
30 
Cumulative Balance 
Total Balance 
Adjust 
Entered 
128562.32 
Transaction Overview 

Machine generated alternative text:
Operating unit 
2454 EUR 
320 EUR 
-150 EUR 
Legal Entity 
GE Energy Services Fran 
GE WIND France SAS 
GE WIND France SAS 
GE WIND France SAS 
GE WIND France SAS 
GE WIND France SAS 
GE WIND France SAS 
GE WIND France SAS 
Customer Na me Customer Number 
Class 
nvoice 
Invoice 
Il nvoice 
Il nvoice 
I nvoice 
Credit Memo 
Credit Memo 
Payment 
Transaction No. 
2450000004 
2450000005 
2450000006 
2450000007 
2458000001 
2458000002 
NEC-2450000006 
PO Number Transaction Date 
Due Date 
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GERE 
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FSAS 
FSAS 
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CONROY ENERGIES 
CONROY ENERGIES 
CONROY ENERGIES 
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CONROY ENERGIES 
CONROY ENERGIES 
CONROY ENERGIES 
CONROY ENERGIES 
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2220000042 co RN-101098 
4 -Nov- 
14-Mar-19 
30-Dec-19 
30-Dec-19 
30-Jan- 
19 
13-Apr-19 
29-Jan-20 
29-Jan-20 
I -Mar-18 
-Dec-19 24-Dec-19 
30-Dec-19 
-Dec-19 30-Dec-19 
19 
18 
19 
La te 
291 
699 
24 
30 
30 
-Dec- 
Original Amount 
128128.31 
1468.8 
2754 
1020 
1440 
-6000 
-800 
Balance Due 
128128.31 EUR 
1468.8 
1440 
-5078.4 
-20.39 USD 
Cu rrencv,' 
EUR 
EUR 
EUR 
Status 
Open 
Open 
Open 
Open 
Open 
Open 
Open 
Open 

Oracle WINDOW HELP instructions:

**Viewing Transactions**

Receivables lets you view detailed or summary information about your invoices, receipts, credit memos, debit memos, and commitments that have outstanding balances.

Use the Account Details window to view the status, due date, number of days late, dispute amount, and the balance due for a specific transaction. You can view more detailed information about a transaction by choosing the Details button. Use this window to view details about receipts, as well.

**Note:** The Account Details window does not display receipts, credit memos, on-account credits, adjustments, and debit items that have a transaction type with Open Receivables set to No. Transactions assigned to a transaction type with Open Receivables set to No do not update your customer balances and therefore are not included in the standard aging and collection process.

You can update the due date for a transaction in this window if the AR: Update Due Date profile option is set to Yes.

**Note:** You cannot update the due date of an invoice included in a draft or final balance forward bill regardless of the setting of the AR: Update Due Date profile option. Allowing update to the due date of individual invoices of a balance forward bill causes problems with aging.

To view information for a specific transaction, such as customer bill-to and ship-to addresses, payment terms, due date, status and invoice lines, choose the Transaction Overview button.

**Suggestion:** To automatically display receipts at risk and include them when calculating a customer's past due balance, set the profile option AR: Include Receipts at Risk in Customer Balance to Yes. See: [Overview of Receivables User Profile Options](https://racesqa3.pw.ge.com/OA_HTML/help/state/content/group.AR%3ACONTENTS%3AUS/locale.en_US/navId.2/navSetId.iHelp/vtAnchor.n_ovuspo/vtTopicFile.iHelp%7CHelpServlet%7CUS%7Car%7C%40n_ovuspo/).

If this profile option is set to No, you can include receipts at risk by choosing Include Receipts at Risk in Customer Balance from the Tools menu and then re-executing your query.

**To review detailed information about a specific transaction:**

1. Navigate to the Account Details window.
2. To limit your query, enter selection criteria in the Find Account Details window. For example, enter a Transaction Number, a range of Due Dates, a Bill-to Customer Name, transaction Class, Status, or low and high values of Balances Due to select only those transactions. Leave a field blank if you do not want to limit your query to transactions matching that criteria.
3. Choose Find.
4. Select the item to view, then choose Details.   
   **Note:** When you navigate to either the Receipts or Transactions workbench from the Account Details window, you cannot view the next transaction by pressing the Down Arrow key. To display the next transaction, return to the Account Details window, select the transaction to view using either the mouse or Down Arrow key, then choose Details again.

**To view open activities against a transaction:**

1. Navigate to the Account Details window.
2. To limit your query, enter selection criteria in the Find Account Details window.
3. Choose Find.
4. Select the transaction to view, then choose Activities.

You can also view activities for a receipt. See: [Reviewing Receipts and Applications](https://racesqa3.pw.ge.com/OA_HTML/help/state/content/group.AR%3ACONTENTS%3AUS/locale.en_US/navId.2/navSetId.iHelp/vtAnchor.t_review/vtTopicFile.iHelp%7CHelpServlet%7CUS%7Car%7C%40t_review/).

**To view all relevant information for a specific transaction:**

1. Navigate to the Account Details window.
2. To limit your query, enter selection criteria in the Find Account Details window.
3. Choose Transaction Overview.
4. To view additional information about this transaction, open the More tabbed region.  
   **Note:** The Lines and Transaction Total fields in the Transaction Overview window do not include any inclusive or exclusive tax amounts for the transaction you are viewing. However, the Unit Price and Amount fields for the individual transaction lines will include tax if the tax code or tax group for this line is tax inclusive.

**Viewing Transaction Balances**

Receivables lets you view complete information for a specific transaction in the Balances window. The Balances window displays the original transaction amount, the total amount of receipts, credit memos, adjustments, and late charges applied to this transaction and any discounts taken.

**Note:** If Bills Receivable is enabled, then the Balances window also displays information about your bills receivable assignments.

The Balances window also indicates at what level a receipt, credit, or discount was applied to this transaction and the type of adjustments that were created. For example, you may have created two types of adjustments for a single transaction; one of type 'Charges' and another of type 'Freight'. Similarly, more than one credit memo may have been applied; one at the Line level and one at the Tax level.

Receivables displays the total amount of each action affecting this transaction in the 'Total' column and displays how the line, tax, freight, and late charges balances were affected in the 'Balance' row.

Use the Line Number field to view line-level balances for a transaction, after a receipt application has been made. See: [Applying Receipts in Detail](https://racesqa3.pw.ge.com/OA_HTML/help/state/content/group.AR%3ACONTENTS%3AUS/locale.en_US/navId.2/navSetId.iHelp/vtAnchor.arllca/vtTopicFile.iHelp%7CHelpServlet%7CUS%7Car%7C%40arllca/).

By default, the Balances window displays transaction balances in the currency in which they were entered, but you can view amounts in your functional currency (if different from the entered currency) by checking the Functional Currency box.

**To view current balances for a transaction:**

* In the Account Details window, query a transaction and choose Balances.
* In the Transactions window, query a transaction and, in the Balance Due region, choose Details.
* In the Transactions Summary window, query a transaction and choose Balances from the Tools menu.

*From <*[*https://racesqa3.pw.ge.com/OA\_HTML/help/topics/iHelp/HelpServlet/US/AR/@ARXCWMAI\_CQIT\_FIND?tp=true&locale=en\_US&group=AR:CONTENTS:US*](https://racesqa3.pw.ge.com/OA_HTML/help/topics/iHelp/HelpServlet/US/AR/@ARXCWMAI_CQIT_FIND?tp=true&locale=en_US&group=AR:CONTENTS:US)*>*