Assignment for **Oracle E- Business Procurement/Purchasing**

Date:22nd Nov-2024

[Provide screenshots of each step (which performed in a live environment).
As evidence all the activity screens shot needs to be attached].

For the following exercises it is assumed the user is switched to the responsibility "Purchasing, Vision Operations (USA") unless explicitly mentioned otherwise. Therefore, all navigation will stem from this window
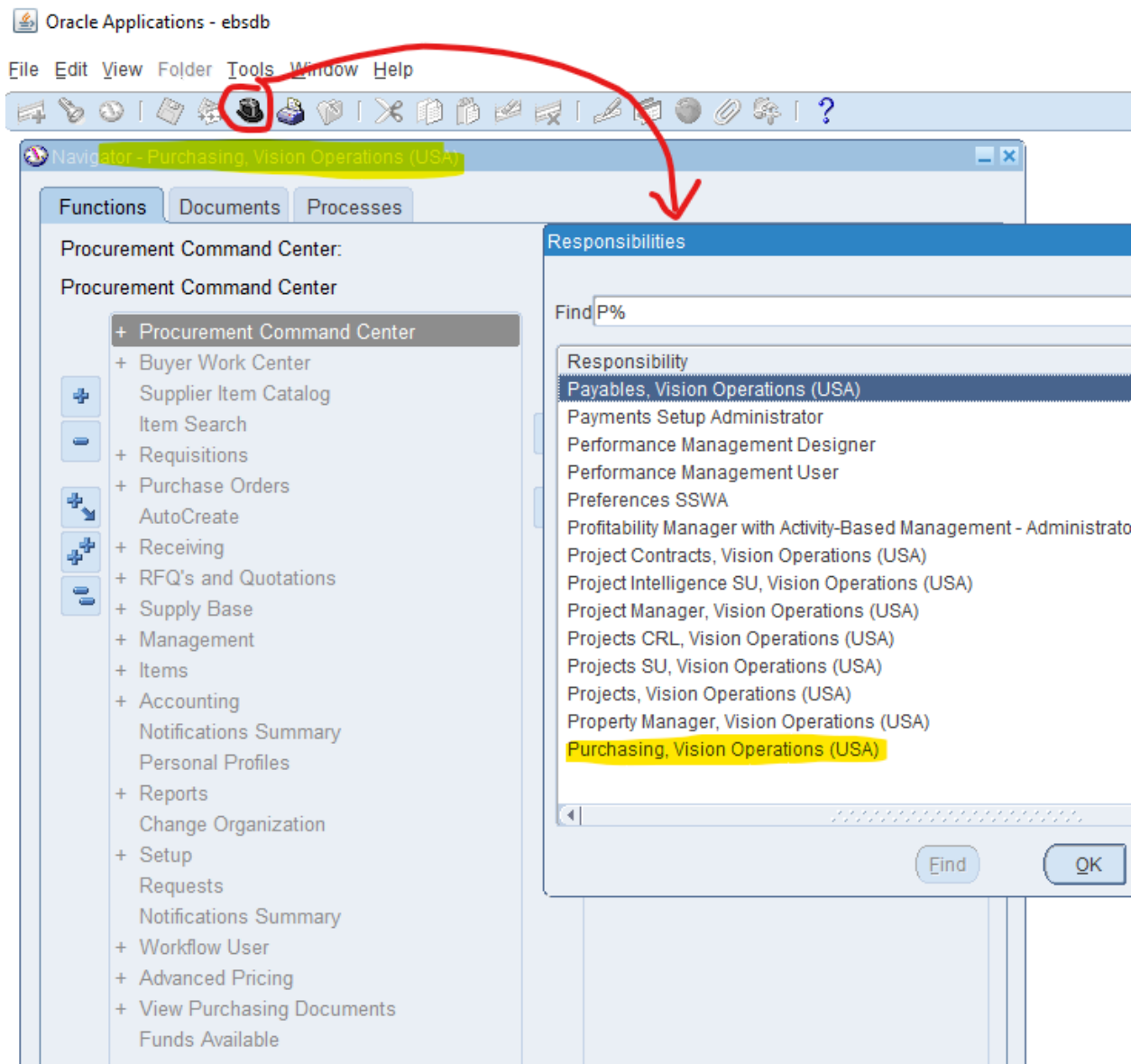
3. Check one of the existing Supplier, check this Supplier eligible for the Followings or not.

RFQ , Purchasing, Payment

Navigate **SUPPLY BASE > SUPPLIERS** which will open an html page for Suppliers. Here you can pick any supplier you want from the list or search for a particular one. In the following screenshot I have picked 03_Supplier. Click on the right most blue icon on the supplier row for update.

Here we will navigate to address book for this supplier and click on the yellow pencil for update (could also be the blue icon for manage)

Here we can see this site for this supplier is configured for purchasing and payment

4. For The same above Supplier checks the Bank details & Payment Method.

Navigate back in the html page and click on the Bank Details link as shown in the screenshot.

For Payment methods, it is a similar navigation just click on payment methods as shown in the screenshot below.

5. Query one existing Requisition & check what are all information has been captured/update for the respective Requisition.

Navigation for this is **REQUISITIONS > REQUISTIONS**. I have clicked ctrl+f11 to query for req's. I also have shown the view in the database where this information comes from.
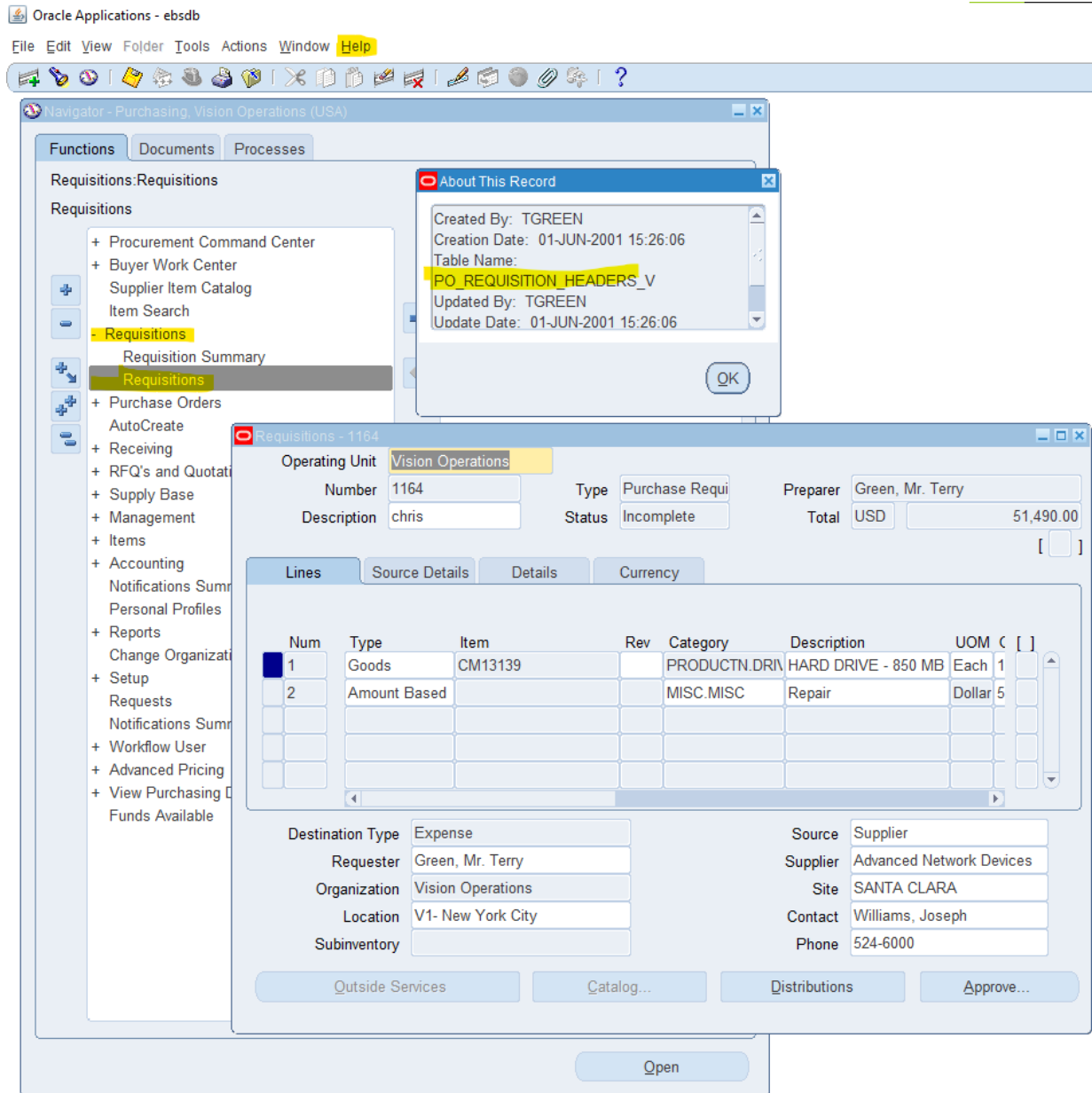
6. Query one existing PO & check what are all information has been captured/update for the respective PO.

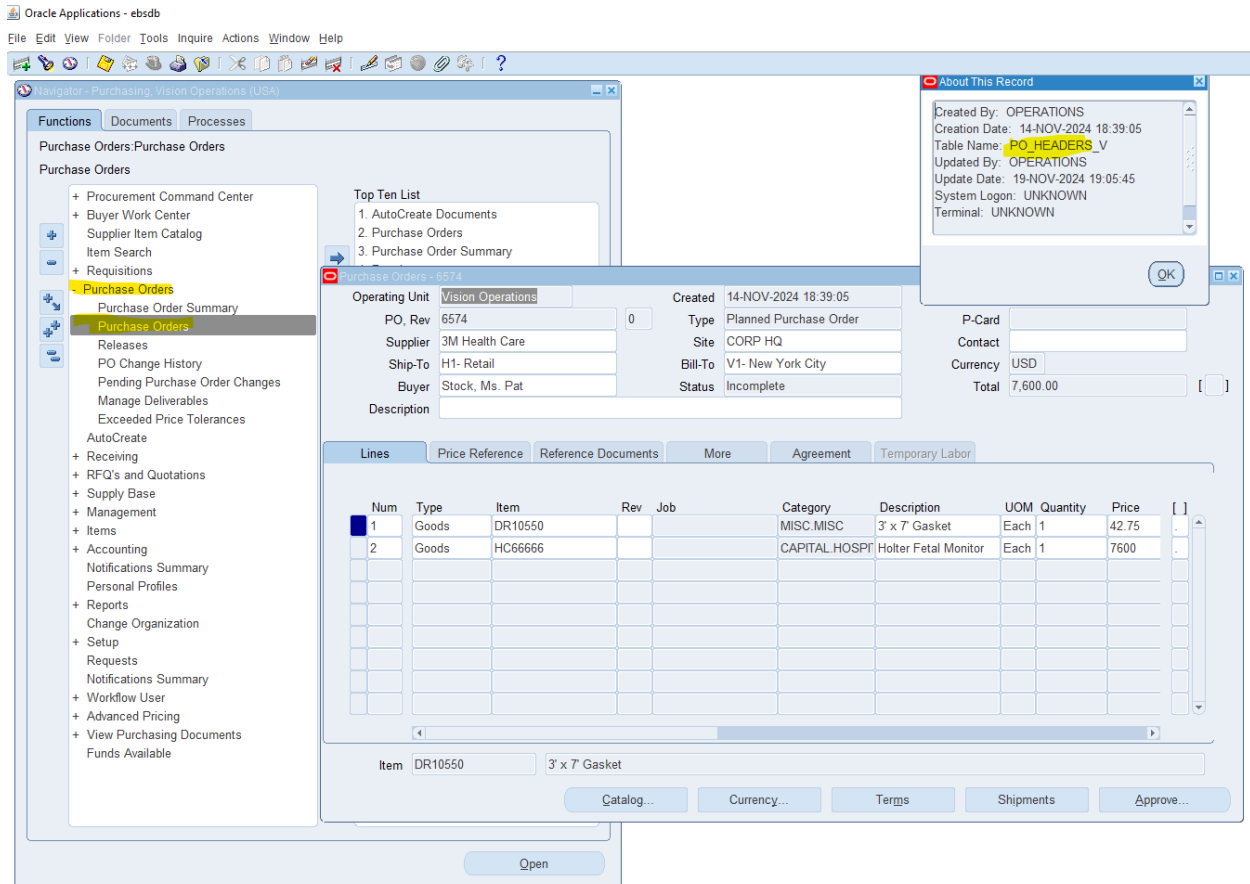Navigation for this is **PURCHASE ORDERS> PURCHASE ORDERS**. I have clicked ctrl+f11 to query for po's. I also have shown the view in the database where this information comes from.

7. Explain the key modules of Oracle EBS Procurement Suite.

There are many modules that are key to Oracle EBS Procurement, but as for the ones covered in the curriculum, I will mention Purchasing and Inventory. Inventory because you need to define an item in Inventory before you can procure it. And Purchasing handles the entire procure to pay cycle.

10. What is the **PROCUREMENT/PURCHASING** key Configuration?
Each of the setup component what are all Information in captured while   configuring need to demonstrate.
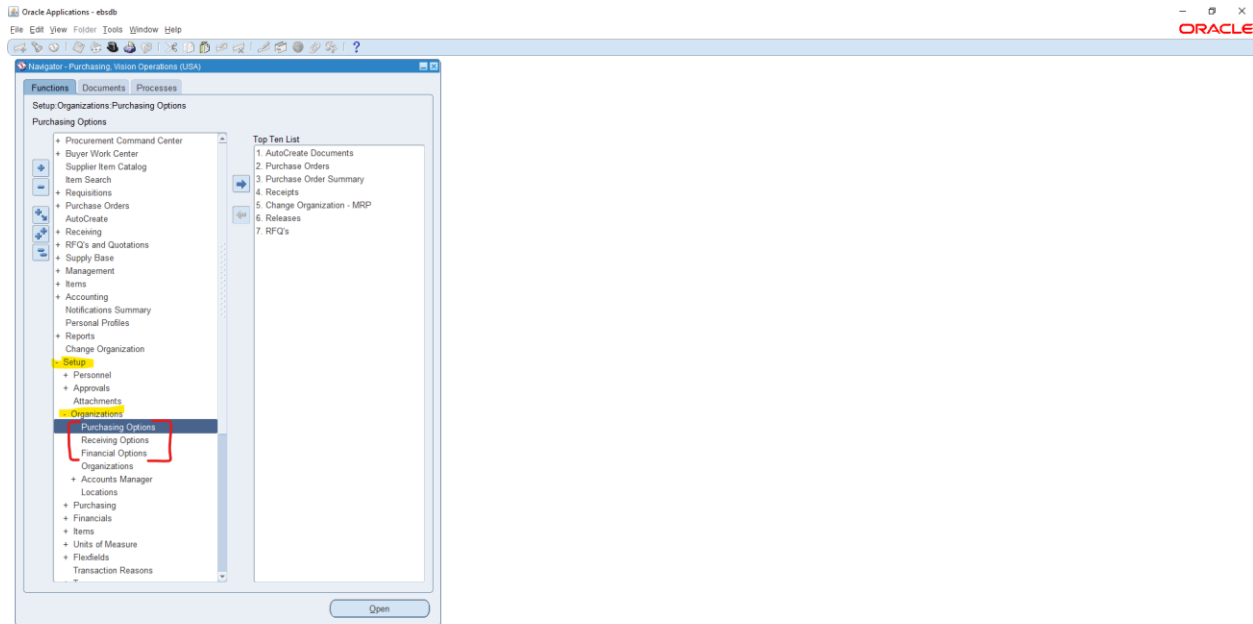
If you click on purchasing options you will get the following html page to configure things like

If you click on receiving options you will get the following html page, just make sure to select the right organization

Receiving Options

Inventory Organization Vision Operations ∨ Go Cancel Save

* Indicates required field

Enforce Ship-To	Warning ∨	☑ Allow Unordered Receipts	
ASN Control Action	Warning ∨	☑ Allow Express Transactions	
* Receipt Days Early	5	☑ Allow Cascade Transactions	
* Receipt Days Late	5	☐ Allow Blind Receiving	
Receipt Days Exceed-Action	Warning ∨	☐ Validate Serial Numbers on RMA Receipts	
* Over Receipt Tolerance (%)	5	Receipt Number Generation	Automatic ∨
Over Receipt Action	Warning ∨	Receipt Number Type	Numeric ∨
RMA Receipt Routing	Standard Receipt ∨	* Next Receipt Number	9070
Receipt Routing	Standard Receipt ∨	Validate Lots on RMA Receipts	Restricted ∨
	☑ Allow Substitute Receipts		

Accounting

* Receiving Inventory Account	01-000-1410-0000-000	✖ 🔍
	Company-Department-Account-Sub-Account-Product	
Retroactive Price Adjustment Account	01-000-8210-0000-000	✖ 🔍
	Company-Department-Account-Sub-Account-Product	
* Clearing Account	01-000-1410-0000-000	✖ 🔍
	Company-Department-Account-Sub-Account-Product	

Cost Factors

☐ Interface to Advanced Pricing
☐ Interface to Transportation Execution

As for Financial Options, this is covered in question 17

11. Navigate Provide screenshots or descriptions of the following:

> The requisition. -- **This has already been shown in question 5. A requisition is an internal document that outlines what item is needed. If approved a Purchase Order will be created from the details in this document.**
> Purchase Order. -- **This has already been shown in question 6. A purchase order outlines what item is actually being ordered and sent to the supplier. This tells the supplier what is being ordered.**
> Receipt for PO. -- **This document outlines what is actually received from the supplier. It is created when items ordered actually arrive. It is compared to the corresponding purchase order for matching. Below screenshot shows navigation RECEIVING > RECIEPTS where you can search for a certain receipt. I did not enter any specific query and just pressed find which then shows an actual receipt document**.
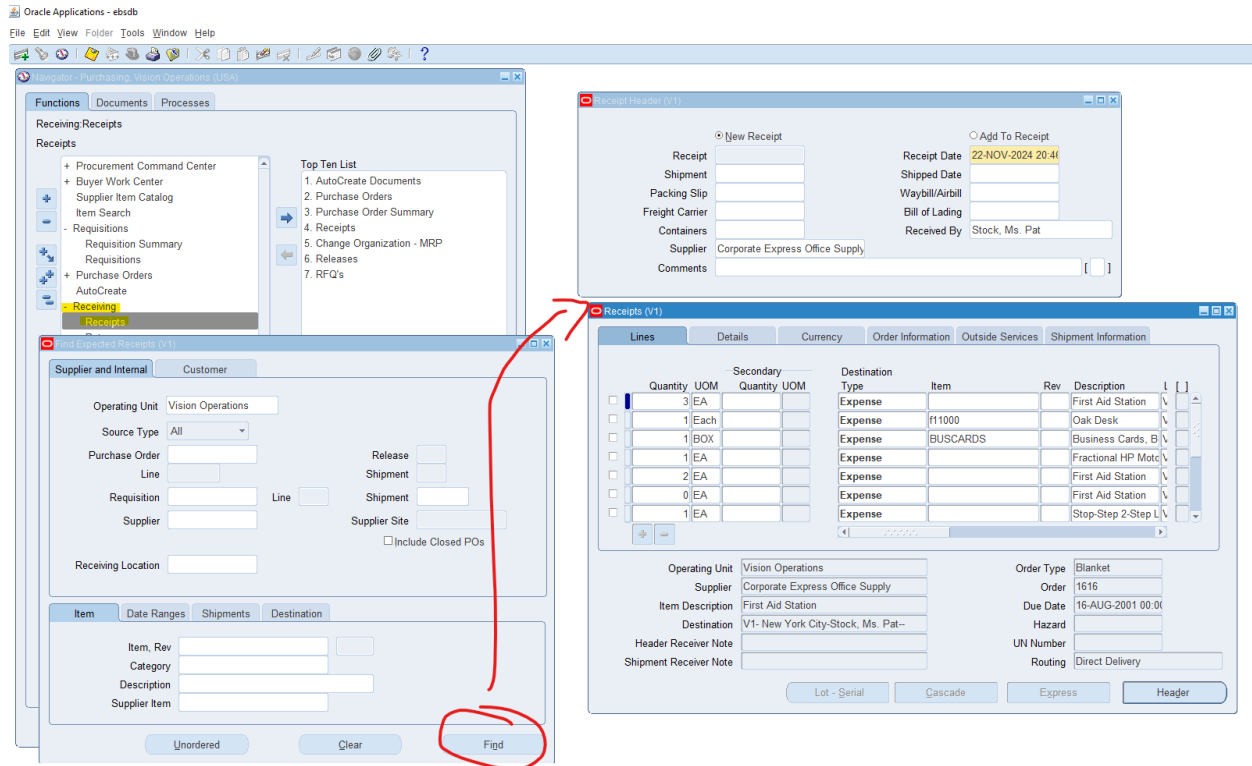
12. Your company requires the following items for a project:

       5 Desktop Computers
       10 Office Chairs

You are tasked to procure these items using Oracle Procurement.

Steps to Complete:

13. **Create a Supplier:**

       If the supplier doesn't exist, create a new supplier record, including address, contact information, and payment terms.

For this I skipped this question initially and went forth and created my other documents using Bigmart as a supplier since it showed up in my queries. However I noticed later that Bigmart is not a supplier but rather a customer

I even explored and found it in Customers module as shown in following screenshot

So, although I picked Bigmart in the following screenshots let's pretend I picked an existing supplier from the list in question 3.

14. **Create a Requisition:**

15. **Create a New Purchase Order**: Standard with currency type as USD

    Enter **Order Information**:

        Supplier: Select the supplier from the list of available suppliers.
        Order Type: Choose the appropriate order type (for example, **Standard**).

16. Create a Quotation for any of the existing supplier.

17. Verify all accounts which are updated for financial options.

Oracle Applications - ebsdb

File   Edit   View   Folder   Tools   Window   Help

Navigator - Purchasing, Vision Operations (USA)

Functions   Documents   Processes

Setup:Organizations:Financial Options

Financial Options

Purchase Orders
Releases
PO Change History
Pending Purchase Order Changes
Manage Deliverables
Exceeded Price Tolerances
AutoCreate
+ Receiving
- RFQ's and Quotations
RFQ's
Quotations
Quote Analysis
+ Supply Base
+ Management
+ Items
+ Accounting
Notifications Summary
Personal Profiles
+ Reports
Change Organization
- Setup
+ Personnel
+ Approvals
Attachments
- Organizations
Purchasing Options
Receiving Options
Financial Options
Organizations
+ Accounts Manager
Locations
+ Purchasing
+ Financials
+ Items

Top Ten List

1. AutoCreate Documents
2. Purchase Orders
3. Purchase Order Summary
4. Receipts
5. Change Organization - MRP
6. Releases
7. RFQ's

Financials Options (Purchasing, Vision Operations (USA))

Operating Unit   Vision Operations

Accounting   Supplier - Purchasing   Encumbrance   Tax   Human Resources

Future Periods   2

GL Accounts

Liability   01-000-2210-0000-000
Prepayment   01-000-1340-0000-000
Bills Payable   01-000-2580-0000-000
Discount Taken   01-740-7825-0000-000
PO Rate Variance Gain   01-740-7842-0000-000
PO Rate Variance Loss   01-740-7844-0000-000
Expenses Clearing
Miscellaneous
Retainage   01-000-2210-0000-000

Open