# Setup Document VDEL Company

Aly Hosni Aly (Leader)

Menna Hesham.

**David Safwat Mahrose.** 

Nouran Ayman.



# **Setup Application**

#### **Create User:.**

From System Administrator application

Menu named (Security)  $\rightarrow$  User  $\rightarrow$  Define.

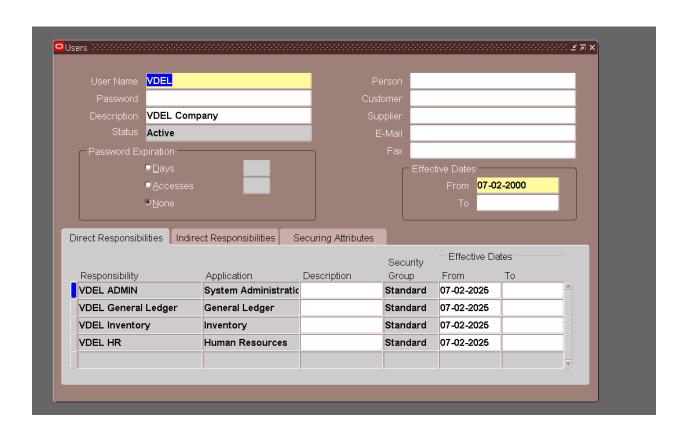
Now you are in Entry Mod to create New User , if you want to search about user before click (F11) to turn in query mod and enter your username and click ( ctrl + F11) to search .

Enter Username and password.

Password Expiration  $\rightarrow$  if you want user to change password from (Days) or numbers of (access) if not choose (none).

Effective Dates  $\rightarrow$  to activate User from specific date to specific date.

Direct Responsibilities  $\rightarrow$  assign responsibility to user for specific purpose on application .



Create Responsibility:.

From Menu (security)

Responsibility → Define.

Enter query mod (F11) to search about responsibility that created before and customize one, when you find right responsibility to customize click (New), and on field click (Shift + F5) to retrieve data before.

Responsibility Name → Create Name.

Application  $\rightarrow$  what application do you want to your purpose.

Responsibility Key  $\rightarrow$  column's name in database to store Responsibility , and you should create unique name .

Description  $\rightarrow$  enter your Description about this responsibility (optional).

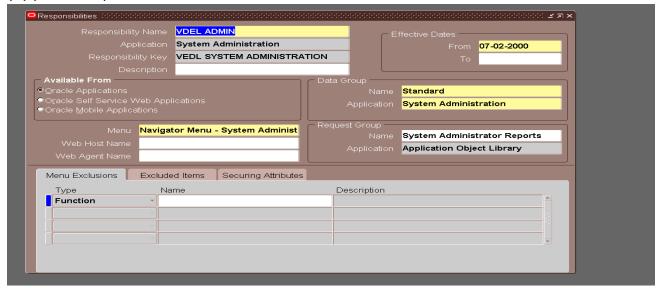
Effective Date  $\rightarrow$  to activate Responsibility From specific date to specific date .

Data Group → where Save in Database .

Request Group  $\rightarrow$  This responsibility has the authority to view these reports.

Menu → Name in database.

Menu Exclusions  $\rightarrow$  to remove submenu or function from Responsibility (application) .



Create Menu:.

Application  $\rightarrow$  Menu.

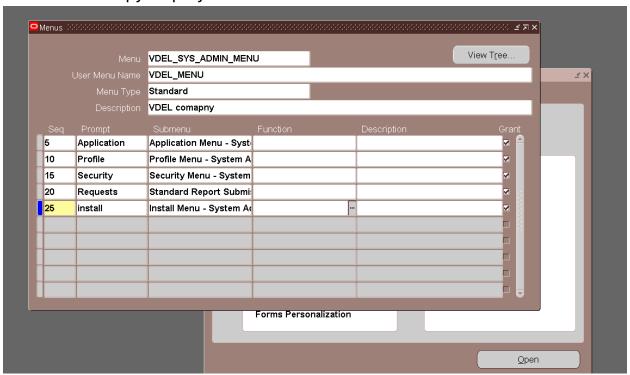
Menu→ name in Database.

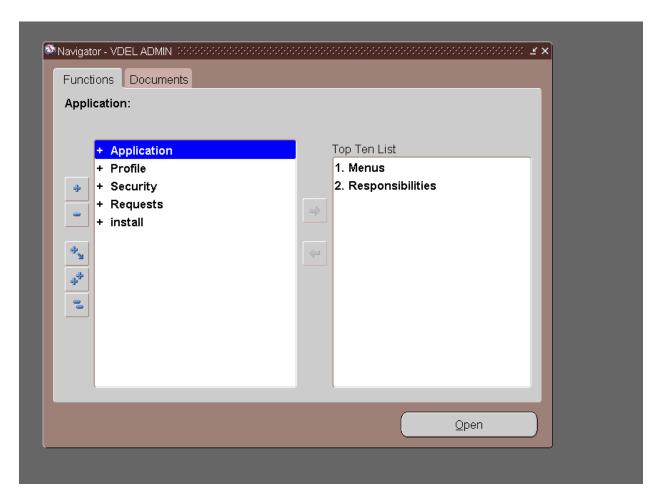
User Menu Name  $\rightarrow$  Only the name that appears.

Menu Type  $\rightarrow$  Standard.

Description  $\rightarrow$  (optional).

View Tree  $\rightarrow$  copy display Name to create Submenu and function .





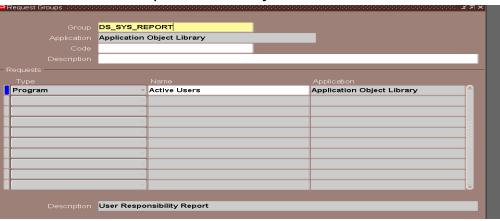
# Create Reports:.

Security  $\rightarrow$  Responsibility  $\rightarrow$  Request .

To create different Requests groups.

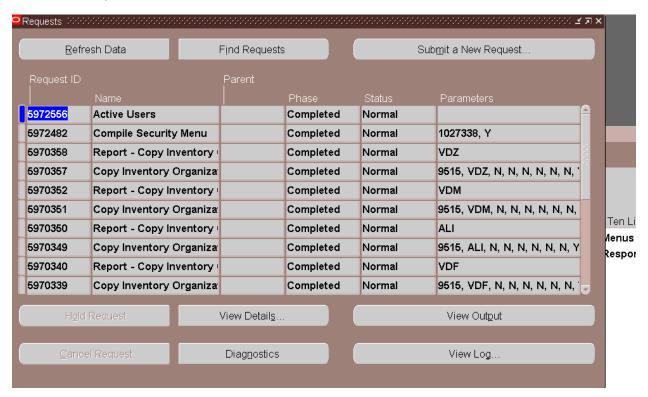
Requests Name → Active Users

All Active Users Reports on the systems.



To run Request group:.

View → Requests, click Find.



Submit a new Request  $\rightarrow$  to create another Request .

View output  $\rightarrow$  Final Report format.

View  $\log \rightarrow$  when report is running what happened .

Diagnostics  $\rightarrow$  when start and finish Report , and if Report has Error or Warning .

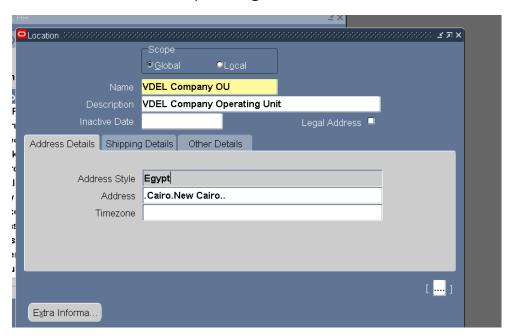


# **Create Operating Unit:.**

From HR application

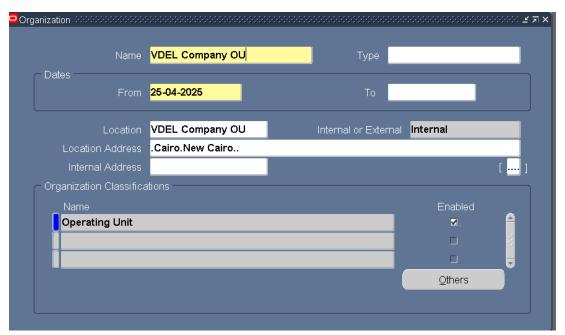
Work Structure  $\rightarrow$  location.

To create location for operating unit.



Assign operating unit:.

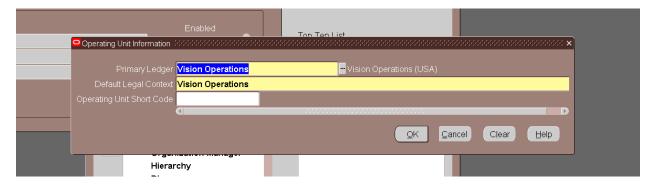
Work Structure  $\rightarrow$  Organization  $\rightarrow$  Description .



Organization Classifications -> Operating Unit. and Checkbox (Enabled).

Click → others, choose (Operating unit information).

Operating unit is connected to General ledger and legal entity.

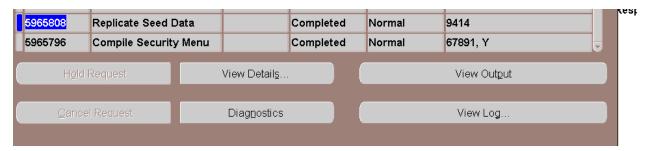


#### From System Admin

View → Request → Submit new Request.

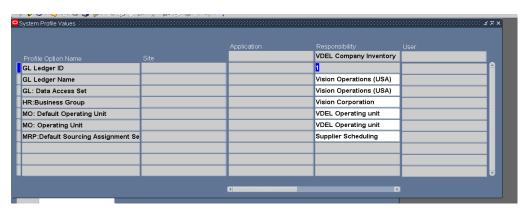
Name → Replicate Seed Data click→ Submit

To run Operating unit in Database.



# Create profile options:.

I am setting up profile options so that no one can interfere with my responsibilities, and it will reflect in the operating unit.



#### Create Calendar:.

The working hours of the organization itself, not its employees.

From inventory application

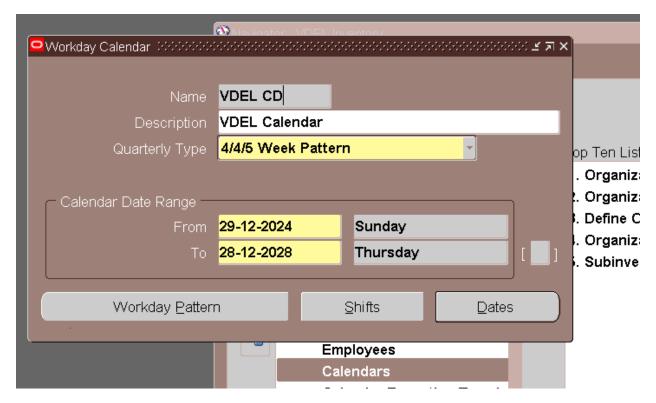
Setup  $\rightarrow$  Organizations  $\rightarrow$  Calendars.

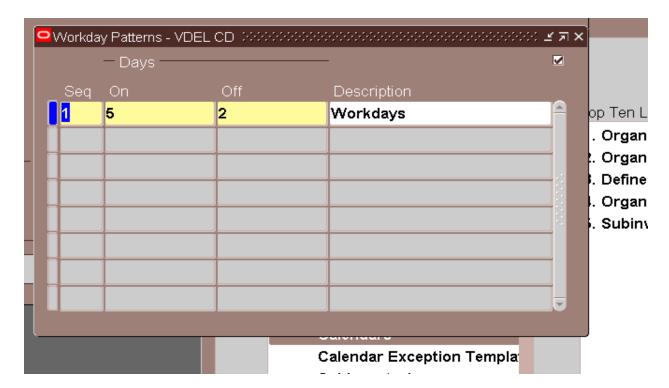
Name  $\rightarrow$  calendar's name.

Quarterly Type  $\rightarrow$  Number of Sundays within 3 months of the conquest day .

Shifts  $\rightarrow$  I work on one or more appointments.

Workday patterns → Number of working and rest days.





Calendar Exception Templates  $\rightarrow$  If there is a holiday due to an occasion .

You can choose the days you want off. From (Dates).

OR

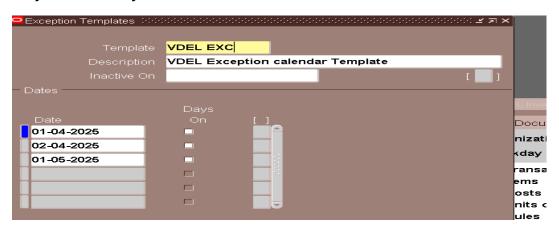
Setup  $\rightarrow$  Organizations  $\rightarrow$  Calendar Exception Templates .

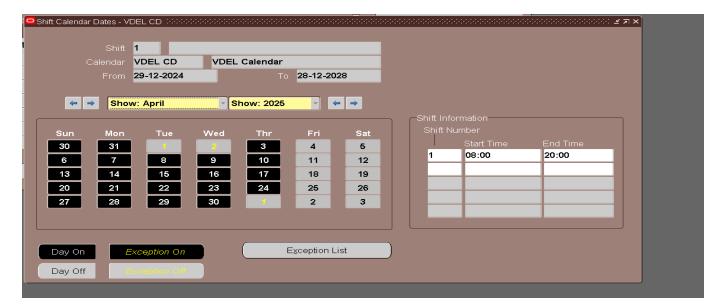
Make Exception Template and assign in Calendar .

Click → Exception list

list  $\rightarrow$  load  $\rightarrow$  template name .

Days will to be yellow.





#### **Create inventory Org:.**

#### From HR application.

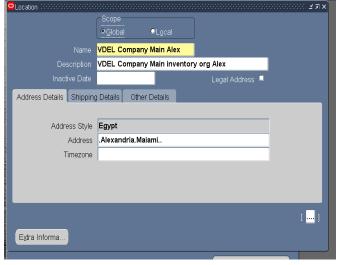
Work Structures  $\rightarrow$  location.

To create location for inventory org.

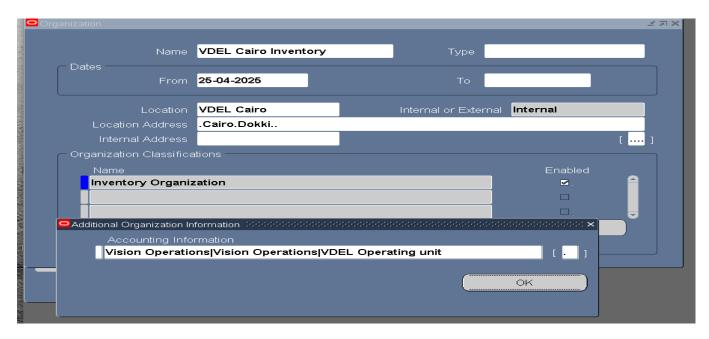
Organization → Description .

Organization Classifications  $\rightarrow$  Inventory Organization .

Click  $\to$  other , and choose Accounting information to connect inventory org to general ledger , legal entity , operating unit .







#### **Create item Master Org:.**

From Inventory application.

Setup  $\rightarrow$  Organizations  $\rightarrow$  Organizations.

Click  $\rightarrow$  other , choose inventory information , after connected to general ledger , legal entity , Operating unit in HR application (Accounting information)

🔁 Organization Parameters (VST) 😥 Inventory Parameters Costing Information Revision, Lot, Serial And LPN ATP, Pick, Item-Sourcing Organization Code VST Item Master Organization VDEL MST Calendar VDEL CD Demand Class Move Order Timeout Period Move Order Timeout Action Approve automatically Locator Control Determined at Subinventory level Default On-Hand Material Status erface □ Enforce Locator Alias <u>U</u>niqueness □Quality Skipping Inspection Control □ <u>A</u>llow Negative Balances □ Auto Delete Allocations at Move Order Cancel Enabled Products & Features □ Process Manufacturing Enabled □WM<u>S</u> Enabled □W<u>C</u>S Enabled □LCM Enabled EAM Organization Capacity Load Weight UOM Volume UOM

**Inventory Parameters:.** 

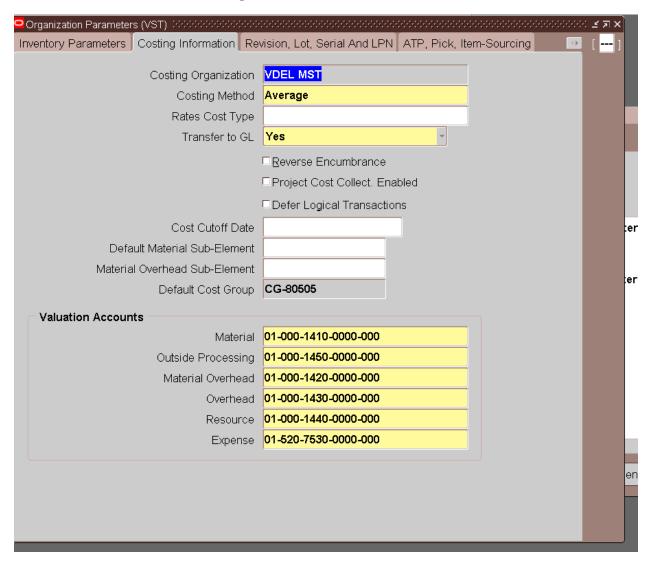
Organization Code  $\rightarrow$  unique Organization Abbreviation .

Locator Control → if inventory organization didn't has locator, choose (none).

If inventory organization has locator but enduser will enter dynamically (Dynamic entry allowed) .

When create subinventory will ask me create locator or not . (Recommended) Enforce locator  $\rightarrow$  if you want unique locator 's name .

Allow negative Balance  $\rightarrow$  Can I withdraw from the balance of a product that is not available, It will be negative.



Transfer to  $GL \rightarrow inv$  org's journal entry transfer to general ledger. (Yes)

Cost cutoff Date  $\rightarrow$  I tell the system to calculate a specific cost up to a specific date and then stop.

Valuation Accounts:.

Material  $\rightarrow$  inventory value account.

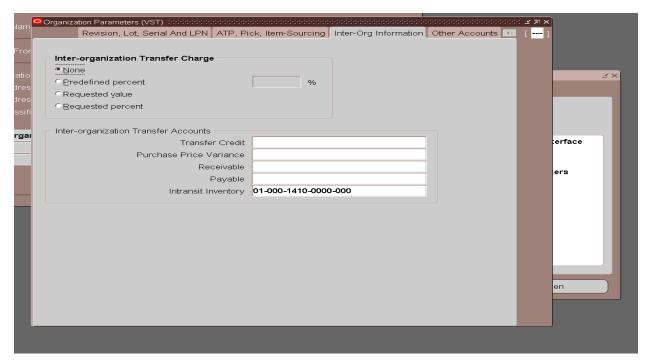
Outside processing  $\rightarrow$  If I have something that is manufactured abroad, this is its value account .

Material overhead  $\rightarrow$  Any additional expenses in order to receive the goods, such as shipping costs .

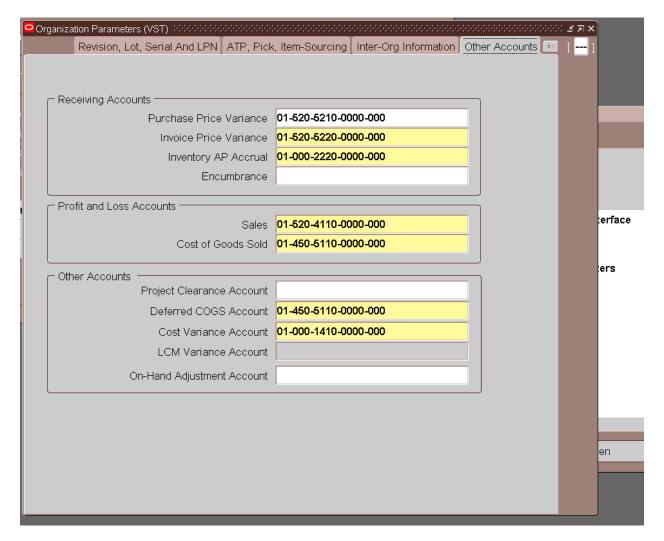
Overhead  $\rightarrow$  Expenses on inventory not goods like Electricity bill and water bill .

Resource  $\rightarrow$  cost of HR in inventory organization and cost of equipments .

Expense  $\rightarrow$  cost of items not stored in inventory.



Intransit Inventory  $\rightarrow$  cost of goods that will transfer in the way .



Purchase price variance  $\rightarrow$  The difference between the cost of the goods in the warehouse and when you incurred the cost of them .

Invoice Price variance  $\rightarrow$  The difference between cost of goods and invoice .

Inventory AP Accrual -> supplier's invoice value that wouldn't paid.

Encumbrance = budget.

Sales  $\rightarrow$  the value of the goods sold account .

Cost of Goods Sold → cost of goods sold account, sales - cost of goods sold = gross profit.

Deferred COGS account  $\rightarrow$  cost of goods sold and hasn't created account Receivable invoice yet .

Cost variance account → Cost difference account.

#### **Organization Copy:.**

Setup  $\rightarrow$  organization  $\rightarrow$  organization copy.

To save the effort of creating organization parameters in each inventory org, we will take a copy of the one we did previously .

#### Maintain interface:.

Create XML file to copy information about other organization and send to database .

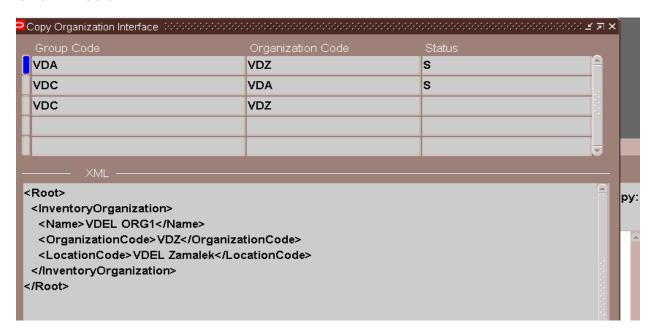
Launch Organization copy:.

Model organization  $\rightarrow$  copy from organization.

Group code  $\rightarrow$  XML file's name .

Purge  $\rightarrow$  if you want delete this copy file (yes).

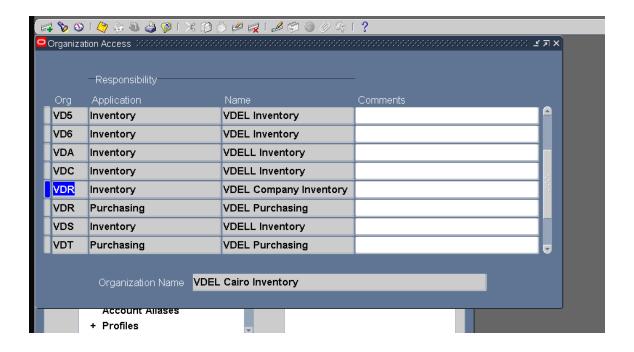
Click → Submit.



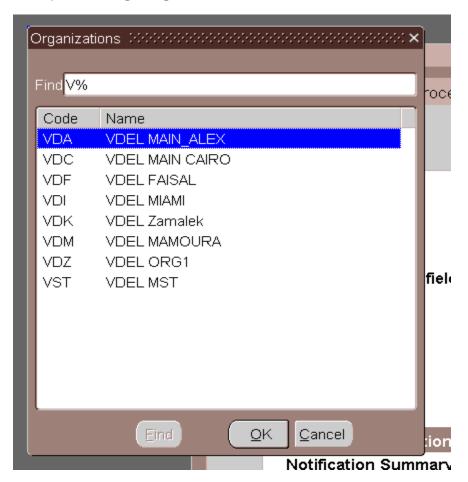
## Organization access:.

Setup  $\rightarrow$  organization  $\rightarrow$  organization access .

To give Responsibility access on inventory.



# Setup→ change organization .

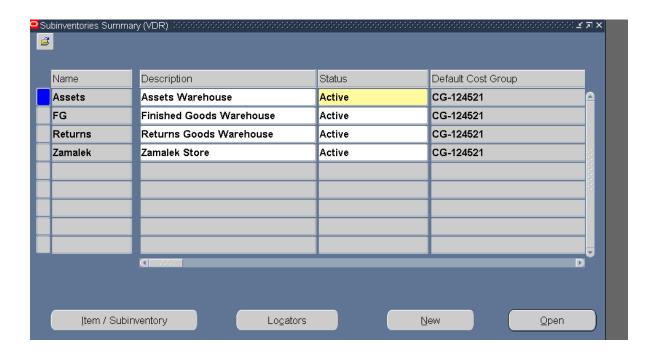


# **Create Subinventory:.**

From Inventory application.

Change Organization to choose where create subinventory.

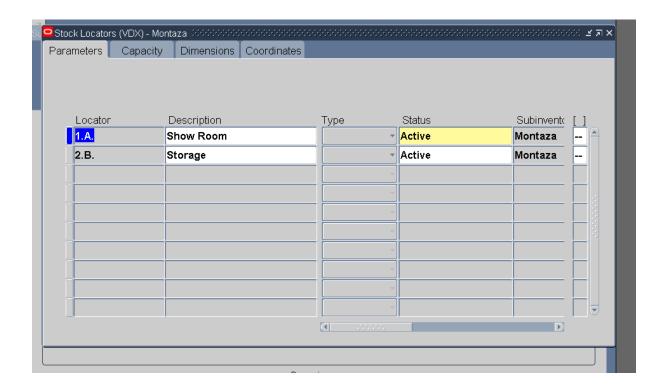
Setup  $\rightarrow$  organizations  $\rightarrow$  Subinventories . click  $\rightarrow$  open . "Main inventory org Cairo"



Create locator:.

In Subinventory.

**Locator control**  $\rightarrow$  Prespecified . Click  $\rightarrow$  locators .



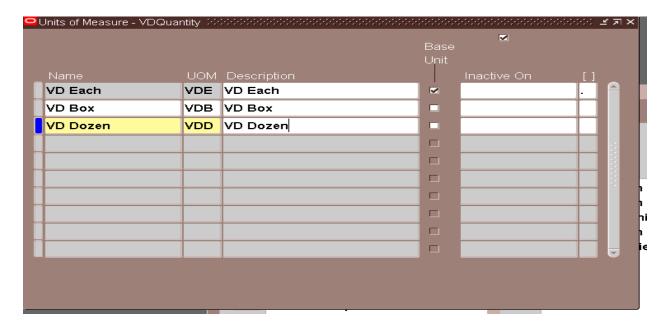
### Create unit of Measure:.

Setup  $\rightarrow$  unit of Measure  $\rightarrow$  classes.

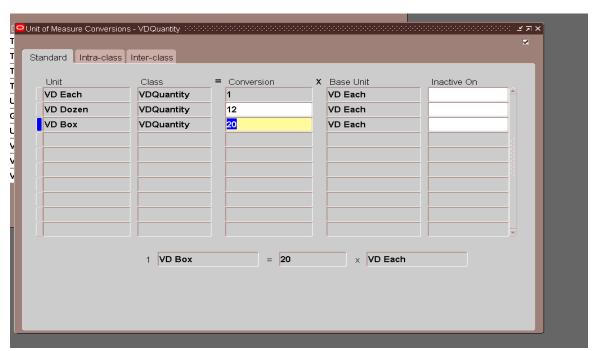
Ctrl + down → New Record.



click  $\rightarrow$  unit of measure.



Click  $\rightarrow$  conversions, to Define Conversions on system.



Create Items:.

From Inventory application.

Items → Master items.

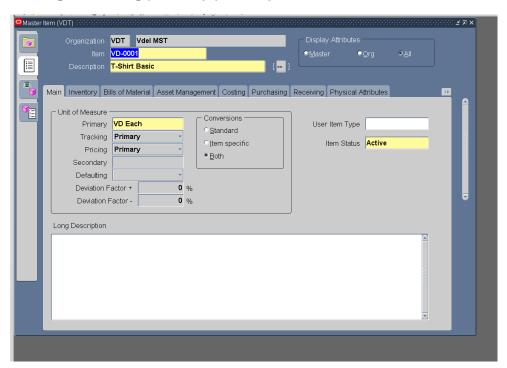
Create items on item master org and assign to orgs.

Item  $\rightarrow$  item code (unique).

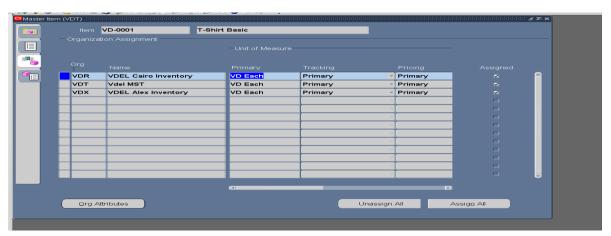
Primary  $\rightarrow$  unit of measure.

Tracking → Track the product by unit of measure one or two.

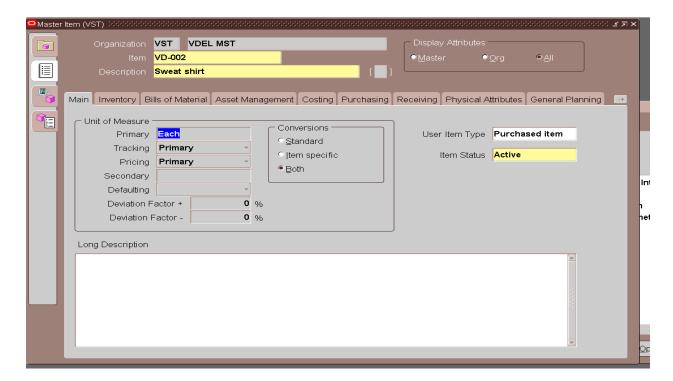
Pricing  $\rightarrow$  selling price by primary .



Assign item in organizations . Click  $\rightarrow$  Save .



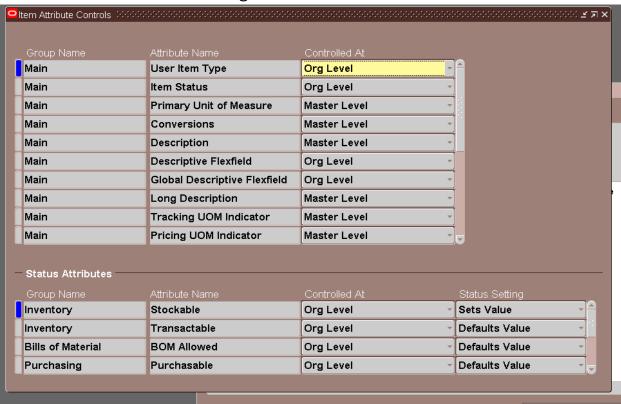
User item type  $\rightarrow$  classification of item definition .



#### Item attribute Control:.

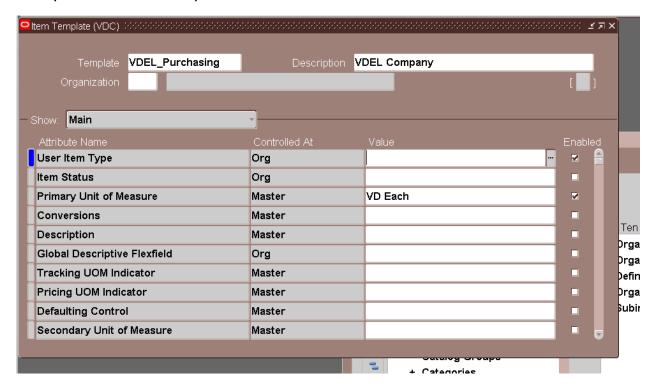
Setup  $\rightarrow$  items  $\rightarrow$  attribute controls.

Control item on Master and orgs.



#### **Create item Template:.**

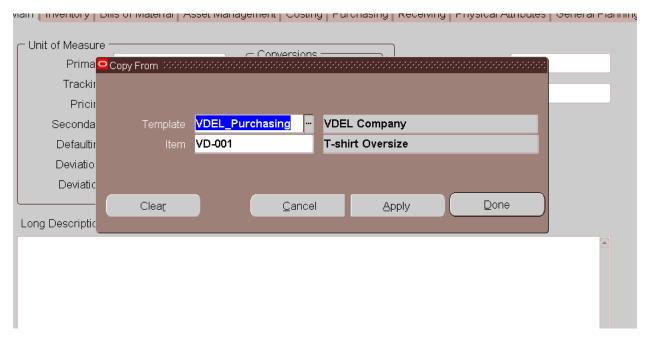
Setup  $\rightarrow$  items  $\rightarrow$  Templates.



From Tools  $\rightarrow$  Copy from .

Template  $\rightarrow$  copy from Template .

Item  $\rightarrow$  similar item at attribute groups.



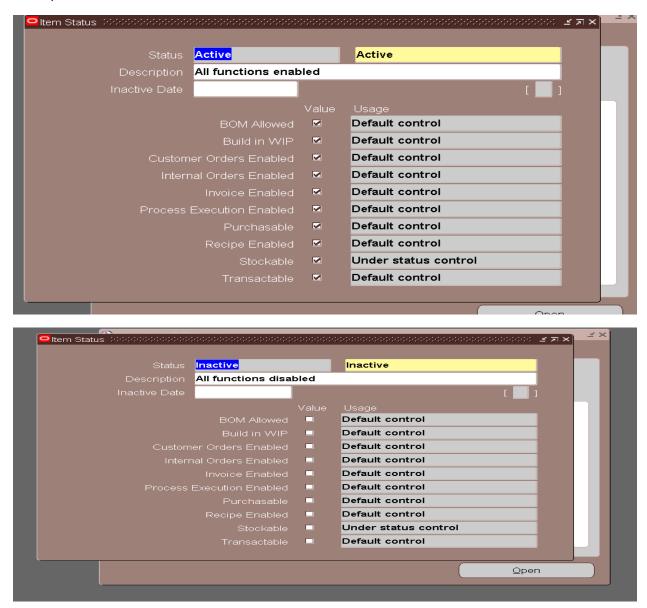
#### Create item status:.

Control the type of transactions that can be made on my item.

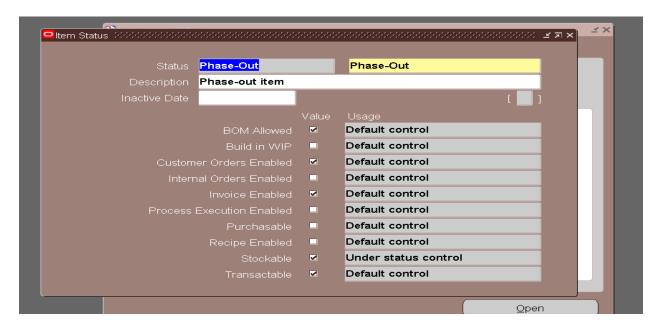
it has 10 operational attributes can make status.

From inventory application:

Setup  $\rightarrow$  items  $\rightarrow$  status codes.



Item status  $\rightarrow$  inactive, This item does not have any operations.



Phase-out → A stagnant item, if I sell it I will not buy it again.

#### **Create Default Miscellaneous transactions:**

Transactions  $\rightarrow$  Miscellaneous transaction.

Before any transaction, open accounting period:.

From Inventory application.

Accounting Close Cycle → Inventory Accounting Period.

- Accounting Close Cycle
Inventory Accounting Periods
Project Cost Transfers



Create Default Transaction:.

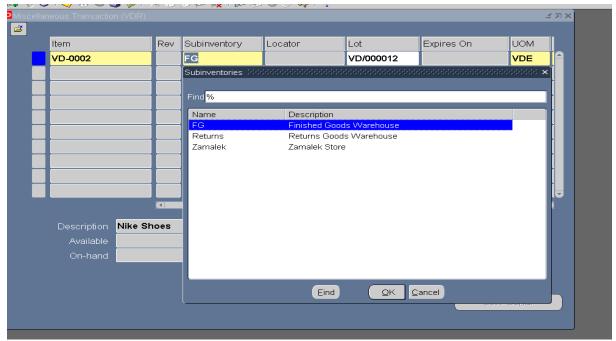
Date  $\rightarrow$  The transaction date was in the past or present and is not valid in the future.

Type  $\rightarrow$  Transaction type.

Source → Where did this transaction come from?

Account → transaction Account.



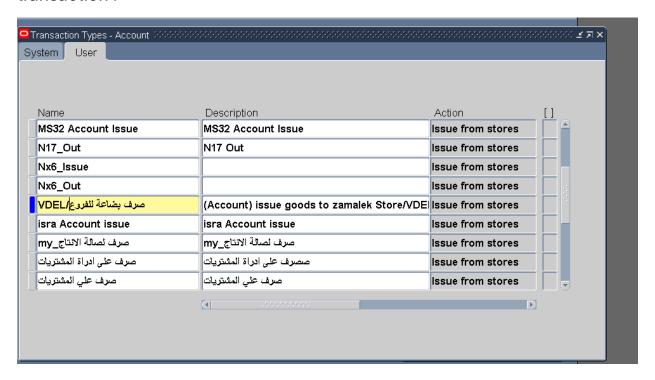


**Create Custom Transaction:.** 

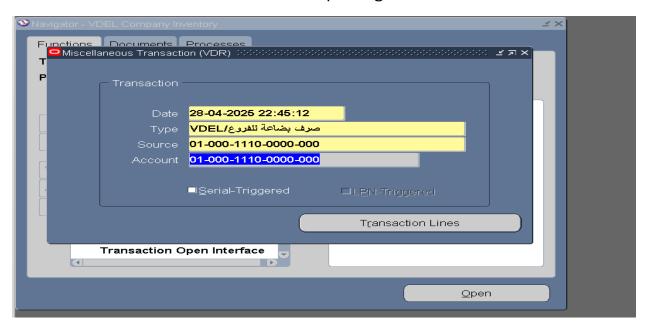
Setup  $\rightarrow$  transactions  $\rightarrow$  Source types .

Name → Transaction's Name.

Action  $\rightarrow$  Transaction's action , Transaction What to do with on-hand transaction .

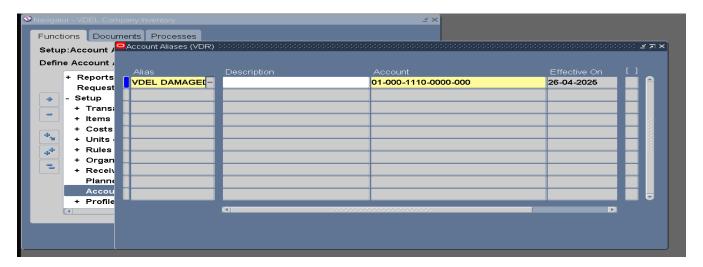


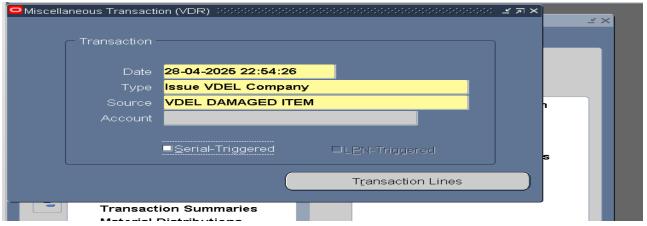
Create custom Transaction for better reporting.



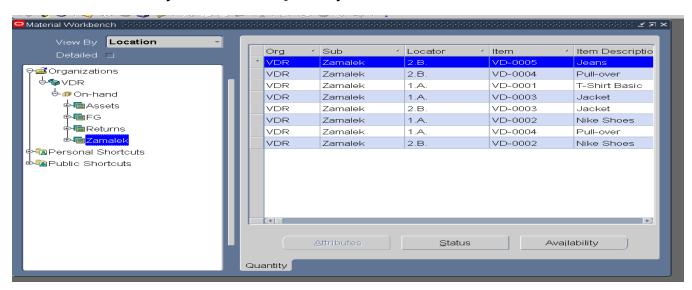
#### **Create Account Alias:.**

Setup  $\rightarrow$  account aliases , and choose which org want to create account aliases on there .





On-hand Availability -> On-hand Quantity.



Create inter-org Transfer:.

Transfer from org to another org under the same operating unit .

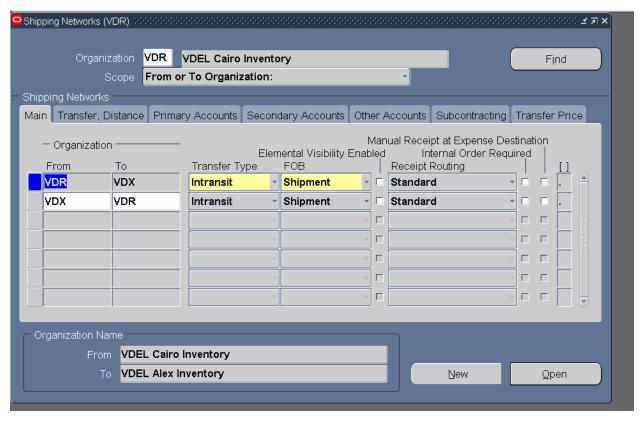
Firstly , we should create **Shipping Network** to transfer from org to another org .

Inter-org transfer Types:.

Direct transfer  $\rightarrow$  on hand is updated on the spot .

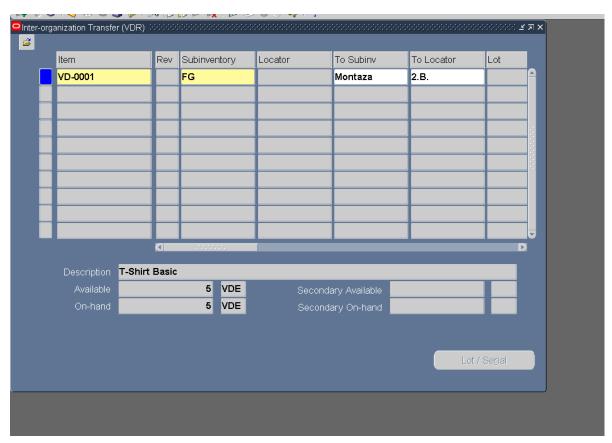
In-transit Transfer → in organization receiving parameters .

Create Shipping Network:.

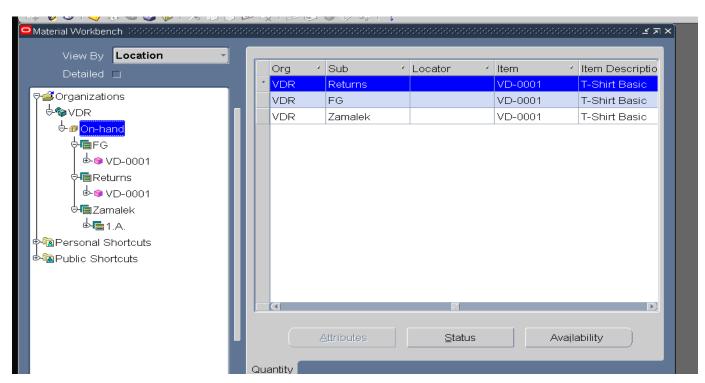


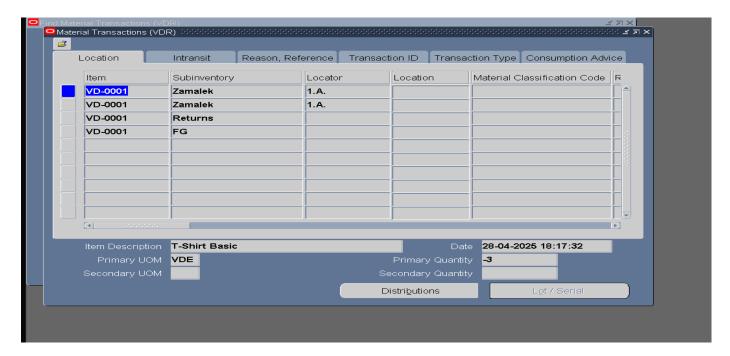


Open accounting period from 2 orgs to transfer.



Will see on hand and transaction more details from material transaction.



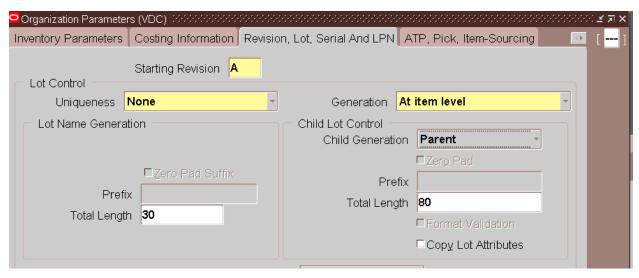


#### Create lot control:.

Number distinguishes the group of the item , to track where get item from any group .

To activate the lot number:.

Setup  $\rightarrow$  organization  $\rightarrow$  parameters .



#### Uniqueness:.

None  $\rightarrow$  same lot number on any group of item .

Across  $\rightarrow$  group of item have unique lot number.

Generation  $\rightarrow$  item level, when create item will activate lot number or not.

User Defined, end user will enter lot number dynamically 'Mandatory'.

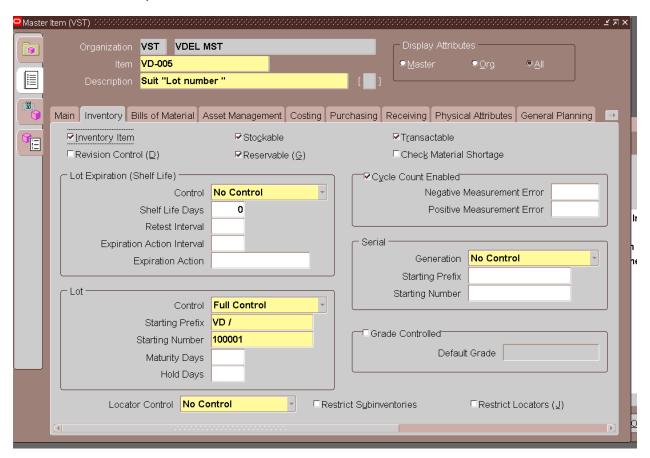
At organizational level, when receive item, system will create lot number automatically and can't edit it, Automatic counter.

#### Attention:.

#### You can not do lot control on an item that has been received.

From inventory application:.

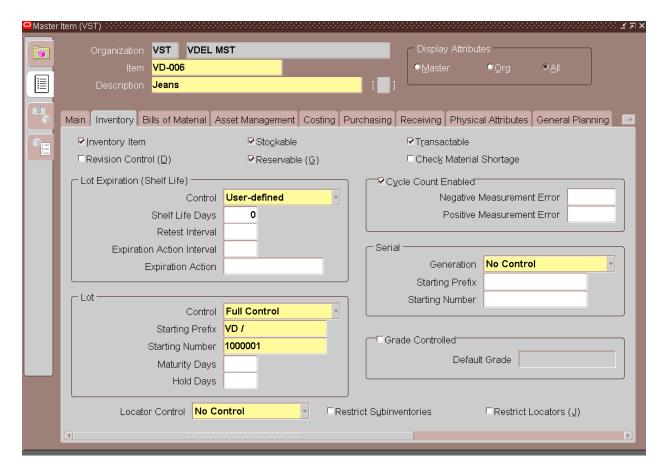
Items  $\rightarrow$  master, Activate lot number.



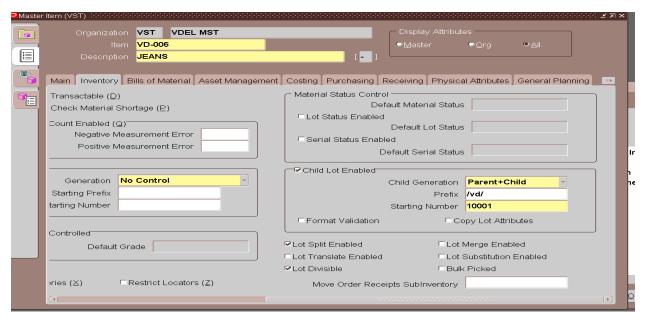
Starting Prefix → Fixed code before counter .

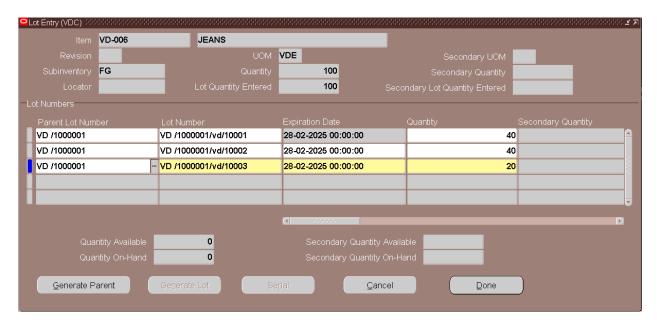
# **Create Expiration Date:.**

Control  $\rightarrow$  user Defined = Expiration date.



And activate  $\boldsymbol{parent\text{-}child}$  to more tracking .



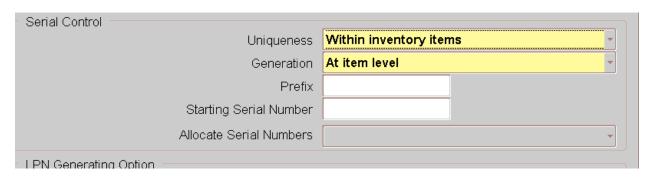


If there are two items, each with a different expiration date, and they are in the same lot number, we must separate them, i.e. each item in the lot number on its own.

#### **Create Serial Number:.**

Item 's id number.

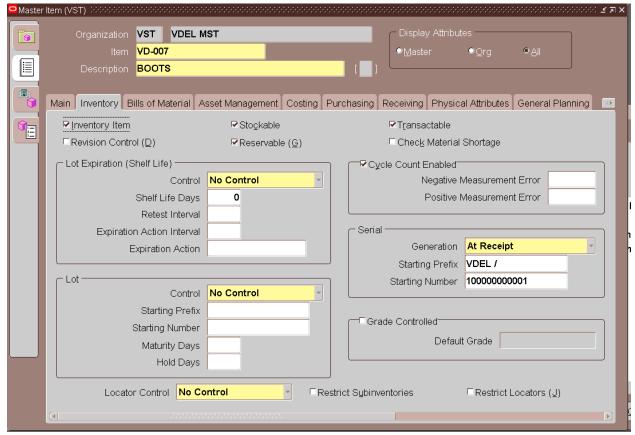
Activate serial number.



Uniqueness  $\rightarrow$  across organization, Every each item has serial number that can't repeat across all orgs under operating unit.

Within organization  $\rightarrow$  serial number can't repeat in only this org .

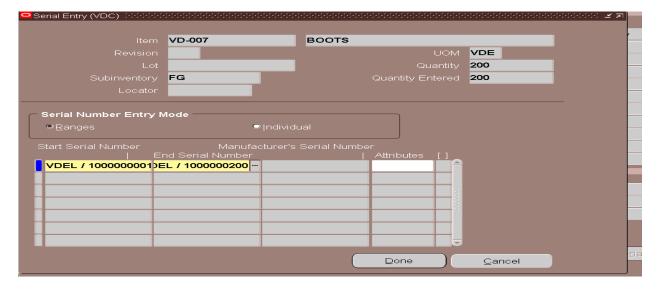
Within inventory item  $\rightarrow$  serial number can't repeat on items.

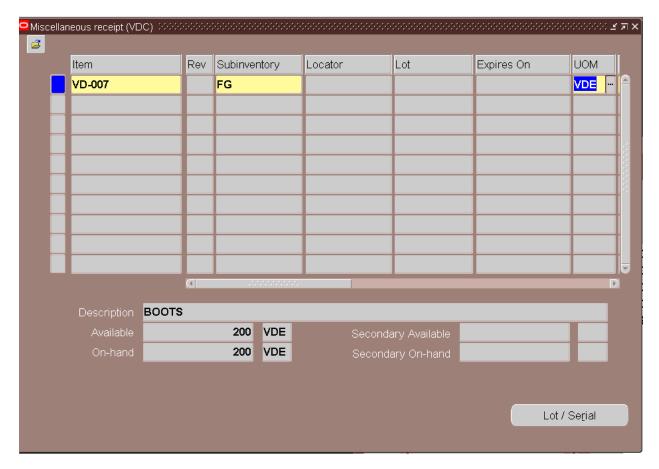


Generation  $\rightarrow$  at receipt, create serial number when receive item.

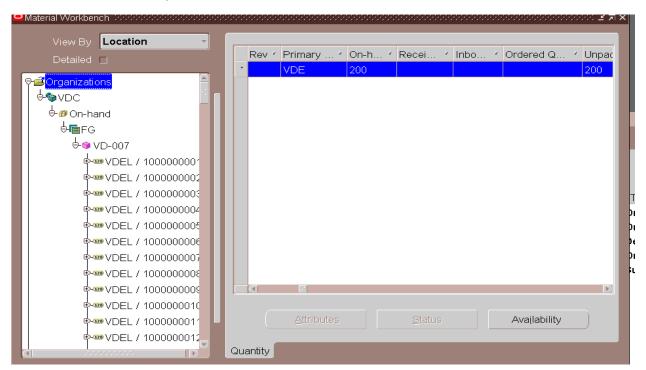
At sales order issue, create serial number when issue item.

Predefined  $\rightarrow$  create serial number before and after receive items put serial number on items .





#### On Hand Availability:



Restrict item on Subinventory  $\rightarrow$  I specify the item I will receive in which subinventory, I will link the item to the subinventory I will receive it in .

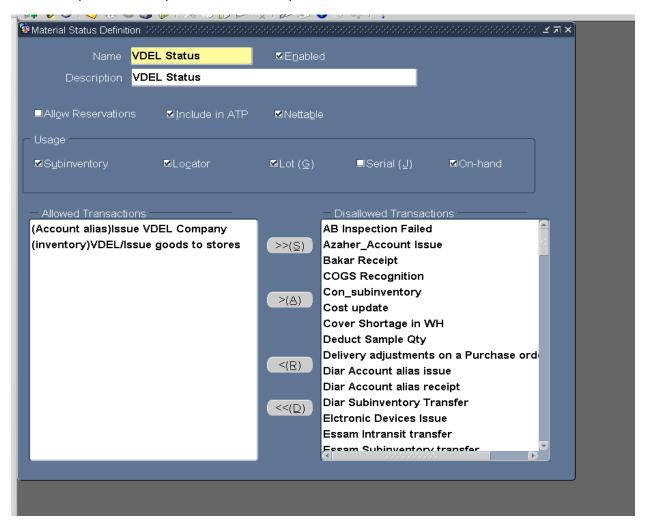
Restrict locator  $\rightarrow$  receive item in specific locator.

□Restrict Subinventories □Restrict Locators (J)

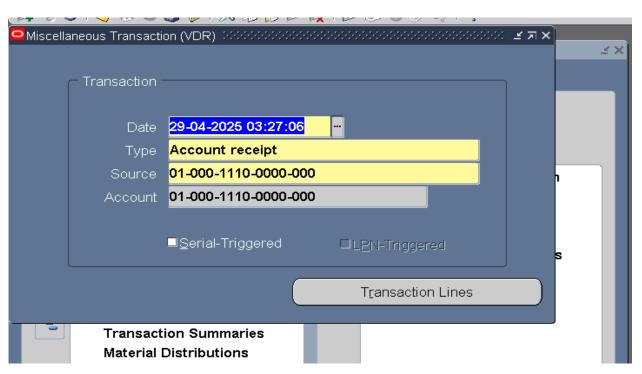
#### Create Material Status:.

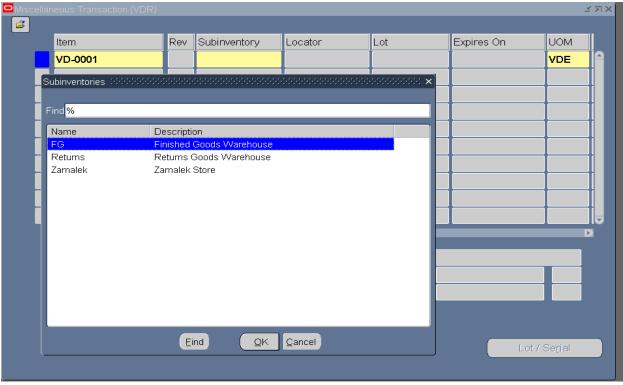
Controls *what* transactions are allowed for inventory at a specific subinventory, locator, or lot/serial level.

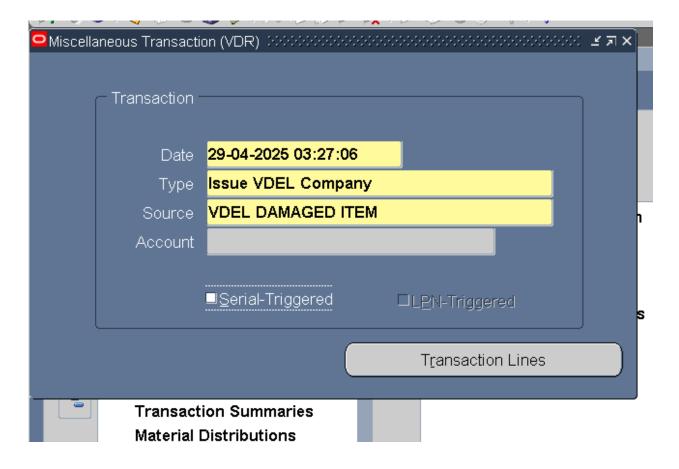
Focuses on **inventory movement and control** (for example: can I issue, receive, pick, or ship this material?).

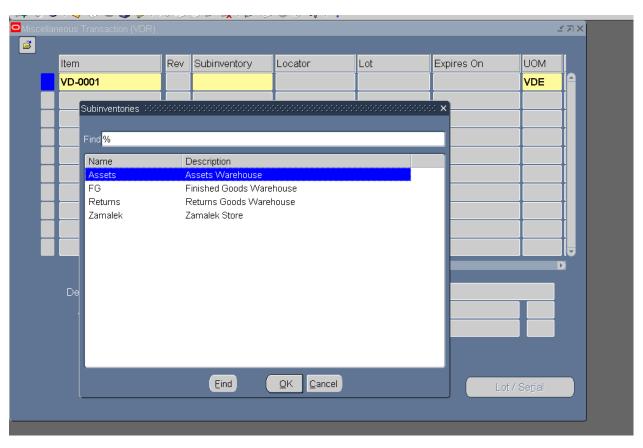












# VD)eL

VBLE

