Lean Specification

Conversion – Purchase Orders- (O2\_GENAI\_CNV411)

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Contents

[1 Conversion Summary 5](#_Toc168568992)

[1.1 Purpose/Justification 5](#_Toc168568993)

[1.2 Conversion Description and Overview 5](#_Toc168568994)

[1.3 Definitions and Acronyms 5](#_Toc168568995)

[2 Functional design 6](#_Toc168568996)

[2.1 Conversion Details 6](#_Toc168568997)

[2.2 Data Selection and Sorting 6](#_Toc168568998)

[2.3 Referenced User Stories 6](#_Toc168568999)

[2.4 Data Mapping 6](#_Toc168569000)

[2.5 Conversion Logic 7](#_Toc168569001)

[2.6 Error Handling Logic 7](#_Toc168569002)

[2.7 Assumptions 7](#_Toc168569003)

[2.8 Dependencies 7](#_Toc168569004)

[2.8.1 Configuration Dependencies 8](#_Toc168569005)

[2.9 Reconciliation 9](#_Toc168569006)

[2.10 Post Conversion steps 10](#_Toc168569007)

[3 Technical Design Specifications 11](#_Toc168569008)

[3.1 Overview 11](#_Toc168569009)

[3.2 Source system extraction Design 11](#_Toc168569010)

[3.3 Data cleansing mechanism 11](#_Toc168569011)

[3.4 Transformation requirements 11](#_Toc168569012)

[3.5 Load method into target 11](#_Toc168569013)

[3.6 Error Handling 11](#_Toc168569014)

[4 Technical Reconciliation reports 13](#_Toc168569015)

[5 Unit testing 14](#_Toc168569016)

[5.1 Technical unit testing 14](#_Toc168569017)

[5.1 Functional unit testing 14](#_Toc168569018)

[6 Open Items 15](#_Toc168569019)

[7 Appendix 16](#_Toc168569020)

# Conversion Summary

## Purpose/Justification

This functional specification document is intended to provide the developer all the key information, assumptions, rules, and logic that are required to develop the Purchase Order Conversion to convert the relevant data from FOS/ Vision to the Oracle Fusion Cloud ERP. XXX will use this integration to sync the purchase order information from FOS/ Vision to Oracle Fusion Cloud ERP.

This Conversion will be applicable for NA region. For EMEA and APAC, there will be an update on POs where additional attributes will be populated on PO via update process.

## Conversion Description and Overview

* All open Purchase Orders for which no active assets are created in source system as of cut-over date will be a part of conversion.

## Definitions and Acronyms

|  |  |
| --- | --- |
| Acronym | Meaning |
| PO | Purchase Order |
| FOS | Fleet Ordering System |

# Functional design

## Conversion Details

|  |  |
| --- | --- |
| Conversion Source | FOS/ Vision |
| Conversion Target | Oracle Fusion Cloud ERP |
| Conversion Method | FBDI |
| Expected Volume | TBD |

## Data Selection and Sorting

* All open purchase orders for which no active assets are created in source system as of cut-off date should be selected for conversion
* The PO Quantity that is matched to Invoice, but vehicle is yet to be delivered will be part of the conversion
* The PO Quantities wherever Vehicles are delivered but PO is not yet matched to Invoice will be a part of the conversion
* The PO Quantities wherever Vehicles are not delivered, and PO is not matched to Invoices will be a part of the conversion
* In addition, the selection criteria with reference to Payables will be considered which is captured as below in the attachment



## Referenced User Stories

|  |  |
| --- | --- |
| User Story ID | User Story |
| FPA-1950 | As a purchaser, I want the ability to view converted purchase orders brought from legacy system |

## Data Mapping

## Conversion Logic

|  |  |
| --- | --- |
| S. No. | Description |
| 1 | Extract data for Purchase Order from Source System (FOS/ VISION) |
| 2 | Populate Purchase Order data input in the Conversion template in the FBDI format |
| 3 | In Oracle Cloud, Purchase Order will be created in Open Status by bypassing all approvals |
| 4 | Categories need to be identified against each PO line that needs to be converted |
| 5 | Price Captured on the PO line will be picked up from LHC |
| 6 | FBDI File will be used to load the data into Oracle Cloud |

## Error Handling Logic

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No.** | **Error / Warning / Information** | **Description** | **Output** | **Message Format** |
| 1 | Error | In case of any failures related to data extraction | Data will be re-extracted, and fallouts will be reloaded. |  |
| 2 | Error | In case of any failures related to setup missing | Setup will be corrected or done, and fallouts will be reloaded. |  |

## Assumptions

* FOS/ Vision will be primary source for Purchase Order Data
* All the Purchase Order will be created in Open Status and approval will be bypassed
* All the supplier address will have at least one Address purpose (Pay/Purchase/RFQ Only)
* All the supplier sites will have site purpose Purchasing enabled
* All valid Supplier Sites will have Procurement BU assignment completed

## Dependencies

* Required DFFs (Descriptive Flex Fields) to be enabled and mapped during data conversion
* The below prerequisite configurations should be available before the conversion activity
  + Define Enterprise structure like Legal entities, Ledger, Business Units and Inventory Organization
  + Define Common Options for Procurement and Payables
* The SaaS application (Oracle Fusion Cloud ERP) user to be used for Purchase Order conversion, should be defined as an employee and a procurement agent in the system and should have the Application Administrator role assigned
* Purchase Order Line types needs to be defined
* Supplier and Supplier sites needs to be active during Conversion
* Buyer and Requester assigned on the PO and Lines need to be active employees at the time of Conversion
* Purchasing Categories need to be defined in Oracle Cloud
* Line Types need to be defined in Oracle Cloud
* Location needs to be defined with Ship to and Bill to enabled
* Account Combinations (Charge/ Accrual/ Variance Accounts) should be valid in Oracle Cloud
* Payment Terms need to be valid
* All data translations are identified and mapped

## Configuration Dependencies

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No.** | **Setup Type** | **Setup Name** | **Existing in production/New** | **Configuration Workbook Name** |
| 1 | DFF | Manage Purchasing Descriptive FlexFields | New |  |
| 2 | Enterprise Structure | Manage Business Unit | New |  |
| 3 | Enterprise Structure | Manage Primary Ledgers | New |  |
| 4 | Inventory | Manage Inventory Organizations | New |  |
| 5 | Enterprise Structure | Manage Legal Entities | New |  |
| 6 | Lookup | Manage Purchasing Line types | New |  |

## Reconciliation

|  |  |
| --- | --- |
| S. No. | **Actions to be performed** |
| 1 | On Screen Sample Validation ‘Spot Checking’: The business should pick some sample records and validate each data field on the screen. The comparison should be done for the same record in Oracle Fusion Cloud ERP and FOS/ Vision. |
| 2 | **Control Totals**: Verify the number of Standard Purchase Order created in total. Does the figure match with the expected number of records in FBDI template?   * + Total number of records received in the FBDI file   + Total number of records inserted in the interface   + Total number of records successfully processed   + Total PO converted   The output file of the conversion program will include the count of records successfully loaded in Oracle along with the count of records which failed. This count should match the count of records loaded through the conversion template. The following counts are expected in the output file of the conversion Program:  Output file data after loading the data from flat file to staging table:  \*\*Figures given below are just for reference purpose   |  |  | | --- | --- | | Total records processed | 500 | | Number of records loaded successfully | 480 | | Error records | 20 |   Output file data after validation run:   |  |  | | --- | --- | | Total records processed | 480 | | Number of records validated successfully | 400 | | Invalid records | 80 |   Output file data after conversion run:   |  |  | | --- | --- | | Total records processed | 400 | | Number of records converted successfully | 390 | | Error records | 10 |   Any differences between the extracted numbers and the number of records migrated should be explained |
| 3 | Create a custom BIP report to extract all the converted Standard Purchase Order in Oracle Cloud and cross reference the same with the source system extract for reconciliation. |
| 4 | Number of converted Standard Purchase Order should be equal the number of Standard Purchase Order from the Source System. |

## Post Conversion steps

|  |  |
| --- | --- |
| S. No. | **Actions to be performed** |
| 1. | Check for POs created in Incomplete Status and validate the reason for fallout |
|  |  |
|  |  |

# Technical Design Specifications

## Overview

NA

## Source system extraction Design

NA

## Data cleansing mechanism

NA

## Transformation requirements

NA

## Load method into target

NA

## Error Handling

NA

|  |  |  |
| --- | --- | --- |
| S. No. | **Condition** | **Action** |
|  |  |  |
|  |  |  |
|  |  |  |

# Technical Reconciliation reports

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| --- |
| **Recon Report: DataHub** |
|  |

# Unit testing

## Technical unit testing

|  |  |  |
| --- | --- | --- |
| S. No | Scenario | Expected Result |
|  |  |  |
|  |  |  |

## 5.1 Functional unit testing

|  |  |  |
| --- | --- | --- |
| S. No | Scenario | Expected Result |
| 1. | Search for a PO of a particular Business Unit | The user should be able to view the Purchase Order |
| 2. | Create change order to a Purchase Order and submit for approval | The user should be able to create a change order and get it approved |
| 3. | Make changes to existing line and new line to the purchase order and submit for approval | The user should be able to make changes to existing line and get it approved |
| 4. | Cancel the Purchase Order which are in Open Status | The user should be able to cancel the Purchase Order |
| 5. | Search for a PO for a particular Business Unit in a different Business Unit | The user should not be able to view the Purchase Order |

# Open Items

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date Reported | Status | Question | Resolution | Due Date | Responsible Party |
|  |  |  |  |  |  |
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# Appendix

NA

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