GENAI

Lean Specification

Reports - Invoice On Hold Report (O2\_GENAI\_REP1263)

Document Control Information

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# Summary

## Purpose/Justification

This document serves as a foundational reference for the detailed functional design of an invoices on hold by VIN Report. It comprehensively captures all the necessary details to meet the business requirements specific to XXX locations globally. The purpose of this document is to provide the developer/user with the report layout and essential mapping information to implement effective and accurate custom report to capture the Invoices on Hold by VIN.

The Report will capture all the invoices that are on that are on custom or seeded hold along with additional details. This report should list Standard Invoice, Prepayment Invoice, Debit Memo, and Credit Memo

This report will be used to for all XXX Business Units globally.

## Report Description and Overview

|  |  |
| --- | --- |
| **Sl No** | **Section Name** |
| 1 |  |
| 2 |  |

## Legacy Report Sample

## Definitions and Acronyms

| Acronym | Meaning | Description |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |

# Functional Design

## Assumptions

* All Invoices that are on hold will be considered for this report
* All Invoices will be considered based on Business unit(s)
* All types of Payable Invoices viz. Standard invoices, Prepayment invoices, Credit memos and Debit memos will be considered for this report
* All Payables Invoices will have associated VIN Numbers in the Invoice header DFF attribute

## Dependencies & prerequisites

The below required application configuration / setup should be complete before running the report

* Purchasing
* Payables

## Report Details

|  |  |
| --- | --- |
| Report Name | O2\_GENAI\_REP1263\_Invoice On Hold Report |
| Report Path | Custom Path |
| Report Schedule | Weekly execution on Sundays, Adhoc |
| Scheduled Report Recipients | TBD |
| Output Format | Excel |
| Report Owner | Payables |
| Estimated number of records | N/A |
| Additional Comments |  |

## Launch Parameters

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No.** | **Parameter** | **Input Type** | **Mandatory/Optional** | **Default Value** |
| 1 | Business Unit | Alphanumeric | Optional | By default, should be the BU of the responsibility assigned to from where the report is being executed. User can change the value. Can also be left blank |
| 2 | Invoice From Date | Date | Optional | Invoice Date |
| 3 | Invoice To Date | Date | Optional | Invoice Date |
| 4 | Hold Name | Alphanumeric | Optional |  |
| 5 | Buyer Name | Alphanumeric | Optional |  |
| 6 | Held from Date | Date | Optional | Hold Date |
| 7 | Held to Date | Date | Optional | Hold Date |
| 8 | Supplier Name | Alphanumeric | Optional |  |
| 9 | Supplier Site | Alphanumeric | Optional |  |
| 10 | Supplier Type | Alphanumeric | Optional |  |
| 11 | Source | Alphanumeric | Optional |  |
| 12 | PO Number | Numeric | Optional |  |
| 13 | Invoice Number | Alphanumeric | Optional |  |
| 14 | Invoice Status | Character | Optional |  |
| 15 | Account Code | Alphanumeric | Optional |  |
| 16 | Preparer Name | Character | Optional |  |
| 17 | Requester Name | Character | Optional |  |
| 18 | Release date | Date | Optional | Is blank, not blank, greater than, equal to etc. |

## Key Logic

* XXX business should have the ability to review the Hold status of all Invoices
* This report should display the Invoice Information, Supplier details, Hold Information and VIN number for all the Invoices that are on hold and or released.
* All Invoices that are on hold will be captured in this report including the line level holds
* Both Oracle seeded holds and XXX specific custom holds will be considered for this report
* All types of Payables Invoices (ex. Standard / Prepayment / Debit Memo / Credit Memo invoices) will be considered for this report
* The report can be run for a specific range of Invoice and On Hold dates
* The report can be run for a specific Hold Name, Buyer Name, Supplier/Site, Operating Unit & Source
* Report output will be in excel format.

## Data Selection and Sorting

* Report should fetch Invoice transactions only for the Business Unit that are selected
* Report should fetch transactions based on all mandatory and optional report parameters that are entered
* Report can be run for the given range of Invoice date, Hold date and Supplier.
* Report will be sorted based on 2 parameters
* Business Unit (unless report is run for a specific BU)
* Supplier Name

## Data Mapping Layout



## Business Rules and Calculations

| Rule Type | Rule ID | Description | Comments |
| --- | --- | --- | --- |
|  |  |  |  |

## Grouping and Subtotal Requirements

| Ref | Feature description | Developer notes | Sign-off |
| --- | --- | --- | --- |
|  |  |  |  |

## Output Type and Destination

## Sample Report



## Referenced User Stories

|  |  |
| --- | --- |
| User Story ID | User Story |
|  | As an AP user, I want the ability to run XXX Invoice on Hold by VIN Report |

## Common report formatting

| Sl No | Reporting Standards |
| --- | --- |
|  |  |

## Acceptance Criteria

## Test Scenarios

| Sl No | Conditions to be tested | Expected Result | Executed | Sr. No |
| --- | --- | --- | --- | --- |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

# Technical Design Specifications

## Overview

The technical design is intended to provide information on the steps performed in the Invoice on Hold by VIN Report. This report will be used to for all XXX Business Units globally.

The objective of existing report is to list down all the invoices which are or were on hold in the past.

## Detailed Report Design

|  |  |
| --- | --- |
| **Report Design** | |
| **Report Path** | <Report Path> |
| **Report Name** | O2\_GENAI\_REP1263\_Invoice On Hold Report |
| **Report Tool** | BI Publisher |
| **Output Format** |  |
| **Report Security Group** |  |
| Additional Information |  |

## BI Publisher Design

| Sr. No | Custom Component Name | Path |
| --- | --- | --- |
| 1 | Data Model | Custom path |
| 2 | Report | Custom path |

BI Report will be scheduled using below parameters:

|  |  |  |  |
| --- | --- | --- | --- |
| **Parameter Name** | **Data Type** | **Default Value** | **LOV query** |
| p\_business\_unit | String |  |  |
| p\_invoice\_from\_date | Date |  |  |
| p\_invoice\_to\_date | Date |  |  |
| p\_po\_no | String |  |  |
| p\_invoice\_num | String |  |  |
| p\_invoice\_status | String |  |  |
| p\_account\_code | String |  |  |
| p\_hold\_name | String |  |  |
| p\_buyer\_name | String |  |  |
| p\_held\_from\_date | Date |  |  |
| p\_held\_to\_date | Date |  |  |
| p\_supplier\_name | String |  |  |
| p\_supplier\_site | String |  |  |
| p\_preparer\_name | String |  |  |
| p\_requester\_name | String |  |  |
| p\_release\_date | Date |  |  |

## Report SQL

## Layout Specification

Template Type: Excel

Template:



## Sample Output

# Technical Unit Test

## Test Scenarios

| Sl No | Conditions to be tested | Expected Result | Executed |
| --- | --- | --- | --- |
| 1 | Run the “XXX Invoice on Hold by VIN” report with the default parameters | Report output is generated in Excel format as per the expected layout and required columns |  |
| 2 | Run the “XXX Invoice on Hold by VIN” report for a specific hold | Report output should display only those Invoices which have the specific hold placed on them |  |
| 3 | Run the “XXX Invoice on Hold by VIN” report for specific Supplier/Site | Report output should display only those Invoices that are on hold and are booked against a specific Supplier/Site |  |
| 4 | Run the “XXX Invoice on Hold by VIN” for a specific Source | Report output should display only those Invoices that are on hold and having the specific Invoice Source |  |
| 5 | Run the “XXX Invoice on Hold by VIN” report for a range of Held From/To dates | Report output should display only those Invoices that were held between the range of dates provided |  |
| 6 | Run the report and check Release Date field is populated | Report output should display all the dates of the invoices when hold were released in the Release Date column. |  |
| 7 | Run the report and check PO(VIN) field is populated | Report output should display all the VIN information stored in PO schedules |  |

## Technical Unit Testing

## Functional Unit Testing

# Migration Steps

* Unarchive .xdm file for Data Model- O2\_GENAI\_REP1263\_Invoice\_on\_Hold\_by\_VIN\_DM to BI Report folder in target instance
* Unarchive .xdo file for Report- O2\_GENAI\_REP1263 Invoice on Hold by VIN Report to BI Report folder in target instance
* After unarchiving BI Report click on Edit click on search button and select the Data Model from the above-mentioned path to link the Data Model and BI Report.

# Open and Closed Issues

## Open issues

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl No | Question | Answer | Due Date | Owner |
|  |  |  |  |  |

## Closed issues

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date Reported | Status | Question | Answer | Due Date | Responsible Party |
|  |  |  |  |  |  |

# Appendix