

Oracle

Project Portfolio Management Cloud Defining and Managing Financial Projects

Release 12

This guide also applies to on-premises
implementations

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Preface

This preface introduces information sources that can help you use the application.

Oracle Applications Help

Use the help icon  to access Oracle Applications Help in the application. If you don't see any help icons on your page, click the Show Help icon  in the global header. Not all pages have help icons. You can also access Oracle Applications Help at <https://fusionhelp.oracle.com>.

Using Applications Help

 **Watch:** This video tutorial shows you how to find help and use help features.

Additional Resources

- **Community:** Use [Oracle Applications Customer Connect](#) to get information from experts at Oracle, the partner community, and other users.
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1 Define Project

Project List: Explained

The project list is a collection of projects filtered and displayed based on project search criteria such as project manager, customer, business unit, or project set. For example, the default saved search **My Active Projects** displays all projects in an approved status for which you have a project team member role.

From the project list, you can select a number of actions based on your role on the project. For example, project managers can update the project plan and progress, manage financial plans, review project performance, and manage integrations with external scheduling applications. You can also drill down to the project Overview page to view project, financial, and performance details.

Projects and Project Information on the Project List

The project list can display all projects that you're involved with, either directly as a project team member. It also includes projects on which you have project authority for the user who is an active member of, directly through a role on the project, or indirectly by having authority over a business unit or project unit.

As described in the following table, your project role also determines the information you can view for each project displayed in the project list.

Information	Project Manager	Project Administrator	Project Team Member
General project information including name and number, type, status, dates, customer, description, attachments, and notes	Yes	Yes	Yes
Project health status and trends	Yes	Yes	Yes
Current working, baseline, and approved budget and forecast information	Yes	Yes	No
Budget and forecast variance	Yes	Yes	No
Inception-to-date and period-to-date measures	Yes	Yes	No
Pending activities related to the project, financial plans, and progress	Yes	Yes	No

Project Copy Options: Explained

When you create a project from a project template or another project, you can copy project and financial information from the source to the project you are creating.

During project creation, you select the project and financial attributes that can be copied into the new project. The copy options can be categorized as follows:

Copy Option Categories	Description
Always copied	Project attributes such as resource breakdown structures, currency conversion attributes, and key performance indicators are automatically copied to the new project.
Optionally copied	Certain attributes such as tasks and task assignments are optional to copy into the new project.
Not copied	You can't copy any of the transactions, expenditure items or requisitions or purchase orders or supplier invoices, or billing events, to the new project. You can't copy project progress into the new project.

 **Note:** You can copy and then override certain of the project attributes such as team members, class categories, and class codes.

Project Information Attributes

The following table lists the availability of copy options in project attributes when you create a project from another project or project template in Oracle Fusion Project Foundation and in Microsoft Project:

Project Information Attributes	Copy Options in Microsoft Project	Copy Options in Oracle Fusion Project Foundation	Details
Team Members	Available	Available	<p>You can copy a team member if the resource has the same role on the source project or project template and new project.</p> <p>For example, Marilyn Saunders is a team member on the source template and has the project role, Project Administrator. You can't copy the person as a project administrator in the new project, even if you specify another project administrator.</p>
Project Space	Available	Available	A new project space is created for document management if the copy option is selected.
Descriptive Flexfields	Available	Available	

Project Information Attributes	Copy Options in Microsoft Project	Copy Options in Oracle Fusion Project Foundation	Details
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Project Financial Attributes


The following table lists the financial attributes that are available as copy options when creating the project:

Project Financial Attributes	Copy Options in Microsoft Project	Copy Options in Oracle Fusion Project Foundation	Details
Assets	Available	Available	<p>You can copy asset details except the following:</p> <ul style="list-style-type: none"> • Asset number • Employee to whom the asset is assigned • Placed in service date <p>The estimated in-service date is changed based on the difference in the start date of the source template and the project start date.</p>
Asset Assignments	Not Available	Available	
Transaction Controls	Only at the project level	Both at the project and task levels	
Costing Overrides	Available	Available	

Project Plan and Financial Plan Attributes

This table lists the project plan and financial plan attributes available as copy options when you create a new project.

Project Plan and Financial Plan Attributes	Copy Options in Microsoft Project	Copy Options in Oracle Fusion Project Foundation	Details
Tasks	<p>Not Available</p> <p>Use the task structure in Microsoft Project to create a project plan.</p>	You can copy the entire project plan.	

Project Plan and Financial Plan Attributes	Copy Options in Microsoft Project	Copy Options in Oracle Fusion Project Foundation	Details
<p> Tip: You can copy a task structure from an existing project or project template by importing it from Oracle Fusion Project Foundation into Microsoft Project.</p>			
Attachments	Available	Available	<p>All attachments are copied, including those associated with capital projects assets.</p> <p>When creating a project from another project, you can select to copy attachments from the source project or from the original project template.</p>
Descriptive Flexfields	Available	Available	
Task Assignments	<p>Not Available</p> <p>But you can schedule tasks in the application.</p>	Available	
Budget and Forecast Versions	Not Available	Available if you copy tasks to the new project.	

Budgets and Forecasts: How They Are Copied from Project Templates or Projects

When creating a new project, either based on a project template or an existing project, you can optionally copy existing financial plan versions.

Settings That Affect Copying of Financial Plan Versions

The following points determine what and how financial plan versions are copied to a new project:


- Calendar type: Whether financial plan types use the accounting calendar, project accounting calendar, or none
- Creation source and version status: Whether the project is created from a project template or another project, and the status of the financial plan version in the source

When creating a new project, versions of all financial plan types used on the source template or project can be copied if they do not contain errors and are in one of the following statuses:

- **Current Working**

- **Current Baseline**
- **Current Approved**
- **Submitted**

You can select one version of a financial plan type (of any status) to copy to the new project.

 **Note:** For financial plan types that support cost and revenue in separate plan versions, both cost and revenue versions are displayed and are available for selection separately, based on their status.

How Financial Plan Versions Are Copied

When you create a project from another project, financial plan versions are copied in Current Working status, irrespective of the version status in the source project. When your source is a template, then you can select one of the following options to copy a current baseline budget version:

- Copy the selected version as the current working version.
- Copy the selected version as current baseline version and as current working version. That is, create two versions in the new project.

The following table provides further details about copied version information:

Aspect of Version	Details
Generation and copy sources	If the copied financial plan version was originally generated or copied from another source, those details are copied over to the new project. However, if the version was generated or copied from another financial plan version that you did not select to copy, then source information is deleted even though the budget or forecast creation method remains unchanged.
Actual amounts	Actual amounts for forecast versions are not copied to the new project. Estimate-at-completion (EAC) amounts are copied over as estimate-to-complete (ETC) and actual amounts are set to zero.
Period information	<p>When you copy financial plan versions that use an accounting or a project accounting calendar, then periods for the versions created in the new project are based on the periods of the target project and task start dates.</p> <p>If the source project or template does not have a date or you have not entered a start date for the target project, then periods are copied to the new financial plan version without adjustment.</p> <p>However, if both the source project or template, and target project have start dates, then Oracle Fusion Project Portfolio Management performs the following actions:</p> <ol style="list-style-type: none"> 1. Calculates the number of periods between the following: <ol style="list-style-type: none"> a. The period that contains the start date of the source project template or project b. The period that contains the start date of the new project 2. Derives the start period for each budget or forecast line in the new project by adding the number of periods determined above to the period of the new start date.

For example, assume your projects have the following start dates:

- Source project or template: September 1, 2010

Aspect of Version	Details
	<ul style="list-style-type: none"> New project: December 15, 2010 <p>If the financial plan version in the source project contains plan amounts for periods SEP-2010, OCT-2010, and DEC-2010 (assuming monthly periods), then the financial plan version in the new project will contain amounts in DEC-2010, JAN-2011, and MAR-2011.</p> <p>Oracle Fusion Project Portfolio Management assumes that all periods are equal. If your periods are different lengths, then you must review plan amounts in the new financial plan version and update them as required.</p>

Task Dates: How They're Calculated for New Projects

When creating a project, you can select to copy tasks from the source project or template. If you're creating the project in Oracle Fusion Project Foundation, then the application calculates planned dates for tasks on your project plan. They're based on dates you specify for the new project and the dates in the source project.

If you create the project in Microsoft Project, then all scheduling information is entered in that application. Therefore, dates from the source project template or project that you select when exporting the project to Oracle Fusion Project Foundation aren't used.

Settings That Affect Calculation of Task Dates

The default information in the source project template or project and the information you provide for the new project when specifying project details determine how task dates are calculated.

The option to roll up task planned dates that's specified on the associated project plan type doesn't affect project and task dates during project creation.

How Task Dates Are Calculated

If you don't enter start and finish dates for your new project, then Oracle Fusion Project Foundation determines dates as follows:

- If tasks are defined for the source project or template, then the start date for the new project is derived from the planned start date of the earliest task.
- If no tasks are defined for the source project or template, then the start date for the new project is the current date.

If you do enter a project start date, then Oracle Fusion Project Foundation shifts the task dates based on the difference between the dates of the source and the dates you specify for the new project. Consider the following example, where the task start and finish dates are pushed out 31 days based on the specified start dates:

Date Type	Source Template Date	Date Entered in Project Details	Resulting Project Date
Project Start	May 01, 2010	June 01, 2010	June 01, 2010

Date Type	Source Template Date	Date Entered in Project Details	Resulting Project Date
Project Finish	May 31, 2010	NA	July 01, 2010
Task Start	May 02, 2010	NA	June 02, 2010
Task Finish	May 31, 2010	NA	July 01, 2010

If you enter both a project start and finish date and the duration of the project is reduced, then task dates that are past the project finish date are truncated, as highlighted in the example in the following table.

Date Type	Source Template Date	Date Entered in Project Details	Resulting Project Date
Project Start	May 01, 2010	June 01, 2010	June 01, 2010
Project Finish	May 31, 2010	June 15, 2010	June 15, 2010
Task 1 Start	May 01, 2010	NA	June 01, 2010
Task 1 Finish	May 15, 2010	NA	June 15, 2010
Task 2 Start	May 02, 2010	NA	June 02, 2010
Task 2 Finish	May 31, 2010	NA	June 15, 2010

Spaces: How They Work With Projects

Spaces provide an online location and collection of tools for teams to work together more effectively on documents.

If project spaces are enabled, project team members copied from the source project template or source project are added to the project and project space. New project team members are automatically added to the project space. Optionally, you can change project space roles or remove members from the space.

Role Mappings

The project manager is assigned to the Moderator role in the project space. All other project team members are assigned to the project space as Participants.

Import Projects Process

Use the Import Projects process to import from third-party applications or create new projects, tasks, transaction controls, project team members, and project classifications.

You can use the Projects Interface macro-enabled Excel workbook template to prepare data for loading and importing into the application. The workbook contains the following worksheets:

- Instructions and CSV Generation: Table-specific instructions, guidelines, formatted spreadsheets, and recommendations for preparing the data file for upload.
- Projects: Project details such as project name, project number, source template number, organization, legal entity, and so on.
- Tasks: Project task details such as project name, task name, task number, task description, parent task number, planning start date, planning end date, and so on.
- Transaction Controls: Project and task transaction control details such as transaction control reference, project name, task number, task name, expenditure category, and so on.
- Project Team Members: Project team member details such as project name, team member number, team member name, project role, start date, end data, and so on.
- Project Classifications: Project classification details such as project name, class category, class code, and code percentage.

After you prepare the data in the Projects Interface Excel template, click the **Generate CSV File** button in the template to create the CSV files in a .zip file format to load data to the interface tables. Optionally, you can bypass the Excel template and manually create the CSV files.

On the Scheduled Processes page, submit the Load Interface File for Import process followed by the Import Projects process to transfer data to the application database tables.

Import Projects Process: Parameters

From Project Name

Beginning project name in the range of projects provided for importing and processing projects, tasks, transaction controls, project team members, and project classifications.

To Project Name

End project name in the range of projects provided for importing and processing projects, tasks, transaction controls, project team members, and project classifications.

 **Tip:** If you want to include all projects, leave the From Project Name and To Project Name parameters blank.

Report Success Details

Option to display in the output report the projects, tasks, transaction controls, project team members, and project classifications that were successfully imported or created.

Import Projects Report

The Import Projects Report contains the output of the Import Projects process. The report displays the processing errors, warnings, and exceptions encountered during the import process. If you want to display all the projects, tasks, transaction controls, project team members, and project classifications that were successfully imported, select **Yes** from the Report

Success Details list in the Process Details window. The project and all of the associated objects, such as tasks, transaction controls, project team members, and project classifications, must import successfully or nothing is imported.

Review the processing errors, warnings, and exceptions for the projects and fix the issues in your data. Reload the updated data to the interface tables and resubmit the Import Projects process.

Related Topics

- [External Data Integration Services for Oracle Cloud: Overview](#)
- [Import Project Tasks](#)

FAQs for Define Project

What's a project set?

A personalized set of projects grouped for searching or reporting purposes. Project sets can be shared with others.

How can I add projects to a project set?

Select the project rows in the My Projects page, and then select the **Add to Project Set** from the Actions panel tab.

Why can't I view all projects in a shared project set?

On a shared project set, you can only view projects to which you have access. For example, if you share a project set that contains ten projects, and a coworker is a team member on seven of them, then the coworker finds only those seven projects when viewing the project set.

What's the difference between the project list and project set?

The project list is a collection of projects that are filtered and displayed based on project search criteria such as project manager, customer, business unit, or project set. For example, the default saved search **My Approved Projects** displays all projects that are in an approved status for which you have a team member role.

A project set is a collection of projects that you group based on your business requirements. For example, you can add projects (to which you have access) to a project set even if the projects have different project managers or customers, or are created for a particular organization or business unit.

You cannot share saved project list searches that you create with other users.

You can share a project set with other users.

What projects appear when I view my projects on the project list?

The **My Active Projects** saved search displays all projects that are in an approved status on which you have the access and are a team member.

Can I change the organization that owns a project or task?

Yes. You can change the project or task owning organization at any time, unless unprocessed transactions exist for the project. You can also simultaneously reprocess transactions for the affected tasks. Since the project or task owning organization has no effective as-of date, the new organization applies for the duration of the project.

How are project space roles mapped to project resources?

The application automatically assigns each project resource to a project space role on the associated project space. The project manager is assigned the role of project space moderator. All other project resources are project space participants.

Project space moderators can manually add additional participants or modify participant access, if required.

What's the difference between project space documents and attachments?

You can upload documents to a project as a project space document or attachment. Project space documents are documents that you upload to the primary project space if automated project spaces are enabled. You can access project space documents within the project space or in the Documents tab of the project Overview page. Project spaces provide additional features such as collaboration on documents with team members. Other document features include comments, and version history.

Attachments can be in any form, and you can upload documents, enter text, or specify a URL. You can hide the **Attachments** region on the Edit Project Definition and project Overview pages by disabling attachments on the project template from which the project is created.

You can't access attachments from the project space and project space documents from the Attachments region.

What happens if you enable the project type for sponsored projects?

Projects of this project type become sponsored projects. The project type is automatically enabled for burdening. However, you can avoid burdening for the project type by deselecting the **Enable burdening** check box.

After you deselect the project type for burdening, you can't enable it for burdening later, if the project type is used by a project or project template.

How can I collaborate with my project team on project-related issues?

Use the Social link in the project Overview page to have conversations with project stake holders on project-related issues. The Social link is available if you have enabled integration with Oracle Social Network Cloud Service.

Consider the following example. You are a project member on a project to implement software for a customer. You have concerns on the issues related to product testing. The resolution to the issues requires collaboration between project members. You create a conversation and invite the project manager, functional experts, and other members on the project discussion.

Conversations are online discussions that include messages, comments, and documents. The conversation participants give their views, provide information, and upload documents. Information is shared as if everyone were working together in the same room.

Related Topics

- [What does social networking have to do with my job?](#)

Define Project: Manage Project Options

Project Date Cascade Options: Explained

Use the **Cascade option** choice list to determine whether your changes to project dates cascade to tasks.

Use the Basic Information region on the Edit Project Template page to select one of the following options:


- Do not cascade project date changes to tasks: Both start and finish dates are editable. However, you must ensure the following:
 - The project start date is not later than the earliest task date.
 - The project finish date is not earlier than the latest task date.
- Cascade project start date change to affected tasks: You can edit only the project start date.
- Cascade project finish date change to affected tasks: You can edit only the project finish date.

Do not cascade project date changes to tasks is the default value. You must select the cascade option each time you change the project dates, as your selection isn't saved for future date changes.

If you select to roll up planned dates for tasks or are using an external application for scheduling, then you can't modify the project start or finish dates.

Cascading Changes to Transaction Dates

If you selected to synchronize transaction dates with planned dates, then transaction dates are updated automatically when date changes cascade to tasks.

 **Note:** If transactions are already charged to a task, ensure that the existing transaction dates on the task lie within the new transaction dates.

Cascading Changes to Assignment Dates

If you selected to synchronize task assignment dates with task dates, then your changes to project dates will cascade to assignments automatically. Otherwise, you must ensure that all task assignment dates are within the range of the new task dates.

Project Customers: Explained

Project customers are internal or external parties who are billed for work performed on a project.

You associate customers with projects in two ways:

- Select project customers when editing the project definition.
- Associate the project or task with a contract.

Project Customers

Specifying one or more project customers during the initial or proposal stages can help you track customers until a contract is signed and associated with the project.

Until a contract is available, project customers are displayed on the project list and the project overview. If you specify multiple project customers, then only the first customer appears on the project list.

Contract Customers

After a project is associated with a contract, the bill-to customer specified on the contract bill plan appears on the project list. If the project is associated with multiple contract lines that have different customers, then the first customer appears.

The project overview displays all customers linked to the project through associated contracts.

Using Class Categories: Examples

Class categories and class codes enable you to classify projects. The following example illustrates how you can use project classifications.

Scenario

InFusion Corporation designs and implements heavy engineering projects for government and private customers. Because InFusion Corporation maintains a diverse portfolio of contracts, the ability to track sector and funding is very important to corporate management.

Therefore, the organization classifies projects by market sector and funding source. The following table describes the two class categories used.

Class Category	Assign to All Projects	One Class Code per Project	Enter Percentage for Class Codes	Description
Market Sector	Yes	Yes	No	Market sector in which project work takes place. A single class code must be provided on the project for the class category.
Funding Source	Yes	No	Yes	Source of funding for project. At least one class code must be provided on the project for the class category. Percentages must be provided to indicate contribution for each source.

The following table describes the class codes available for the categories specified above.

Class Category	Class Code	Description
Funding Source	Private	Project funded by private organizations
Funding Source	Federal	Project funded by the federal government
Funding Source	State or Local	Project funded by a state or local government
Funding Source	Foreign	Project funded by a foreign government
Market Sector	Utilities	Project involves utility or power plant construction
Market Sector	Waste	Project involves waste disposal or recycling facility constructions
Market Sector	Mechanical	Project involves mechanical design and engineering work
Market Sector	Structural	Project involves structural design and engineering work

InFusion management can easily assess projects based on the above class categories and codes.

For example, you specify a class category Funding Source on your project. With this category, you select two class codes: Private and Federal. If you assign 30 percent to Private and 70 percent to Federal, then you indicate the proportion of funding received for your project from the two sources.

On the other hand, because you must select a single market sector, you indicate whether project work involves utilities, waste, mechanical, or structural activities.

FAQs for Define Project: Manage Project Options

Can project dates be outside of the earliest task start date and latest task end date?

Yes. If you select not to automatically roll up task dates at the project plan type level, then the project start and finish dates are editable. They won't need to coincide with the earliest start date and latest finish dates of constituent tasks.

If task dates roll up the task hierarchy, then project dates aren't editable and always coincide with the earliest task start date and latest task finish date.

What's a partner organization?

An external party, defined in the partner management application, that collaborates on your project.

For example, InFusion Corporation is working on a project for Business World. InFusion Corporation hires ABC Consulting as functional consultants. In the project created to track costs and work, the project manager for InFusion Corporation can enter ABC Consulting as a partner organization.

What's the difference between a job title and a project role?

A job title represents the function of a person within an organization and the position within a reporting hierarchy. For example, your organization may have designations or job titles such as software developer, sales representative, or accounts manager.

Project roles represent either a requirement or an assignment on a particular project, for example, project manager. Project roles may differ from project to project.

What's a default planning resource breakdown structure?

A planning resource breakdown structure consisting of one resource format (resource class) with four associated planning resources: Labor, Equipment, Material Items, and Financial Resources.

A default planning resource breakdown structure is created automatically for each project unit. When you create a project template, the default planning resource breakdown structure is selected as primary, but you can designate any other one. Once you designate, you cannot remove the planning resource breakdown structure from the project template or project.

What's a primary resource breakdown structure?

A planning resource breakdown structure that is selected as the primary at the project template or project level. The primary planning resource breakdown structure is used for project planning.

When you create a project template, the default planning resource breakdown structure for the project unit is automatically added and set as primary. You can add additional planning resource breakdown structures to the template and set any one of them as primary. Projects inherit planning resource breakdown structures from the associated template. As with templates, you can add or remove planning resource breakdown structures and change the primary designation as required.

Why can't I change the primary planning resource breakdown structure?

You cannot change the primary planning resource breakdown structure associated with a project after you create a version of a control budget financial plan type. This restriction applies even if you delete the budget version.

Can I edit resource breakdown structures on a project?

Yes. If a planning resource breakdown structure allows resource changes at the project level, you can add resources while working on the project or financial plan. However, you can't add resource formats or make any other changes at the project level.

What's the difference between a planning resource breakdown structure, billing resource breakdown structure, and a reporting resource breakdown structure?

Planning resource breakdown structures provide a list of resource formats and associated planning resources that you can use for project and financial planning, and optionally, project reporting.

Billing resource breakdown structures are similar in organization to planning resource breakdown structures. However, only two predefined billing resource breakdown structures exist and they provide a restricted set of implementation-defined resource formats and billing resources that are used for invoicing and recognizing revenue for contracts.

Reporting resource breakdown structures provide a resource hierarchy consisting of resources, resource types, and other resource groupings, which is used for reporting on planning and actual amounts on a project. Also, unlike planning and billing resource breakdown structures, you can use reporting resource breakdown structures in allocation rules to determine the allocation source and basis amounts.

Why do I specify a percentage for a class category and class code combination?

If you can associate multiple class codes with a class category, then specifying a percentage enables you to create reports based on relative values for each code.

For example, you specify a class category Funding Source on your project. With this category, you select two class codes: Private and Federal. If you assign 30 percent to Private and 70 percent to Federal, then you indicate the proportion of funding received for your project from the two sources.

Define Project: Manage Transaction Controls

Transaction Controls: Explained

Define transaction controls to specify the types of transactions that are chargeable or nonchargeable for projects and tasks. Use transaction controls to configure your projects and tasks to allow only charges that you expect or plan. You can also define which items are billable and nonbillable on your projects that are enabled for billing. For capital projects, you can define which items are capitalizable and noncapitalizable.

You create transaction controls by configuring the following components:

- Expenditure category
- Expenditure type
- Nonlabor resource
- Person
- Job and organization for the person
- Person type
- Chargeable status
- Billable or Capitalizable status

- From and To dates

You can create any combination of transaction controls that you want. For example, you can create a transaction control for a specific person and expenditure type, or you can create a combination for a person, expenditure type, and nonlabor resource. You also specify the date range to which each transaction control applies. If you don't enter transaction controls, you can charge expenditure items from any person, expenditure category, expenditure type, and nonlabor resource to all lowest tasks on the project.

Chargeable Status

You can further control charges for each transaction control record by specifying whether to allow charges. The default value is to allow charges.

You usually select Chargeable when you're using inclusive transaction controls. For example, if you want to allow people to charge only labor to your project, you define a transaction control with the Labor expenditure category, and allow charges to the project or task.

You usually don't select Chargeable when you're using exclusive transaction controls because exclusive transaction controls list the exceptions to chargeable transactions.

System Person Type

You can use this control to specify whether transactions incurred by employees, contingent workers (contractors), or both are chargeable.

The validation rules for system person type controls are described in the following table.


Transaction Control Type	System Person Type	Validation Rule
Inclusive	No value	Transactions incurred by employees and contingent workers aren't chargeable.
Inclusive	Employee	Only transactions incurred by employees are chargeable.
Inclusive	Contingent worker	Only transactions incurred by contingent workers are chargeable.
Exclusive	No value	Transactions incurred by employees and contingent workers aren't chargeable.
Exclusive	Employee	Transactions incurred by employees aren't chargeable.
Exclusive	Contingent worker	Transactions incurred by contingent workers aren't chargeable.

Billable and Capitalizable Status

You can define billable transactions for billable projects and capitalizable transactions for capital projects by selecting the billable or capitalizable option. You can choose between the options of **No** and **Task Level**. Select **No** if you want the

charges to be nonbillable or noncapitalizable. Select **Task Level** if you want the billable or capitalizable status to use the value from the task to which the item is charged.

You define the billable or capitalizable status for a task in the **Task Details** section.

 **Note:** The billable or capitalizable status of an individual transaction takes precedence over the billable or capitalizable status of a task.

From and To Dates

You can define transactions as chargeable for a date range by entering a From Date and To Date for each transaction control record.

Expenditure Item Chargeable Status: How It's Determined

Oracle Fusion Project Costing checks all levels of chargeable controls when you try to charge a transaction to a project. The application checks the chargeable status when you enter a new cost transaction or transfer expenditure items to another project or task, and you save the record.

Settings That Affect Chargeable Status

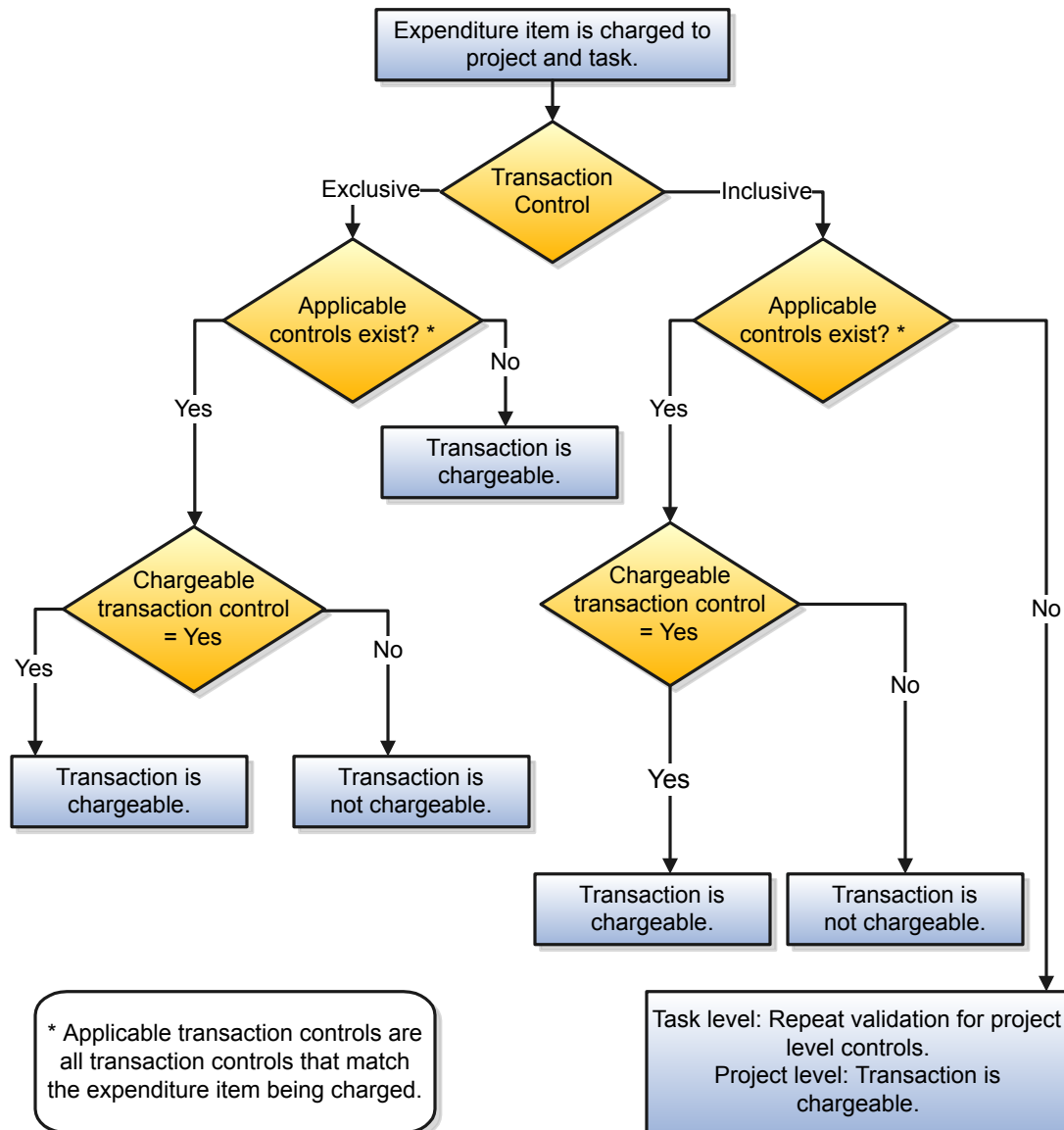
Use the exclusive and inclusive transaction control options to set the chargeable status for all expenditures charged to the project.

Inclusive transaction controls prevent all charges to a project or task except the charges you specifically allow. Specify the types of expenditures that you want to allow, and enable the **Chargeable** option.

By default, exclusive transaction controls allow all charges to a project or task. Specify the types of expenditures that you don't want charged to the project or task.

How Chargeable Status Is Determined

The following illustration shows the steps that Project Costing uses to determine the chargeable status of an expenditure item.



If the inclusive option is selected and applicable transaction controls don't exist, then the transaction isn't chargeable. If applicable controls exist, then the application checks whether the transaction controls allow charges.

If the exclusive option is selected and there are no applicable controls, then the transaction is chargeable. If applicable controls exist, then the application checks whether the transaction controls allow charges.

For both inclusive and exclusive transaction controls, a transaction is chargeable if the **Chargeable** check box is enabled for an applicable control. If the **Chargeable** check box isn't enabled, then the transaction isn't chargeable.

Import Project and Task Transaction Controls Process

The Import Project and Task Transaction Controls process imports the transaction controls from the interface table to Oracle Fusion Project Foundation.

You must define expenditure types, expenditure categories, and resources for which transaction controls are created before importing the transaction control data. If the projects and tasks for which you are creating transaction controls don't exist in the application, you can create them using the Excel templates identified for importing projects, tasks, and transaction controls.

After you enter the transaction controls in the spreadsheet, you must load them to the PJC_TXN_CONTROLS_STAGE interface table and run this process. For more information on each interface table, see the File Based Data Import for Oracle Project Portfolio Management Cloud guide.

You can load data to interface tables using predefined templates and the Load Interface File for Import scheduled process, which are both part of the External Data Integration Services for Oracle Cloud feature. For more information, see the File Based Data Import guide for your cloud services.

From the navigator, select the Scheduled Processes menu and specify the process name, date, and time to run the Import Project and Task Transaction Controls process.

Parameters

From Project Number

Beginning project number in the range of projects provided for importing and processing project and task transaction controls.

To Project Number

End project number in the range of projects provided for importing and processing project and task transaction controls.

Report Success Details

Indicates to track successful projects, tasks, and transaction controls in the report.

Import Project and Task Transaction Controls Report

Submit the Import Project and Task Transaction Controls process. After the process is complete, review the output report for the successful project data and exceptions, if any. Review and resolve the issues and resubmit the process.

The Import Project and Task Transaction Controls process validates and creates the transaction controls in Oracle Fusion Project Management. If one transaction control for the project or task fails the import process, the entire data is not imported. The exceptions for the invalid data are tracked in the report. Review the errors and warnings.

- The Report Summary section provides the number of projects, tasks, and transaction controls imported and rejected.
- The Errors and Warnings section of the report tracks the issues. Review and fix the issues.
- The Report Success Details section tracks the successfully imported data.

Error records in the interface table are removed. You must correct the errors in the source spreadsheet, generate CSV file, load it into the interface table, and resubmit the process.

Related Topics

- [File Based Data Import for Oracle Project Portfolio Management Cloud](#)

FAQs for Define Project: Manage Transaction Controls

What's the difference between exclusive and inclusive transaction controls?

Exclusive transaction controls allow all charges to a project or task by default. You specify the criteria, for example, expenditure category, expenditure types, and organization, to define which expenditures are not chargeable to projects or tasks.

Inclusive transaction controls prevent all charges to a project or task except the charges you specifically allow. You specify the types of expenditures that are chargeable.

Can I override the billable status of an expenditure item?

Yes. You can override the billable status of an expenditure item in the Edit Invoice page or in the Manage Project Costs page.

Define Project: Manage Asset Assignment and Capitalization Options

Asset Cost Allocation Methods: Explained

The asset cost allocation method determines how indirect or common costs incurred on a project are allocated to multiple assets.

You can specify an asset cost allocation method to enable Oracle Fusion Project Costing to automatically allocate unassigned asset lines and common costs across multiple assets. Unassigned asset lines typically occur when more than one asset is assigned to an asset grouping level.

Projects and project templates inherit a default asset cost allocation method from the associated project type. You can override the default at the project level. If you use capital events to allocate costs, then you can also override the asset cost allocation method at the event level.

Asset Cost Allocation Methods

The following table describes the available asset cost allocation methods.

Method	Basis of Cost Allocation
Actual Units	Number of units defined for each asset
Current Cost	Construction-in-process (CIP) cost of each asset

Method	Basis of Cost Allocation
Estimated Cost	Estimated cost of each asset
Standard Unit Cost	Combination of the standard unit cost and the number of units defined for each asset
Spread Evenly	Equal allocation of cost to each asset

Related Topics

- [What's a standard unit cost method?](#)

Managing Capitalized Interest: Points to Consider

Capitalized interest is an estimate of the interest cost incurred when you invest in long-term capital projects.

Subject to accounting rules and regulatory guidelines, you can capitalize interest as part of the total cost of acquiring and constructing assets that require an extended period to be ready for use. To support this requirement, Oracle Fusion Projects can calculate and record capitalized interest for capital projects. You can recognize multiple types of capital interest on your projects. For example, you can calculate capitalized interest separately for interest types such as debt and equity.

Oracle Fusion Projects calculates capitalized interest on open construction-in-process (CIP) amounts. You can spread the cost for one expenditure item across multiple assets. If you have previously capitalized any of the assets to which the cost is allocated, then the total item cost is excluded from the interest calculation.

The process for generating and recording capitalized interest transactions includes the following tasks:

- Defining rates names and rate schedules
- Setting up capital projects for calculating capitalized interest
- Generating, reviewing, and releasing capitalized interest expenditure batches

Defining Rate Names and Rate Schedules

Define capitalized interest rate names to represent each interest type that you want to capitalize. Create capitalized interest rate schedules to define rates of interest calculation for each organization.


Setting Up Capital Projects for Calculating Capitalized Interest

To correctly calculate capitalized interest, ensure that correct capitalization options are defined at the project type, project template, and project levels. At the project level, verify the following:

- The project allows capitalized interest calculation
- The appropriate capital interest rate schedule and capitalized interest stop date are specified

Generating, Reviewing, and Releasing Capitalized Interest Expenditure Batches

You can generate capitalized interest transactions periodically to calculate capitalized interest and generate transactions for eligible projects and tasks. You can review the capitalized interest batches, and delete or reverse them if required.

 **Note:** Before generating capitalized interest batches for a project, you must ensure that the project status allows capitalized interest calculation.

Setting Up Capital Projects for Calculating Capitalized Interest: Points to Consider

To correctly calculate capitalized interest, ensure that correct capitalization options are defined at the project type, project template, and project levels. At the project level, verify the following:

- The project allows capitalized interest calculation
- The appropriate capital interest rate schedule and capitalized interest stop date are specified

Allowing Capitalized Interest for a Project

Indicate whether the project is eligible for capitalized interest. By default, this option is enabled for all capital projects. However, you can update the option as required.

Selecting a Capital Interest Schedule and Capital Interest Stop Date

Capitalized interest rate schedules define rates of interest calculation for organizations. The default interest schedule is inherited from the project type. You can override it if the project type allows schedule changes at the project level.

FAQs for Define Project: Manage Asset Assignment and Capitalization Options

What's a capital interest stop date?

Date that determines the accounting period up to which capital interest is calculated for a project or task.

For example, assume the stop date for your project is December 27, 2010 and your accounting periods are weekly. That is, the stop date falls in the fourth period of December. In such a case, capital interest is calculated only up to the third period in December 2010.

Define Project: Manage Burden Schedule Assignments

Burden Schedule Task Assignment Options: Critical Choices

A burden schedule is specified at the project type, project, or task for a fixed date. When you change the burden schedule, you can propagate the change from the project to all existing tasks. You can change the burden schedule assignment on the project and tasks independently. You don't need to change the burden schedule on each task separately. To selectively cascade the burden schedule change, consider one of the following task assignment options:

- Assign the burden schedule to new tasks only
- Assign the burden schedule to all tasks
- Assign the burden schedule to tasks with previously assigned schedule

Assign Burden Schedule to New Tasks Only

The changed burden schedule is applied to new top tasks only. New subtasks always inherit the burden schedule assignment from the parent task. The burden schedule change doesn't affect the existing tasks or tasks with an existing override.

Assign Burden Schedule to All Tasks

The changed burden schedule is applied to all existing tasks. Existing burden schedule overrides don't change.

Assign Burden Schedule to Tasks with Previously Assigned Schedule

The changed burden schedule applies only to existing tasks that have the same burden schedule that was assigned to the project before this change. The changed burden schedule isn't applied on tasks with an existing burden schedule override.

Related Topics

- [Can I change or override the burden schedule for projects and tasks?](#)

FAQs for Define Project: Manage Burden Schedule Assignments

Which burden schedule is used for calculating actual costs of a sponsored project?

Actual cost transactions for sponsored projects use the burden schedules and burden schedule overrides specified for the award and its related objects.

The burden schedule specified on the project type of a sponsored project isn't used for calculating actual cost.

Why are burdened costs not calculated based on the burden schedules I select for a sponsored project or task?

Actual cost transactions for sponsored projects use the burden schedules and burden schedule overrides that you select in the associated award. These transactions don't use the burden schedules and burden schedule overrides that you assign for a sponsored project or task.

You can select burden schedules for planning cost transactions in the planning options of the financial and project plan types. Alternatively, you can set planning options to use actual rates instead of planning rates for planning transactions, in which case, burden schedules and burden schedule overrides assigned in the associated award are also used for planning cost transactions.

If you are using planning rates for financial or project planning, you can select specific rate schedules and burden schedules for the plan type.

Define Project: Manage Reporting Options

Summarized Financial Plan Types: Explained

Summarized financial plan types are financial plan types whose previous and current approved versions (for forecasts) or original and current baseline versions (for budgets) are used in summarization of project performance data.

Particular financial plan types are included in summarization by default, while you must manually select others.

Default Financial Plan Types

Approved forecast and baseline budget versions of the following financial plan types are automatically included in summarization of project performance data:

- Approved Revenue Budget
- Approved Cost Budget
- Primary Revenue Forecast
- Primary Cost Forecast

A budget or forecast financial plan type may support both cost and revenue in one version.

User-Selected Financial Plan Types

Apart from the default financial plan types, you can include up to four others in summarization of project performance data.

 **Tip:** You can include a financial plan type before it's used on a project for creating a version.

You can replace a user-selected financial plan type until project performance data is summarized for reporting. After that, you can only disable the financial plan type to exclude it from further summarization.

Related Topics

- [Performance Data Summarization: How It's Processed](#)

Performance Trend Indicators: Explained

Project performance trend indicators show whether project performance is favorable or unfavorable. You can view the following types of trends:

- Up, favorable: Indicates that an increasing KPI value is favorable to the project.
- Up, unfavorable: Indicates that an increasing KPI value is unfavorable to the project.
- Down, favorable: Indicates that a decreasing KPI value is favorable to the project.
- Down, unfavorable: Indicates that a decreasing KPI value is unfavorable to the project.
- Unchanged: Indicates that there is no change to the KPI value.

You can change the default sort order of the trend indicators using the Manage Trend Indicators setup task. You can set up KPIs with the most unfavorable trend to appear on top of the list in the KPI Watchlist on the Project Performance dashboard.

Run the Generate KPI Values process after updating project performance data to see the latest information in the Project Performance dashboard.

 **Tip:** Enable the reporting option in the Manage Project Units page to generate KPI values automatically after updating project performance data.

KPI Components: How They Work Together

A key performance indicator (KPI) enables you to define thresholds of possible values for a performance measure for any project in a project unit. During KPI definition, you associate a performance status indicator with each threshold level. When you generate KPI values, the application compares the value against the thresholds defined for the KPI. If the value falls within any of the defined threshold levels, then the application associates the status indicator of that threshold with the performance measure. The following are the KPI components we will discuss:

- Performance Measure
- Performance Status Indicator
- Threshold Level
- Trend Indicator
- Tolerance Percentage
- Project Performance Data
- Project Unit

Performance Measure

Oracle Fusion Project Performance Reporting provides both fundamental and derived measures that present an objective insight into the performance of the project. In addition, you can create custom measures to meet the unique needs of your organization. Use any delivered or custom performance measure to create a KPI.

Performance measures are available in the areas of budgets and forecasts, billing and revenue, costs, effort, margin, capitalization, and more. Following are examples of predefined performance measures:

- EAC Budget Cost (the estimate at completion burdened cost from the current baseline budget)
- ITD Forecast Revenue Variance (the inception-to-date current baseline budget revenue - current approved forecast revenue)
- Prior Period Margin Percentage Variance (the prior period current baseline budget margin percentage - actual margin percentage)

A performance measure is associated with a time dimension. The following time dimensions are available:

- Estimate-at-completion (EAC)
- Inception-to-date (ITD)
- Prior Period
- Period-to-date (PTD)
- Quarter-to-date (QTD)
- Year-to-date (YTD)

A particular performance measure set, such as Budget Cost, can have as many as six performance measures: one for each time dimension.

A performance measure can be expressed as a currency amount, as a percentage, or in time units such as hours when effort is measured. If the KPI is used on projects that use different currencies, you can enter different thresholds levels for each currency you need.

Performance Status Indicator

Performance status indicators give an immediate picture of the status of a project, such as critical, at risk, and on track. Icons with unique colors and shapes indicate the status and severity of performance. During KPI definition, you first associate status indicators with performance statuses:

- Critical
- Severe
- At risk
- On track
- Ahead

You then associate these statuses with threshold levels. When KPI values are generated for a project, each value is compared to the defined thresholds and the corresponding status indicator for the KPI appears on project performance reports.

A status can identify negative performance so that you can take the appropriate actions to prevent or quickly resolve problems. Conversely, a status can identify positive performance to help you track expected or excellent performance.

Threshold Level

During KPI definition, you define threshold levels to cover all possible values for a KPI. If a KPI value exceeds the range of values defined for the KPI threshold levels, the closest threshold is used to determine the KPI status. For example, if a KPI value falls below the lowest threshold level, the application assigns the status of the lowest threshold level to the KPI.

A status indicator can be associated with more than one threshold level. For example, both underutilization and overutilization of resources can indicate a critical performance status.

Trend Indicator

Performance trend indicators give an immediate picture of improving or worsening KPI value trends on the project. Icons with unique colors and shapes indicate whether an increasing performance trend has a positive or negative impact. For example, an increase in nonbillable costs is considered unfavorable to organizations that are able to bill costs to their clients. In this example, the performance trend indicator will show a negative impact.


Tolerance Percentage

A tolerance percentage is used to compare the previous KPI value to the current value to show if the performance trend is increasing, decreasing, or staying the same. For example, if the tolerance percentage is 10 percent for a KPI, and the difference between the previous KPI value and current value is greater than 10 percent, then the trend is increasing. If the difference is greater than -10 percent, then the trend is decreasing. If the difference is between -10 percent and 10 percent, then the trend shows no change. A single tolerance percentage value, such as 10 percent in this example, represents both negative and positive tolerances.

Project Performance Data

The application provides programs that extract and update transaction data and maintain project performance data. The process of generating KPI values uses this project performance data. Before you generate new KPI values, check the date that the project performance data was last generated to make sure that the data includes all transactions that may impact project performance results. Then decide if you must update project performance data before you generate KPI values. After you run these programs you will have a true picture of project performance.

When you generate KPI values, the period for which KPI values are being generated is determined by the KPI Period Determination Date. The data from that period is used to generate project performance data that will be populated on the project performance dashboard.

 **Note:** KPIs that are enabled for use in the KPI definition are included when KPI values are generated.

Project Unit

KPIs are created for specific project units. During project unit implementation you specify whether KPIs are tracked for the project unit.

Related Topics

- [KPI Trends: How They're Calculated](#)
- [What's a KPI period determination date?](#)

KPI Values: How They're Generated

Key performance indicator (KPI) values are calculated when you generate KPI values. KPI values must be generated after project data is updated.

Settings That Affect KPI Values

You must specify the following parameters:


Settings	Description
KPI Period Determination Date	Set the date used to derive the project calendar and accounting calendar periods for performance measure calculations when KPI values are generated.
Replace Current KPI Values	Replace the current KPI values with the values that are generated now.
Delete Previous KPI Values	Delete the KPI values that were generated the previous time the generate KPI values process was run.
Number of Days to Retain KPI Values	Retain KPI values for the specified number of days starting from the current date before deleting previous KPI values.

For example, assume KPI values were generated on the following dates:

KPI Period Determination Date	Generation Date
October 29, 2010	November 12, 2010
September 30, 2010	October 15, 2010

If you generate KPI values on November 18, 2010 and select to replace the current KPI values, the KPI values generated on November 12, 2010 are deleted and replaced with KPI values generated on November 18, 2010. You must select to replace the current KPI values for a given period if you want to retain one set of KPI values and review KPI values during the period.

You can also delete KPI values that are not required for reporting. The options, **Delete Previous KPI Values** and **Number of Days to Retain KPI Values**, enable you to delete KPI values that were generated prior to a specific number of days. For example, if today is November 18, and you want to remove all KPI values generated in the previous year, you must select to delete previous KPI values, and set **Number of Days to Retain KPI Values** to 322. All KPI values created since January 1, 2010 are retained and KPI values generated before that period are deleted.

 **Note:** Don't delete previous KPI values when you're generating KPI values for the first time in a period, or if you want to see trending information for the KPIs over the life of the project.

When you generate KPI values, you can select to receive a notification by e-mail by enabling workflow notifications, once KPI values are generated.

How KPI Values Are Generated

Use the **Generate KPI Values** process to generate KPI values. KPI values are calculated based on the value of the performance measure associated with the project. When you generate KPI values, the KPI period determination date is compared to the current date to determine the period. KPI values are generated for the period based on the options in the key performance indicator definition. Only one set of key performance indicators is kept for a single KPI period determination date.

For example, KPI values are generated for a KPI period determination date of August 24 at 8:15 a.m. for Projects A and B. Then KPI values are generated for a KPI period determination date of August 24 at 10:45 a.m. just for Project B. The KPI values for Project B generated at 8:15 a.m. are deleted, but KPIs belonging to Project A are retained.

 **Note:** To keep historical information, use a unique KPI period determination date.

Related Topics

- [Calculating Current, Prior Period, and Prior Quarter KPI Values: Examples](#)
- [What's a KPI period determination date?](#)

Performance Status for Tasks and Resources: How It's Calculated

The application calculates performance status for individual tasks and resources for percentage-based key performance indicator (KPI) values.

Settings That Affect Performance Status for Tasks and Resources

When you enable the **Track by Task** and **Track by Resource** options on the project definition, a status indicator appears for the task and resource on project performance reports when the individual KPI value is not on track. Enabling this option helps you easily identify the troubled tasks and resources in a hierarchical task and resource structure in a project.

 **Note:** You can track performance by task and resource only for KPI values that are expressed as a percentage.

How Performance Status for Tasks and Resources Are Calculated

Performance status is individually calculated for all levels of the task and resource hierarchy based on the KPI threshold definition. KPI threshold values are defined when KPIs are created. Based on the threshold values defined, the status for tasks and resources are calculated for the KPI values that are based on a percentage. This example shows how the status of tasks and resources are calculated. For example, assume that the KPI named ITD Nonbillable Cost as a Percentage of Total Cost has the following threshold definition.

Threshold Level	Threshold Range From	Threshold Range To	Status Indicator
1	-99.00%	-12.00%	Critical
2	-11.99%	-5.00%	At Risk
3	-4.99%	4.99%	On Track
4	5.00%	11.9%	At Risk
5	12.00%	99%	Critical

Example of System Implementation Task

In the example, we have a System Implementation task containing six subtasks.

Task	Subtask	ITD Nonbillable Cost	ITD Billable Cost	ITD Total Cost	ITD Nonbillable Cost as a Percentage of Total Cost
System Implementation		20,000	105,000	125,000	16.00%
	Planning	0	21,000	21,000	0%
	Definition	6,000	51,000	57,000	10.53%
	Build	15,000	33,000	48,000	31.25%
	Test	0	0	0	0%
	Release	0	0	0	0%
	Support	0	0	0	0%


The ITD Nonbillable Cost as a Percentage of Total Cost KPI value for the Definition task is 10.53% (6,000/57,000). Based on the threshold levels defined for this KPI, the Definition task shows the At Risk status indicator.

Example of a Consulting Resource Breakdown Structure

In another example, the Consulting resource breakdown structure contains a Labor resource. Labor is a parent to the Project Manager resource, which is a parent to resources Max Martin, Robert Altima, and Fred Jones. The ITD Nonbillable Cost as a Percentage of Total Cost KPI value for Labor is 12.97% (15,700.00/121,015.00). The ITD Nonbillable Cost as a Percentage of Total Cost KPI value for Fred Jones is 0%. Because the KPI value for each row in the hierarchical structure is calculated separately, Labor has a status indicator of Critical and Fred Jones does not have a status indicator.

Resource	Resource	Resource	Resource	ITD Nonbillable Cost	ITD Billable Cost	ITD Total Cost	ITD Nonbillable Cost as a Percentage of Total Cost
Consulting				19,776	105,315	125,091	15.81%
	Labor			15,700	105,315	121,015	12.97%
		Project Manager		15,700	50,000	65,700	23.90%
			Max Martin	2,800	14,000	16,800	16.67%
			Robert Altima	8,400	0	8,400	100.00%
			Fred Jones	0	36,000	36,000	0%

If you track tasks and resources for a project, each task and resource with a KPI value that is not on track is designated as an exception. The KPI value for the project does not impact the exception designation for individual tasks and resources. For example, if a task has a Critical status indicator based on the KPI value and threshold definition, it is designated as an exception even if the project has an On Track status indicator.

 **Note:** Task and resource performance status is based on the latest summarized data, which may not be the same as the summarized data used to generate the latest KPI values.

FAQs for Define Project: Manage Reporting Options

Can I create a version of a financial plan type before I run summarization?

Yes.

Can I replace a financial plan type that is enabled for summarization on a project?

Yes. You can change the financial plan type before project performance data is summarized for reporting.

What happens if I use period-to-date amount-based measures for large projects?

Period-to-date amount-based measures use the same threshold values for all phases of the project. This may result in a spike in the key performance indicator (KPI) values if the amounts used to calculate the KPI values vary widely throughout the

project. To avoid this problem, consider using different sets of threshold values for amount-based KPIs defined in small and large projects.

What happens if I attach different KPIs to a project for the same measure?

Overall project health is based on the most severe KPI status even if you have more than one KPI using the same performance measure.

For example, a Financial category contains three KPIs, and two of those KPIs use the same performance measure with two different threshold definitions. The overall project health is critical in both of these scenarios:

- The KPI status is critical and on track for the two KPIs that use the same performance measure, and the KPI status is on track for the third KPI.
- The KPI status is on track for the two KPIs that use the same performance measure, and is critical for the third KPI.

What's the difference between key performance indicator and KPI category?

Key performance indicators (KPIs) measure how well an organization or individual performs an operational, tactical, or strategic activity that is critical for the current and future success of the organization. Examples are: Period-to-Date (PTD) Actual Spent Labor Effort Percentage, PTD Actual Spent Equipment Effort Percentage, and PTD Actual Margin Percentage. A KPI category is a group of KPIs that belong to a specific performance area. Examples are: cost, profitability, financial, and schedule.

From the examples above, PTD Actual Margin Percentage must be in the KPI category of profitability.

2 Manage Project Plan Tasks and Task Assignments

Task and Assignment Date Settings: How They Work Together

Task and task assignment date options are selected when specifying project planning options. Task and assignment date settings interact to determine how planned and transaction dates are set for tasks and how dates are set for task assignments.


Rolling Up Planned Dates for Tasks

You can select to roll planned dates for lowest-level subtasks up the task hierarchy. In this case, planned dates for summary tasks, top tasks, and the project are not editable. Edit planned dates for lowest-level tasks as required. Updated dates roll up the hierarchy to ensure that planned dates at the summary and project level are equal to the earliest start date and the latest end date of lower-level tasks.

Conversely, if you select not to roll up planned dates, lowest-level subtask dates are editable but must be within the planned date range for summary tasks and the project. You can also edit project or summary task dates as required.

Synchronizing Task Transaction Dates with Planned Dates

If you select to synchronize transaction dates with planned dates, then task transaction dates are not editable. Transaction dates always match task planned dates, plus or minus the number of days specified as a date adjustment buffer.

 **Tip:** Specify a positive buffer value to indicate the number of days before the planned start date and the number of days after the planned finish date that a transaction can be charged to a task. Conversely, specify a negative buffer value to indicate the number of days after the planned start date and the number of days before the planned finish date that a transaction can be charged to a task. In other words, when specifying a negative buffer, transaction dates are within the range of the planned dates.

If you select not to synchronize transaction dates with planned dates, then transaction dates are blank by default and can be edited as required. Transaction dates entered at the summary-task level are used as the default transaction dates for tasks at lower levels. Transaction dates specified for subtasks must be within the transaction dates for the summary task. If none of the summary tasks in the hierarchy have transaction dates, then the new transaction date must be within the project date range.

You can modify the date synchronization option until you charge transactions to a task. Implications of changing between options are as follows:

- Deselected to selected: Existing transaction dates are replaced with dates calculated based on task planned dates plus or minus the date adjustment buffer.
- Selected to deselected: Existing transaction dates can be edited. New tasks have blank transaction dates that are editable. Existing transaction dates outside the project dates are cleared.

Setting Task Assignment Dates Using Planned Dates for Tasks

If you select to base task assignment dates on task planned dates, task assignments span the entire task duration. Task assignment dates are not editable.

 **Note:** You can override this option for individual task assignments.

Related Topics

- What happens if I use Microsoft Project as a third-party scheduling application?
- Project Date Cascade Options: Explained

Task Assignment Period Amounts: Explained

Depending on the calendar type selected on the associated project plan type, you can enter planned amounts for the entire project duration or for specific periods from the accounting or the project accounting calendar. If you select a calendar, the assignment spread curve spreads the planned amounts you entered for a task assignment across all periods within the assignment duration.

Editing and Calculating Planned Amounts

You can edit planned quantity on the Manage Financial Project Plan page for all resources and rates for rate-based resources. After you edit amounts for one period, you can optionally distribute values across all open periods based on the assignment spread curve.

You can also clear planned quantities and amounts for a selected period. When you calculate and save your changes, total quantity and cost values for the task assignment are updated accordingly.

If the project plan supports planning in multiple transaction currencies, then you can edit project and project ledger currency conversion attributes for a selected period. Cost amounts in project currency and project ledger currency are updated when you calculate and save your changes.

Replacing Task Assignments: Points to Consider

Use the Replace Resource Assignments window to replace resources assigned to tasks on the project plan. You can perform the following actions in the window:

- Search for resources in the project plan.
- Select one or more tasks on which the task assignment must be replaced.
- Optionally, specify a date or period to end the task assignment.

The following attributes in the Replace Resource Assignments window affect the resource assignment results:

- Replacement Period
- Replacement Date


- Replacement Resource

Replacement Period

If you use a calendar to plan your project, then you can optionally specify the period to end the task assignment of the existing resource. The task assignment for the replacement resource begins in the following period.

Replacement Date

If you aren't using a calendar to plan your project, then you can optionally select a date to end the task assignment of the existing resource. The task assignment for the replacement resource begins on the next day.

 **Caution:** If you don't enter a replacement date or replacement period, the existing resource is replaced for all dates on the task assignment.

Replacement Resource

Select a replacement resource from the same resource class as the existing resource. Only resources from the primary resource breakdown structure are available for selection.

Project and Financial Plan Period Amounts: How They Are Calculated Using Daily Spread Basis

Assign the Daily Spread Basis spread curve to a resource class or planning resource to proportionately distribute budget, forecast, or project plan amounts across periods based on the ratio of the days in each period to the duration of the task assignment.

Settings That Affect Amount Distribution

You can't define spread points for the Daily Spread Basis spread curve. Therefore, distribution factors aren't calculated. Task assignment start and finish dates determine the number of days in each period, including the first and last periods, and consequently the allocation factor for each period.

 **Note:** Assignment start and finish dates are included in the number of days in the period.

How Daily Spread Basis Amounts Are Calculated

When calculating period amounts, Oracle Fusion Project Portfolio Management performs the following steps:

1. Determines the number of days in the first and last period within the task assignment duration using assignment start and finish dates.
2. Determines the number of days in the other periods within the assignment duration.
3. Determines the total number of days for the duration of the task assignment.

4. Calculates the allocation factor for each period using the following formula:

Period Allocation Factor = Number of Days in Period / Task Assignment Duration

5. Calculates the periodic amount using the following formula:

Amount = Period Allocation Factor * Total Resource Cost or Revenue

Example: Standard Accounting Calendar

In this example, a company uses an accounting calendar with periods that are identical to calendar months. A resource is assigned to a task for 121 days, from February 21 until June 21.

The following table shows how the task assignment days are determined, and the resulting allocation factors.

Month	Period Dates	Days in Period	Task Assignment Days	Period Allocation Factor
January	January 1 through January 31	31	0	0
February	February 1 through February 28	28	8	8 / 121 = 0.0661
March	March 1 through March 31	31	31	31 / 121 = 0.2561
April	April 1 through April 30	30	30	30 / 121 = 0.2479
May	May 1 through May 31	31	31	31 / 121 = 0.2561
June	June 1 through June 30	30	21	21 / 121 = 0.1735
			121	121 / 121 = 1

Example: 4-4-5 Accounting Calendar

In this example, a company uses a 4-4-5 accounting calendar, with four weeks in the first and second months of the quarter, and five weeks in the third month of the quarter. A resource is assigned to a task from February 21 until June 21.

The following table shows how the task assignment days are determined, and the resulting allocation factors.

Month	Weeks in Period	Week Number	Ledger Start Date	Ledger End Date	Days in Period	Days in Ledger	Task Assignment Days	Period Allocation Factor
January	4	1	1	7	7			
		2	8	14	7			
		3	15	21	7			
		4	22	28	7	28	0	0

Month	Weeks in Period	Week Number	Ledger Start Date	Ledger End Date	Days in Period	Days in Ledger	Task Assignment Days	Period Allocation Factor
February	4	1	29	4	7			
		2	5	11	7			
		3	12	18	7			
		4	19	25	7	28	5	5 / 121 = 0.0413
March	5	1	26	4	7			
		2	5	11	7			
		3	12	18	7			
		4	19	25	7			
		5	26	1	7	35	35	35 / 121 = 0.2892
April	4	1	2	8	7			
		2	9	15	7			
		3	16	22	7			
		4	23	29	7	28	28	28 / 121 = 0.2314
May	4	1	30	6	7			
		2	7	13	7			
		3	14	20	7			
		4	21	27	7	28	28	28 / 121 = 0.2314
June	5	1	28	3	7			
		2	4	10	7			
		3	11	17	7			

Month	Weeks in Period	Week Number	Ledger Start Date	Ledger End Date	Days in Period	Days in Ledger	Task Assignment Days	Period Allocation Factor
		4	18	24	7			
		5	25	1	7	35	25	$25 / 121 = 0.2066$
							121	$121/121 = 1$

Calculating Distribution Factors for Spread Curves: Examples


Distribution factors are prorated according to the spread points allocated to each period.

For example, if \$100 is to be spread across four months for a planning resource that uses a prorated even spread curve (where amounts are distributed evenly), then each period is assigned \$25 each. That is, 10 spread points spread over 4 months equals 2.5 spread points per period. Each spread point has a distribution factor of 10.

The following is a description of how distribution factors are calculated for full or partial periods.

Calculating Weighted Distribution Factors

To continue our previous example: Say our planning resource was using a back-loaded spread curve rather than a prorated even spread curve.

 **Note:** Default distribution factors for a back-loaded spread curve are as follows: 0-5-10-15-20-25-30-35-40-45. Hence the total distribution for the spread curve is 225.

The following table describes how distribution factors are determined and amount allocated over the four planning periods.

Period	Distribution Factor Calculation	Weighted Distribution Factor	Distribution Percentage	Distributed Amount
1	Distribution factors assigned to spread points 1 and 2 plus half of the distribution factor assigned to spread point 3: $0 + 5 + (0.5 * 10)$	10.0	4.44%, (10.0/225)	\$4.44
2	Half of distribution factor assigned to spread point 3 plus distribution factors	40.0	17.78%, (40.0/225)	\$17.78

Period	Distribution Factor Calculation	Weighted Distribution Factor	Distribution Percentage	Distributed Amount
	assigned to spread points 4 and 5: $(0.5 * 10) + 15 + 20$			
3	Distribution factors assigned to spread points 6 and 7 plus half of the distribution factor assigned to spread point 8: $25 + 30 + (0.5 * 35)$	72.5	32.22%, $(72.5/225)$	\$32.22
4	Half of distribution factor assigned to spread point 8 plus distribution factors assigned to spread points 9 and 10: $(0.5 * 35) + 40 + 45$	102.5	45.56%, $(102.5/225)$	\$45.56
	Totals	225	100%	\$100

Deriving Spread Point Values and Prorating Distribution Factors for Partial Periods

Transaction start dates associated with a planning resource or task frequently don't coincide with the start or end dates of a period. In such a case, the actual number of planning resource or task transaction days determines how spread points and constituent distribution factors are allocated to full and partial periods.

Assume that the dates for a task assignment cover only 15 days of the first month (a 30-day month) of a four-month planning period. That first month represents the value of 0.5 spread points.

In such a case, the spread point value for each full period is calculated by dividing the total number of spread points (10) by the number of periods corresponding to the transaction (3.5). In other words, spread point values are as follows:

- Full period : $10/3.5 = 2.8571$
- Partial Period: $(10/3.5) * 0.5 = 1.4287$


Related Topics

- [How are distribution factors calculated for forecast ETC periods?](#)

Project Plan Baseline: How It Is Set

You can set a baseline for your project plan as often as required. Each time you set a baseline, baseline information is overwritten by the current planned values.

If you add new tasks or change existing tasks in a project plan that already has a baseline, you can select those tasks and set a baseline for them without affecting the rest of the project plan.

 **Caution:** You cannot set a baseline if the project plan has errors.

Settings That Affect Baseline Creation

When you set a baseline for your project plan, the application copies planned amounts as baseline amounts without changes.


If you select to automatically roll up planned dates for tasks, the application copies subtask and summary task planned dates without change, as baseline dates. However, if planned dates are not automatically rolled up the task hierarchy, then summary task dates may not match the dates of their earliest and latest subtasks. To avoid a mismatch, the application revises the planned dates for summary tasks based on subtask dates.

For example, consider the planned dates in the following task structure:

Task 1: January 1, 2010 to December 31, 2010

- Task 1.1: January 1, 2010 to February 28, 2010
- Task 1.2: March 1, 2010 to March 31, 2010

When you set a baseline for the project plan, the planned finish date for Task 1 changes from December 31, 2010 to March 31, 2010 before being copied as the baseline finish date.

 **Note:** When setting a baseline for your project plan, project start and end dates do not change because project dates can be beyond the dates for the earliest and latest top task dates.

How a Project Plan Baseline Is Set

When you set a baseline for your project plan, the application saves the following current planned values as baseline information at the task and task assignment level:

- Planned dates
- Quantity or effort
- Raw and burdened cost in transaction currency, project currency, and project ledger currency
- Average standard raw and burdened cost rates for the task assignment
- Standard raw and burdened cost rates for each period

Burden Costs: How They're Calculated

Burdening provides the aggregate of raw and burden costs to represent the total cost of doing business accurately. You can calculate burdened costs as a markup of costs by using a precedence of multipliers. Oracle Fusion Project Costing performs a summation of burden costs with raw costs to provide a true representation of costs. Using burdening, you can perform

internal costing, revenue accrual, billing, asset capitalization, and budgetary control including the type of burden costs that your company applies to raw costs.

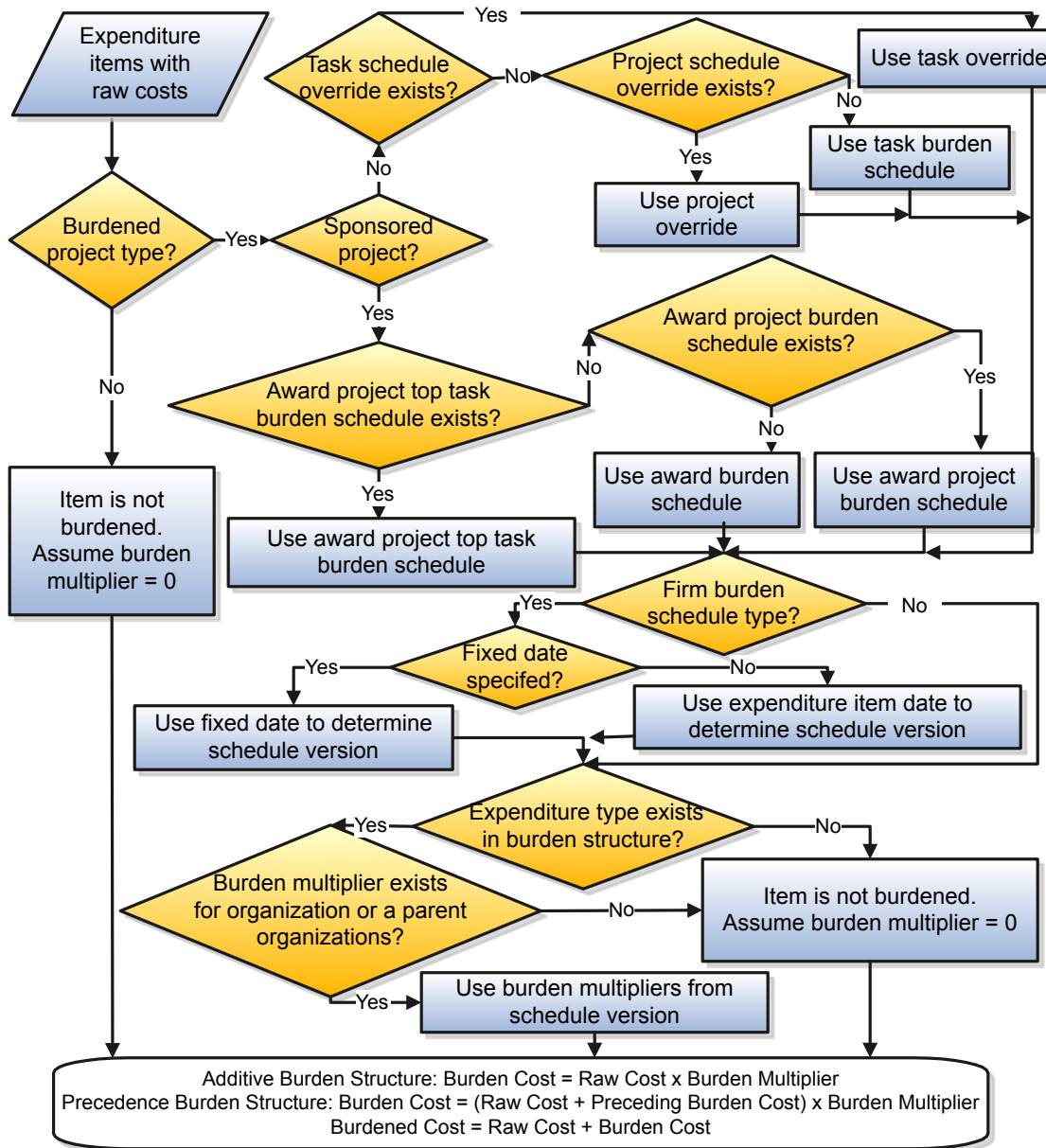
Settings That Affect Burden Cost Calculation Processing

You define the projects that need to be burdened by enabling project types for burdening. When you specify that a project type is burdened, you must then specify the burden schedule to be used. The burden schedule stores the burden multipliers and indicates the transactions to be burdened, based on cost bases defined in the burden structure. You specify the expenditure types that are included in each cost base. With burdening, you can use an unlimited number of burden cost codes, easily revise burden schedules, and retroactively adjust multipliers. You can define different burden schedules for costing, revenue, and billing purposes.

If you enable the option to create separate expenditure items for burden costs at the project type level and the transaction is eligible for budgetary control, then you must associate an expenditure type to the burden cost code in the cost bases of the burden structure.

How Burden Costs Are Calculated

The calculation of burden cost includes the following processing decision logic and calculations.



1. The application selects the expenditure items with raw cost amounts for processing.
2. The process determines if the related project type of the expenditure item is enabled for burdening.
3. If the project type is enabled for burdening, then the process determines the burden schedule to be used.
4. If the project type is not enabled for burdening, then the expenditure item is not burdened. The process assumes the burden multiplier is zero; therefore, burden cost is zero and thus burdened cost equals raw cost.

5. To determine which burden multiplier to use, the process determines if there is a burden schedule override for the expenditure.
6. If a burden schedule override exists, then the process uses the task burden schedule override on the associated task. For sponsored projects, the process ignores the task burden schedule overrides.
7. If no task burden schedule override exists on the associated task, then the process uses the project burden schedule override on the associated project. For sponsored projects, the process ignores the project burden schedule overrides.
8. If there are no burden schedule overrides, the process uses the burden schedule assigned at the task level for burden cost calculations.

For sponsored projects, the process determines the burden schedule to use for burden cost calculations in the following order:

- a. Burden schedule assigned at the summary task level of the award project
- b. Burden schedule assigned at the award project level
- c. Burden schedule assigned at the award level
9. If the burden schedule type is a firm schedule, then the process checks if a fixed date is specified for burdening. If yes, it uses the fixed date to determine the schedule version. If a fixed date isn't specified, then the process uses the expenditure item to determine the burden schedule version.
10. After a schedule version is determined, the process verifies that the expenditure type of the expenditure item is found in any of the cost bases of the selected burden schedule version.
11. If an expenditure type is excluded from all cost bases in the burden structure, then the expenditure items that use that expenditure type aren't burdened (burden cost equals zero, thus burdened cost equals raw cost).
12. The process then checks if burden multipliers exist for the organization to which the cost transaction belongs. If burden multipliers aren't defined for the organization, then the process checks if multipliers are defined for any of the parent organizations in the hierarchy. If burden multipliers don't exist for the organization or any of the parent organizations, then the expenditure isn't burdened.
13. The application calculates burden cost and burdened cost amounts according to the following calculation formulas:
 - o For additive burden structures, burden cost equals raw cost multiplied by a burden multiplier.
 - o For precedence burden structures, burden cost equals the sum of raw cost and preceding burden costs multiplied by a burden multiplier.
 - o Burdened cost equals the sum of raw cost and burden costs.

Burdened Cost Calculation

The burden structure assigned to the burden schedule version determines whether calculations are additive or based on the precedence assigned to each cost code. A burden structure can be additive or precedence based.

If you have multiple burden cost codes, an additive burden structure applies each burden cost code to the raw costs in the appropriate cost base. The examples in the following tables illustrate how burdened cost is calculated as a combination of raw and burden costs and how different burden structures using the same cost codes can result in different total burdened costs.

The following table shows the cost codes and multipliers for calculating burdened cost using the additive burden structure.

Cost Code	Precedence	Multiplier
Overhead	1	0.10
Material Handling	1	0.10

Cost Code	Precedence	Multiplier
General Administrative Costs	1	0.10

Cost Type	Calculation	Amount
Raw Cost	Not Applicable	1000.00
Overhead	1000.00×0.10	100.00
Material Handling	1000.00×0.10	100.00
General Administrative Costs	1000.00×0.10	100.00
Burdened Cost	$1000.00 + 100.00 + 100.00 + 100.00$	1300.00

A precedence burden structure is cumulative and applies each cost code to the running total of the raw costs, burdened with all previous cost codes. The calculation applies the multiplier for the cost code with the lowest precedence number to the raw cost amount.

The calculation applies the cost code with the next lowest precedence to the subtotal of the raw cost plus the burden cost for the first multiplier. The calculation logic continues in the same way through the remaining cost codes. If two cost codes have the same precedence number, then both are applied to the same subtotal amount.

The following table shows the cost codes and multipliers for calculating burdened cost using the precedence burden structure for an expenditure item which is not rate based.

Cost Code	Precedence	Multiplier
Overhead	10	0.10
Material Handling	20	0.10
General Administrative Costs	30	0.10

Cost Type	Calculation	Amount
Raw Cost	Not Applicable	1000.00
Overhead	1000.00×0.10	100.00
Material Handling	$(1000.00 + 100.00) \times 0.10$	110.00
General Administrative Costs	$(1000.00 + 100.00 + 110.00) \times 0.10$	121.00
Burdened Cost	$1000.00 + 100.00 + 110.00 + 121.00$	1331.00

Cost Type	Calculation	Amount
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The order of the burden cost codes has no effect on the total burdened cost with either additive or precedence burden structures.

Related Topics

- [Recalculating Burden Costs: Points to Consider](#)


Resource Mapping: How It Is Calculated

The Update Mapping process matches actual costs and revenue to the latest, saved planning resources for project planning and forecasting. Summarized actual costs and revenue are recalculated for project performance reporting.

Resource Mapping Considerations

Consider these points when using the Update Mapping process:

- You can update resource mappings after you change resource formats or add resources, and save the resource breakdown structure.
- Baseline project plan values are not affected by the Update Mapping process.
- The Update Mapping process applies only if you do not allow resource changes at the project level.

 **Tip:** If you allow resource changes at the project level, use the Update Actual Amounts action on the project plan to update the actual amounts for all tasks on the project plan. Use the process monitor to start the process to summarize project performance data for reporting.

- After running the Update Mapping process, regenerate forecast versions to reflect the new actual costs.


How Resource Mapping Is Calculated

You can track the cost impact of every resource that has been assigned to a project task and use the resource breakdown structure to view the breakdown of these costs. Oracle Fusion Projects associates the costs of the resources used for tasks with branches and levels in the resource breakdown structure. The process for determining the correct association is managed by rules of precedence.

Oracle Fusion Projects uses the following rules to associate cost amounts with resources:

- Select the lowest level in the resource breakdown structure to which a transaction can map.
 - If there is only one level to which the transaction maps, the cost amounts are mapped to that level.
 - If the transaction maps to more than one level, Oracle Fusion Projects sums the precedence numbers for all resource types in the branch, and gives precedence to the resource element in the branch with the lowest sum.

- If more than one branch has the lowest precedence number at the lower level, the application uses the precedence number of the next level up.
- If the sum of precedence numbers is the same for more than one branch, precedence is given to the branch with the lowest number at the lowest level.
 - If one branch contains a user-defined resource type, precedence is given to the branch that does not contain a user-defined resource type.

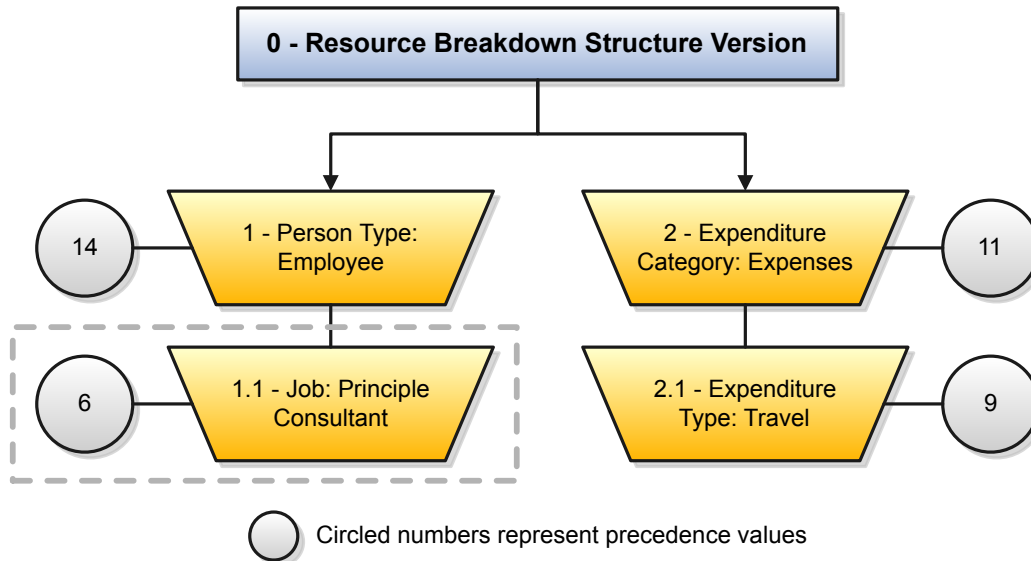
 **Note:** Oracle Fusion Projects gives more precedence to a lower precedence number. For example, a resource element with a precedence number of 1 is given precedence over a resource element with a precedence number of 10.

Rules of precedence are listed in the following table:

Resource Type	Precedence in Labor Resource Class	Precedence in Equipment Resource Class	Precedence in Material Items Resource Class	Precedence in Financial Resources Resource Class
Named Person	1	1	1	1
Project Nonlabor Resource	3	3	3	3
Inventory Item	5	5	5	5
Job	6	6	6	6
Item Category	8	8	8	8
Expenditure Type	9	9	9	9
Event Type	10	10	10	10
Expenditure Category	11	11	11	11
Revenue Category	12	12	12	12
Organization	13	13	15	15
System Person Type	14	14	14	14
Supplier	15	15	13	13
Resource Class	16	16	16	16

Example of Resource Mapping Using Rules of Precedence

This example illustrates that precedence is given to the branch with the lowest number at the lowest level if the sum of precedence numbers is the same for more than one branch.



In this example, a time card transaction for a principle consultant who incurs travel expenses maps to two branches.

- The first branch consists of two levels (1-Person Type: Employee and 1.1-Job: Principle Consultant). The highest level has a precedence number of 14, and the lowest level has a precedence number of 6, for a sum of 20 for the branch
- The second branch also consists of two levels (2-Expenditure Category: Expenses and 2.1-Expenditure Type: Travel). The highest level has a precedence number of 11, and the lowest level has a precedence number of 9, for a sum of 20 for the branch.

The transaction cost amount is mapped to the Job: Principle Consultant resource element because it has the lowest number (6) at the lowest level.

Task Structure Hierarchies: How They're Denormalized

Use the Denormalize Task Structure Hierarchies for Business Intelligence process to include the latest project data in Oracle Transactional Business Intelligence (OTBI) reports.


For example, you manage several projects and observe that actual costs on certain tasks aren't reported in OTBI reports. One of the reasons could be that you made changes to your project task structure and didn't denormalize the task structure.

Settings That Affect Task Structure Hierarchy Denormalization

When you manage projects using Project Financial Management applications, the task structure is denormalized when you first save the project plan. Subsequently, when you add, delete, move, or change the indentation of tasks, you can synchronize project updates from the project plan.

Alternatively, to ensure that OTBI reports are current, project application administrators and project managers can schedule the process to run on a regular basis. You must specify the following parameters.

- Range of project numbers to include all active and approved projects with modified task structures.
- Schedule for the process to run periodically.

 **Note:** If you manage projects using Project Execution Management applications, you can run the denormalization process only from the Scheduled Processes page.

How Task Structure Hierarchies Are Denormalized

The denormalization process groups hierarchical task data into single rows to reduce the number of task levels. The process creates a new row for each level of the hierarchy.

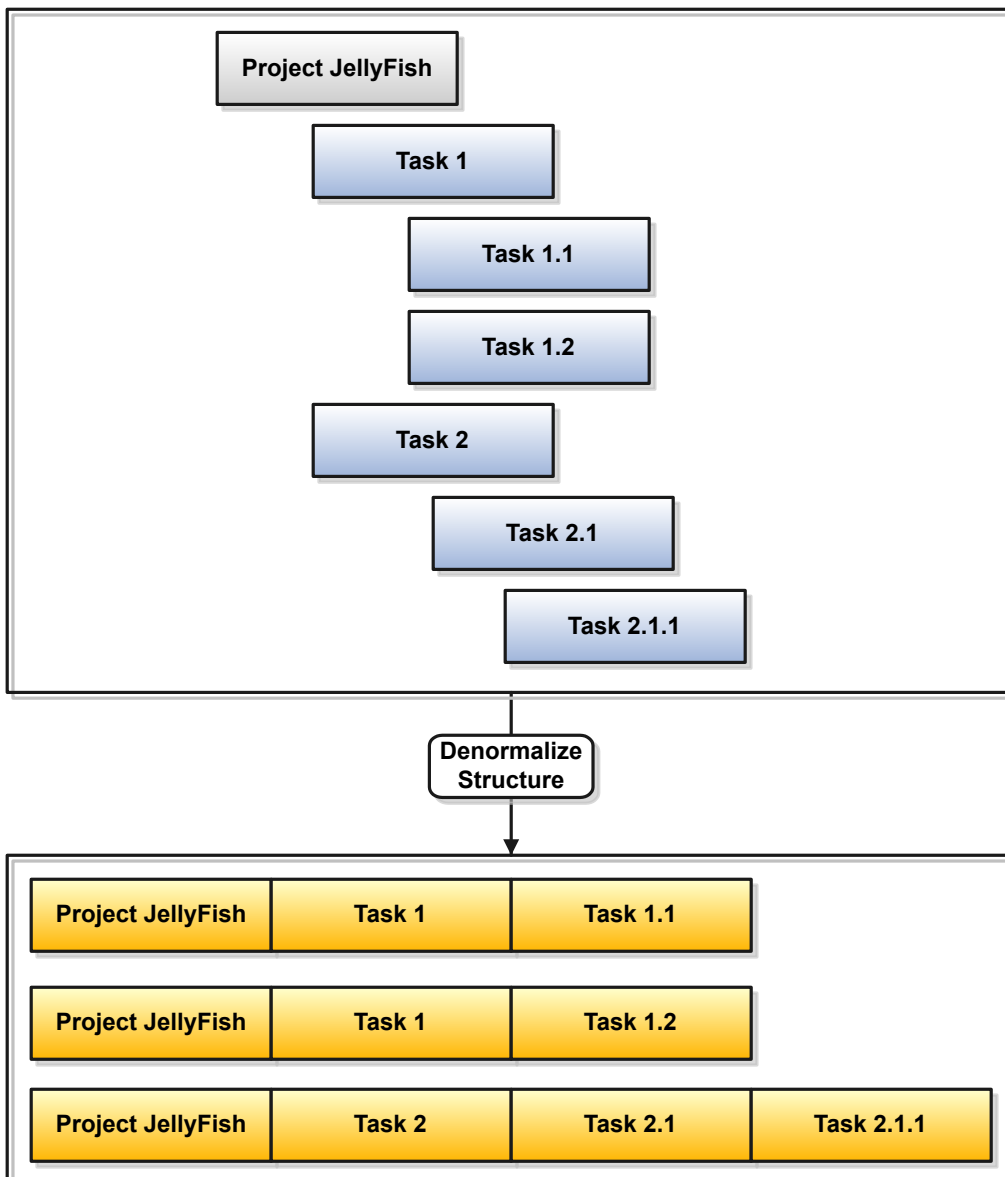
Example: Task Structure Hierarchy Denormalization

Project JellyFish has the following task hierarchy.

- Task 1
 - Task 1.1
 - Task 1.2
- Task 2
 - Task 2.1
 - Task 2.1.1

The following table and graphic show how the tasks appear after the denormalization process is run.

Level 1	Level 2	Level 3	Level 4
Project JellyFish	Task 1	Task 1.1	
Project JellyFish	Task 1	Task 1.2	
Project JellyFish	Task 2	Task 2.1	Task 2.1.1



Import Project Tasks

The Import Project Tasks process creates project tasks from data loaded into the Oracle Fusion Project Tasks interface table. The process creates project tasks based on data from third-party applications you loaded into the open interface table.

Run the Import Project Tasks process from the Scheduled Processes page.

Before running this process, you must:

- Define the projects for your tasks in Oracle Fusion Project Foundation.

- Load import data to the PJF_PROJ_ELEMENTS_XFACE table. For more information about tables, see the Tables and Views for Oracle Project Portfolio Management Cloud guide.

You can load data to interface tables using predefined templates and the Load Interface File for Import scheduled process, which are both part of the External Data Integration Services for Oracle Cloud. For more information about file-based data import, see the File Based Data Import guide for your cloud services.

Parameters

From Project Name

Beginning project name in a range of projects provided for importing project tasks.

To Project Name

End project name in a range of projects provided for importing project tasks.

Report Success Details

Option to provide details in the Import Project Tasks report for project tasks that imported successfully.

Import Project Tasks Report

The Import Project Tasks report summarizes the number of processed, accepted, and rejected tasks encountered when you imported the project tasks. The report contains details for all project tasks that generated errors during the import process.

Review the error message details for each task. Fix the errors in the source spreadsheet, and resubmit the Import Project Tasks process until you import all project tasks.

Related Topics

- [External Data Integration Services for Oracle Cloud: Overview](#)

FAQs for Define Project Plan Tasks and Schedule


What's a planning project?

A planning project enables you to create task assignments and enter planning amounts, bring in summarized actual amounts into the project plan, and capture progress in Project Financial Management applications for Oracle Fusion Project Portfolio Management.

In other words, you can only perform the following activities if you designate your project as a planning project:

- Create task assignments.
- Enter effort against tasks.
- Track project progress.

- Enable display of summarized actual amounts on the project plan.
- Use Microsoft Project integration.

 **Note:** If you exclude actual costs from summarization at the project unit level, then you can't designate projects as planning projects.

What's a work type?

A classification of actual work. For example, a professional services enterprise may define work types such as Analysis, Design, and External Training. Use work types to determine whether expenditure items are billable and to classify cross-charge amounts into cost and revenue.


When you create or import expenditure items, the default work type is inherited from the associated task. Tasks, in turn, inherit work type values from parent tasks and ultimately from the project. Project types determine the default work type value for projects and project templates.

What's a baseline project plan?

Key planned information for tasks and task assignments, including dates, costs, quantity, effort, and rates, that you can save from current project plan values. Setting a baseline for a project plan doesn't create a new plan version. Rather, current plan information is saved in baseline columns of the current project plan.

You must set a baseline for your project plan before capturing progress. Baseline amounts determine earned value for lowest-level tasks, which in turn are used to roll up physical percent complete to summary tasks.

You can't delete baseline data, and baseline data doesn't change unless you override it when you next set a baseline for the tasks.


 **Tip:** By generating a budget version when you set a baseline for your project plan, you can maintain an historical record of past baseline data.

What happens if I refresh cost rates for tasks on the project plan?

The following table describes the impact of refreshing cost rates in a project plan, using the selected options.

Option	Description
Refresh all rows	Refresh rates for all tasks on the project plan.
Refresh selected rows	Refresh rates for selected tasks.
Refresh all periods	Refresh rates for all periods. Rates are refreshed for the entire project plan or for selected tasks depending on whether you're refreshing all rows or selected rows.
Refresh from selected period forward	Refresh rates for the entered period and subsequent periods. Rates are refreshed for the entire project plan or for selected tasks depending on whether you're refreshing all rows or selected rows.

Option	Description
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 **Note:** Options to refresh period rates apply when the project plan supports planning for accounting or project accounting periods.

What happens if I generate a budget from a project plan?

Budget versions created while setting a baseline project plan are generated based on the planning options (calendar type, planning level, rates, and so on) specified in the selected financial plan type.

For example, amounts are calculated and summarized up to the planning level specified in the plan settings. If you select a financial plan type that supports revenue, corresponding amounts are calculated based on the revenue generation method specified in the generation options.

Why can't I select some financial plan types when generating a budget version while setting a baseline for the project plan?

When you generate a budget when setting a baseline project plan, you can select any active budget financial plan type that's available for budget creation. However, some financial plan types (including the default financial plan type selected in the budget generation options of the project plan type) are unavailable for selection in the following circumstances:

- If your project plan contains costs in multiple planning currencies, then only financial plan types that support planning in multiple transaction currencies are available.
- If you already selected an approved cost or revenue budget financial plan type for creating a budget version, then no other approved budget financial plan types are available.

When must I update actual amounts in the project plan?

Use the **Update Actual Amounts** menu option in the following circumstances:

- Actual amounts don't appear on the project plan after you update project performance data (after you run the summarization process).
- You delete a task assignment with actual amounts and want to bring the amounts back into the project plan.
- You replace the primary planning resource breakdown structure, thereby deleting all task assignments, after actual amounts are brought into the project plan.

What happens if I synchronize project updates?

The application synchronizes updates to the project structure with budgets and forecasts, and denormalizes the modified task hierarchy for reporting in Oracle Transactional Business Intelligence. A project application administrator or project manager can synchronize project updates for projects created using Project Financial Management applications. Alternatively,

you can schedule the Denormalize Task Structure Hierarchies for Business Intelligence process to run periodically from the Scheduled Processes page.

If you manage projects using Project Execution Management applications, you can run the process only from the Scheduled Processes page.

FAQs for Define Project Staffing Plan

Can I assign a resource to a task multiple times on the project plan?

No. However, if a resource is intermittently assigned to a task and amounts across periods are in the same planning currency, then you can create a single task assignment covering the work or task duration. Adjust period amounts to assign zero planned quantity or cost to periods in which the resource is unused.

Can I transfer task assignments or other changes from the budget to the project plan?

No. You can generate a budget version from a project plan. However, you can't transfer any subsequent changes to the budget such as new task assignments or updates to planned amounts, back to the project plan.

What happens if I adjust task assignment amounts?

When you adjust cost rates or quantity for a task assignment by a positive or negative percentage, the application automatically recalculates raw and burdened cost amounts for that assignment and saves your changes.

If you previously entered an override for burden costs, the revised burdened costs are calculated based on the override burden multiplier.

What happens if I delete a task assignment with actual amounts?

The planned amounts for the resource are reduced to zero in the project plan, and the actual amounts remain the same. The resource becomes an unplanned resource that you can't delete from the project plan.




Note: You can only delete a task assignment for a resource with actual amounts if a baseline project plan exists.

What happens if I refresh cost rates for task assignments on the project plan?

The following table describes the impact of refreshing cost rates based on the selected options.

Option	Description
Refresh all rows	Refresh rates for all planning resources assigned to the task.
Refresh selected rows	Refresh rates for selected task assignments.
Refresh all periods	Refresh rates for all periods. Rates are refreshed for all planning resources associated with the task or for the selected task assignment depending on whether you are refreshing all rows or selected rows.
Refresh for selected period and onward	Refresh rates for the entered period and subsequent periods. Rates are refreshed for all planning resources associated with the task or for the selected task assignment depending on whether you are refreshing all rows or selected rows.

 **Note:** Options to refresh period rates apply when the project plan supports planning for accounting or project accounting periods.

When editing period details, you can revise rates for all periods for the task assignment or for the selected period and subsequent periods.

What's an unplanned resource?

A resource that has actual costs, but a task assignment wasn't previously created.

When you update project performance data, actual costs are mapped to resources on the primary planning resource breakdown structure. If no task assignment exists for a planning resource with actual costs, then the application creates a new assignment and marks it as unplanned. Unplanned resources and associated actual costs are displayed when you capture progress. However, you can't enter progress information, including estimate-to-complete quantity or estimated and actual dates for unplanned resources.

Unplanned resources may appear on the project plan for various reasons, including the following:

- Transactions incorrectly charged to a project or task
- Mismatch between the planned resource and the resource actually used on the task

You can designate an unplanned resource as a planned resource. However, you cannot undo this change.

How can I convert an unplanned resource to planned?

Select the task in the Manage Project Plan page, then select the **Manage Resources for Selected Task** action. In the Manage Resources window, select the **Unplanned** option for the resource.

If you're planning by periods, enter the values for the amount and planning periods in the Convert Resource to Planned secondary window.

If you're not planning by periods, then the actual quantity is automatically copied to the planned quantity for the resource.

What happens if I set an unplanned resource as a planned resource?

When you change an unplanned resource to a planned resource in the financial project plan, there are two possible outcomes based on the project planning options:

If you're planning by periods, the Convert Resource to Planned window opens, where you specify a planned quantity and planning periods. Based on your inputs:


- The application derives planned cost or effort for the resource based on the value you enter in the Planned Quantity field.
- You can apply the planned quantity to one period, or allocate the quantity from the selected period forward. In both cases, the planning periods must be within the date range of the task assignment.

If you're not planning by periods, then the actual quantity is automatically copied to the planned quantity for the resource in the project plan.

What happens if I update planned amounts based on progress?

Updating planned amounts based on progress involves using estimate-at-completion (EAC) quantity to update planned values for task assignments. Planned costs are recalculated after you revise the planned quantity in the Manage Financial Project Plan page. Revised assignment amounts roll up the task hierarchy, and are spread across planning periods.

You can update plan amounts for the entire project plan when publishing progress or select specific task assignments for update in the project plan.

 **Note:** You can't edit progress information for unplanned resources. Consequently, you can't update the corresponding task assignment in the project plan based on progress until you set the resource as a planned resource.

What's the difference between distributing and calculating task assignment period amounts?

By distributing amounts, you ensure that updates to amounts for any period are distributed across all open periods based on the spread curve for the task assignment. Your changes aren't saved or rolled up to the task assignment.

By calculating and saving amounts, you ensure that amounts for each period line are recalculated based on your updates, amounts roll up to the task assignment, and all your changes are saved. If you updated the amounts for particular period lines, amounts won't be redistributed to other periods based on the associated spread curve.

Why are burden cost amounts in the Burden Details window different from those on the resource assignment?

The burden cost amounts are calculated based on the latest built burden schedule version. If the burden rates on a resource assignment are not refreshed on the project plan, budget, and forecast, then the burden cost amounts may not match.

The burden cost amounts in the **Burden Cost Details** window is calculated using a single transaction date, therefore a single burden schedule version. When a resource assignment spans multiple periods, there is a chance that the individual period start dates reside within multiple burden schedule versions. When viewing burden cost details for a resource assignment, the resource assignment start date is used to determine the burden schedule version, therefore the burden cost amounts may mismatch with the resource assignment burden cost amounts. This is due to the actual burden cost of the resource assignment being an aggregate of the individual periods, which may have used different multipliers.

Why can't I find task assignments for a replacement resource?

While replacing a task assignment in the Replace Resource Assignments window, you entered a replacement date or period that is the same as or later than the planned finish date of the original resource. Enter a replacement date or period that is earlier than the planned finish date of the original resource.

Why can't I find persons in the list of resources when I enter team members, planning resources, or person rate schedules?

You can't find persons in the list of resources when you enter team members, planning resources, or person rate schedules in the following situations:

- The administrator didn't assign a department while creating users. Persons must have an active assignment and be assigned to a department in Oracle Fusion Human Capital Management before they can be added as team members or entered as resources on the planning resource breakdown structure or person rate schedule.
- The resource isn't active in Oracle Fusion Human Capital Management because the current date is before the effective date of the resource. If you want to include persons who will start in the future, select the **Include people with future-dated effective start dates** option when you search for the person.
- Persons assigned as project managers aren't active as of the project start date.
- The assignment of the person is terminated and an appropriate value isn't set for the number of days to display people with terminated assignments. You can set the profile value appropriately at the site profile level using the **Specify Number of Days to Display People with Terminated Assignments** task in the Setup and Maintenance work area.

3 Manage Project Budgets and Forecasts

Budget and Forecast Creation Methods: Critical Choices


A budget or forecast version represents a specific planning scenario created with a financial plan type. For example, a cost budget that is based on a set of proposed contract terms, or a cost forecast that is based on an engineering estimate.

Select one of the following methods to create budget or forecast versions.

- Generate amounts based on quantity from another financial plan or the project plan.
- Copy amounts from another budget or forecast version.
- Manually enter amounts for budget or forecast lines.

Generating Budget or Forecast Versions

You can generate budget or forecast versions based on other financial plans or from the project plan. During generation, quantity from the source plan and rates derived from the target financial plan type planning options are used to calculate amounts for the new version. The planning resource breakdown structure is the only planning option that is inherited from the source. You can't edit the planning resource breakdown structure.

 **Note:** If a project is multicurrency enabled and its financial plan type is not multicurrency enabled, you can only create budgets using the financial plan.

Copying Budget or Forecast Amounts

You can create a version by copying another financial plan. Copy plan values without change, or specify a positive or negative percentage by which to adjust amounts before the new version is created.

The copied version inherits planning options from the source financial plan. You can't edit planning options for the new version during initial creation.

Manually Creating Budget or Forecast Lines

When you manually create a budget or forecast version, the basic task structure is recreated without any quantities, rates, or amounts. Budget or forecast dates are based on the planned dates for tasks entered in the project plan.

To create the version efficiently, add the following at the selected planning level:

- Planning resources: Add all resources in the associated planning resource breakdown structure.
- Financial resources: Add a placeholder resource so that you can enter amounts against tasks without having to assign a planning resource.

Depending on your access, you can edit planning options inherited from the selected financial plan type. Of course, generation options don't apply when manually creating versions.


Award Project Budgets: Critical Choices

Create budgets for award projects from the Awards Overview page to manage spending for expenditures associated with funded awards. You must select specific values for these attributes on a financial plan type and budget version to manage budgets for an award project:

- Calendar type
- Budget creation method
- Planning resources

Calendar Type

Select the **Award Calendar** calendar type in the budget version details.


 **Note:** If the calendar type on a financial plan type or budget version is Award Calendar, Oracle Fusion Grants Management is the source for award budget periods.

Budget Creation Method

Select the **Manually create budget lines** budget creation method. When you create budget lines manually, you enter amounts at the periodic level for each plan line in the budget. This method creates periodic detail budgets, and the values accumulate upward from the lowest-level tasks to the top-level tasks, and to the project level.

Planning Resources

Assign planning resources to the planning level that you selected in the project, which is either the project level or task level. Enter values for the resources in each period.

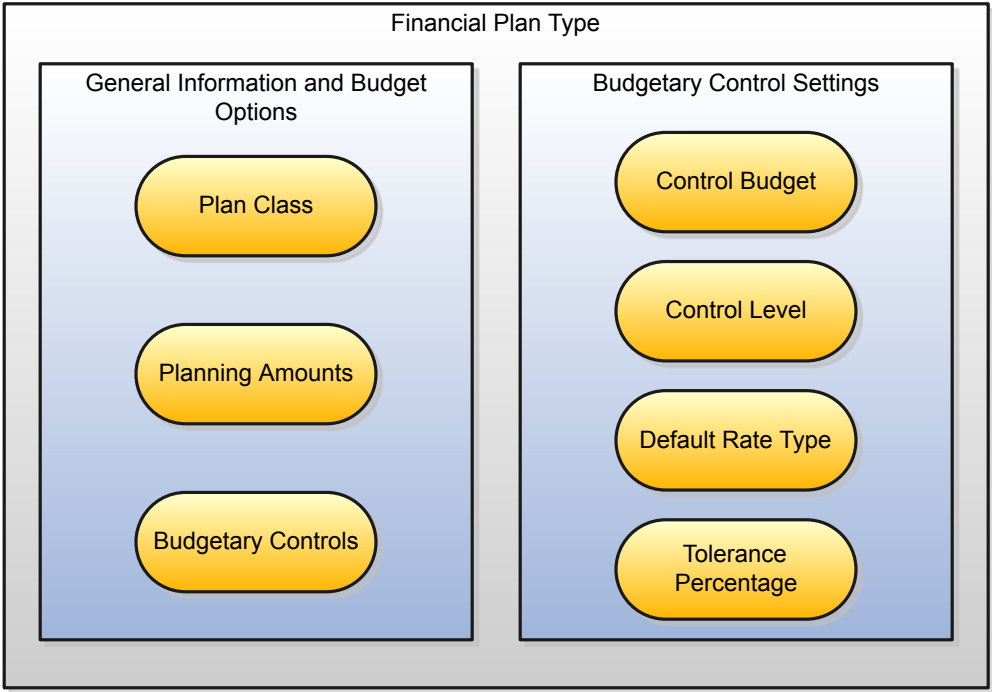
 **Note:** The source of planning resources on a control budget is always the primary planning resource breakdown structure.

Financial Plan Types and Project Budget Versions: How They Work With Budgetary Controls

Financial plan types and budget versions in Oracle Fusion Project Control contain attributes that enable you to automatically create control budgets in Oracle Fusion Budgetary Control. Configuring these attributes on a financial plan type enable the budget versions that you create from that financial plan type to create control budgets.

This figure shows the components of a financial plan type that you must configure to enable a project budget version for creating a control budget in Oracle Fusion Budgetary Control. The general budget information includes the plan class,

planning amounts, and the enable budgetary controls option. The budgetary control settings are the control budget, control level, default rate type, and tolerance percentage.




General Information and Budget Options

Select the following options on the Edit Financial Plan Type page:

- Plan Class: Budget
- Planning Amounts: Costs

Enable the financial plan type for budgetary controls. If you don't select this option, the Budgetary Control Settings tab won't be available in the Planning Options section of the financial plan type or budget versions.

 **Note:** A project can have only one financial plan type that is enabled for budgetary controls. If a financial plan type that is enabled for budgetary controls is used by a budget version on a project, then you can't create another budget version with a different financial plan type enabled for budgetary controls.

Budgetary Control Settings

The Budgetary Control Settings tab in the Planning Options section of the financial plan type and budget version contains the instructions for creating control budgets. The following table describes the attributes and their impact on control budgets.

Attribute Name	Description
Control Budget	The level in the project hierarchy at which you can enter budgetary control amounts.

Attribute Name	Description
	Enter amounts in the budget version at either the project level or the top resource level. The control budget will contain those amounts, and Oracle Fusion Budgetary Control will use the project and top resource information to create the control budget account segments.
Control Level	<p>The level of funds reservation for expenditures that impact the control budget.</p> <p>The levels are:</p> <ul style="list-style-type: none"> • Absolute: Reserve funds for transactions that impact the control budget only if funds are available in the budget. • Advisory: Reserve funds for transactions that impact the control budget whether or not enough funds are available in the budget. However, you can review any exceptions that are generated if a transaction exceeds the funded amount. • Track: Reserve funds for all transactions that impact the control budget. Don't issue a notification if a transaction doesn't have enough funds in the budget. • Do Not Create Control Budget: Don't create a budget in Oracle Fusion Budgetary Control for this budget version.
Default Rate Type	The rate type that converts the amount of a transaction to the currency used in the control budget before the funds check.
Tolerance Percentage	The percentage by which a transaction can exceed the budgeted amount before Oracle Fusion Budgetary Control issues a warning notice or restricts the funds reservation.

Related Topics

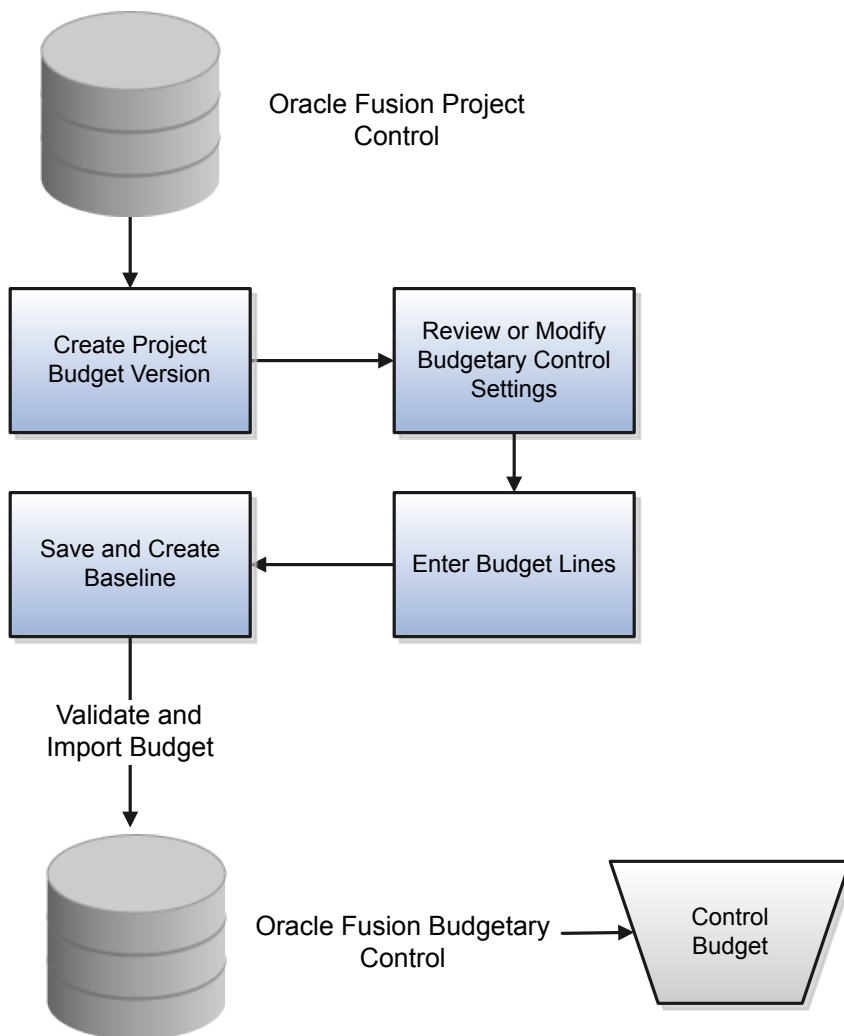
- [Why can't I enable budgetary control on a financial plan type?](#)

Creating Control Budgets from Project Budgets: Procedure

Create a control budget in Oracle Fusion Budgetary Control from a project budget version to centrally enforce budgetary controls for sponsored and non-sponsored project transactions. When you create a baseline version of a project budget version with budgetary control attributes, you automatically create a control budget in Oracle Fusion Budgetary Control.

The following figure shows the procedure for creating a control budget from a project budget version. Create a budget version in Oracle Fusion Project Control, and review or modify the budgetary control settings. Enter the budget lines, and

when you're satisfied with the budget, save the version and create a baseline. Creating the baseline prompts Oracle Fusion Budgetary Control to automatically validate and import the budget version, and create a corresponding control budget.



Prerequisites


The following conditions must exist for you to create a control budget from a project budget version:

- Budgetary control is enabled for the Project Accounting Business Function of your ledger. Manage this option in the Manage Budgetary Control task of the Setup and Maintenance work area.
- A financial plan type is enabled for budgetary control.

Creating a Control Budget

1. In the Projects work area of Project Financial Management, open your project.

2. From the Tasks panel tab, click **Manage Project Budget** and create a budget version. The budget version must meet the following criteria:
 - The financial plan type for the budget is enabled for budgetary controls.
 - The budget version uses the same primary planning resource breakdown structure as the project.
 - If you're working with an award budget, the calendar type is Award Calendar.
 - The fields on the Budgetary Control Settings tab in the Budget Creations Details section of the Edit Budget Version, Manage Version Details page are completed.

 **Note:** The financial plan type contains the default budgetary control settings for your budget version. You can change the control level, default rate type, and tolerance percentage on your budget version.

3. Enter the budget details and budget lines for tasks and resource on a project budget. If you're creating an award budget, enter the budget details and budget lines for tasks and resources at the period level.


The application creates separate control budgets for the project and top resources in Oracle Fusion Budgetary Control. The number of control budgets depends on the control levels you selected in the Budgetary Control Settings tab of the budget version

4. Save your budget version.
5. Create a baseline. You can create a baseline from the Manage Budget Versions page, Edit Budget Version page, or the Review and Finalize Budget page.
6. Oracle Fusion Budgetary Control automatically imports the budget version during the baseline process. The application validates the budget and checks for exceptions. If the budget version doesn't have any exceptions, the budget import is successful, and a control budget is created.

Budget and Forecast Modifications: Explained

Edit budget and forecast versions, including generated quantities and amounts, either by directly changing quantities and amounts, or by changing attributes that determine amounts.

Directly edit summary quantities and amounts at the budget or forecast line level, and edit quantities and amounts associated with period lines. You can also adjust amounts by a specific percentage at the version, line, or period level. When you adjust amounts at the version level, you can create another version based on adjusted values.

 **Note:** When you edit a forecast version, you cannot change actual values. However, you can change estimate-to-complete (ETC) quantities and amounts. You can also change estimate-at-completion (EAC) quantities and amounts at the line level and for periods without actual amounts (that is, periods whose start date is on or after the ETC start date).

The following is an overview of changes that you can make to budget and forecast versions.


Modifying Period Information

Apart from directly editing values for period lines, you can modify the periodic spread of amounts by changing the spread curve associated with planning resources at the plan line level. You can also increase or decrease the number of associated periods by editing from and to dates for budget or forecast lines.

Refreshing and Overriding Rates

The following table describes the options for refreshing cost and revenue rates when managing budget or forecast versions or editing versions.

Option	Available at Version Level	Description
Refresh all rows	Yes	Refresh rates for all plan lines in the selected financial plan version.
Refresh selected rows	No	Refresh rates for selected plan lines.
Refresh all periods	Yes	Refresh rates for all periods. Rates are refreshed for selected plan lines or for the financial plan version depending on whether you are refreshing all rows or selected rows.
Refresh for selected period and subsequent periods	No	Refresh rates for the selected period and subsequent periods. Rates are refreshed for selected plan lines or for the financial plan version depending on whether you are refreshing all rows or selected rows.

 **Note:** Options to refresh period rates apply when the financial plan version supports planning by accounting or project accounting periods.

When reviewing period details, you can revise rates for all periods within the plan line or for the selected period and subsequent periods.

You can also manually override effective rates that are used to calculate cost and revenue amounts (for example, raw cost, burdened cost, and bill rates), and revise currency conversion attributes for individual budget or forecast lines.


When you override effective rates on budget or forecast lines, the associated period lines inherit these overridden rates.

Modifying Values for Rate-Based and Nonrate-Based Resources

For planning resources that are not rate-based, for example financial resources, you can only enter cost or revenue amounts. You cannot change quantity and rate.

For rate-based planning resources, you can edit quantity, rates, or amounts. If you edit a value, associated values are automatically recalculated using predefined precedence rules, as described in the following table.

Changed Values	Precedence Rule
Quantity, rate, or both	Calculate amounts based on the quantity and the corresponding rate.
Amounts or a combination of amounts and quantity	Calculate rate from quantity when available, and then amounts.

Changed Values	Precedence Rule
Rate and amounts	<p>Calculate the rate based on updated amounts and existing quantity. Your updates to the rate are overridden.</p> <p>In addition, if you specify rate and amounts, and not quantity, when creating a new plan line, rate is cleared and only amounts are saved.</p> <p> Caution: Quantity is never modified based on changes to rate or cost and revenue amounts.</p>
Quantity, rate, and amounts	Calculate the rate based on updated amounts and existing quantity.

Import Project Budgets Process

The Import Project Budgets process imports project budget versions from third-party applications, creates new budget versions, or updates existing budget versions.

You can import working and baseline project budget versions.

Run the Import Project Budgets process from the Scheduled Processes Overview page.

Before running this process, you must:

- Load import data to the PJO_PLAN_VERSIONS_XFACE table. For more information about tables, see the Tables and Views for Oracle Project Portfolio Management Cloud guide.

You can load data to interface tables using predefined templates and the Load Interface File for Import scheduled process, which are both part of the External Data Integration Services for Oracle Cloud. For more information about file-based data import, see the File Based Data Import guide for your cloud services.

Parameters

From Project Name

Beginning project name in a range of projects provided for importing project budget versions.

To Project Name

Ending project name in a range of projects provided for importing project budget versions.

Import Project Budget Execution Report

The Import Project Budget Execution report summarizes the number of processed, accepted, and rejected items encountered when you imported the project budget versions. The report contains details for all budget version lines that generated errors during the import process.

Review the error message details for each budget version line. Fix the errors in the source spreadsheet, load the interface file again, and resubmit the Import Project Budgets process until you import all project budget version lines.

Related Topics

- [External Data Integration Services for Oracle Cloud: Overview](#)

Import Project Forecasts Process

The Import Project Forecasts process imports project forecast versions from third-party applications, creates new project forecast versions, or updates existing project forecast versions. You can import working and approved project forecast versions.

Run the Import Project Forecasts process from the Scheduled Processes page. Before running this process, you must:

- Load import data to the PJO_PLAN_VERSIONS_XFACE table. For more information about tables, see the Tables and Views for Oracle Project Portfolio Management Cloud guide.
You can load data to interface tables using predefined templates and the Load Interface File for Import scheduled process, which are both part of the External Data Integration Services for Oracle Cloud. For more information about file-based data import, see the File-Based Data Import for Oracle Project Portfolio Management Cloud guide.

Parameters

From Project Name

Beginning project name in a range of projects provided for importing project forecast versions.

To Project Name

Ending project name in a range of projects provided for importing project forecast versions.

Import Project Forecasts Report

The Import Project Forecast report summarizes the number of processed, accepted, and rejected items encountered when you imported the project forecast versions. The report contains details for all forecast version lines that generated errors during the import process.

Review the error message details for each forecast version line. Fix the errors in the source spreadsheet, load the interface file again, and resubmit the Import Project Forecasts process until you import all project forecast version lines.

Related Topics

- [External Data Integration Services for Oracle Cloud: Overview](#)

FAQs for Manage Project Budgets and Forecasts

Why don't margin amounts appear for some budget or forecast versions?

When viewing the list of budget or forecast versions for a project, or when editing a version, margin is calculated and appears only if the focal version contains both cost and revenue amounts.

However, when reviewing a budget or forecast version that's based on a financial plan type where cost and revenue are planned separately, you can select another version with the corresponding amounts to derive margin.

What's the difference between standard cost rate and effective cost rate?

Standard cost rate is derived from the cost rate schedules that are:

- Specified on the planning options if you're using planning rates.
- Derived using actual cost rate derivation logic if you're using actual rates.

Effective cost rate is applied to quantity for calculating budget or forecast raw cost. It equals the standard cost rate unless you enter a revised effective rate or raw cost amount.

What's the difference between standard burden multiplier and effective burden multiplier?

Standard burden multiplier is a numeric multiplier derived from a burden schedule. The burden schedule is either assigned on the planning options or derived using actual cost rate derivation logic.

Effective burden multiplier is a numeric multiplier applied to raw cost to calculate burden cost amounts for financial planning. It equals the standard burden multiplier until recalculated when you enter a revised burdened cost or effective burdened cost rate.

What's the difference between standard revenue rate and effective revenue rate?

Standard revenue rate is derived from the revenue rate schedules specified on the planning options or from the associated contract, depending on the revenue generation method for the budget or forecast version.

Effective revenue rate is applied to quantity for calculating budget or forecast revenue. It equals the standard revenue rate unless you enter a revised effective rate or revenue amount.

How are distribution factors calculated for forecast ETC periods?

When deriving distribution factors and percentages associated with estimate-to-complete (ETC) amounts for forecast versions, the Oracle Fusion Project Financial Management applications use only the spread point values corresponding to the

ETC period. Therefore, the total distribution used to calculate distribution percentages for ETC amounts is the total in the ETC period, and not the total distribution for all periods.

Can I select any financial plan version for comparison when reviewing a budget or forecast?

Yes. You can select any of the project's financial plan versions to compare with the focal version.

However, if the calendar type associated with a comparison version differs from that of the focal version, then personalized period information doesn't appear for the comparison version. (If the focal version doesn't use a calendar, then no period information appears.)


Similarly, if a comparison version uses a different planning resource breakdown structure, then personalized information for that comparison version doesn't appear in the resource structure view.

Do reporting options for the focal financial plan version determine comparison plan values?

Yes. Reporting options for the focal version also apply to comparison plan versions.

For example, if you select raw cost as the reporting cost, then margin analysis is performed using raw cost for both the focal version and the comparison versions.

Another example: The focal version is created using a financial plan type where cost and revenue are planned using the same version. Here the focal version contains a single quantity and that is used for comparison. If a comparison plan is based on a financial plan type where cost and revenue are planned using separate versions, then the reporting options (report quantity) for the focal version determines whether quantity from the cost or the revenue version is used to calculate variance.

 **Note:** At the financial plan type level, report quantity is always cost quantity when planning for cost and revenue on the same version. However, when reviewing budget or forecast versions, you can edit reporting options to use quantity from the revenue version of the comparison plan.

Can I update planning element values for a budget or forecast line in Excel?

No. You can't update planning element information, including tasks, resources, and currency in Excel, for existing budget or forecast lines. If you modify planning element information in Excel, a new plan line is created in the version when you export it to Oracle Fusion Project Control.

What happens if I select rows for deletion when editing a periodic budget or forecast in Excel?

The selected rows are marked for deletion in Excel. Oracle Fusion Projects deletes the marked rows when you export the budget or forecast version from Excel.

What happens if I enter budget or forecast amounts for a period outside planned dates in Excel?

You will receive an error if you enter an amount outside of the planned date of a budget or forecast. Budgets and forecasts don't accept amounts for periods outside of the planned dates.

FAQs for Grants Integration

How can I enter amounts for an award project budget?

You enter amounts for award project budget versions at the period level, not the resource or task level. Enter the values for quantities, rates, amounts, and resource assignments in the Period Details section of each budget line when editing budgets.

Where do the periods on an award project budget come from?

Periods for award project budgets come from the budget periods defined for the specific award in Oracle Fusion Grants Management. Award project budgets don't use the project accounting calendar, accounting calendar or accounting periods.

Why can't I view the budget versions for an award?

If you open the Manage Budget Versions page from the Projects work area, the budget versions for the award don't appear. To view the budget versions for an award, you must open the Manage Budget Versions page from the Awards work area within the context of the award.

FAQs for Budgetary Control Integration

Why can't I create a budget version with a financial plan type that is enabled for budgetary control?


One of the following conditions exists:

- Budgetary control isn't enabled for the business unit associated with the project.
- The project or award already has a budget version that is enabled for budgetary control. The budget versions for a project or award can use only one financial plan type that is enabled for budgetary control.
- The project currency and the project functional currency are different.

Can I edit a control budget from Project Financial Management?

Yes. Edit the current working version of the project budget, and open the Baseline Budget Review window. There you can review and compare the control budget amounts for the current working budget, current baseline budget, and the proposed increase or decrease. The existing control budgets will be automatically updated when you create a new baseline budget version.

You must edit and create baseline budgets within Oracle Fusion Project Control for the control budget and project budget amounts to be synchronized.

 **Caution:** Although you can edit a control budget within Oracle Fusion Budgetary Control, the control budget and project budget amounts won't be synchronized.

Why can't I edit the budgetary control settings for a budget version?

One or both of the following conditions exists:

- You don't have the necessary security privilege. Only the project manager and principal investigator can edit the budgetary control settings on a project.
- A baseline version of the budget exists. After you create a baseline version of a budget, you can't edit the budgetary control settings.


Why can't I change the calendar type in a budget version?

A control budget exists for the budget version. If the budget version is enabled for budgetary controls, you can't edit the calendar type after you create a control budget.

 **Note:** When you create the baseline version, you automatically create a control budget.

Why do I have to edit the budgetary control account segments for a budget version?

When you create a budget version that is enabled for budgetary control, you automatically create the control budget account segments. The application concatenates the project and top resource names to create the segments. If a segment exceeds 50 characters, the application automatically shortens the segment. The shortened segment may have the same text as an existing segment.

 **Tip:** The most frequent causes of duplicate control budget account segments are lengthy project and top resource names.

4 Track Financial Project Progress

Project Financial Progress: Explained

Capture progress to track the current status of tasks and measure the amount of work remaining. Capture progress centrally in Oracle Fusion Project Control, or use Microsoft Project to capture and then import progress into Oracle Fusion Project Control.

Following is a brief description of capturing progress and calculating values, reviewing earned value metrics, publishing progress, and using external scheduling applications for progress entry.

Calculating ETC and EAC Values

Estimate-to-complete (ETC) and estimate-at-completion (EAC) values are derived based on the ETC method assigned to the task or task assignment. Available options are **Manual Entry** and **Remaining Plan**. If you select the Remaining Plan option, then ETC quantity for the task assignment is calculated as EAC quantity minus actual quantity. EAC quantity is set equal to the current planned quantity for the project plan when you capture progress. ETC quantity is used to determine ETC Effort and to calculate ETC cost.

EAC amounts are calculated by adding ETC amounts to actual amounts. After calculation, both ETC and EAC values are rolled up the task hierarchy.

Calculating Physical Percent Complete

Physical percent complete is calculated at the lowest-task level based on the physical percent complete calculation method. Available calculation methods are **Cost**, **Effort**, and **Manual Entry**. If you select either Cost or Effort, then the application derives physical percent complete from the ratio of actual cost or effort consumed to date against the latest EAC amounts. You can update the calculated value.

Use the **Manual Entry** calculation method to manually enter physical percent complete for lowest-level tasks or when importing progress information from external scheduling applications.


Calculating Earned Value Metrics

After capturing progress, review earned value metrics at the project and task level to determine whether the project is on track.

Earned value cost and effort are calculated at the lowest-task level by multiplying physical percent complete and baseline planned cost or effort. Earned value rolls up the task hierarchy and is then used to determine rolled-up physical percent complete at the level of summary tasks and the project.

The following table describes some of the other metrics calculated at the task and project levels.

Metrics	Calculation
Cost Variance	Earned Value Cost - Actual Cost
Cost Performance Index	Earned Value Cost / Actual Cost

Metrics	Calculation
Schedule Variance	Earned Value Cost - Baseline Planned Cost to Progress As-of Date
 Note: Baseline Planned Cost to Progress As-of Date = (Baseline Planned Cost / Duration in Days based on Baseline Dates) * Number of Days to Progress As-of Date based on Baseline Start Date	
Schedule Performance Index	Earned Value Cost / Baseline Planned Cost to Progress As-of Date
To Complete Performance Index	(Baseline Planned Cost - Earned Value) / (Baseline Planned Cost - Actual Cost)

Publishing Progress

Publish progress to finalize progress collection and make it available for use in project planning, forecasting, revenue generation, and invoicing.

While publishing progress, you can simultaneously generate and approve a forecast version. You can also update planned quantity with EAC quantity. In this case, the application copies the EAC quantity to planned quantity and calculates related values. Revised values roll up the task hierarchy and are spread to periods as appropriate.

Depending on how contract revenue and invoices are generated and processed, you can use the latest published progress when calculating revenue and invoice amounts based on percent complete.

Every time you publish progress, historical information is recorded for the project. You can view historical progress at the project, task, or task assignment level.

Using External Scheduling Applications

Use Microsoft Project Integration to capture progress in an external scheduling application before sending it to Oracle Fusion Project Control.

Integrating with Microsoft Project enables you to import actual amounts into Microsoft Project, enter progress manually, and then export the resulting progress to Oracle Fusion Project Control.

FAQs for Track Project Progress

What's the difference between planned dates and estimated dates?


Planned dates indicate the scheduled start or finish date of a project or task and form the basis for task planning.

Estimated dates indicate the projected start or finish date for the project, task, or task assignment. When you capture progress for a project, estimated dates equal the planned dates for tasks and the assignment dates for task assignments. You can revise estimated dates for task assignments and lowest-level tasks without assigned resources. You can compare estimated dates from the latest published progress with planned dates and baseline dates from the project plan.

How does physical percent complete roll up the task hierarchy?

The physical percent complete value for lowest-level tasks is used, along with baseline planned cost or effort, to calculate earned value cost and effort.

Earned value cost and earned value effort roll up the task hierarchy. At each level, earned value is divided by the baseline planned amount to derive physical percent complete. The **Primary Physical Percent Complete Basis** option for the project plan determines whether baseline planned cost or effort is used.

 **Tip:** You can view physical percent complete calculated using both cost and effort for each task. However, the Primary Physical Percent Complete Basis option determines which value is used for other financial activities and calculations.

5 Use Microsoft Project Integration

Microsoft Project and Project Financial Management Applications: How They Work Together

Microsoft Project integration enables project managers to create projects, complete in-depth scheduling using dependencies and constraints, and perform what-if analysis offline before synchronizing project plan and progress information with Project Financial Management applications in Oracle Fusion Project Portfolio Management.

Project executives, project accountants, and billing specialists can use the information exported to Oracle Fusion Project Portfolio Management for financial planning, project costing, billing and revenue accrual, and performance reporting.

The integration of Microsoft Project versions 2007, 2010, 2013, and 2016 with Project Financial Management applications lets you to do the following:

- Import templates or existing projects from Project Financial Management applications to create projects in Microsoft Project.
- Export projects from Microsoft Project to create projects in Project Financial Management applications.
- Synchronize existing projects with Project Financial Management applications.

 **Note:** If Oracle Fusion Project Management is implemented, the synchronization option is not available.


- Import resources from the primary planning resource breakdown structure to use for creating task assignments in Microsoft Project.
- Plan and schedule projects, assign resources, and track progress.
- Import planned quantities and costs into Microsoft Project for progress collection.
- Export project plan and progress information to Project Financial Management applications.

Installing the Microsoft Project Integration Client

You can download and install the integration clients available for different versions of Microsoft Project to integrate with Project Management or Project Financial Management applications.

Before downloading the client, ensure that you have .NET Framework 4.5.2 or later versions installed on your computer. The following table provides the list of available clients and their features.

Client for Project Financial Management Applications	Supported Features
Microsoft Project 2007	Scheduling only.
Microsoft Project 2010, 2013, and 2016	Scheduling along with support of manual tasks, inactive tasks, free text, and so on.

 **Note:** You can only have one integration client, either for Project Management or Project Financial Management applications, on your desktop. To switch between different clients, you must uninstall the existing client and install the other client.


To install the Microsoft Project Integration client for Project Financial Management applications:

1. From the Navigator, open Project Financial Management.
2. From the My Projects page, open the Actions panel tab and select Install Microsoft Project Integration to download the required client.
3. Save the client, extract the installation files to a local folder, and run the installation file from that folder.
4. From the Oracle Fusion Projects menu, select **Change Environment** and enter the Project Financial Management environment details. The URL must contain the string projectsFinancials. For example, <https://msp-prj.vision.com/projectsFinancials>.

You can change the environment URL at any time to support subsequent server changes.

Importing Projects

You can import a template or an existing project from Project Financial Management applications to create a new project file in Microsoft Project. During import, select to import all project information or only planning resources. If you want to subsequently export new task assignments for the project to Project Financial Management applications, you must import resources from the primary planning resource breakdown structure.

 **Note:** While importing templates from Project Financial Management applications, you can't select a template that allows changes to the primary planning resource breakdown structure at the project level. This restriction doesn't apply when importing projects.

When importing an existing project, retain the link if you intend to synchronize the project. If you only want to view project details, or intend to export the project to Project Financial Management applications as a different project later, then don't retain the project link. The retain link is not available if Oracle Fusion Project Management is implemented and you can't retain the project link if third-party scheduling is disabled for the project.

Importing Resources and Rates

You can import all planning resources from the primary planning resource breakdown structure associated with the project in Project Financial Management applications or import selected resources only.

Import rates from Project Financial Management applications to calculate planned costs in Microsoft Project. The **Cost Type** synchronization option determines whether raw cost rates or burdened cost rates are imported.

Before import, rates are derived for each resource based on the actual or planning rate schedules specified on the associated project plan type. Any override rates you specify on the project plan in Oracle Fusion Project Portfolio Management aren't imported.

Importing Actual Costs and Exporting Progress

You can import actual quantity and costs either from the latest summarized data or from draft progress. The source of actual amounts determines how progress is exported, as described in the following table.

Source of Actual Amounts	Impact on Exporting Progress
Latest summarized data	Actual amounts on the draft progress are refreshed from the latest summarized data when you export progress. Also, you specify the progress as-of date in the synchronization options.
Draft progress	Actual amounts on the draft progress aren't refreshed and hence, they match the actual amounts previously imported into Microsoft Project.

When you export progress from Microsoft Project, the estimate-to-complete (ETC) method and physical percent complete calculation method are set to Manual. Values for planned, actual, and estimated finish dates and physical percent complete are exported at each level in the task hierarchy and don't roll up in Project Financial Management applications. Values for all other attributes are transferred at the task assignment level and roll up in Project Financial Management applications.

After export, draft progress is published. A forecast version is generated depending on progress settings defined for the associated project plan type. You can export progress with raw cost if burdening isn't enabled on the project type. If burdening is enabled, then you must use burdened cost to export progress. To achieve this, set the **Cost Type** synchronization option to **Burdened cost**.

Exporting Projects from Microsoft Project

You can export a project from Microsoft Project to create a new project in Project Financial Management applications. Exporting links the projects in the two applications. Optionally, set a baseline for the project plan, and simultaneously generate a budget version and create a baseline.

When exporting a project, you must select a source project or template unless you had originally imported a project or template from Project Financial Management applications. The source project or template must allow for third-party scheduling and the associated primary planning resource breakdown structure must not allow changes at the project level.

When exporting projects to Project Financial Management applications, Microsoft Project 2010 or later versions export the tasks based on various conditions as given in the following table.

Tasks	Condition
Inactive tasks	Doesn't export.
Manual tasks	Exports only if the manual tasks have valid dates and duration.
Manual summary tasks	Exports only if the schedule mode of all summary tasks is automatic. This is because the roll up doesn't happen in Project Financial Management applications.

Synchronizing Project Information

Use synchronization rules to transfer information from and to Microsoft Project. Select the required synchronization rule to synchronize all information, or import or export selected information only. For example, you can select to only synchronize schedule updates for the project. Depending on the synchronization rule, select synchronization options to determine how information is transferred. Also, ensure that you save the changes in Microsoft Project after synchronizing projects to avoid losing your data.

The following table describes the default direction in which attributes are transferred.

Attributes	Imported into Microsoft Project	Exported from Microsoft Project
Task structure	Yes	Yes
Resources and resource rates	Yes	No
Task attributes	Yes	Yes
Actual quantities and costs	Yes	No
Scheduling and progress	No	Yes

Import Options while Synchronizing Projects

Microsoft Project schedules tasks differently from the Project Financial Management applications. For example, Microsoft Project considers resource availability and tasks dependencies while the Project Financial Management applications don't.

Microsoft Project uses three key attributes to schedule tasks: work, dates, and units. A change to one attribute must be offset by a change to one of the other two attributes. Because Microsoft Projects schedules tasks differently, you can't import work and dates for new task assignments and still have the assignment units as 100%. When you import, you must select which of the three values you want Microsoft Project to calculate and the remaining two values are imported.

For example, assume you import a new task assignment with the following attributes:

- Work:: 16 hours
- Start date: 03-AUG-15
- Finish date: 03-AUG-15

The new task assignment will be imported as follows based on the option selected during synchronization:

Option	Example Calculation
Calculate Dates	With the start date as 03-Aug-15, the work as 16 hours, and the units as 100%, Microsoft Project calculates the finish date as 04-Aug-15.
Calculate Work	With the start date as 03-Aug-15, the finish date as 03-Aug-15, and the units as 100%, Microsoft Project calculates the work as 8 hours.
Calculate Units in Microsoft Project 2007 or Peak in Microsoft Project 2010 or later	With the start date as 03-Aug-15, the finish date as 03-Aug-15, and the work as 16 hours, Microsoft Project calculates the units or Peak as 200%.

Action Controls: Explained

Action controls control data that's imported from other applications to Project Financial Management applications. An action control prevents you from performing an action in Project Financial Management applications on a record that originated in another application. The action controls aren't applicable in Project Execution Management applications.

Available Action Controls

You can set controls on the following actions:

- Add Financial Task
- Delete Financial Task
- Update Project Dates
- Update Project Description
- Update Project Name
- Update Project Number
- Update Project Organization
- Update Project Status
- Update Financial Task Dates
- Update Financial Task Description
- Update Financial Task Name
- Update Financial Task Number
- Update Financial Task Organization

For example, consider the following scenario:

- You imported a project from Microsoft Project.
- Your business rule states that project and task dates are always maintained in Microsoft Project.
- To ensure data integrity, you want to prevent projects and tasks that originate in Microsoft Project from being deleted in Project Financial Management applications.

To enforce this rule, you enter the following action controls for the source Microsoft Project:

- Update Project Dates
- Update Financial Task Dates
- Delete Financial Task

FAQs for Use Microsoft Project Integration


What happens if I use Microsoft Project as a third-party scheduling application?

Your ability to modify project and task dates in Oracle Fusion Project Foundation is limited in several ways. The limitations are:

- You can't modify the start and finish dates for the project and existing tasks.
- You can enter start and finish date for new tasks, however these dates must be within the planned dates for the summary task.
- You can modify transaction dates, however they must be within both the task planned dates and transaction dates for the summary task or project.

What happens if I clear project identifiers in Microsoft Project?

Clearing project identifiers deletes the link between your projects in Microsoft Project and Oracle Fusion Project Foundation. If you clear the project identifiers inadvertently, you can then export the project as a new project to Oracle Fusion Project Foundation.

 **Tip:** Clear project identifiers after you change environment information for Oracle Fusion Project Portfolio Management.


Why do I select attribute values in Microsoft Project?

Use the **Select Attribute Values** menu option to select values for service type, work type, task manager, and progress status. Using the menu option stores the internal ID in Microsoft Project, which enables export of the value to Project Financial Management applications in Oracle Fusion Project Portfolio Management.

If the internal ID is not populated using the Select Attribute Values option, then the associated value is not exported to Project Financial Management. If you select an attribute value and subsequently change it manually without also changing the internal ID, then the original attribute value is exported to Project Financial Management.

When do I clear the attribute cache in Microsoft Project?

Clear the attribute cache after you change the Oracle Fusion Project Portfolio Management environment or if synchronization rules are modified to change the mapping between Microsoft Project fields and attributes of Project Financial Management applications in Oracle Fusion Project Portfolio Management.

 **Tip:** If the attribute cache is accidentally cleared, it is repopulated when you next synchronize the project.

Can I import actual amounts into an unlinked project in Microsoft Project?

Yes. You can import actual amounts along with other information from Project Financial Management applications in Oracle Fusion Project Portfolio Management when creating a new project in Microsoft Project even if you don't retain the project link. However, you can't subsequently export progress for the project.

Glossary

attribute cache

Stores values of attributes from Project Financial Management applications in Oracle Fusion Project Portfolio Management and information related to the mapping of the attributes with Microsoft Project fields during synchronization.

baseline project plan

Key planned information for tasks and task assignments, including dates, costs, quantity, effort, and rates, that you can save from current project plan values. Setting a baseline for a project plan doesn't create a new plan version. Rather, current plan information is saved in baseline columns of the current project plan.

budget line

Budget amounts, quantities, and rates for tasks, currency, and optionally, planning resources.

budgetary control

Set of options and validation processes that determine which transactions are subject to validation against budgets to prevent overspending.

burden cost

Burden costs are legitimate costs of doing business that support raw costs and cannot be directly attributed to work performed.

burden cost base

The grouping of raw costs to which burden costs are applied.

burden cost code

A classification of overhead costs. A burden cost code represents the type of burden cost that you want to apply to raw cost. For each burden cost code in the burden structure, you specify what cost base it is applied to, the expenditure types it is associated with, and the order in which it is applied to raw costs within the cost base.

burdened cost

Cost of an expenditure item, including the raw cost and burden costs.

class category

Method of classifying projects. For example, use class categories to define project funding sources, investment strategies, or industry sectors. Class categories are associated with a set of values called class codes.

class code

Implementation-defined value within a class category that is used to classify projects. For example, a class category called Industry Sector can have class codes such as Construction, Banking, and Health Care.

control budget account segment

Budget dimensions that validate budgetary controls. Budget dimensions are limited to chart of account segments, project attributes, and project resource attributes.

denormalization

Groups hierarchical data in a single row for each lowest-level node in the hierarchy for performance improvement while querying the hierarchy.

distribution factor

Numeric value that determines the budget, forecast, or project plan amounts distributed to financial periods corresponding to each of the ten spread points that make up a spread curve.

financial plan

A budget or forecast representing an estimate of the financial performance of a project.

financial plan type

Category or collection of either project budgets or project forecasts.

financial resource

A resource that uses currency as its unit of measure.

forecast line

Forecast amounts, quantities, and rates for tasks, currency, and optionally, planning resources.

KPI period determination date

Date used to determine the accounting calendar and project accounting calendar periods for performance measure calculations during key performance indicator (KPI) value generation.

period line

Represents budget or forecast amounts for combinations of tasks, currency, and planning resources, for a particular accounting period, project accounting period, award budget period, or group of periods.

project set

A personalized set of projects grouped for searching or reporting purposes. Project sets can be shared with others.

raw cost

Costs that are directly attributable to work performed. Examples of raw costs are salaries and travel expenses.

resource breakdown structure

One or more hierarchies of resources, resource types, resource formats, or other resource groupings that are used for financial and project planning and for viewing planned and actual amounts for a project.

space

A collaboration feature that supports people working on a common area of interest or goal. Space members can share content, send messages to one another, track group events and tasks, and more.

summarization

The summarization or update project performance data process extracts data related to actual cost, commitment, budget, forecast, revenue, and invoice transactions and prepares the data for reporting purposes.

transaction controls

Set of criteria that control whether transactions can be charged to a project or task. Can also define which items are billable and nonbillable on projects enabled for billing. For capital projects, can define which items are capitalizable or noncapitalizable.

unplanned resource

Resource with which actual costs are associated, but a task assignment was not previously created.

