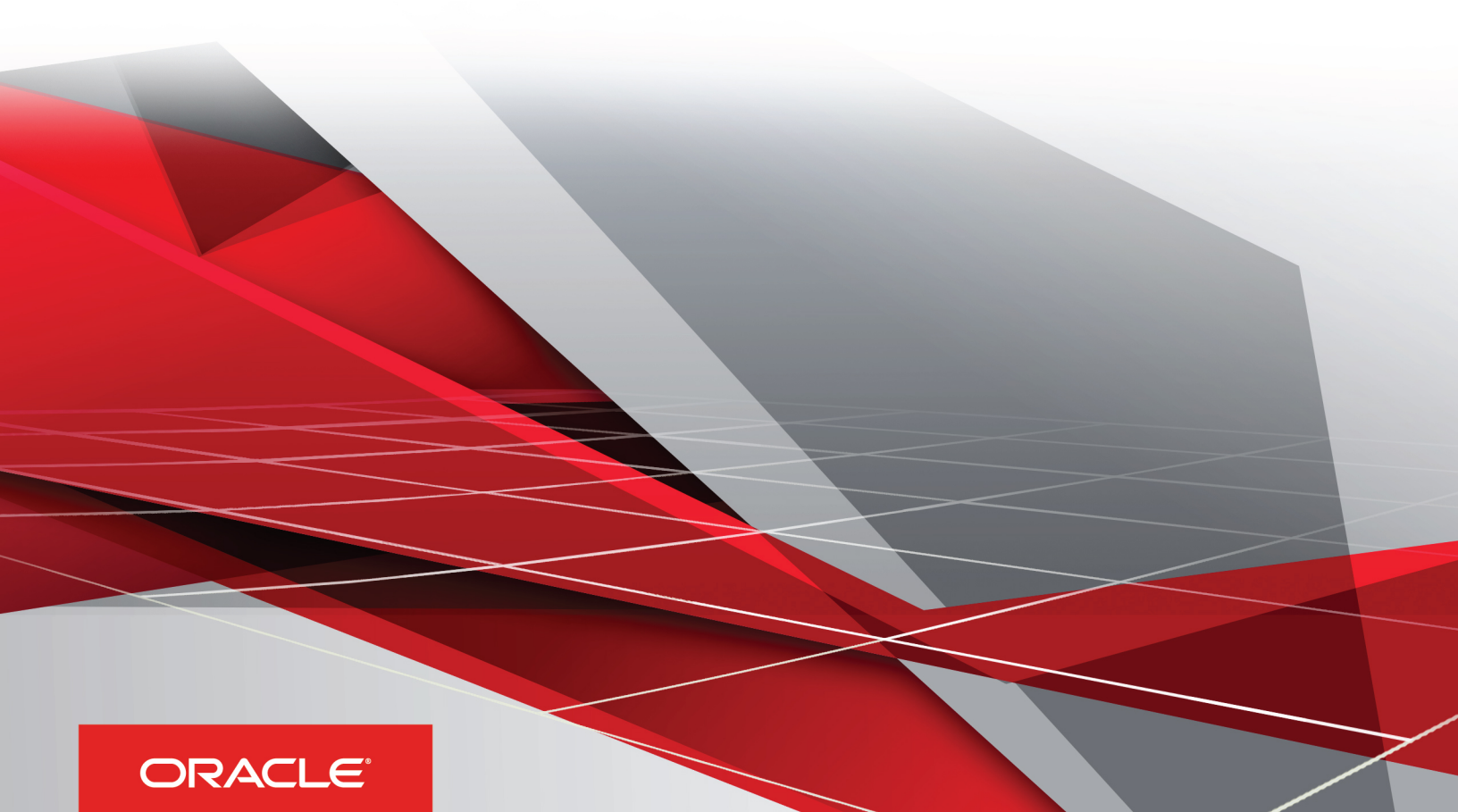
Oracle

Financials Cloud
Using General Ledger

Release 12

This guide also applies to on-premises implementations



Oracle® Financials Cloud Using General Ledger

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Authors: Kathryn Wohnoutka, Barbara Kostelec

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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.
- **Guides and Videos:** Go to the **Oracle Help Center** to find guides and videos.
- **Training:** Take courses on Oracle Cloud from **Oracle University** .

Documentation Accessibility

For information about Oracle's commitment to accessibility, see the **Oracle Accessibility Program** .

Comments and Suggestions

Please give us feedback about Oracle Applications Help and guides! You can send e-mail to: oracle_fusion_applications_help_ww_grp@oracle.com.

1 Introduction

Oracle Fusion General Ledger: Introduction

This guide provides information on how to use Oracle General Ledger. Use this guide to learn how to create and maintain ledgers, ledger currencies, budgets, and journal entries. This guide also includes information about running financial reports.

The chapters included in this guide are:

- Journals
    - Account Combinations
    - Standard Journals
    - Journal Posting
    - Allocation and Periodic Entries
- Intercompany Transactions
- Accounting Period Close
    - Currency Rates
    - Revaluations
    - Account Reconciliation
    - Consolidations
    - Social Network
    - Closing Journals
- Financial Reporting and Analysis
    - Inquires
    - Global Reports
    - Analytics
- Budgets

2 Journals

Capturing Journal Transactions: Points to Consider

The ledger and subledger transactions are captured in four ways:

- Entering journals manually
- Entering journals in spreadsheets
- Importing journals
- Creating journals automatically

Use of these methods varies depending on:

- The application providing the data
- The reason for the entry, such as error correction versus monthly entries
- The tools available, such as the calculation engine used in the automation of journal entries

Entering Journals Manually

Enter journals manually that occur once or infrequently, such as journals to:

- Correct errors
- Reclassify account balances
- Accrue balances for unusual transactions

This method requires the most time and is open to errors from human intervention.

Entering Journals in Spreadsheets

Enter manual and recurring journal entries through a spreadsheet interface. Then:

- Load the completed spreadsheet into the import interface.
- Schedule or manually submit the Journal Import process to import the data into the ledger.

Working in spreadsheets adds functionality such as the use of macros, formulas, and links to existing documents.

> **Note:** Spreadsheets are created as templates for recurring entries and then each month, simply update the data and upload.

Importing Journals

Use Oracle Fusion Subledger Accounting to submit journal entries from subledger applications to the import interface to prepare for data transfer into the ledger. Subledger applications include both Oracle and non-Oracle. Then:

- Schedule or manually submit the Journal Import process to perform the import.
- Verify that the data is transferred completely and accurately.

This method efficiently and correctly populates the bulk of the data in the ledger.

Creating Journals Automatically

In Oracle Fusion General Ledger, create journal entries automatically to automate processes and reduce both errors and data entry time. For example:

- Define allocation rules and rule sets in the Oracle Fusion Calculation Manager. Then:
  - Generate your defined allocation formulas to automatically populate the allocated data to the import interface.
  - Schedule or manually submit the Journal Import process to import the journal lines into the general ledger to create unposted allocation batches.
  - Post automatically during the generate process or manually to allocate data from amounts or accounts to other accounts on a periodic basis.
- Define journal reversal criteria sets for specific journal categories to automatically create reversal journal entries. Schedule or manually submit the AutoReverse process. The process creates journal entries when it reverses the journals that match the criteria specified.
- Define revaluation definitions to properly account for unrealized gains and losses on currency exchange fluctuations. Then:
  - Schedule or manually submit the Revaluation process.
  - Post the revaluation journal batch.

  The process adjusts the respective foreign currency denominated asset or liability to its current accounted value. The adjustment is offset to the unrealized gain or loss account.
- Use the Balances Transfer process for generic cross ledger balance transfers. This process:
  - Transfers copies of the data from your source ledgers to your target ledgers.
  - Initiates this process at periodic intervals as needed.
  - Automatically creates postable journal entries that update account balances in the target ledger with a journal source of Balance Transfer.
  - Is used to transfer specifically from the primary ledger to its balance level secondary ledger.
  - Uses the primary ledger as the journal source.

Accounting Cycle: Example

This example demonstrates the steps in completing the accounting cycle to achieve successful financial reporting for your enterprise. These steps may vary based on your business processes and enterprise structure.

Scenario

Your company, InFusion Corporation, is a multinational conglomerate that operates in the United States (US) and the United Kingdom (UK). InFusion Corporation:

- Uses Oracle Fusion General Ledger and all of the Oracle Fusion subledgers.

- Includes all the components to build and maintain air quality monitoring (AQM) systems for homes and businesses in your business line.
- Provides funding to your customers for the start up costs of these systems through your financial services organization.
- Purchases raw materials from other countries, which requires you to record foreign currency transactions.
- Consists of three subsidiaries.
    - InFusion Financial Services
    - InFusion UK Services
    - InFusion America
- Consolidates financials with all its subsidiaries monthly in the parent, InFusion Corporation ledger.

The following are the tasks that your staff performs to complete the accounting cycle and ensure accurate capturing of your accounting transactions.

- Open the accounting period.
- Enter manual journal entries: standard, statistical, and intercompany balancing journal entries between your parent company and your three subsidiaries.
- Import journals from your subledgers. Correct or delete journal entries that failed the import process. If necessary, run the import process again.
- Define journals that occur periodically and allocation journal formulas for transactions that have a common format, require allocation of amounts or accounts to other accounts, or that are entered frequently.
- Generate recurring and allocation journal batches based on your defined formulas.
- Review the details of the unposted journal batches.
- Edit unposted journals to change or correct information, including the batch period and the journal currency.
- Post journal batches manually or automatically.
- Check for posting errors. Use the Posting Execution Report and the Automatic Posting Execution Report to check the results of your posting. These reports are created automatically when the posting programs are completed.
- Reverse posted journals as needed. Assign a reversing period to the journal, generate the journal, and post the reversing batch.

    Note: Journals can be set to automatically reverse when you open the period. Subsequent adjustments to the accounts are then based on balances net of those reversals.

- Revalue foreign currency denominated balances to reflect conversion rate fluctuations at the end of the accounting period.
- Translate actual account balances in your UK subsidiary to US dollars to report to your US parent. You consolidate the ledgers for all your subsidiaries in US dollars.
- Consolidate ledgers by defining and running a consolidation for all your subsidiaries.
- Produce financial reports and perform online inquiries to review current account balances.
- Close the current accounting period.
- Open the next accounting period.

Creating a Conversation with GL Journals: Points to Consider

You can create conversations on general ledger journals in Oracle Social Network. For example, when the approver of a journal needs more details from the creator of the journal, the approver creates a journal conversation. This conversation allows communication between the creator and the approver, as well as others who have pertinent information and are added as members to the conversation.

Other points to consider in creating conversations on general ledger journals are:

- Including other members or adding documents to the conversation.
- Creating conversations manually or automatically.
- Accessing journal conversations.

Note: The journal approval flow has an action **Request Information** which the approver can use to request the submitter of the batch to provide additional information. Using this action provides a record in the approval flow history.

Including Members and Documents

In Oracle Fusion Applications, you can add application users only, external users cannot join the conversation. When creating a conversation, optionally add the following:

- Documents in the conversation
- Additional members
- Assignments of follow-ups to other members
- Related conversations to the journal conversation

Note: You can make a conversation private, so that only selected members are involved in the conversation.

Creating Conversations Manually or Automatically

You can configure the journal conversations so the conversations are created manually or automatically.

- **Manually**: A **Share** icon appears on the journal's **Conversation List** region after the journal is saved. Click the icon to create the conversation for that journal and add members or documents to the conversation.
- **Automatically:** The conversation is automatically created for you once the new journal is saved. You can access the conversations of any journals where you are a member. To become a member of a conversation, simply select the **Join** icon from the **Conversation List** region.

Note: The **Share** and **Join** icons are only available from the **Create Journal** and **Edit Journal** pages. Selecting a conversation in the **Conversation List** opens the **Oracle Social Network Social Conversation** window in a standalone window, where the selected conversation is displayed.

Accessing Journal Conversations

There are several ways to access the journal conversations:

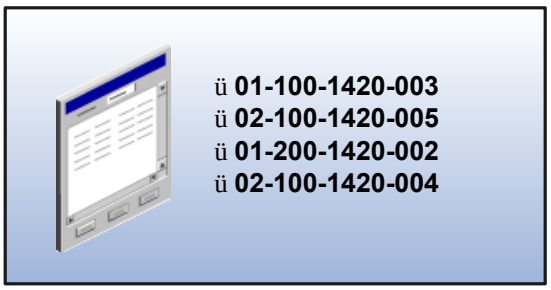
- **Create Journal and Edit Journal** pages: Select the **Social** icon to open the **Oracle Social Network Conversation List** region to show the conversations of the selected journal and all its related conversations. The region shows all conversations you can access for other social objects.
- **Journal Overview**: Select the **Social** icon to open the **Oracle Social Network Conversation List** region to show the conversations of all journals and all their related conversations. The region shows all the conversations you can access for other social objects.
- **Oracle Social Network**: Select the **Social** icon from the global menu, to open the **Oracle Social Network Conversation List** region. This conversation list shows all conversations you can access, including the general ledger journal conversations and any other conversations.

Note: Oracle Social Network is only available in Oracle Cloud implementations.

Account Combinations

Manage Account Combinations: Explained

Account combinations contain a completed set of segment values that uniquely identifies an account in the chart of accounts.



Account combinations:

- Are enabled when created by default.
- Cannot be deleted.
- Use the From Date to be enabled as of a particular date. For example, if you have a new department as of January 1, 2014, create the account combinations in advance by using a From Date of 01-JAN-2014 to enable the combinations on that date.
- Are discontinue by:
  - Deselecting the Enabled check box.
  - Entering a To Date to end date.

> **Caution:** Before creating account combinations, ensure that account types for the natural account segment values have been correctly assigned. If you assign an incorrect account type to a natural account segment value, accounting entries are recorded incorrectly and financial statements are inaccurate. Misclassified accounts are also potentially handled incorrectly at year end, with actual balances either getting zeroed out to retained earnings, or accumulating into the next year.

Set the following attributes on the Manage Account Combinations page:

- **Preserve Attributes:** To prevent changed segment values from overriding values defined at the account combination level when running the Inherit Segment Value Attributes process.
- **Type:** To identify the type of account, Asset, Liability, Revenue, Expense, and Owner's Equity.
- **From and To Dates:** To enable or disable the account combination on a specific date.
- **Allow Posting:** To use the account combination in journals.
- **Alternative Account:** To use an alternative account combination when this one is disabled.

Creating an Account Combination : Examples

Use the Manage Account Combinations page to create account combinations manually or using a spreadsheet.

> **Caution:** Before creating account combinations, ensure that account types for the natural account segment values have been correctly assigned. If you assign an incorrect account type to a natural account segment value, accounting entries are recorded incorrectly and financial statements are inaccurate. Misclassified accounts are also potentially handled incorrectly at year end, with actual balances either getting zeroed out to retained earnings, or accumulating into the next year.

Scenario

Create account combinations using a spreadsheet:

1. **Navigator** > **Setup and Maintenance** > **Manage Account Combinations** > **Go to Task**.
2. Select your **Chart of Accounts**.
3. Click **Search**.
4. Click the **Create in Spreadsheet**.
5. Click **OK** in the message that pops up.
6. Sign in with your user name and password.
7. Enter the new account combination in the appropriate segments. For example: 01-120-5110-00.
8. Click **Submit** to upload the account combinations.

Scenario

Create account combinations manually:

1. **Navigator** > **Setup and Maintenance** > **Manage Account Combinations** > **Go to Task**.
2. Select your **Chart of Accounts**.
3. Click the **Add Row** icon.
4. Verify that the Enabled check box is checked.
5. Select the Account segment values from the drop-down lists. For example:
    - **Company 01**

- **Department 120**
- **Account 5105**
- **Intercompany 00**

6. Enter today's date in the **From Date** to make the account effective today.
7. **Save and Close**.

FAQs for Account Combinations

What happens if I run the Inherit Segment Value Attributes process?

Running the process eases chart of accounts maintenance by automatically replicating changes to segment value attributes of the account combinations that contain that segment value.

For example, enable a particular cost center segment value that had been disabled previously. Navigate from the **Scheduled Processes** page to run the **Inherit Segment Value Attributes** process and re-enable all account combinations containing that cost center automatically.

Use the **Segment Value Inheritance Exception Report** to view the account combinations that have been changed.

Prevent selected account combinations from being affected by selecting the **Preserve Attribute** check box in the **Manage Account Combinations** page.

Note:

- Individual segment value attributes override account combination attributes.
- Conflicting settings for **Enabled, Allow Posting, From Date, or To Date** are resolved by using the most restrictive of the settings of the individual segment values.
- Disabling a segment value disables the combinations containing that value, even if the **Preserve Attributes** check box is selected.

Standard Journals

Journal Entries: How Creating, Posting, and Editing Work Together

Journal entries are posted to the ledger to record data from accounting transactions that reflect your entity's business events. Journal creation, posting, and editing work together in the recording process to produce accurate financial records.

Creating Journal Entries

The process begins with creating journals. You can create journals in several ways:

- Enter manually directly in the ledger.
- Use a spreadsheet interface.
- Import journals into the ledger.
- Create automatically from formulas or processes.

All methods produce a journal entry consisting of:

- A batch that determines the accounting period of all journals associated with the batch.
- One or more journals, with a category and a currency assigned to each.

  Note: For cross currency journals, the currency is assigned at the line level.

- Lines that contain the accounting for the transaction.

Note: You can view the combined description for the entire account combination on all lines simultaneously during journal entry.

Save to create the journal entry. Complete the journal to submit it for posting. After creation, apply an optional journal approval process to the entry.

A journal entry that has been saved, completed, and, if necessary, approved, is available for posting.

Posting Journal Entries

You can post journal entries only in open accounting periods. Keep all but the current periods closed to prevent posting of amounts in incorrect periods. During the posting process, the journal entry is validated and, if successful, the credit and debit amounts are updated to their respective accounts in the ledger. You cannot change a journal entry that is posted.

Once posting has finished successfully, run reports and performs queries on the updated account balances in the ledger.

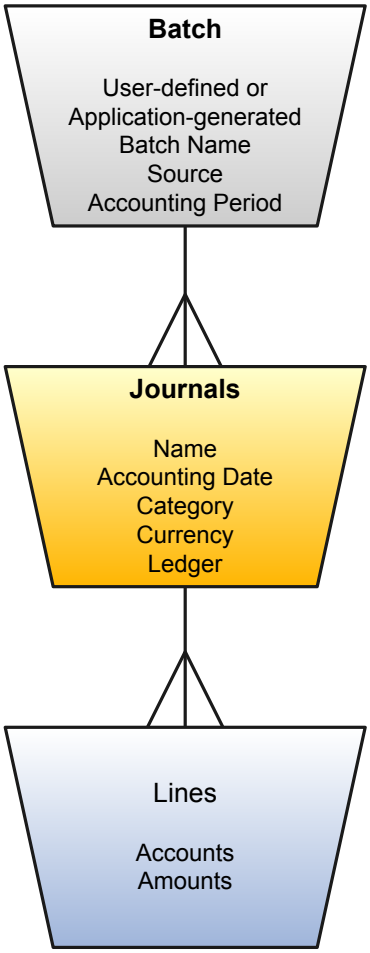
Note: You can configure security using the Post privilege to allow certain users to review and post journals but not create or modify them.

Edit journal entries as needed before they are posted. After posting, either reverse and enter the journal again or enter a new journal to correct the amounts in question.

Journal Entry Components: How They Fit Together

Journal entries post accounting balances to the ledger for reporting and analysis. Journal entries have three components: batch, journals, and lines. You can organize journals with common attributes into batches. The journal information identifies common details for a single journal entry. The lines specify the accounting information for the journal entry.

The figure shows the journal's required data.



Batch

A batch can contain multiple journals, each of which can belong to a different ledger. All of the ledgers within a batch must have the same accounting calendar and chart of accounts. All journal entries in a batch must share the same period. You can create a journal batch by entering a user-defined name in an open or future enterable accounting period. You must post batches in open accounting periods. If you don't want to enter the batch information, start by entering data in the Journals section. The batch name is created automatically using the following components:

- Journal source name of manual
- A unique batch
- System date

Journals

The journal requires the following data:

- Ledger name
- Journal name

- Accounting date
- Source
- Category
- Currency

Note: The description and control total are optional.

To select the ledger from the choice list, your data access set must provide one of the following

- Read and write access to the ledger
- Read and write access to one or more balancing or management segment values

If you use reporting currencies or secondary ledgers with a journal or subledger conversion level, select a reporting currencies or secondary ledger for your journal. Creating manual journals is an exception for the secondary and reporting ledgers because their journals propagate directly from their primary ledger.

Lines

The lines require accounts and amounts. Total debits must equal total credits for all journal entries except for statistical journal entries.

Single or Multiple Journal Batches: Points to Consider

Entering journal batches is optional. The application creates a unique batch ID automatically; using the journal entry name combined with the system date and time. All journal entries in a batch must share the same accounting period. Enter journals only in a current or future enterable accounting period. Batches can contain one or an unlimited number of journal entries. When you post one journal entry, the entire batch posts. Posting is always done at the batch level.

Using a Single Batch

You can record a set of journal entries in a single batch. For example, all of your statistical entries or monthly accruals can be entered in one batch for easy reference, querying, and posting.

Using Multiple Batches

Use multiple batches when it is important for each journal entry to be reversed separately or to document a specific transaction or adjustment.

Entering a Statistical Journal Entry: Example

This example uses headcount to illustrate how a company can record statistical information in a journal entry. The posted statistical balances can then be used as an input for allocation journal entries.

Scenario

InFusion America Incorporated hires thirty new employees and assigns them to the sales, accounting, and purchasing departments. To allocate expenses properly, InFusion America Incorporated must track headcount for each department.

Transaction Details

The thirty new employees are assigned as follows:

- Twelve to the sales department
- Ten to the accounting department
- Eight to the purchasing department

Analysis

The sales department has expanded its territory and needs twelve new employees to cover the new areas. The sales force works in the field and has travel expenses.

The accounting department has lost four employees to retirement which requires four new employees to fill those vacated positions. The accounting department also added six new positions to handle the expected increase in sales. Accounting employees work in a central office, and the department allocates expenses across other departments.

The purchasing department has added four new buyer positions and four new warehouse positions to handle the expected increase in orders. Purchasing employees work in the warehouse and participate in Infusion America Incorporated health insurance plan.

Resulting Statistical Journal Entry

Based on the analysis, select STAT as the journal currency and enter the following to capture the statistical information:

Department	Department Value	Debits	Credits	Description
Sales	200	12		Sales force addition due to territory expansion.
Accounting	300	10	4	Addition of six new positions and the loss of four due to retirement which requires four new employees.
Purchasing	500	8		Addition of four buyers and four warehouse positions.
Total		30	4	

Note: Debits are not required to equal credits in statistical entries.

Entering Foreign Currency Journals: Worked Example

This example demonstrates how to create a journal entry in a foreign currency. Your company, InFusion America, has purchased a new truck from a company located in the United Kingdom. The price is in British pounds (GBP) and your ledger

currency is United States dollars (USD). When the cost was booked in purchasing, the freight costs were not included. You need to enter a manual journal entry for the missing freight costs.

Use the following steps to enter a manual journal entry using a foreign currency. A currency is classified as foreign if it is not your ledger currency or a reporting currency you are using with the journal or subledger level reporting currency functionality.

Entering a Foreign Journal Entry

1. **Navigator** > **Manage Journals** > Create Journal..
2. Enter the information listed in the following table. Accept the application entered values in the other fields.

Field	Data
Batch Name	UK Sales Adjustment
Batch Description	Freight costs on purchase of a truck
Journal Name	UK Sales Adjustment
Journal Description	Freight costs on purchase of a truck
Category	Adjustment
Currency	GBP
Conversion Rate Type	User
Conversion Rate	1.59
Debit Account	Your purchase account
Debit Amount	500
Credit Account	Your payables account
Credit Amount	-500

3. Click **Post**.

   The application saves, completes, and posts the entry.

> **Note:** In this example, the conversion rate type of User was selected, which requires you to enter the conversion rate. Other conversion rate types are Spot, Corporate, or user-defined. These other conversion rate types can automatically enter the conversion rate based on the data in the daily rates tables and the conversion date. Select a conversion date within the accounting period that you defined for the journal entry. The conversion date field allows you to select other dates if you want to use a different daily rate. The default conversion date is equal to the journal accounting date.

Financial Descriptive Flexfields Display: Explained

In Oracle Fusion Financial Applications, the descriptive flexfields are available from either the **Basic** or **Advanced Search** regions for all transaction objects which have Secure Enterprise Search (SES) enabled.

Examples of the descriptive flexfields available are:

- Oracle Fusion Payables: Invoices
- Oracle Fusion Receivables: Adjustments
- Oracle Fusion Expenses: Expense
- Oracle Fusion Assets: Assets Invoices
- Intercompany: Intercompany Transaction Headers (Inbound Transaction)
- Intercompany: Intercompany Transaction Batches (Outbound Transaction)
- Oracle Fusion General Ledger: Journal Batches
- Oracle Fusion General Ledger: Journals
- Oracle Fusion Subledger Accounting: Subledger Journal Entry Header

Descriptive flexfields consists of segments. The following table lists the different segments.

Segment	Description
Global Segment	Are always displayed, if enabled.
Context Segment	Used to determine which context sensitive segments are displayed.
Context Sensitive Segment	Displayed values based on the defined value in the context segment.

In some products, the descriptive flexfields are displayed by default in the **Search** region, while others are available in the **Add Fields** menu.

- **Global Segments**: Generally available in the **Add Fields** menu if they are not displayed by default. When a Global Segment is added to the **Search Panel**, it is displayed before the Context Segments.
- **Context Segments:** Generally available in the **Advanced Search** region by default.
- **Context Sensitive Segments:** Available in the **Add Fields** menu after you select a Context Segment value.
- Global Segments, Context Segments, and Context Sensitive Segments are displayed in the Search Panel in the following order:

    a. Global Segments
    b. Context Segments
    c. Context Sensitive Segments after their Context Segment

Note:

- The list of values on the **Add Fields** menu lists all descriptive flexfields alphabetically, and then followed by all other fields alphabetically.
- If there is more than one Global Segment defined, then all the Global Segments are displayed in the **Search** panel in the sequence defined by you, the user, followed by Context Segments.
- Similarly for Context Segments, all Context Segments are displayed in the **Search** panel in your defined sequence defined order.
- When Context Sensitive Segments are added to the **Search** panel, they are also displayed in your defined sequence order.

Related Topics

- Search for Intercompany Descriptive Flexfields: Explained
- Descriptive Flexfields: Explained
- Managing Descriptive Flexfields: Points to Consider

Search for Journal Descriptive Flexfields: Explained

Use descriptive flexfields to define and store additional information for journals. You have the capability to retrieve the information from descriptive flexfields by using the **Advanced Search** in the **Manage Journals Search** panel.

The two descriptive flexfields available for search on the journal pages are in the following regions:

- **Journal Batches**
- **Journals**

You can search using global and context segments, and both are available from the **Advanced Search** panel. After adding the context segment, a value is selected and a list of context-sensitive segments become available in the **Add Fields**.

FAQs for Standard Journals

How can I copy a journal entry?

Begin by opening an existing journal entry from the **Manage Journals** page. Select the **Copy** action in the **Batch Actions** drop down on the Journal Batch region to copy the entire journal batch. You can then delete any journals you do not need and modify the new journal batch, including the batch name, period, and accounting date, as needed. When you save, an unposted journal batch is created, that you then complete, approve, and post following your standard procedures. The copied journal has a source of **AutoCopy** instead of **Manual**.

What happens if I change the currency on a journal entry?

The journal entered and accounted amounts are recalculated to reflect the new currency amounts. The default conversion date is the journal accounting date. You can override the conversion date but the conversion date must be within the accounting period that you defined for the journal entry.

If the currency is not the ledger currency, enter the currency conversion information at

- The journal level for a single currency journal.

- The journal line level for a cross currency journal.

Enter a conversion rate, if you enter User as the conversion rate type. When using a conversion rate type of Spot or Corporate, the daily conversion rate entered in the daily rates table automatically populates the conversion rate.

Note: Currency can only be changed on an unposted journal entry.

How can I add the Inverse Conversion Rate field to the Journal pages?

Use the Personalization functionality to add the Inverse Conversion Rate field to the Journal and Journal Lines regions of the Create and Edit Journal pages. The Inverse Conversion Rate field appears automatically on pages displaying a completed Conversion Rate field.

How can I prevent editing of journal entries created from journal imports?

Select the value of Yes in the **Freeze Journals** field for the wanted source in the **Manage Journal Sources** page. This ensures that the subledger and general ledger balances reflect the same data. The value of Partial - Allow Import Correction Only prevents edits in the journal pages, but allows edits in the journal import correction spreadsheet.

What is the maximum number of journal lines that can be exported to an integrated Excel workbook?

When you are reviewing a journal, 500 journal lines can be exported. To review the details of a journal larger than 500 lines, run the General Ledger Journals Report for the journal batch.

Journal Entry in Spreadsheets

Create Journals in Workbooks: Overview

You can use the Journals workbook for entering a high volume of journal data. The workbook can also be used to prepare and review the journal data offline before submitting the data to the Oracle Fusion General Ledger. You can distribute the workbook to others for review or save the journal data for recurring entries. When the workbook is ready to import the data, you have the options to upload the data to the journals interface, submit journal import, and post to the ledgers.

The Journals workbook has three worksheets:

- **Single Journal**
- **Multiple Journals**
- **Bulk Journals**

Single Journal Worksheet

You use this worksheet to enter journals for a single ledger, similar to using the **Create Journals** page from the application. The worksheet performs the same validations as the **Create Journals** page.

- Debits and credits are balanced.
- Segment value security and cross-validation rules are enforced.
- Accounts are valid and not designated as control accounts.

Validation messages are returned to the workbook, allowing you to identify and correct invalid data.

Multiple Journals Worksheet

If you are creating multiple journals and multiple batches for different ledgers, you can use the **Multiple Journals** worksheet. The list of values for the adjusting period on each line is based on the accounting calendar of the ledger selected for that line. The validation on each line is the same as the **Single Journal**, including a list of values for each segment of the accounting and descriptive flexfield.

Bulk Journals Worksheet

The **Bulk Journals** worksheet is similar to the **Multiple Journals** worksheet. In this worksheet, list of values are not available and validation is not performed on the account, its segments, or the descriptive flexfields. This significantly improves the performance during the entry and creation of the journals. If you prevalidate the accounts on the journals, you can use this worksheet for optimum performance on loading a high volume of data.

The following functionality differs from the **Create Journal** page in the General Ledger application.

Adjusting Period: The list of all adjusting periods based on the relevant accounting calendar. If the journal is for an adjusting period, then select a value from the Adjusting Period field. Leave the Adjusting Period field blank if the journal is in a nonadjusting period.

Reversal Date and Reversal Period: The list of all reversal periods is based on the relevant accounting calendar. You can specify reversal information on the journal if you have not defined Journal Reversal Criteria Set for this ledger and category. If you are entering a journal for an Average Daily Balance Ledger, then both Reversal Date and Reversal Period are needed on the journal. If you are entering for a non-Average Daily Balance Ledger, then only the Reversal Date is needed.

> **Note:** You can specify a clearing company and enter a reference date when entering journals using the Journals spreadsheet.

Submit Journals

When you have completed the journal data on the worksheet, you have the following selections for submitting the journals:

- **Submission Option**: The selections available are:
    - **Save to Interface**
    - **Submit Journal Import**
    - **Submit Journal Import and Posting**

  Default is **Submit Journal Import and Posting**. Validation is performed on all accounts during the journal import to the general ledger and the posting process.
- **Import Option**: This option indicates whether to post account errors to the suspense account. Default is to not post account errors to suspense.
- **Import Descriptive Flexfields**: The selections available are:
    - **No**
    - **Yes with validation**
    - **Yes without validation**

  Default is to not import descriptive flexfields. The **Import Descriptive Flexfields** option is only available if descriptive flexfields set ups are enabled on journal or journal batch.

Handling Security Privileges and Control Accounts in Journal Workbook

Security Privileges	Single Journal Entry Mode	Multiple Journal Entry Mode	Bulk Journal Entry Mode (No validation at all for performance reasons.)
Control Accounts	Creation of new account combinations is validated and blocked. However, existing account combinations using control accounts are not blocked.	Creating of new account combinations is validated and blocked. However, existing account combinations using control accounts are not blocked.	No
Segment Value Security	Yes, both new and existing account combinations validated and blocked.	Yes, both new and existing account combinations validated and blocked.	No
Cross-Validation Rules	Yes, the rule blocks creation of new account combinations. The **Save to Interface** submission option fails. The rule does not block existing account combinations, as expected and consistent with actions throughout the applications.	Yes, the rule blocks creation of new account combinations. The **Save to Interface** submission option fails. The rule does not block existing account combinations, as expected and consistent with actions throughout the applications.	No

Errors Handling in Journal Workbook

Data entry errors can be encountered during submission. Resolve any data issues while remaining on the same session. Erroneous data left in the interface can cause further import errors and data corruption.

Create Encumbrance Journal in Spreadsheet

An encumbrance journal spreadsheet is available for encumbrance journals using the same process described above. The **Accounting Period** list of values list the periods in open, future-enterable, never-opened status for all open encumbrance years. You can post encumbrance batches to any period mentioned above, up to the last period in the latest open encumbrance year. Encumbrance journals have:

- A **Balance Type** field that is displayed when the ledger is enabled for encumbrance accounting.
- Multiple ledgers in journal batches supported.
- Foreign currency journals supported.
- Unbalanced journal balanced by balancing segment value and uses the **Reserve for Encumbrance** account at posting.
- Functionality to create encumbrance journals in reporting ledgers.

Related Topics

- Setting Up the Desktop Integration for Excel: Procedure
- Using Desktop Integrated Excel Workbooks: Points to Consider
- What's the difference between export to Excel and desktop integration for Excel?
- Troubleshooting the Desktop Integration for Excel: Procedure

Balancing Validations in the Journals Upload Spreadsheet: Examples

The journals spreadsheet has validations on the single, multiple, and bulk journals worksheets. The validations ensure that unbalanced actual journals aren't uploaded when suspense accounting isn't enabled for the ledger. Validation is affected by the way journals are grouped and classified.

Journal lines are grouped into one journal if the following data is the same:

- Journal Batch Name and Description
- Source
- Journal Name and Description
- Ledger
- Category
- Clearing Company
- Legal Entity

The legal entity is used as a grouping criterion only when sequencing is enabled at the legal entity level for your ledger.

Journals are classified as single currency journals if all the journal lines have the same data for these fields:

- Currency
- Conversion Rate Type
- Conversion Rate
- Conversion Date

Any journal which doesn't qualify as a single currency journal is classified as a multicurrency journal. Different criteria is used to validate the balancing of single and multicurrency journals.

A single currency journal is unbalanced if:

- Entered amounts are not equal or
- The percentage difference in the accounted amounts is equal to or greater than the **Balancing Threshold Percentage** on the **Specify Ledger Options** page.

Note: If any of the journals on the worksheet aren't balanced, then none of the journals on the worksheet are uploaded.

Journal Validation Examples

Example 1: A single currency journal with unequal accounted debit and accounted credit amounts.

1. Use the **Specify Ledger Options** page to set:
    - Currency: USD
    - Enable Suspense is not checked for General Ledger
    - Balancing Threshold Percent = 1 percent
2. **Journal details on the Multiple Journals worksheet**:
    - Journal Batch: Year End Adjustments

- Journal: Bad debt adjustment
- Ledger: Vision Operations (USA)
- Accounting Date: 9/30/14
- Source: Spreadsheet
- Category: Adjustment
- Currency for each line: EUR
- Entered Debit: 240
- Entered Credit 240
- Accounted Debit: 270.4
- Accounted Credit: 270.82

This journal has a single currency. The entered debit amount is equal to the entered credit amount, but the accounted debit and credit amounts are different. The percentage difference of the accounted amounts is (0.42/270.82)*100 = 0.155 percent. The percentage difference is less than the 1 percent threshold provided on the **Specify Ledger Options** page. Hence the journal is balanced.

Example 2: A multicurrency journal that is not balanced by clearing company.

1. Use the **Specify Ledger Options** page to set:
   - Currency: USD
   - Enable Suspense option is not checked for General Ledger
   - Balancing Threshold Percent = 1 percent
   - Enable intercompany accounting option is checked
2. **Journal details on the Multiple Journals worksheet**:
   - Journal Batch: Intercompany accruals
   - Journal: Rent accruals
   - Ledger: Vision Operations (USA)
   - Accounting Date: 9/30/14
   - Source: Spreadsheet
   - Category: Accrual
   - Currency on all journals line: USD
   - Clearing company on journals lines: 99, 98
   - Total Entered Debit for all journal lines: 2300
   - Total Entered Credit for all journal lines: 2300
   - Total Entered Credit for lines with clearing company 99: 2300
   - Total Entered Debit for lines with clearing company 99: 0
   - Total Entered Credit for lines with clearing company 98: 0
   - Total Entered Debit for lines with clearing company 98: 2300

This journal has a single currency and two clearing companies. The clearing company was used as the grouping criterion. The lines with clearing company 99 are grouped into one journal and the lines with clearing company 98 are grouped into another.

So although the journal name is the same, the validation evaluates each group of clearing company lines as a separate journal. Both these journals are unbalanced since one has the credit amount and the other has the debit amount.

Oracle General Ledger Worksheets: Explained

The Application Development Framework Desktop Integrator (ADFdi) journal spreadsheet has three worksheets for entering different types of journals: single journals, multiple journals, and bulk journals.

GL Worksheet

The following table contains the validations that are done during the upload process for each type of journal worksheet.

Description	Single	Multiple	Bulk
Ledger is a required field.	Yes	Yes	Yes
The ledger is in the user's data access set and the user has write access to the ledger.	Yes	Yes	Yes
Adjusting Period if entered is open or future enterable for the ledger.	Yes	Yes	Yes
Accounting Date is a required field.	Yes	Yes	Yes
Accounting date must be in an open or future enterable period.	Yes	Yes	Yes
Accounting date for ADB ledger has to fall on business day if the user doesn't have privilege to enter non-business day transactions AND the accounting date rule for the source is Fail.	Yes	Yes	Yes
Source is a required field.	Yes	Yes	Yes
Source is a valid value.	Yes	Yes	Yes
Category is a required field.	Yes	Yes	Yes
Category is a valid value.	Yes	Yes	Yes
Reversal period is the same or after the accounting period.	Yes	Yes	Yes
When the reversal date is specified for a ADB ledger, the	Yes	Yes	Yes

Description	Single	Multiple	Bulk
reversal date cannot be earlier than the accounting date.			
Reversal date must be a business day if the user doesn't have privileges to enter non-business day transaction and the accounting date rule for the source is Fail.	Yes	No	No
This journal entry must be balanced if suspense posting is not allowed in this ledger.	Yes	Yes	Yes
Account is a required field.	Yes	Yes	No
Account has to be enabled, active as of the accounting date, and enabled for detailed posting.	Yes	Yes	No
Account does not exist and dynamic insertion is not enabled.	Yes	Yes	No
Account does not satisfy cross validation rules when dynamic insertion is enabled.	Yes	Yes	No
User needs to have write access to the balancing segment value used in the account.	Yes	Yes	No
Currency is a required field.	Yes	Yes	Yes
Currency is a valid currency.	Yes	Yes	Yes
Each journal line should have EITHER entered debit or credit but not both.	Yes	Yes	Yes
Entered Debit is a valid number.	Yes	Yes	Yes
Entered Credit is a valid number.	Yes	Yes	Yes
Conversion Date, Conversion Rate Type, Accounted Debit, and Accounted Credit are required if the currency is not a ledger currency and user wants to enter accounted amounts.	Yes	Yes	Yes
Conversion Date is a valid date format.	Yes	Yes	Yes

Description	Single	Multiple	Bulk
Conversion Rate Type is valid.	Yes	Yes	Yes
Conversion Rate is required if the conversion type is User.	Yes	Yes	Yes
Conversion Rate is not defined for this combination of conversion date, type, and currencies.	Yes	Yes	Yes
Conversion Rate is not a valid number and is greater than 0.	Yes	Yes	Yes
Accounted Debit and Credit can only be specified if the user has privilege to override accounted amounts.	Yes	Yes	Yes
Accounted Debit and Credit is a valid number.	Yes	Yes	Yes
Accounted Debit can only be entered if Entered Debit is entered.	Yes	Yes	Yes
Accounted Credit can only be entered if Entered Credit is entered.	Yes	Yes	Yes
Statistical Quantity can only be entered if the option for mixed stat and monetary option is enabled for the ledger.	Yes	Yes	Yes
Statistical Quantity can only be entered if the account has an associated unit of measure.	Yes	Yes	Yes
Statistical Quantity can only be entered if the currency code is not STAT.	Yes	Yes	Yes

Oracle Fusion ADFdi and EBS Web ADI Components: How They Are Validated

Oracle Fusion Application Development Framework Desktop Integrator (ADFdi) actually performs better than Oracle E-Business Suite (EBS) Release 12 Web ADI when enforcing validation with control accounts, segment value security rules, and cross-validation rules.

Note: Posting does not validate accounts because posting is a high volume processing process that is optimized for efficiency.

Validation Comparison

Use the following table to determine when validation is performed with the following categories of security and if accounts are blocked during journal import.

Types of Security	Oracle Fusion	Oracle Fusion	Oracle Fusion	Oracle E-Business Suite Release 12	Oracle E-Business Suite Release 12
	ADFdi: Single and Multi Journal Entry Modes	ADFdi: Bulk Mode	Journal Import	Web ADI	Journal Import
Control Accounts	Yes, both new and existing accounts.	No	No	No **Note:** Third-party control accounts can be updated.	No
Segment Value Security Rules	Yes, both new and existing accounts.	No	Sometimes: If the account: • Exists: No • Is new: Yes if inserting segment values, not complete accounts.	Yes	Sometimes: If the account: • Exists: No • Is new: Yes if inserting segment values, not complete accounts.
Cross-Validation Rules	Sometimes: If the account: • Exists: No • Is new: Yes if inserting segment values, not complete accounts.	No	Sometimes: If the account: • Exists: No • Is new: Yes if inserting segment values, not complete accounts.	Yes for new accounts.	Sometimes: If the account: • Exists: No • Is new: Yes if inserting segment values, not complete accounts.

Journal Import: How It Is Processed

Oracle Fusion Financials reflect the traditional segregation between the Oracle Fusion General Ledger and associated subledgers. Detailed transactional information is captured in the subledgers and periodically imported and posted in summary or detail to the General Ledger. You import from the subledgers to the General Ledger in real time or you can import and post automatically based on a defined schedule. Once the data is posted in the General Ledger, the data is available for balance inquiry and reporting.

Use journal import to integrate transactions from other applications such as payroll, accounts receivable, accounts payable, and fixed assets with your General Ledger. You can import ledger currency and foreign currency encumbrance journals, if encumbrance accounting has been enabled for the ledger.

For each accounting period, you import accounting data from the subledger application, then review, update, and post the journal entries. You can also use journal import to import historical data from your previous accounting application. Import data from multiple interface tables by entering a particular source and group ID combination for the data in each interface table. Journal Import processes data from one table at a time.

Handling Security Privileges and Control Accounts in Journal Import

Security Privileges	Journal Import
Control Accounts	Not blocked.
Segment Value Security	If the account combination exists, then no check happens. If the **Journal Import** process creates a new account combination, then the **Segment Value Security** is enforced.
Cross-Validation Rules	If the account combination exists, then no check happens. If the **Journal Import** creates a new account combination, then the **Cross-Validation Rules** are enforced.

Note: 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.

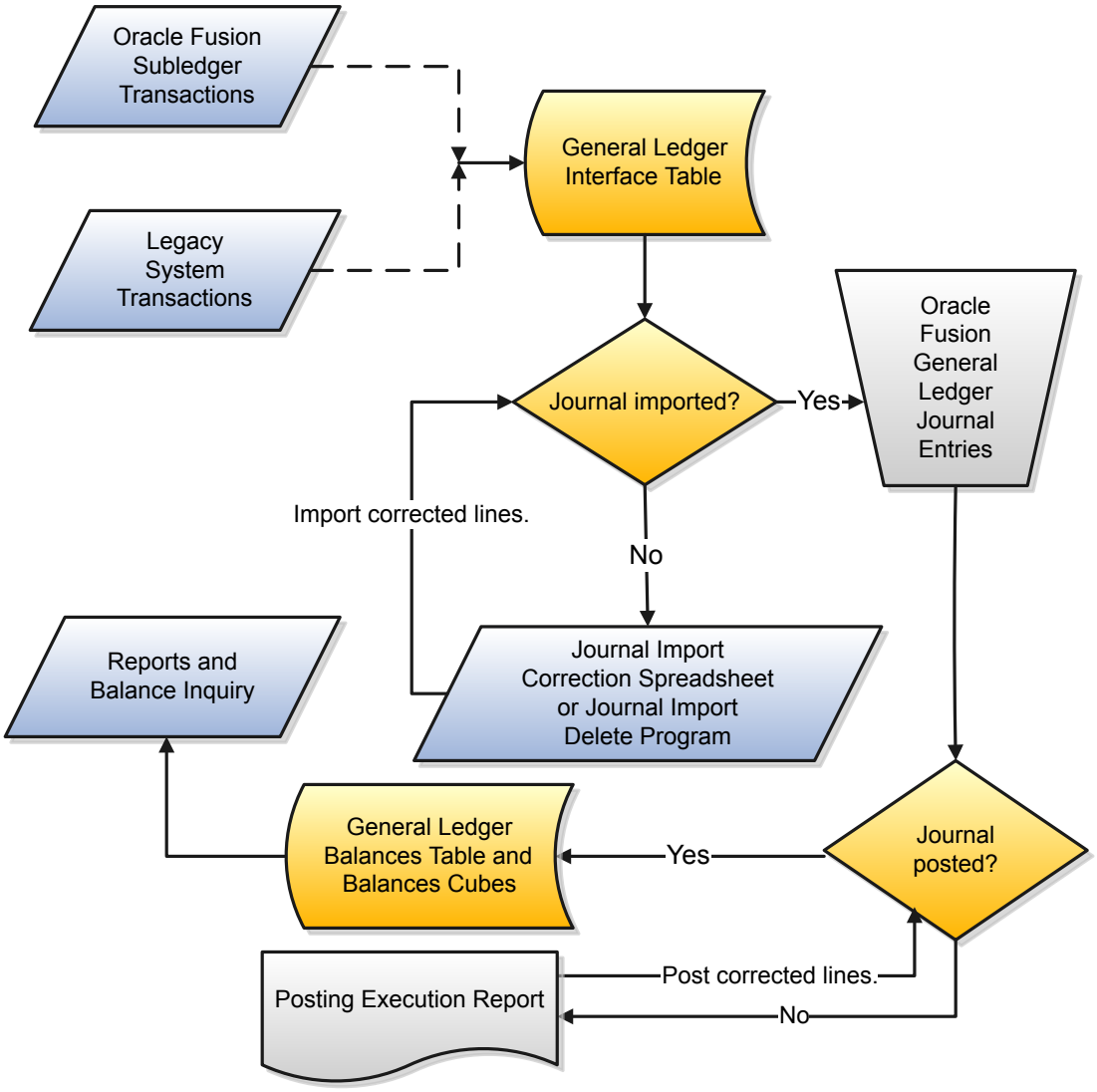
Settings That Affect Journal Import

Configure the following settings before running the Journal Import process.

- Set up your General Ledger to accept journal import data by defining your ledger, currencies, accounts, journal sources, and categories.
- Optionally, run the Optimizer program to ensure optimal system performance.
- Define your import program parameters and schedule if using automatic processing.
- Set the period status to either future enterable or open. Journals can be created by the Journal Import process in a future enterable period, but not posted. Posting requires an open period.
- Export data from your subledgers and populate the General Ledger Interface table.
- Optionally, enable encumbrance accounting.

How Journal Import Is Processed

The following diagram outlines the accounting data flow between the subledgers and the General Ledger.



The General Ledger process contains the following steps:

- The transaction data entered in both Oracle Fusion and legacy application subledgers is imported into the General Ledger Interface table. Errors during the import process are available in a spreadsheet interface. After correcting the errors or deleting the error lines, run the Journal Import process again.
- Once the journal entries are created in the General Ledger from the imported data, post them. The Posting process validates the data and records it in both the General Ledger Balances table and the balances cube. Posting errors are listed in the Posting Execution report. The errors are also viewable in the Journals dashboard and the Manage Journals page. After correcting errors, run the Posting process again.
- Once posting is completed, data is available for reporting and balance inquiry.

Note: Journal Import process described above is used to import data and create journals for several General Ledger processes, for example, allocations, revaluations, and balance transfers.

Related Topics

- External Data Integration Services for Oracle Cloud: Overview
- File Based Data Import for Oracle Financials Cloud

Journal Import Error Codes: Explained

Journal import error codes appear in the log file on the **Schedule Process** page after the import process is run. The codes help identify errors and assist you in correcting the errors.

Journal Import Error Codes

The following tables describe the various types of error codes.

Period Error Codes

Code	Description
EP01	This date is not in any open or future enterable period.
EP03	This date is not within any period in an open encumbrance year.
EP04	This date is not a business day.
EP05	There are no business days in this period.

Unbalanced Journal Error Codes

Code	Description
WU01	This journal entry is unbalanced. It is processed because suspense posting is allowed in this ledger.
EU02	This journal entry is unbalanced and suspense posting is not allowed in this ledger.
EU03	This encumbrance journal entry is unbalanced and the Reserve for Encumbrance account is not defined.

Flexfield Error Codes

Code	Description
EF01	This account is inactive for this accounting date.

Code	Description
EF02	Detail posting not allowed for this account.
EF03	Disabled account.
EF04	This is an invalid account. Check your cross-validation rules and segment values.
EF05	There is no account with this Code Combination ID.
EF06	The alternate account is invalid.
WF01	An alternate account was used instead of the original account.
WF02	A suspense account was used instead of the original account.

Foreign Currency Error Codes

Code	Description
EC01	A conversion rate must be entered when using the User conversion rate type.
EC02	There is no conversion date supplied.
EC03	A conversion rate type or an accounted amount must be supplied when entering foreign currency journal lines.
EC06	There is no conversion rate for this currency, conversion rate type, and conversion date.
EC08	Invalid currency.
EC09	No currencies are enabled.
EC10	Encumbrance journals cannot be created in a foreign currency.
EC11	Invalid conversion rate type.
EC12	The entered amount must equal the accounted amount in a ledger or statistical currency journal line.
EC13	Amount is too large.
ECW1	Converted amounts could not be validated because the conversion rate type is not specified.

Budget Error Codes

Code	Description
EB01	A budget version is required for budget lines.
EB02	Journals cannot be created for a frozen budget.
EB03	The budget year is not open.
EB04	This budget does not exist for this ledger.
EB05	The encumbrance_ type_id column must be null for budget journals.
EB06	A period name is required for budget journals.
EB07	This period name is not valid. Check calendar for valid periods.
EB08	Average journals cannot be created for budgets.
EB09	Originating company information cannot be specified for budgets.

Encumbrance Error Codes

Code	Description
EE01	An encumbrance type is required for encumbrance lines.
EE02	Invalid or disabled encumbrance type.
EE03	Encumbrance journals cannot be created in the STAT currency.
EE04	The BUDGET_ VERSION_ID column must be null for encumbrance lines.
EE05	Average journals cannot be created for encumbrances.
EE06	Originating company information cannot be specified for encumbrances.

Reversal Error Codes

Code	Description
ER01	This reversal period name is invalid. Check your calendar for valid periods.
ER02	This reversal period name is invalid. Check your calendar for valid periods.
ER03	The reversal date must be provided.

Code	Description
ER04	This reversal date is not in a valid period.
ER05	This reversal date is not in your database date format.
ER06	Your reversal date must be the same as or after your effective date.
ER07	This reversal date is not a business day.
ER08	There are no business days in your reversal period.
ER09	Default reversal information could not be determined.

Descriptive Flexfield Error Codes

Code	Description
ED01	The context and attribute values do not form a valid descriptive flexfield for Journals - Journal Entry Lines.
ED02	The context and attribute values do not form a valid descriptive flexfield for Journals - Captured Information.

Miscellaneous Error Codes

Code	Description
EM01	Invalid journal entry category.
EM02	There are no journal entry categories defined.
EM05	The ENCUMBRANCE_ TYPE_ID column must be null for actual journals.
EM06	The budget_ version_id column must be null for actual journals.
EM07	The statistical amount belongs in the entered_dr or entered_cr column when entering a STAT currency journal line.
EM09	There is no Transaction Code defined.
EM10	Invalid Transaction Code.
EM12	An error occurred when generating sequential numbering.
EM13	The assigned sequence is inactive.

Code	Description
EM14	There is a sequential numbering setup error resulting from a missing grant or synonym.
EM17	Sequential numbering is always used and there is no assignment for this ledger and journal entry category.
EM18	Manual document sequences cannot be used with Journal Import.
EM19	Value Added Tax data is only valid in conjunction with actual journals.
EM24	Average journals can only be imported into consolidation ledgers.
EM25	Invalid average journal column value. Valid values are {Y_CODE, {N_CODE, and null.
EM26	Invalid originating company.
EM27	Originating company information can only be specified when intercompany balancing is enabled.
EM29	You do not have access to this ledger and account combination.
EM30	This primary balancing segment value is not valid for this ledger.
EM31	This management segment value is not valid for this ledger.

FAQs for Journal Entry in Spreadsheets

How can I prevent editing of journal entries created from journal imports?

Select the value of Yes in the **Freeze Journals** field for the wanted source in the **Manage Journal Sources** page. This ensures that the subledger and general ledger balances reflect the same data. The value of Partial - Allow Import Correction Only prevents edits in the journal pages, but allows edits in the journal import correction spreadsheet.

What is the maximum number of journal lines that can be exported to an integrated Excel workbook?

When you are reviewing a journal, 500 journal lines can be exported. To review the details of a journal larger than 500 lines, run the General Ledger Journals Report for the journal batch.

What happens if an error occurs with the Journal Import service?

The Journal Import public web service provides specific validation errors and the account combination that has the error when invalid data is loaded.

Journal Reversals

Reversing Journal Entries: Points to Consider

Consider which reversal method is best to reverse batches containing accruals, estimates, errors, or temporary adjustments and reclassifications. Reversing journals saves time and prevents data entry errors.

Journals that have already been reversed once cannot be reversed again. Even if the original journal reversal was deleted and never posted, the rule still applies. In Oracle Fusion General Ledger, edit capability is allowed on unposted reversal journals by default. If a journal was reversed in error, copy the original journal entry and then edit it, as needed.

Use one of the following three methods to reverse your journal entries.

1. Manually select for reversal and generate in the current period
2. Manually select for reversal and generate in a later period
3. Automatically using Journal Reversal Criteria Sets

Manually Reverse Journal Entries in the Current Period

Enter the **Reversal Period** and **Reversal Method** for the journal entry in the **Reversal** tab on the **Create or Edit Journal** pages. Reverse a journal or batch from the **Manage Journals or Edit Journal** page using the **Reverse Batch** or **Reverse Journal** buttons or **Action** menu options. Use this reversal method for error correction in the current period.

Manually Reverse Journal Entries in a Later Period

Assign a **Reversal Period** and **Reversal Method** for the journal entry in the **Reversal** tab on the **Create or Edit Journal** pages. Enter a reversal period and method at any time, even after the journal is posted. Generate the reversal using **Reverse Batch** or **Reverse Journal** buttons or **Action** menu options. When the AutoReverse program runs, it reverses all journals selected for reversal. Run the AutoReverse program manually from the **Launch AutoReverse** link on the **Task** panel located on the journal pages. Use this reversal method for one time accruals entered in the current period, but scheduled to reverse in a future period.

Automatically Reverse Journal Entries Using Journal Reversal Criteria Sets

Automatically reverse journals with defined criteria sets for specific journal categories by running the AutoReverse program. When the AutoReverse program runs, it reverses journals that match the criteria specified and any journals that were manually selected for reversal. The AutoReverse program can be run:

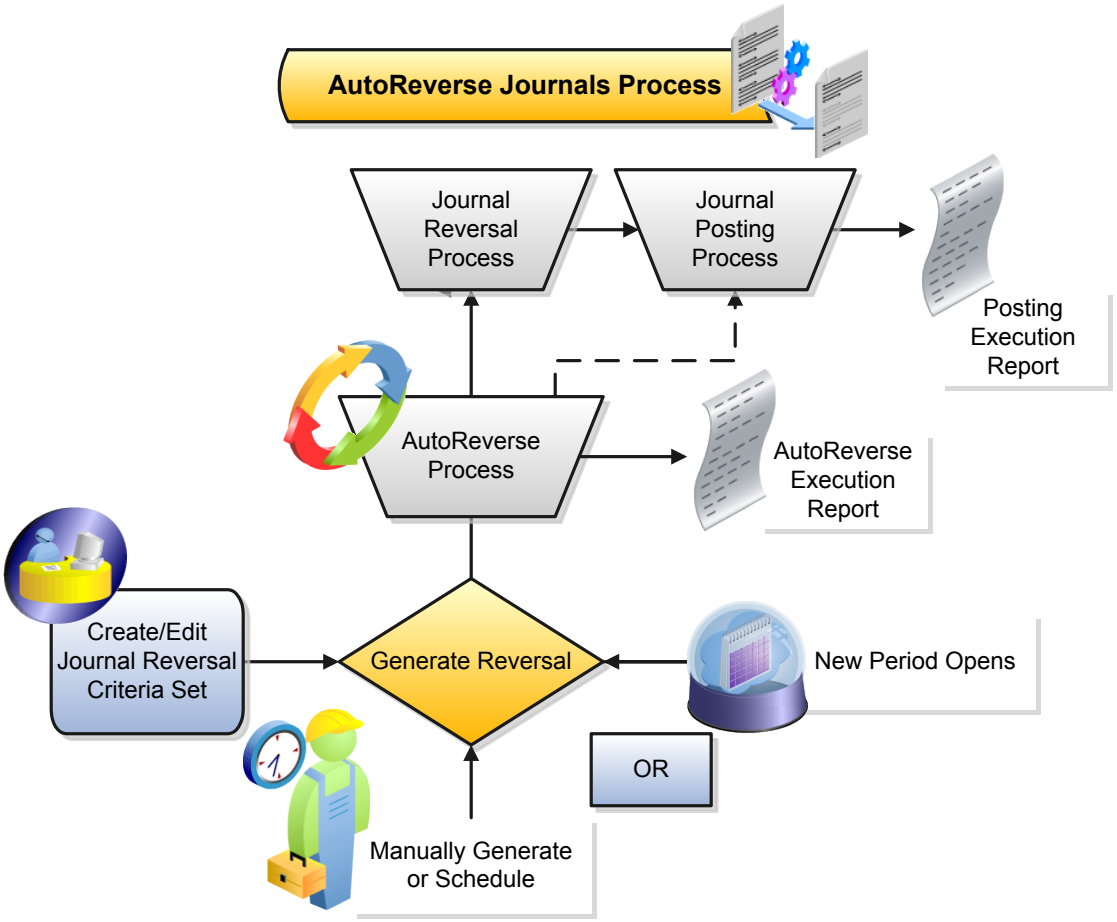
- Manually from the **Launch AutoReverse** link on the **Task** panel located on all the journal pages.
- Automatically when scheduled. The process can be scheduled to run when the accounting period is opened or at other times.

Journal reversal criteria sets specify the reversal period and method for each journal category. You assign journal reversal criteria sets to ledgers. The same set can be shared and assigned to multiple ledgers. Use this reversal method for recurring accrual entries that are enter each period and scheduled to reverse in a future period. Use definition access set security to secure journal reversal criteria set definitions and prevent unauthorized users from modifying them.

> **Note:** Journals entered directly into the primary ledger are automatically replicated to one or more secondary ledgers in a separate batch. However when your reverse the original journal in the primary ledger, the corresponding secondary ledger journal is not reversed. Reverse the secondary ledger journal separately, either manually or by using reversal criteria sets.

Automatic Journal Reversals: How They Are Processed

The ability to submit journal reversals automatically enables you to automate and streamline your journal reversal process. If you generate a large number of journal reversals for month end closing, use the automatic reversal functionality to save time and reduces entry errors.



Settings That Affect Journal Reversals

The journal must meet the following criteria to be automatically reversed:

- Balance type is Actual.
- Category is enabled to be automatically reversed.
- Reversal period is open or future enterable.
- Posted but not yet reversed.
- Not a reversal journal. Reversal journals cannot be reversed in Oracle Fusion General Ledger.
- Not a posted journal for a reporting currency that was replicated from its source journal. Reporting currency journals that were replicated from a source journal are reversed when the source journal is reversed.

- Not a posted journal that originated from Oracle Fusion Subledger Accounting with a frozen source.

A new ledger option called **Launch AutoReverse After Open Period** enables generation of automatic journal reversals when an accounting period is first opened. This ledger option replaces the former profile option called GL: Launch AutoReverse After Open Period. If you reverse your journals on the last day of every month, disable the ledger option to automatically run reversals when the period is opened. Then schedule the AutoReverse process to run on the last day of every month. The accounting period automatically increments for each subsequent run.

How Automatic Journal Reversals Are Processed

Define Journal Reversal Criteria Sets to automatically reverse and optionally post journals using the following criteria:

Criteria	Functionality	Options
Category	Required. The journal category you set as the reversal option. Journals entered with this category are selected for reversal and optionally, posting.	All journal categories are listed.
Reversal period	Required. The accounting period of the reversal journal. The **Next day** option is only applicable to average daily balance ledgers. Nonaverage daily balance ledgers and consolidation average daily balance ledgers treat the **Next day** option in the same manner as the No default option.	• No default • Same period • Next period • Next nonadjusting • Next day
Reversal day	Required for average daily balance ledgers only. The day of the period on which to reverse the journal.	• First day • Last day • Next day
Reversal method	Required. The method for changing the amounts in the reversal entry.	• Change sign • Switch debit or credit
Automatic reversal option	Required. The option to reverse and post journals automatically. Journals are posted after they are reversed.	• None • Reverse automatically • Reverse and post automatically

After creating your journal reversal criteria sets, assign them to ledgers. Journal reversal criteria set can be shared and assigned to multiple ledgers. Also secure journal reversal criteria set definitions using definition access set security to prevent unauthorized users from using, viewing, or modifying the journal reversal criteria.

If the automatic reversal option is set to reverse and post automatically, the AutoPost process posts the journals generated by the AutoReverse process. The process does not post other journals. You manually post reversal journals that were generated outside of the AutoReverse process.

Note: Journals posted by the AutoReverse process always bypass approval.

General Ledger automatically creates the AutoReverse Execution report when the AutoReverse process completes successfully. The report prints the journal name and reversal period for each journal that is successfully reversed and whether the reversal journal is submitted for posting. The AutoPost Execution report is created automatically when the AutoPost process finishes. These reports help you diagnose any problems and verify that all journals were processed properly.

Note: The AutoReverse process does not check that the reversal date is a valid business day for an average balance ledger. The journal validation in the journal pages or import process does the check and if necessary, rolls the date to the next business day.

Journal Posting

Journal Posting: Explained

Journal posting is a process that updates balances in general ledger accounts to reflect an entity's business transactions and provides data for financial reporting.

There are two aspects to consider in journal posting:

- Functionally
- Timing

Functionality

Posting is done from the journals pages by selecting journal entries and clicking the **Post** button. Automate your posting process by scheduling the AutoPost program to periodically select and post batches. You can also initiate posting from the journal creation spreadsheet in Oracle Fusion Application Development Framework Desktop Integration (ADFdi) through the **Import and Post** option, which imports the data in the spreadsheet and then launches the posting process. Once you post a journal batch, you cannot modify its contents, including additional descriptive information. You cannot delete posted journals but you can copy or reverse them. To reverse a posted journal, modify the reversal information within a posted, but not reversed, journal batch or journal entry or use the AutoReverse functionality.

Timing

Journal entries can be posted to a current or prior accounting period, as well as to a prior fiscal year, as long as the prior period is open. When you post to a prior period, the general ledger automatically updates the beginning balances of all subsequent periods, even if the period is closed. In addition, if you post a journal entry into a prior year, the retained earnings balance is adjusted for the effect on the income and expense accounts. When you finalize the activity for an accounting period, close the period to prevent the entry or posting of additional journal entries.

Note: Enable the ledger option Notify When Prior Period Journal to display a warning when you create a journal in an open prior period.

Posting Journal Batches: Points to Consider

The two methods for posting journal batches are:

- Manually from the Manage Journals or Create Journal pages
- Automatically using criteria sets, spreadsheet creation, allocation and revaluation processes, or propagation to secondary ledgers

Manually Posting

From the journal pages, click the **Post** button during the creation process or at a later time. Use this method for manually created journals and other types of journals that are infrequent and unscheduled. Use manual posting after error correction when the initial posting, either manual or automatic, fails to post the journal entry.

All Oracle Fusion General Ledger job roles, except the financial analyst, have predefined function security privileges to enter and post journals. Use journal approval to provide a layer of security for posting, if needed. For example, construct approval rules to require a manager to approve the journal entry before posting is permitted.

Automatically Posting

Select options to automatically post journal entries when using spreadsheet creation, defining allocation and revaluation processes, transferring balances, or propagating journal entries to secondary ledgers.

Create AutoPost criteria sets in advance to automatically post journal entries. These posting criteria sets use the period, source, and category to select the journal entries for posting. Automatic posting is especially important for journal imports because it prevents editing of the journal import data. Editing of such data causes permanent out-of-balance situations between the subledger and the general ledger. Schedule the AutoPost program after journal import processes for increased efficiency.

Unposted Journal Batch Statuses: Explained

All batches that are not in a **Posted** status are considered unposted batches. These unposted batches have various statuses, including the following:

- Incomplete: Batch has been saved but not completed.
- Selected for Posting: Batch was selected but that the posting process has not begun.
- Processing: Posting process is currently running.
- Error: Statuses assigned to journal batches at the end of the posting process to indicate problems preventing posting. Error statuses are displayed on the Journals work area landing page and General Accounting dashboard, as well as on the Posting Execution report.

Completing a Journal

Incomplete journals are listed on the **Incomplete** tab of the Journals work area landing page and General Accounting dashboard. You can manually enable the **Complete** status by clicking the **Complete** button or the **Post** button while the journal is still in an incomplete status. Completed journals that are not posted are listed on the **Requiring Attention** tab of the Journals work area landing page and the General Accounting dashboard.

Using the Incomplete Status

Use the **Incomplete** status to prevent posting of your journal batch while waiting on information or have not completed all the entries within the batch. For example, you must verify that the amounts or accounts entered on the journal or have additional journal entries or lines to add. The **Incomplete** status also prevents the journal batch from being selected for posting by the AutoPost program.

Account Balances: How They Are Calculated

Account balances, when correctly calculated, create accurate financial statements that an entity can use to report its transactions.

Settings That Affect Account Balances

The initial ledger setup of the primary ledger controls how account balances are calculated. If implemented, accounting representations for secondary ledgers and currency conversion levels for reporting currencies are settings that affect account balances.

How Account Balances Are Calculated

Account balances are calculated when a journal is posted. The following occurs:

- The application updates the general ledger balances table and the balances cubes, which are based on the chart of accounts and hierarchies, known as trees.
- Balances are preaggregated in the balances cubes at every level in the account hierarchy for each chart of accounts segment.
    - Balances cubes store both detail and aggregated balances.
    - For each chart of accounts segment, balances are preaggregated at every level in the account hierarchy.
- Foreign currency journal entries update account balances for both the foreign currency that is entered and the amount in the ledger currency that is accounted for during journal entry.
- If you enable journal or subledger level options for reporting currencies or secondary ledgers, the journal is replicated to the reporting currency or secondary ledger.

Note: You configure these options by deciding on a combination of source and category, and for secondary ledgers, whether or not to automatically post the replicated journal.

- Reporting currencies offer accounting representations that differ by currency from the source ledger, either primary or secondary. Suspense, rounding imbalances, and intracompany balancing lines are generated independently for each reporting currency at the journal and subledger level by the posting process.
- Secondary ledgers are additional accounting representations that differ from primary ledgers in either the chart of accounts, accounting calendar, currency, accounting method, or ledger options. For instance, a secondary ledger may be required for local government compliance and reporting. Suspense, rounding imbalances, and intracompany balancing lines are generated independently for each secondary ledger at journal and subledger level by the posting process.

Journal Posting Process: How Single Currency Journals Are Balanced

A journal must balance before it can be posted. If a journal is out of balance when submitted for posting, the posting process can automatically create balancing lines, or add differences to existing lines, depending on your setup.

Settings That Affect Balancing for Single Currency Journals

On the Specify Ledger Options page:

- You can set these options in the Journal Processing Balancing section:
    - **Enable Suspense for General Ledger or Subledger**
    - **Default Suspense Account**
    - **Rounding Account**
    - **Balancing Threshold Percent**

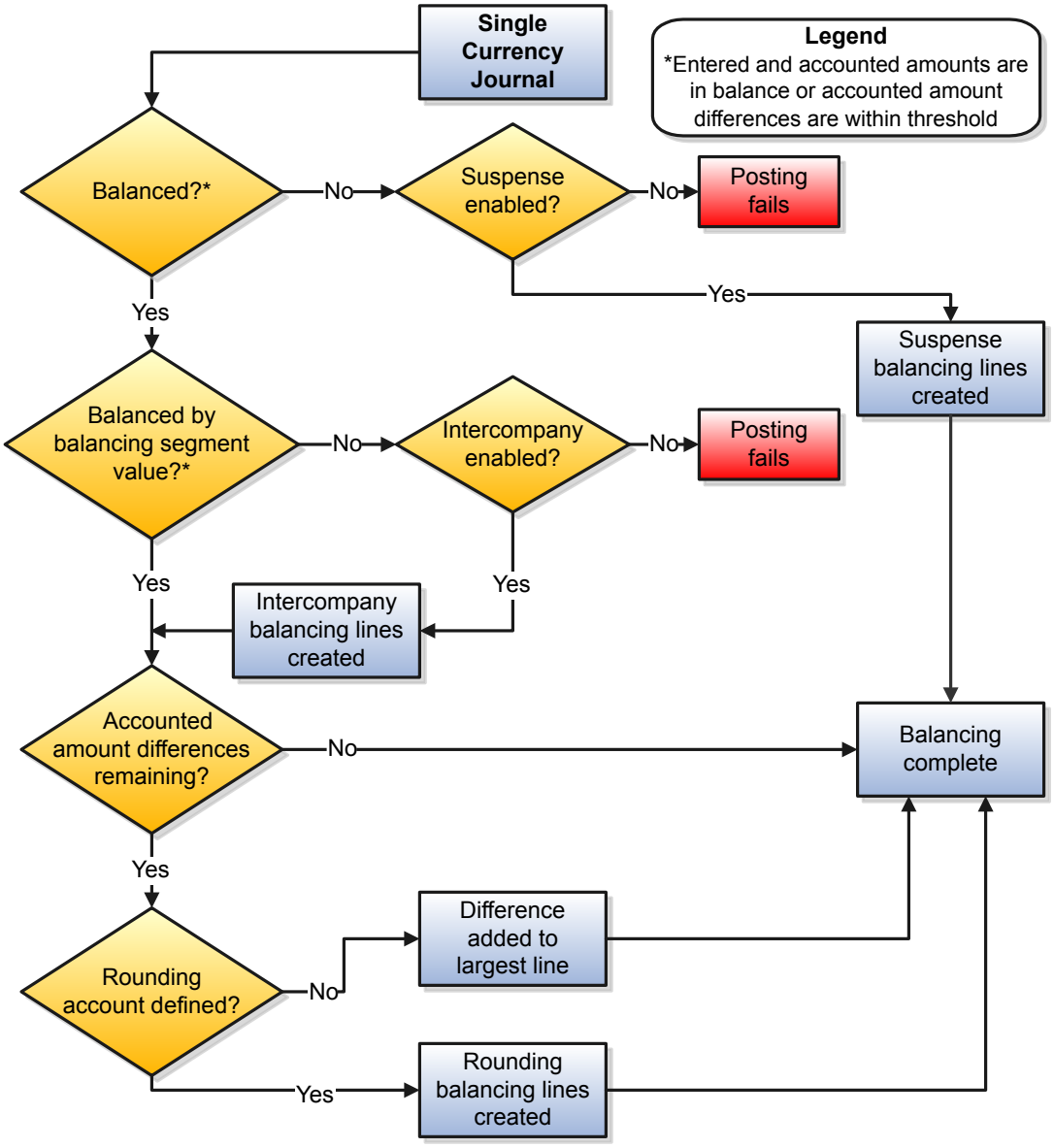
    Note: The **Entered Currency Balancing Account** option is only applicable to journals with multiple currencies.
- You can set the **Enable intercompany accounting** option in the Journal Processing Intercompany section and define balancing rules on the Manage Intercompany Balancing Rules page.

On the Manage Suspense Accounts page, you can define suspense accounts for specific journal sources and categories.

How Single Currency Journals Are Balanced

The posting process checks entered amounts, accounted amounts, and balancing segment values in determining whether a journal balances. When a journal doesn't balance, the posting process uses your setup to process the differences and automatically balances the journal. When differences can't be handled automatically, the posting process fails.

This figure illustrates the flow the posting process follows to balance journals that have a single currency.



The following examples compare unposted journals with the decision points in the flow to illustrate how the journals are subsequently balanced. The first segment in the account combination is the balancing segment, the ledger currency is USD, and the applicable options are set as follows:

- **Enable Suspense**: Yes for General Ledger.
- **Default Suspense Account**: 101.10.29900.000.000.
- **Rounding Account**: None.
- **Balancing Threshold Percent**: None for examples 1 through 4. For example 5, this option is set to **1**.
- **Enable Intercompany Accounting**: Enabled and intercompany rules defined.

Example 1: Entered Amount Differences

The following table shows an unposted journal in the ledger currency with differences between entered amounts.

Line	Account	Entered (USD) Debit	Entered (USD) Credit
1	101. 10. 11300.000.000	10,000.00	
2	101. 10. 11200.000.000		10,000.01
Total		10,000.00	10,000.01

To understand how the journal is balanced, follow the flow:

- Entered and accounted amounts balanced or accounted amount differences within threshold? No. Entered debits don't equal entered credits.
- Suspense enabled? Yes. Suspense is enabled for General Ledger and the suspense account is 101.10.29900.000.000. To balance the journal, the posting process creates suspense line 3.

The following table shows the posted journal.

Line	Account	Entered (USD) Debit	Entered (USD) Credit	Description
1	101. 10. 11300.000.000	10,000.00		
2	101. 10. 11200.000.000		10,000.01	
3	101. 10. 29900.000.000	0.01		Suspense line.
Total		10,000.01	10,000.01	

Example 2: Accounted Amount Differences

The following table shows an unposted journal in a nonledger currency with differences between accounted amounts.

Line	Account	Entered (GBP) Debit	Entered (GBP) Credit	Accounted (USD) Debit	Accounted (USD) Credit
1	101. 10. 11300.000.000	10,000.00		15,297.54	
2	101. 10. 11200.000.000		10,000.00		15,297.55
Total		10,000.00	10,000.00	15,297.54	15,297.55

Follow the posting flow:

- Entered and accounted amounts balanced or accounted amount differences within threshold? No. Accounted debits don't equal accounted credits and no threshold is defined.
- Suspense enabled? Yes. Suspense is enabled for General Ledger and the suspense account is 101.10.29900.000.000. To balance the journal, the posting process creates suspense line 3.

The following table shows the posted journal.

Line	Account	Entered (GBP) Debit	Entered (GBP) Credit	Accounted (USD) Debit	Accounted (USD) Credit	Description
1	101. 10. 11300.000.000	10,000.00		15,297.54		
2	101. 10. 11200.000.000		10,000.00		15,297.55	
3	101. 10. 29900.000.000			0.01		Suspense line.
Total		10,000.00	10,000.00	15,297.55	15,297.55	

Example 3: Entered Amount Differences by Balancing Segment Value

The following table shows an unposted journal in the ledger currency with entered amount differences for each balancing segment value.

Line	Account	Entered (USD) Debit	Entered (USD) Credit
1	101. 10. 11300.000.000	10,000.00	
2	102. 10. 11200.000.000		10,000.01
Total		10,000.00	10,000.01

Follow the posting flow:

- Entered and accounted amounts balanced or accounted amount differences within threshold? No. Entered debits don't equal entered credits.
- Suspense enabled? Yes. Suspense is enabled for General Ledger and the suspense account is 101.10.29900.000.000. To balance the journal, the posting process creates suspense lines 3 and 4.

The following table shows the posted journal.

Line	Account	Entered (USD) Debit	Entered (USD) Credit	Description
1	101. 10. 11300.000.000	10,000.00		

Line	Account	Entered (USD) Debit	Entered (USD) Credit	Description
2	102. 10. 11200.000.000		10,000.01	
3	102. 10. 29900.000.000	10,000.01		Suspense line.
4	101. 10. 29900.000.000		10,000.00	Suspense line.
Total		20,000.01	20,000.01	

Example 4: Balancing Segment Values Out of Balance

The following table shows an unposted journal in the ledger currency that balances in total, but not by balancing segment value.

Line	Account	Entered (USD) Debit	Entered (USD) Credit
1	101. 10. 11300.000.000	10,000.00	
2	102. 10. 11200.000.000		10,000.00
Total		10,000.00	10,000.00

Follow the posting flow:

- Entered and accounted amounts balanced or accounted amount differences within threshold? Yes. Entered debits equal entered credits.
- Entered and accounted amounts balanced by balancing segment value or accounted amount differences within threshold? No. Balancing segment value 101 has only debits and balancing segment value 102 has only credits and the threshold applies only to accounted amounts.
- Intercompany enabled? Yes. To balance the journal by balancing segment value, the posting process creates intercompany balancing lines 3 and 4.

The following table shows the posted journal.

Line	Account	Entered (USD) Debit	Entered (USD) Credit	Description
1	101. 10. 11300.000.000	10,000.00		
2	102. 10. 11200.000.000		10,000.00	
3	102. 10. 18100.000.101	10,000.00		Intercompany balancing line.
4	101. 10. 29100.000.102		10,000.00	Intercompany balancing line.
Total		20,000.00	20,000.00	

Line	Account	Entered (USD) Debit	Entered (USD) Credit	Description

Example 5: Rounding Difference

The following table shows an unposted journal in a nonledger currency with a difference due to rounding.

Line	Account	Entered (GBP) Debit	Entered (GBP) Credit	Accounted (USD) Debit	Accounted (USD) Credit
1	101. 10. 11300.000.000	10,000.00		15,297.54	
2	101. 10. 11200.000.000		4,500.00		6,883.89
3	101. 10. 12110.000.000		5,500.00		8,413.64
Total		10,000.00	10,000.00	15,297.54	15,297.53

Follow the posting flow:

- Entered and accounted amounts balanced or accounted amount differences within threshold? Yes. The difference between the accounted debits and the accounted credits, which is .01, is within the specified threshold of 1 percent.

  Note: The threshold is calculating by multiplying the **Balancing Threshold Percent** setting by the total accounted debits or credits, whichever is greater. In this example, the threshold is 152.98, which is 1 percent of 15,297.54.

- Entered and accounted amounts balanced by balancing segment value or accounted amount differences within threshold? Yes. All lines have a balancing segment value of 101.
- Accounted amount differences remaining? Yes. The accounted debits are 15,297.54 and the accounted credits are 15,297.53.
- Rounding account defined? No. To balance the journal, the posting process adds the rounding difference to the largest credit line, which is line 3.

The following table shows the posted journal.

Line	Account	Entered (GBP) Debit	Entered (GBP) Credit	Accounted (USD) Debit	Accounted (USD) Credit
1	101. 10. 11300.000.000	10,000.00		15,297.54	
2	101. 10. 11200.000.000		4,500.00		6,883.89
3	101. 10. 12110.000.000		5,500.00		8,413.65

Line	Account	Entered (GBP) Debit	Entered (GBP) Credit	Accounted (USD) Debit	Accounted (USD) Credit
Total		10,000.00	10,000.00	15,297.54	15,297.54

Journal Posting Process: How Multicurrency Journals Are Balanced

A journal must balance before it can be posted. If a journal is out of balance when submitted for posting, the posting process can automatically create balancing lines, or add differences to existing lines, depending on your setup.

Settings That Affect Balancing for Multicurrency Journals

On the Specify Ledger Options page:

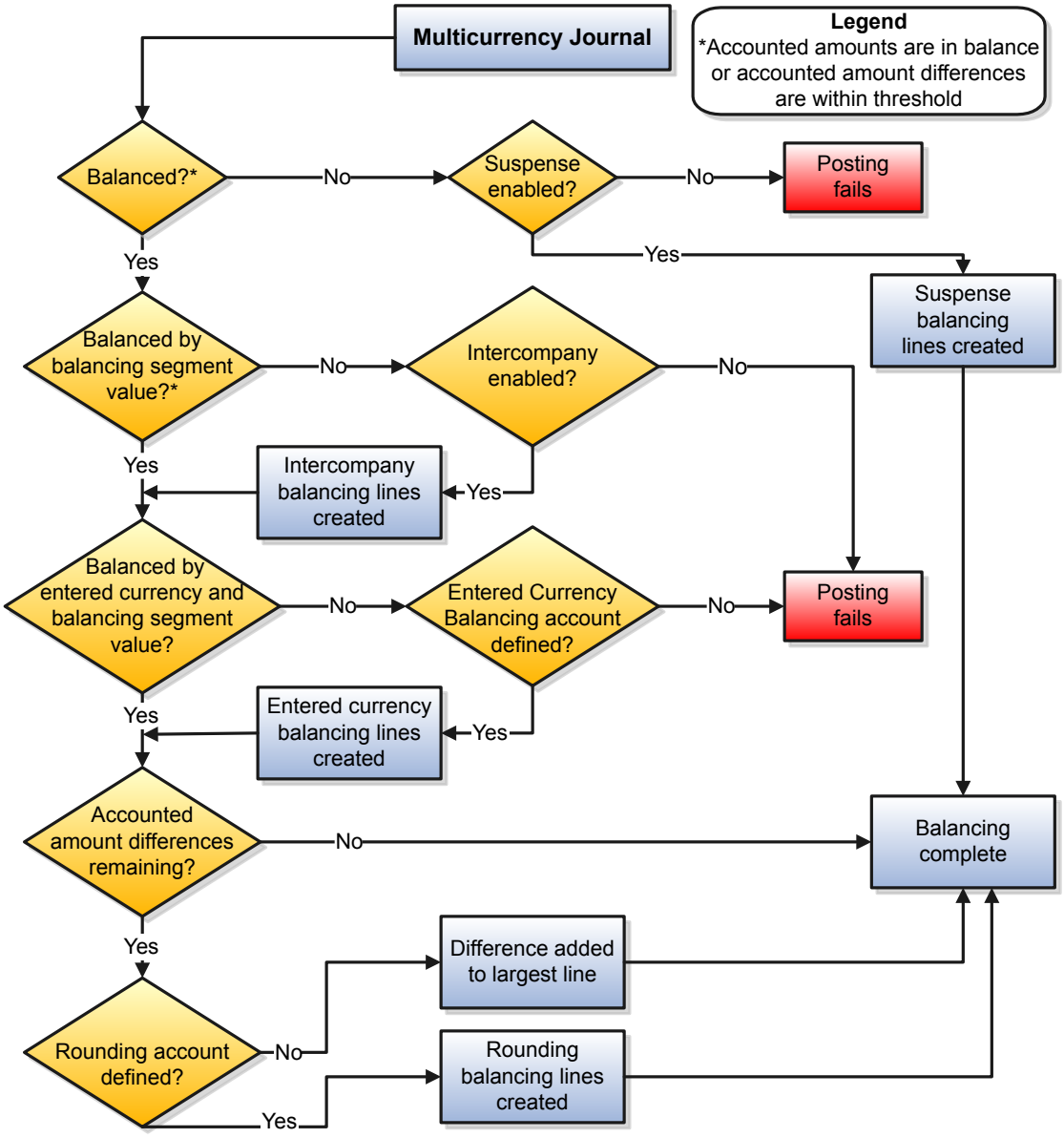
- You can set these options In the Journal Processing Balancing section:
    - **Enable Suspense for General Ledger or Subledger**
    - **Default Suspense Account**
    - **Rounding Account**
    - **Entered Currency Balancing Account**
    - **Balancing Threshold Percent**
- You can set the **Enable intercompany accounting** option in the Journal Processing Intercompany section and define balancing rules on the Manage Intercompany Balancing Rules page.

On the Manage Suspense Accounts page, you can define suspense accounts for specific journal sources and categories.

How Multicurrency Journals Are Balanced

The posting process checks entered amounts, accounted amounts, balancing segment values, and currencies, in determining whether a journal balances. When a journal doesn't balance, the posting process uses your setup to process the differences and automatically balances the journal. When the differences can't be handled automatically, the posting process fails.

This figure illustrates the flow the posting process follows to balance journals that have multiple currencies.



The following examples compare unposted journals with the decision points in the flow to illustrate how the journals are balanced. The first segment in the account combination is the balancing segment, the ledger currency is USD, and the applicable options are set as follows:

- **Enable Suspense**: Yes for General Ledger.
- **Default Suspense Account**: 101.10.29900.000.000.
- **Rounding Account**: 101.10.78550.000.000.
- **Entered Currency Balancing Account**: 101.10.22270.000.000.
- **Balancing Threshold Percent**: 1.

- **Enable Intercompany Accounting**: Enabled and intercompany rules defined.

Example 1: Accounted Amount Differences

The following table shows an unposted multicurrency journal with accounted amount differences.

Line	Account	Currency	Entered Debit	Entered Credit	Accounted (USD) Debit	Accounted (USD) Credit
1	101. 10. 11300.000.000	GBP	10,000.00		15,297.54	
2	101. 10. 11200.000.000	ANG		9,500.00		9,500.00
Total			10,000.00	9,500.00	15,297.54	9,500.00

To understand how the journal is balanced, follow the flow:

- Accounted amounts balanced or accounted amount differences within threshold? No. The difference between the total accounted debits and total accounted credits is 5,797.54, which is not within the specified threshold of 1 percent.

  Note: The threshold is calculated by multiplying the **Balancing Threshold Percent** setting by the total accounted debits or credits, whichever is greater. In this example, the threshold is 152.98, which is 1 percent of 15,297.54.

- Suspense enabled? Yes. Suspense is enabled for General Ledger and the suspense account is 101.10.29900.000.000. To balance the journal for each currency, the posting process creates suspense lines 3 and 4.

The following table shows the posted journal.

Line	Account	Currency	Entered Debit	Entered Credit	Accounted (USD) Debit	Accounted (USD) Credit	Description
1	101. 10. 11300.000.000	GBP	10,000.00		15,297.54		
2	101. 10. 11200.000.000	ANG		9,500.00		9,500.00	
3	101. 10. 29900.000.000	ANG	9,500.00		9,500.00		Suspense line.
4	101. 10. 29900.000.000	GBP		10,000.00		15,297.54	Suspense line.
Total			19,500.00	19,500.00	24,797.54	24,797.54	

Example 2: Entered Amounts Out of Balance by Entered Currency

The following table shows an unposted multicurrency journal that doesn't balance by entered currency.

Line	Account	Currency	Entered Debit	Entered Credit	Accounted (USD) Debit	Accounted (USD) Credit
1	101. 10. 11300.000.000	GBP	10,000.00		15,297.54	
2	101. 10. 11200.000.000	ANG		9,500.00		15,297.54
Total			10,000.00	9,500.00	15,297.54	15,297.54

Follow the posting flow:

- Accounted amounts balanced or accounted amount differences within threshold? Yes. Total accounted debits equal total accounted credits.
- Accounted amounts balanced by balancing segment value or accounted amount differences within threshold? Yes. The balancing segment value for both lines is 101 and total accounted debits equal total accounted credits.
- Entered amounts balanced by currency and balancing segment value? No. The journal doesn't balance by entered currency. The GBP currency has only debits and the ANG currency has only credits.
- Entered Currency Balancing account defined? Yes. The Entered Currency Balancing account is 101.10.22270.000.000. To balance the journal, the posting process creates entered currency balancing lines 3 and 4 for each currency.

The following table shows the posted journal.

Line	Account	Currency	Entered Debit	Entered Credit	Accounted (USD) Debit	Accounted (USD) Credit	Description
1	101. 10. 11300.000.000	GBP	10,000.00		15,297.54		
2	101. 10. 11200.000.000	ANG		9,500.00		15,297.54	
3	101. 10. 22270.000.000	ANG	9,500.00		15,297.54		Entered currency balancing line.
4	101. 10. 22270.000.000	GBP		10,000.00		15,297.54	Entered currency balancing line.
Total			19,500.00	19,500.00	30,595.08	30,595.08	

Example 3: Entered Currencies and Balancing Segment Values Out of Balance

The following table shows an unposted multicurrency journal that doesn't balance by entered currency or balancing segment value.

Line	Account	Currency	Entered Debit	Entered Credit	Accounted (USD) Debit	Accounted (USD) Credit
1	101. 10. 11300.000.000	GBP	10,000.00		15,297.54	
2	102. 10. 11200.000.000	ANG		9,500.00		15,297.54
Total			10,000.00	9,500.00	15,297.54	15,297.54

Follow the posting flow:

- Accounted amounts balanced or accounted amount differences within threshold? Yes. Total accounted debits equal total accounted credits.
- Accounted amounts balanced by balancing segment value or accounted amount differences within threshold? No. Balancing segment value 101 has only debits totaling 15,297.54. Balancing segment value 102 has only credits totaling 15,297.54. Each balancing segment value needs 15,297.54 to balance, which is not within the threshold.

  Note: The threshold is 152.98, which is 1 percent of 15,297.54.

- Intercompany enabled? Yes. To balance the accounted amounts by balancing segment value, the posting process creates intercompany balancing lines 3 and 4 in the USD currency.
- Entered amounts balanced by currency and balancing segment value? No to both. The GBP currency has only debits and the ANG currency has only credits. Debits don't equal credits for either balancing segment value.
- Entered Currency Balancing account defined? Yes. The Entered Currency Balancing account is 101.10.22270.000.000. To balance by currency, the posting process creates entered currency balancing lines 5 and 6. To balance by balancing segment value, the posting process creates entered currency balancing lines 7 and 8 in the USD currency.

The following table shows the posted journal.

Line	Account	Currency	Entered Debit	Entered Credit	Accounted (USD) Debit	Accounted (USD) Credit	Description
1	101. 10. 11300.000.000	GBP	10,000.00		15,297.54		
2	102. 10. 11200.000.000	ANG		9,500.00		15,297.54	
3	101. 10. 29100.000.102	USD		15,297.54		15,297.54	Intercompany balancing line.

Line	Account	Currency	Entered Debit	Entered Credit	Accounted (USD) Debit	Accounted (USD) Credit	Description
4	102. 10. 18100.000.101	USD	15,297.54		15,297.54		Intercompany balancing line.
5	102. 10. 22270.000.000	ANG	9,500.00		15,297.54		Entered currency balancing line.
6	101. 10. 22270.000.000	GBP		10,000.00		15,297.54	Entered currency balancing line.
7	101. 10. 22270.000.000	USD	15,297.54		15,297.54		Entered currency balancing line.
8	102. 10. 22270.000.000	USD		15,297.54		15,297.54	Entered currency balancing line.
Total			50,095.08	50,095.08	61,190.16	61,190.16	

Example 4: Rounding Difference

The following table shows an unposted multicurrency journal with a rounding difference.

Line	Account	Currency	Entered Debit	Entered Credit	Accounted (USD) Debit	Accounted (USD) Credit
1	101. 10. 11300.000.000	GBP	10,000.00		15,297.54	
2	101. 10. 11200.000.000	ANG		9,500.00		15,297.54
3	101. 10. 11200.000.000	GBP		10,000.00		15,297.54
4	101. 10. 11300.000.000	ANG	9,500.00		15,297.35	
Total			19,500.00	19,500.00	30,594.89	30,595.08

Follow the posting flow:

- Accounted amounts balanced or accounted amount differences within threshold? Yes. The difference between accounted debits and accounted credits is 0.19, which is within the threshold.

Note: The threshold is 305.95, which is 1 percent of 30,595.08.

- Accounted amounts balanced by balancing segment value or accounted amount differences within threshold? Yes. The balancing segment value for all lines is 101 and the difference between accounted debits and accounted credits is 0.19, which is within the threshold.
- Entered amounts balanced by currency and balancing segment value? Yes. For each currency, entered debits equal entered credits, and the balancing segment value is the same for all lines.
- Accounted amount differences remaining? Yes. For the ANG currency, the difference between accounted debits and accounted credits is 0.19.
- Rounding account defined? Yes. The rounding account is 101.10.78550.000.000. To balance the journal, the posting process creates rounding line 5 for the ANG currency.

The following table shows the posted journal.

Line	Account	Currency	Entered Debit	Entered Credit	Accounted (USD) Debit	Accounted (USD) Credit	Description
1	101. 10. 11300.000.000	GBP	10,000.00		15,297.54		
2	101. 10. 11200.000.000	ANG		9,500.00		15,297.54	
3	101. 10. 11200.000.000	GBP		10,000.00		15,297.54	
4	101. 10. 11300.000.000	ANG	9,500.00		15,297.35		
5	101. 10. 78550.000.000	ANG			0.19		Rounding line.
Total			19,500.00	19,500.00	30,595.08	30,595.08	

Creating an AutoPost Criteria Set: Worked Example

This example shows how to create an AutoPost Criteria Set to post your general ledger journal entries that were created by the journal import process for your subledger transactions. Your enterprise, InFusion Corporation:

- Implemented Oracle Fusion General Ledger and the Oracle Fusion subledgers: Payables and Receivables.
- Uses a non-Oracle subledger called Fast Assets for fixed asset tracking and depreciation.
- Plans to automate posting of your general ledger journal batches created by the journal import process to protect the subledger sourced journal entries from edits or deletion that might cause an out-of-balance situation between your subledgers and general ledger.

Consider the following points while creating your criteria set:

- Use the **All** option for category and accounting period to reduce maintenance and ensure that all journal imports are included in the posting process.
- Create a criteria set that includes all your subledger sources. Create multiple criteria sets by source only if you need to schedule different posting times to balance close activities or reduce processing time.

Creating an AutoPost Criteria Set

Create your AutoPost Criteria Set to automatically post journal entries from both Oracle and non-Oracle subledgers.

1. On the Manage AutoPost Criteria Sets page, click the **Create** icon to open the Create AutoPost Criteria Set page.
2. Enter the set name: All Journal Imported Entries
3. Select the **Enable** check box.
4. Enter the description: Posting journals imported from the subledgers.
5. Click the **Add Row** icon to add each new line.
6. Complete the fields, as shown in the table below:

Priority	Ledger or Ledger Set	Source	Category	Accounting Period
1	InFusion Corporation Ledger	Payables	All	All
2	InFusion Corporation Ledger	Receivables	All	All
3	InFusion Corporation Ledger	Fast Assets	All	All

7. For all three sources, select **Yes** for the **process all criteria** option and enter 30 as the number of days before and after submission date.

   Setting the before and after days with a wide range of days enables the process to run less often.
8. Click the **Save and Close** button.
9. Schedule the process to run daily at 3:00 a.m.

   Schedule the process immediately after the journal imports to prevent changes to the journals. Run the process during nonpeak times to save resources.

Manually Generating the AutoPost Process: Examples

Create an AutoPost criteria set and schedule the AutoPost process to run on a regular basis following your scheduled journal imports from your subledgers. When errors occur that prevent posting of the journal imports, you must correct the errors and manually run the AutoPost process. The following scenarios illustrate the kinds of errors that could occur and how you can resolve these errors.

Scenario

The following errors occurred and prevented the journal batches from posting when the scheduled AutoPost process ran.

Error	Cause	Solution
Error - Unopened accounting period	The journal import was imported into a future period. An error arises when the AutoPost process runs on a schedule because journals cannot be posted in a future period.	Open the period.
Error - Invalid or no journals	Journal import fails to import transactions from the general ledger interface table. The AutoPost process runs on schedule but finds no batches to post. The Posting process does not run and the AutoPost Execution report shows that no batches matched the criteria.	Correct the error that caused the journal import to fail.
Error - Invalid or no journals	No journals were selected based on the posting criteria. Journal batches are available for posting. The Posting process does not run and the AutoPost Execution report shows that no batches matched the criteria.	Revise the criteria set.

After you correct the errors:

- Manually run the AutoPost process by selecting the **Launch AutoPost** option from the Tasks panel on the journal pages.
- By clicking the **Generate** button on the AutoPost criteria set pages. Verify that the process ran successfully by reviewing the AutoPost Execution report.

Journal Batch Summary Report

Use the Journal Batch Summary report to review your posted journal batches for a particular ledger, balancing segment value, currency, or date range.

The report provides data on:

- Actual balances for your journal batches, sources, and posting dates
- Total entered debits and credits
- Journal batches within each journal entry category

Run the report from the **Manage Journal Task Panel** and optionally schedule the report to run periodically.

Before running this report, you must:

- Approve all journals batches
- Post all journals batches
- Optionally, close the accounting period to ensure no further journal batches are entered

Report Across All Ledgers

Ledger Set

To obtain a consolidated report across all ledgers, you must enter a ledger set representing all ledgers.

Balancing Segment Value

Leave the Balancing Segment Value parameter blank.

Currency

Enter a currency.

Start and End Date

Enter the accounting period date range.

Report on a Specific Ledger

Ledger Set

To obtain a report on a specific ledger or entity, you must enter the value for that ledger.

Balancing Segment Value

Leave the Balancing Segment Value parameter blank.

Currency

Enter a currency.

Start and End Date

Enter the accounting period date range.

Report on a Specific Entity

Ledger Set

To obtain a report on a specific ledger or entity, you must enter the value for that ledger.

Balancing Segment Value

Enter the value representing the entity in the Balancing Segment Value parameter.

Currency

Enter a currency.

Start and End Date

Enter the accounting period date range.

Report Results

The report provides data on Actual balances for your journal batches by sources, batches, posting dates, and total entered debits and credits. The report sorts the data by journal batch within each journal entry category. In addition, totals are provided for each journal category and a grand total for each ledger and balancing segment value combination selected.

Note: This report does not report on budget or encumbrance balances.

FAQs for Journal Postings

What's the difference between incomplete and unposted batch statuses?

All batches that are not in a **Posted** status are considered unposted batches. These unposted batches have various statuses, including **Incomplete**, **Selected for Posting**, **Processing**, or **Error**.

A journal batch that is in an incomplete status has been saved, but is not completed. Incomplete journals are listed on the **Incomplete** tab of the Journals work area landing page and General Accounting dashboard.

What happens if I use suspense posting or other options to post an unbalanced journal entry?

If you enabled suspense posting when you define the ledger or after creating the ledger, Oracle Fusion General Ledger automatically creates additional journal lines. The process uses the suspense account you specify to balance your journal entries. You can optionally specify a threshold at which journal entries for monetary amounts are balanced.

General Ledger analyzes the journal entry and creates the additional balancing journal lines for the following situations in the order listed.

1. Suspense posting of unbalanced journals when suspense posting is enabled. If suspense posting happens, then the remaining balancing options do not occur.
2. Rounding differences at the journal level when journals are unbalanced because of rounding differences on currency conversion.
3. Intercompany or intracompany balancing for journals that are not balanced by ledger or balancing segment value combination.
4. Entered currency balancing for journals that are unbalanced by the entered currencies. This option is only used on multicurrency journals.
5. Rounding differences by balancing segment when journals are unbalanced because of rounding differences on currency conversion and more than one balancing segment is effected.

Note: Statistical entries post without balancing debits and credits.

Why didn't my journal batch post?

Common reasons why a journal batch does not post are the following:

- Account is disabled or not valid as of the accounting date.
- Period is not open for the ledger or for its secondary ledger or reporting currency.
- Journal is imported into future-enterable period and the AutoPost program tries to post in an unopened period.
- Journal is unbalanced and suspense balancing is turned off or not set up properly.
- Journal is unbalanced by balancing segment value, and intercompany balancing is turned off or not set up properly.

The unposted journals with their error status are displayed on the Requiring Attention tab of the Journals work area and the General Accounting Dashboard. The error status also shows on the Posting Execution report. The Posting Execution report is created automatically when the Posting process completes. Use these sources to help in the error correction process.

How can I correct errors that occur during the posting process?

Identify the error using the Posting Execution report or clicking the Show Errors button when querying the journal in the journal pages. The Posting Execution report lists the batches that are successfully posted and the batches that encounter posting errors. The Show Errors button appears when errors are detected during journal batch posting process. Clicking on the Show Errors button displays a dialog box with an error message. The following methods are used to correct the error:

If it's an unopened accounting period for the ledger, the reporting currency, or the secondary ledger, the accounting period must be open.

If it's a disabled or invalid account combination, that combination must be enabled or made valid, or changed to a valid one.

If it's an unbalanced journal, the corresponding balancing method, suspense, rounding, entered currency, or intercompany, must be set up correctly and enabled with valid, related accounts.

> **Note:** You are continually informed of posting validation errors on the Journal pages until the batch is corrected and posted.

How can I run the AutoPost process?

After you define an automatic posting criteria set, run the AutoPost process by clicking the **Generate** button on the **Manage AutoPost Criteria Sets** page or the **Launch AutoPost** link from the **Journals** task pane. The AutoPost process posts the journal batches that meet the criteria defined. Optionally, schedule the AutoPost process for specific automatic posting criteria sets through the Schedule tab in the Schedule Process: Advanced region to run at specific times and submission intervals.

How can I confirm that my journal entries were automatically posted?

Review the AutoPost Execution report. This report is created when the AutoPost process completes and contains the batch name, accounting period, and balance type for each batch posted, as well as error codes for those batches that failed to post. The posting status of journal batches is also listed on the Journals work area and the General Accounting Dashboard.

Why didn't the AutoPost process post journal batches as expected?

Verify that the posting criteria set specifies the precise criteria required to post the wanted journals. If the criteria is correct, then verify the following:

- Journal imports completed successfully.
- Journal batches are error free and ready to post.
- Specified accounting period is open.

How can I identify errors that occurred during my AutoPost process?

Review the AutoPost process results on the AutoPost Execution report. This report is automatically created when the process completes successfully. The report contains the batch name, accounting period, and balance type for each posted journal batch, and lists error statuses for batches that fail to post. The unposted journals with their error status are also displayed on the Requiring Attention tab of the Journals work area and the General Accounting Dashboard.

Journal Approval

Approving Journals: Points to Consider

Oracle Fusion Applications journal approval uses Oracle Fusion Approvals Management (AMX) to merge the functionality of Oracle Approvals Management (AME) and Oracle PeopleSoft Approvals (AWE). In addition, Oracle Business Process Execution Language (BPEL) has replaced Oracle Workflow.

Rule Definition Consideration

One predefined approval rule exists for journal approval. If you enable the ledger and the source for approval, then the journal entry is sent for one level of approval. Configure the approval rules in the AMX Rules Setup user interface. For a simple approval scenario, start by defining one or all of the following journal approval rules based on:

- The highest journal line amount per ledger per batch.
- The highest journal amount per ledger per batch.
- Where you are in the period close process. For example, are you in the beginning, middle, or end of the month, or in preclose, close, post close, or quarter close process?

Select the **Skip creator for Approval List** option on the journal approval rules configuration page to prevent the submitter from approving a journal batch. If the journal batch submitter is found to be one of the approvers then you can select to skip the journal submitter as an approver. Then assign the approval task to other approvers or automatically route the approval task to the submitter's manager.

Create the following rules to apply when your maximum journal line amount is:

Rule Condition	Approval Action
Less than 50,000 USD	No approval required
Between 50,000 to 100,000 USD	Requires one level of approval
Greater than 100,000 USD	Requires two levels of approval

Build your rules for combinations of ledger, entered amount, approval level, or other scenarios. In addition, define your rules based on attributes from the different parts of your journal, including the ledger, batch, header, or line level. For example, use category, source, account, or descriptive flexfield information as selection criteria for journal approval.

AMX List Builder Considerations

Use the following AMX List Builders to build your approval list.

List Builder	Functionality	Additional Information
Human Resources (HR) Supervisory	The HR Supervisory hierarchy levels are selected. The number of levels available for approval is specified.	The most effective when the General Accountant enters the journals. For example, if an accountant enters a journal, he needs approval from his manager. If his manager enters a journal, he needs approval from his manager, and so on up the hierarchy for the specified number of levels. Self-approval can be set at any level in the hierarchy.

List Builder	Functionality	Additional Information
Job Level	A relative dollar amount is attached to a job. The approval list moves up the HR Supervisory hierarchy to the point where approval finds a job with the necessary approval amount.	Enable self-approval to allow approval of journals created within your authority limit.
Position	A relative dollar amount is attached to a position.	Use this hierarchy if you need: • A hierarchy different than the HR Supervisory hierarchy • Multiple hierarchies that must be selected based on different attributes.
Approval Group	Approver groups represent functional or subject matter experts outside the transaction's managerial chain of authority, such as Legal or Human Resource personnel.	
Dual Chain	Dual chains can be processed at the same time.	

Note: Best practices: Select the Job Level, HR Supervisory, or Position list builder for your journal approval rules.

Other Considerations

Other functionality to consider before defining approval rules.

- Approval is for the entire journal batch regardless of the attributes used in the approval rules.
- For the job and position level approvals, the approval list continues up the hierarchy until it finds the approver with the correct approval authority.
- If the journal requires approval, submitting a journal for posting automatically routes the journal for approval before posting.
- A journal can be escalated to an approver by the administrator.
- The **Withdraw Approval** button on the Journals page is used anytime in the approval process to withdraw journals from the process. Clicking this button enables editing of the journal. After your changes are made, submit the entry for approval again. When a journal is withdrawn, the completion status is set to Incomplete.
- Approval notifications display a table of key journal attributes for each journal and a list of past, current, and future approvers.
- The Journals region of the dashboard displays journals requiring your approval and journals pending approval from others.
- If you are the current approver, the Journals page shows the journals to be approved or rejected.
- Allocation journals are not routed through the approval process.
- You can review the details of the journals and journal lines included in a journal batch on the online and e-mail journal batch approval notifications.

Note: Approval is enabled at the ledger and source level. Both the ledger and journal source must be enabled for the approval process.

Related Topics

- Approval Management: Highlights

Creating a Journal Approval Rule: Worked Example

This example demonstrates how to create a journal approval rule.

You are the General Accountant for InFusion America Inc. who has been tasked with setting up Journal Approval functionality. Creating a journal rule is the first step.

Creating a Journal Approval Rule

1. Navigate to the Business Process Management **BPM Worklist** to review and access tasks that you want to perform.
2. On the **Task Configurator** tab, click the **FinGlJournalApproval (1.0)** link.
3. Select the **Data Driven** tab to configure task data that drives the rules.
4. Create a supervisory rule set and a journal approval rule within that rule set. A supervisory rule set ascends the primary supervisory hierarchy, starting at the requestor or at a given approver, and generates the approval chain.
5. In the **Select Rule Set** field, select the SoaOLabel.JournalApprovalStage: Supervisory_JournalApprovalRuleSet rule set.
6. Click the **Edit Task** icon.
7. Click the **New Rule** button and select the New Rule list item.
8. In the **Name** field, enter Approval for More than $10,000.
9. Expand the new rule and complete the following fields.

Field	Description
Description	Approval rule for journals equal to or more than $10,000
Tree Mode	Selected
ROOT	JournalBatch

10. In the IF section, click the **Test** option to begin creating the IF statement for the condition of the rule.
11. Complete the following fields to create the IF statement.

Field	Description
Variable	enableJeApprovalFlag
Operator	is
Value	"Y"

12. Click the **Insert Test** button to create the second IF statement.
13. Complete the following fields

Field	Description
Variable	maxLineNetAmount
Operator	same or more than
Value	10000

14. To create the THEN statement for the condition of the rule set, select **Supervisory.**
15. Click the **Create Action** button.
16. Complete the following fields.

Field	Description
Response Type	Required
Starting Participant	HierarchyBuilder. getManager"supervisor"
Top Participant	HierarchyBuilder. getPrincipal("jcooper")

17. Click **Save**.
18. Click **OK**.
19. Collapse the rule set.
20. Click the **Commit Task** button to deploy the journal approval rule.

Creating Journal Approval Rules

Watch: This video tutorial shows you how to create journal approval rules that either automatically approve a journal batch or that route the batch for supervisory approvals based on the ledger and journal amounts.

Allocations and Periodic Entries

Allocation and Periodic Entries: Overview

In Oracle Fusion General Ledger, use the Calculation Manager to create allocations and other formula journal templates for generating periodic journal entries automatically. Allocations are defined and generated from preaggregated balances in the GL Balances cubes, which provide the following benefits:

- Immediate real-time access to financial balances for allocations and periodic entries.
- Accelerated performance for complex allocations.

You can base formulas on multiple criteria. For example:

- Use account balances or statistical amounts to allocate shared revenue or costs across multiple organizational units and ledgers.
- Define complex computations based on variables from different charts of accounts.
- Group journal formulas together and execute sequentially to update account balances in a step-by-step process.

The Calculation Manager provides flexibility, automation, intelligence, and control in distributing costs and revenues across the enterprise. In addition, the Calculation Manager:

- Includes run time variables, rules, formulas, and rule sets stored in Oracle Essbase.
- Distributes revenues or costs with recursive allocation rules.
- Creates complex formula rules using formula components.
- Contains an Allocation Wizard to define allocation and formula rules.
- Uses real-time checking of rule definitions to validate correctness of rules.
- Minimizes setup and maintenance time with reusable components.
- Simplifies allocation generation mechanism by integrating with enterprise schedule.
- Groups rules together in rule sets and cascading allocations for processing efficiencies.
- Creates primary, statistical, or foreign currency allocation and formula rules.

Access the Calculation Manager from the **Tasks** pane of the **General Accounting** dashboard or **Journals** work area by clicking the:

- **Define Allocation Rules** link to define or modify allocation definitions
- **Generate Allocations** link to run the allocation process

Note: Adobe Flash Player 10 or above is a required component for the Calculation Manager. Upgrade your Adobe Flash Player if the Calculation Manager's performance slows down after upgrading your browser. For more information, see:

- Designer's Guide for Oracle Hyperion Calculation Manager

Calculation Manager: Overview

The Calculation Manager creates, validates, deploys, and administers sophisticated allocation rules. In the Calculation Manager:

- Base formulas on multiple criteria, such as account balances or statistical amounts, to allocate shared revenue or costs across multiple organizational units.
- Use complex computations based on different variables to automatically calculate allocated amounts.
- Group journal formulas together and executed sequentially to update account balances step-by-step.

There are three types of objects that can be created in Calculation Manager:

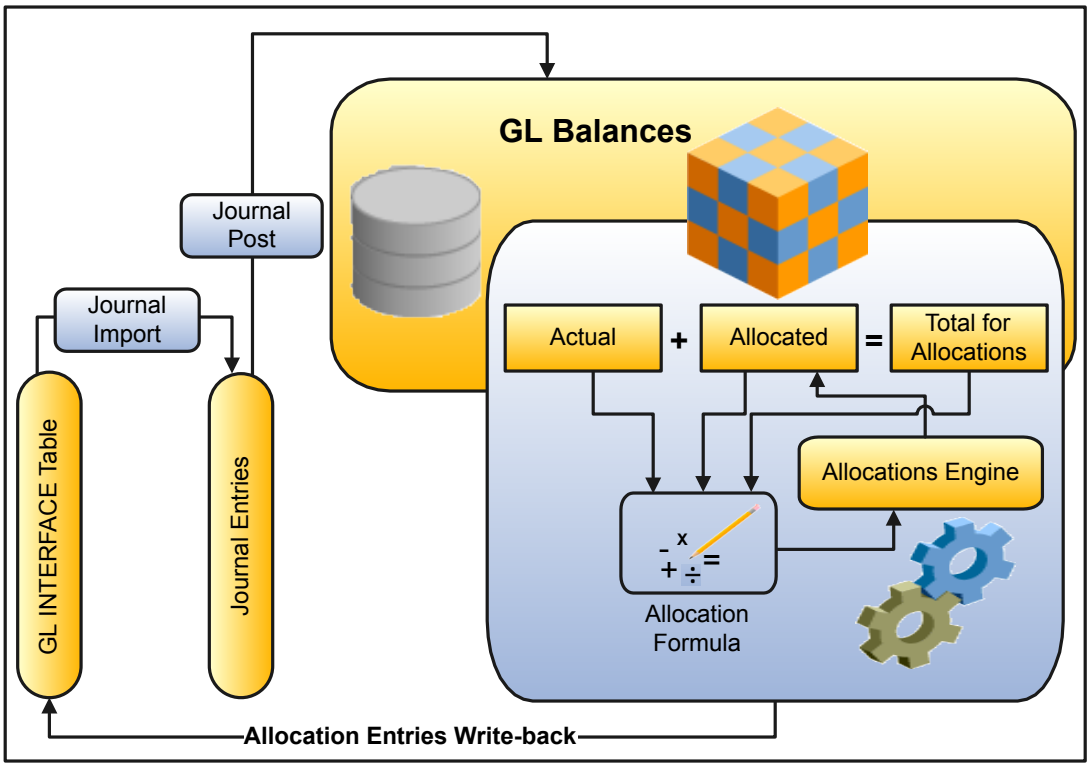
- Components: Contain formulas, points of view, or allocation objects.
- Rules: Contain components such as points of view, formulas, and templates, which are used to create allocation calculations.
- Rule Sets: Contain sets of rules that can be calculated sequentially

Note: The following are limitation in Oracle Fusion General Ledger.

- Allocation rules cannot be shared across rule sets in Calculation Manager.
- Within a rule or rule set, the same target or offset cannot be written to by multiple rule components.
- When generating allocation rules with run time prompts other than the User Point of View in an allocation rule component, an error occurs.

Oracle Essbase Balances Cubes: Overview

Oracle Essbase is embedded within Oracle Fusion General Ledger and provides multidimensional balances cubes. Every time a transaction or journal is posted in General Ledger, the balances cubes are updated at the same time.



The flowing table lists the Essbase Dimensions and examples of dimension members.

Dimension	Description	Example
Accounting Period	Based upon the calendar of the ledger or ledger set. Report on years, quarters, or periods.	• 2012 • QTR-1 • JAN-12
Ledger or Ledger Set	Used to select a ledger for the reporting. Multiple ledgers may be in the same cube if they share a common chart of accounts.	• InFusion North America Ledger Set • InFusion US Primary Ledger

Dimension	Description	Example
Chart of Accounts Segments	Uses a separate dimension for each of the segments from the charts of accounts. Organized by hierarchy. A default hierarchy is provided that includes all detail segment values. Hierarchies published in the Publish Account Hierarchies user interface are included.	• Company: InFusion America: 101 • Cost Center: Sales: 400 • Account: Cash: 1110
Scenario	Indicates if the balances represented are actual or budget amounts. Allocation-related dimensions are predefined members and required for allocation solutions. Allocation dimensions are not used directly by end users. Budget scenario dimension members are user-defined in the Accounting Scenario value set and appear in the cube after running **Create Scenario Dimension Members** process.	• Budget 2012 • Actuals • Forecast 2013
Balance Amount	Indicates if the value is the beginning balance, period activity, or ending balance. Debit, Credit, and Net amounts are available for reporting.	• Beginning Balance (DR, CR, or Net) • Period Activity (DR, CR, or Net) • Ending Balance (DR, CR, or Net)
Amount Type	Indicates whether the amounts represent Base, Period to Date, Quarter to Date, or Year to Date.	• Base • PTD: Period to Date • QTD: Quarter to Date • YTD: Year to Date
Currency	Used to select the wanted currency for the balances.	• All ISO Currencies • USD: US Dollar • JPY: Japanese Yen
Currency Type	Used to select the currency type of the balances.	• Total • Entered • Converted From (for each ISO currency)

Allocation Security: Explained

To access the Calculation Manager, you must be assigned one or more of the four privileges and permissions.

The following privileges and permissions are associated with the Calculation Manager:

- Generate General Ledger Allocation Formula - Generate Allocation and Periodic Entries: Permits generation of allocation and periodic entries.
- Define General Ledger Allocation Formula - Manage Allocation Rules or Rulesets through Calculation Manager: Grants the ability to update allocation rules or rule sets owned by the user with view access to all allocation rules or rule sets regardless of their ownership.

- Define Self Managed General Ledger Allocation Formula - Manage Allocation Rules or RuleSets through Calculation Manager: Grants the ability to update allocation rules or rule sets, but limited to the ones owned by the user.
- Administer General Ledger Allocation Formula - Administer Allocation Rules or RuleSets through Calculation Manager: Grants the ability to update all aspect of allocation rules or rule sets including the ownership attribute, regardless of the original definition's ownership.

Recurring Journals

Recurring Journals: Overview

Define recurring journal formulas for transactions that you repeat every accounting period, such as accruals, depreciation charges, and allocations. Your formulas can be simple or complex. Each formula can use:

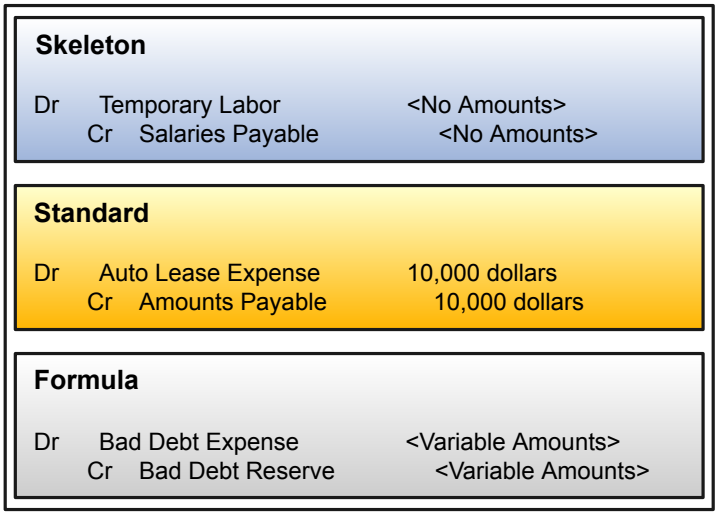
- Fixed amounts and account balances, including standard, actual amounts, statistics, and period-to-date or year-to-date balances.
- Amounts from the current period, prior period, or same period last year.
- Amounts in your formulas, including total balances, entered currency balances, or statistical balances.

You can quickly create recurring formulas by copying and modifying existing formulas. You can:

- Define single ledger or multiple ledger recurring journal formula batches.
- Create a recurring journal formula batch that contains recurring journal entries for different ledgers.
- Define recurring journal formulas for your ledger currencies, entered currencies, and statistical currency.

Recurring Journal Types: Explained

You normally use three types of recurring journal entries to reduce data entry time and increase accuracy for journal entries that repeat each period.



1. **Skeleton Journal Entries**: Contain the same accounts each period, but have different amounts. After you generate skeleton journal entries, edit the unposted journal batch by entering the journal line amounts on the Edit Journals page.

Use skeleton journal entries to record statistical journals, such as headcount, units sold, barrels of oil, or other statistical factors. For example, to enter headcount for your cost centers each period:

- Define a skeleton entry with your headcount accounts.
- Generate the skeleton entries.
- Enter the actual headcount amounts before posting the batch.

Note: Set the journal entry to reverse automatically at the beginning of the next period if you enter the total headcount each period. Otherwise, if you only enter the change in the headcount each period, a reversing journal is not required.

Best practices recommend that you create skeleton recurring journal entries in spreadsheets or copy existing journals.

To create journals in spreadsheets:

- **Navigator** > **Journals**.
- Select the **Create Journal in Spreadsheet** link to download the workbook template once.
- Create and save the skeleton journal entry.
- Each period open the template and enter the amount for the journal lines already in the template.
- Upload the batch.
- Open the journal in the **Edit Journal** page and add the amounts.

  Once the updates are made, save, complete, and post the journal batch.

To copy journals:

- **Navigator** > **Journals** > **Manage Journals**.
- Search for the journal you want to copy.
- Open the journal.
- Click on the **Batch Actions** Menu > **Copy**.
- Make wanted changes to the new journal.
- Save, complete, and post the journal batch.

2. **Standard Recurring Journal Entries**: Contain the same accounts and amounts each period. Just as with skeleton recurring journal entries, best practices recommend that you create standard recurring journals in spreadsheets.

   - **Navigator** > **Journals**.
   - Select the **Create Journal in Spreadsheet** link to download the workbook template once.
   - Create and save the standard journal entry.
   - Each period, upload, and submit the batch with posting selected.

     The recurring journal batch is created and posted.
3. **Recurring Journal Formula Entries**: Contain formulas created using the formula component and allocation wizard in the **Calculation Manager**. These formulas calculate journal amounts that vary from period to period and are based on existing account balances or other criteria.

Use recurring journal entries to perform simple or complex allocations or eliminations. For example, you can allocate:

- A portion of your rent expense to another division.
- A pool of marketing costs to several departments based on the ratio of department revenues to total revenues.

Creating Recurring Journals: Example

This example shows how to define and generate formula recurring journals that are automatically generated every period.

You must have:

- A role that can access the Journals work area in Oracle Fusion General Ledger.
- A duty that can access the Create Allocation Rules task.

Assumptions

- The chart of accounts includes segments for company, department, account, subaccount, and product.
- Account 1210 is the trade receivables account.
- The PTD period activity in account 1210 is 100,000 USD.

Goals

- The goal is to create journal that populates a monthly allowance for bad debt based on 5% PTD activity in the trade receivables account.
- Account 7730 is the bad debt expense account and account 1260 is the allowance for bad debt account.
- A formula rule must be defined to generate the following journal entry for the period Apr-11 and thereafter.
  - DR 01.000.7730.0000.000 5,000 USD
  - CR 01.000.1260.0000.000 5,000 USD

Definitions

- **Configuration**: Create a formula rule to achieve the above goal.
- **Create the Run-Time Prompt Variable**: Create an RTP variable as an optional component of a rule. When you generate an allocation based on a rule with a defined RTP variable, you are prompted to specify a dimension member for the RTP. The variable is use in the allocation calculation.
  For example, use an RTP variable of Accounting Period, which prompts you to specify the period to use in the allocation calculation. An RTP variable can be created once and used in multiple rules.
- **Create the Rule Set**: Create a rule set. Rule sets are created by combining two or more related rules together to enable sequential allocating of balances.
- **Generate Allocation Journals**: Start the allocation process to create the journal entries that populate the account balances.

Configuration

1. Navigate to the Journals work area.
2. Click the Create Allocation Rules link on the Tasks panel.
3. Navigate to the Administer menu option and then Calculation Manager. Calculation Manager opens in a new browser window and a cube is highlighted based on the data access set selected in the Journals work area.
4. Expand Essbase.
5. Expand VF_USA_Accounting_Flexfield (your cube).

6. Expand db.
7. Highlight the Rules row, right click, and select New from the menu.
8. Enter the Rule Name: Special Bad Debt Allocation, accept the other defaults, and click OK button.
9. The Rule Designer opens in a new tab. Under New Objects, click, hold, and drag the Point of View object. Place it between the Begin and End nodes in the Rule Designer.
10. Enter a Caption: Point of View.
11. Perform the following steps to enter a Variable Dimension Value:
    a. Click the Value field for Accounting Period.
    b. Click the Actions icon and select Variable from the drop-down list. A new window opens.
    c. Under Category, select Database from the drop-down list.
    d. Click Accounting_Period.
    e. Click OK button.
12. Perform the following steps to enter Other Member Dimension Values:
    a. Click the Value field for another dimension.
    b. Click the Value field for another dimension.
    c. Click the Actions icon and select Member from the drop-down list.
    d. Select a member and click on the blue select arrow pointing right.
    e. Click the OK button. Repeat for all dimensions to include in the Point of View.

       In this scenario, the following are fixed dimension values:

       - Ledger: Vision Operations (USA)
       - Company: 01
       - Department: 000
       - Subaccount: 0000
       - Product: 000
       - Currency: USD
       - Currency Type: Total

    f. Under New Objects, click, hold, and drag the Formula component. Place it between the Point of View nodes in the Rule Designer.
    g. Enter a Caption: Bad Debts Calculation.
    h. Enter the Offset member.
    i. Click Next button.

       In this scenario, the offset is defined as account 1260, the allowance for bad debt. The offset is child combination 01.000.1260.0000.000 when combined with the fixed member dimension values in the Point of View.
13. Perform the following steps to enter the Formula Member Dimension Value:

    In this scenario, the formula member dimension value is defined as account 7730. The bad debt expense is charged to child combination 01.000.7730.0000.000 and combined with the fixed member dimension values in the Point of View.

    a. Click the icon for the formula field and select Member from the drop-down list.
    b. Select the Account dimension value, highlight the row, and click the blue select value pointing right.

       In this scenario, the goal is to calculate an allowance for bad debt based on the PTD period activity in trade receivables account 1210. Trade receivable is child combination 01.000.1210.0000.000 when combined with the fixed member dimension values in the Point of View.
    c. Repeat for the other formula member values and click the OK button when all formula members are selected.

In this scenario, the following dimension values are selected. Selection of members for the dimensions below is required for the source in a formula component.

- Scenario: Actual
- Balance Amount: Period Activity
- Amount Type: PTD

d. Multiply the formula expression by .05.
e. Click the Save icon.
f. Click the Validate and Deploy icon.

Create the Run-Time Prompt Variable

1. Navigate to the Journals work area.
2. Click the Create Allocation Rules under Tasks.
3. Once the Calculation Manager opens in a new browser window, a cube is highlighted based on the data access set selected in Journals work area. To define the run time prompt, select Variables under the Tools menu.
4. Expand to the db under the cube, highlight the row, right-click on the row, and select New from the menu.
5. The Variable Designer opens in a new tab. Enter the variable header and value information.

   A default value must be entered and the variable name cannot contain any spaces.

Variable	Header Information
Name	Accounting_ Period
Type	Member

Variable	Value Information
Dimension	AccountingPeriod
Default Value	Apr-11
RTP	<Checked>
RTP Text	Enter Accounting Period

6. Click the Save icon. The RTP variable is ready for use.

Create the Rule Set

1. Navigate to the Journals work area.
2. Click Create Allocation Rules under the Tasks pane.
3. Once the Calculation Manager opens in a new browser window, expand to Rule Sets under the highlighted cube, highlight the row, right-click on the row, and select New from the menu.
4. Enter the rule set name and click the OK button.
5. The Ruleset Designer opens in a new tab. Expand to the db under the cube for which the rule set is created, expand the rules, and drag the rules under the rule set.
6. Click on the row for the rule set, click the Variables tab, and check Merge Variables.

Merge Variables means that common variables among all of the rules in the rule set are merged. You only have to select the run-time prompt value once when submitting the Generate Allocations process.

7. Click the Save icon.
8. Click the Validate and Deploy icon.

Generate Allocation Journal

1. Navigate to the Journal work area.
2. Click Generate Allocations under Tasks.
3. Select a rule or rule set and enter any run-time prompt values.
4. Uncheck the Post Allocations check box if automatically posting the generated allocations is not wanted.
5. Click the Submit button.
6. Generate Allocations submits four processes consecutively (three if the Post Allocations check box is not selected). Those processes calculate the allocation, write back the results to the GL_INTERFACE table, import the journal batches, and posts the journal batches to the Oracle Fusion General Ledger.

Scheduling Recurring Journals: Examples

You can create processing schedules for recurring journal entries that have been defined in the **Calculation Manager**. Scheduling automates the monthly generation of the entries and speeds up the close process.

You can define multiple schedules for each calendar in General Ledger. These schedules can be increment by accounting period based on any calendar defined. Schedules are shared across ledgers.

Scenario

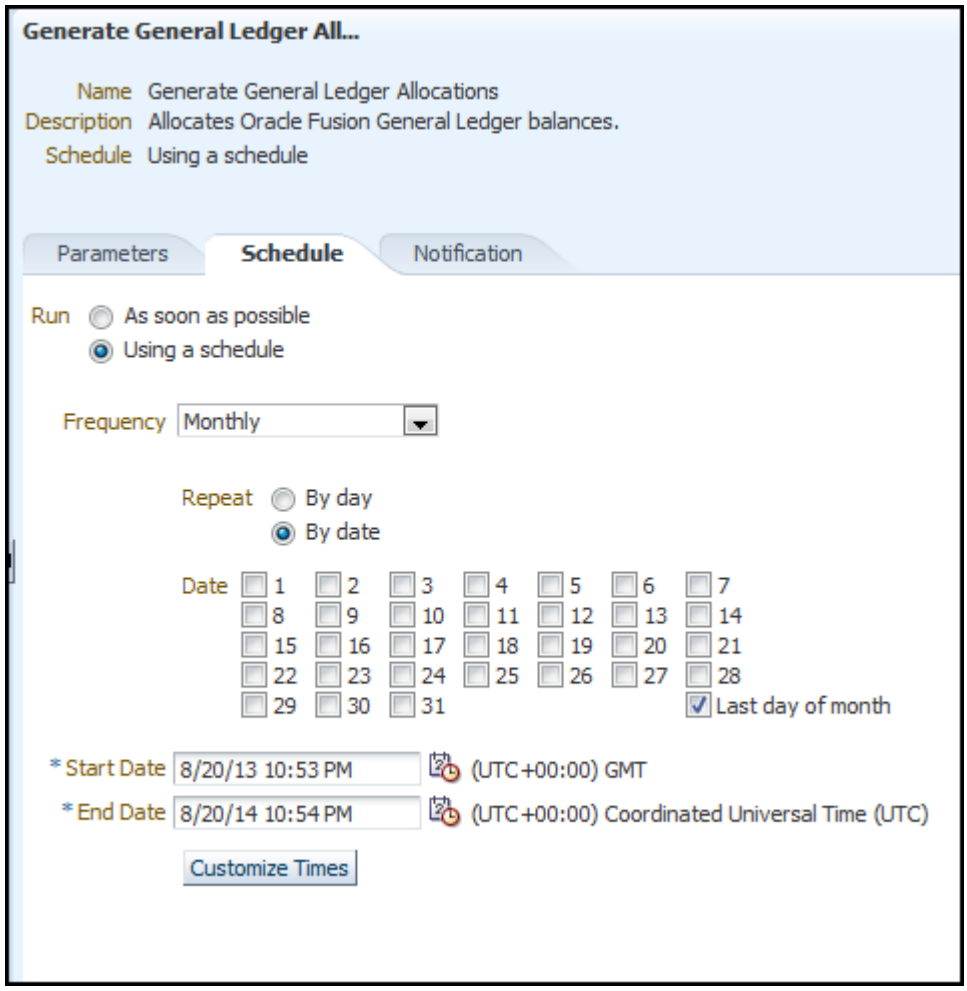
In this example, you have created a reserve for bad debt recurring journal entry in the **Calculation manager**. Now, add a recurring schedule to the entry to generate the entry once a month on the last day.

1. **Navigator**. The **Generate Allocations** > **Journals** > **Generate General Ledger Allocations** page opens.
2. Select the **Rule** or **Rule Set**: Reserve for Bad Debt.
3. Specify **Accounting Period**: Blank

> **Note:** The **Accounting Period** field appears if you use the **Run-Time Prompt** in your rule and select **Accounting Period** as the run-time variable.

4. Check **Post Allocations**.
5. Select the **Advanced** button.
6. Select the **Schedule** tab.
7. Click **Using a schedule**.
8. Select **Frequency**: Monthly.
9. Select **Repeat**: By Date.
10. Enter start and end dates.

11. Click the **Submit** button.



12. The generation process waits in the **Schedule Processes** page until the schedule time, which in this example is the last day of the current month.

Calculation Manager

Calculation Manager Toolbar: Explained

In addition to the Oracle Hyperion Enterprise Performance Management Workspace buttons, the Calculation Manager toolbar displays buttons that are specific to the Calculation Manager. Not all buttons display in all the views and designers within the Calculation Manager.

The Calculation Manager toolbar consists of the following buttons:

- Home: Displays the default startup option for the content area.
- System View: Displays the main view within the Calculation Manager. (This is the default view).

- List View: Displays a list of objects that you can filter by application type, application, object or database type, deployment status, and validation status.
- Custom View: Displays a view you can customize with folders you create and objects you drag and drop into them.
- Filter Options: Opens the Filter dialog that you can use to filter objects in the List View.
- Refresh: Refreshes the view with your latest changes.

The Calculation Manager toolbar adds the following buttons when you open a rule:

- Save: Saves the object with which you are working.
- Validate: Validates the object with which you are working.
- Validate and Deploy: Validates and deploys the object with which you are working.

Calculation Manager Menus: Explained

Calculation Manager menus and menu options display in addition to Oracle Hyperion Enterprise Performance Management Workspace menus and menu options. The menus and options vary depending on the view you are using and the object with which you are working. The default view of the Calculation Manager displays the following menus when you launch Calculation Manager, System View.

Note: This topic describes the Calculation Manager menu options only.

File Menu

Enables you to create new objects, open and close objects, import and export objects, print rules, and log off.

Note: Not all of these file menu options are available for the products that use Calculation Manager.

- New, Rule: Creates a new rule
- New, RuleSet: Creates a new rule set

Edit Menu

Enables you to edit objects you select. It is available from most of the views and from within the Rule and Component definition pages.

- Edit, Delete: Deletes an object selected in the System, List, or Custom View
- Edit, Copy: Copies selected text
- Edit, Paste: Pastes text copied to the clipboard to the right of the cursor
- Edit, Copy Group: Copies a component group

Note: The Edit menu is not available within the Deployment View.

View Menu

Enables you to open different views.

- View, View Pane: Displays or hides a list of existing and/or new objects that you can add to rules, rule sets, components, and templates by dragging and dropping them.

Note: This is the only View menu option available from within the Rule Designer and Ruleset Designer.

- View, List View: Displays a list of the objects you select on the Filter dialog. The filter dialog enables you to create a filtered list, by application type of applications, databases, and objects.
- View, System View: Displays a list of the Essbase applications, databases, and objects to which you have access. This is the default view.
- View, Custom View: Displays a view that you can customize with folders you create and drag and drop objects into them. This view enables you to organize objects in a way that is meaningful to you.
- View, Deployment View: Displays a list, by application type and application, of the rules and rule sets that are deployed and not deployed with their deployment and validation status.

Tools Menu

Enable you to install other products, search for objects, create a filtered list of objects for the List View, edit the caption of an object, and access the Variable Navigator and Variable Designer.

- Tools, Filter: Opens the Filter dialog from which you can filter by application type, application, object type (rule, rule set, formula or script component, or template), calculation type, plan type, database, deployment status, and validation status. You can also select All to display all application types, applications, objects, and databases, regardless of their deployment and validation status.
- Tools, Variables: Opens the Variable Navigator in which you can navigate to a location for which you want to create, edit, copy, or delete a variable. From the location you select in the Variable Navigator, you can display the Variable Designer in which you can create, edit, copy, and delete variables for components.

> **Note:** The two menu options listed above are not available within the Deployment View.

Actions Menu

Enables you to validate and deploy objects you select in the views and from within the Rule and Ruleset Designers. Not all of the Actions menu options are available from within the views and designers.

- Actions, Validate: Validates the rule, rule set, and formula component you selected

> **Note:** This is the only Actions menu option available from within the Deployment View.

- Actions, Deploy: Deploys the rules or rule sets you selected.
- Actions, Quick Deploy: Deploys the rule in fewer steps than regular deployment by using a shortcut to one or more applications.

> **Note:** This feature is available only from within the Rule Designer for Essbase business rules.

Using Flow Charts: Explained

View rules and templates, and the components that comprise them, in a flow chart within the Rule Designer. When you open a rule, move among the components that comprise it, for example, formulas, ranges, and loops, by selecting them in the flow chart. Increase or decrease the size of the flow chart to view or hide details of the components.

When you select a component in the flow chart, its properties, usages, and other information are displayed in tabs below the flow chart. As you move among the components, the tabs below the flow chart change. For example, if you open an allocation rule and select the formula component in the flow chart the following properties are displayed:

- Properties of the formula, such as name, description, application, and application type to which the formula belongs

- Usages of the formula, such as which rules and templates the formula is used in.
- Text of the formula, such as the variables, members, and functions, that are displayed in the tabs below the flow chart.

Views: Explained

Views enable you to see Calculation Manager objects in different contexts. For example, the Deployment View displays objects according to whether they are deployed or not deployed. The Custom View displays objects according to filters and criteria that you select.

The Calculation Manager contains the following views:

- List View
- System View
- Custom View
- Deployment View
- View Pane

List View

The List View contains a filtered list of Essbase applications or databases, and objects, rule sets, rules, or formula components, filter according to your criteria.

System View

The System View is the default view that is displayed when you start the Calculation Manager. It contains a list of all of the applications and objects to which you have access. Your privileges are determined by the role you are assigned in Shared Services. For each object, the owner, the user who made the last change, and the date the changes were last made are listed.

Custom View

The Custom View enables you to create folders and drag and drop objects into them to create a view that contains only your objects. This view enables you to organize objects in a way that is meaningful to you.

Deployment View

The Deployment View contains a list of the rules and rule sets that are deployable with their deployment and validation status. From this view, select rules and rules sets in an application to make them deployable. Deploy one or more rules or rule sets (partial deployment), or deploy all rules and rule sets in an application (full deployment).

View Pane

The View Pane enables you to create or open an object. Display the View Pane in the left frame of the window. Depending on whether you are working in a rule or a rule set, the Rule or Ruleset Palette, is displayed in the View Pane. In the Palette, drag new and existing objects and drop them into the rule, rule set, or flow chart.

When working with views display or hide the View Pane using the View menu. In the Custom View, drag and drop new and existing objects from the View Pane into the custom folders you create. In the System and List views, the View Pane is hidden by default. In the Deployment View, the View Pane is not available.

Note: The View Pane content varies depending on which view you are in and whether you are working with a rule set, rule, template, or component.

The following table lists the tasks that can be performed from the various views in the Calculation Manager.

Tasks	List View	System View	Custom View	Deployment
Create, open, rename, delete, refresh, and close objects	Yes	Yes	Yes	Yes
Set preferences	Yes	Yes	Yes	Yes
Import and export objects	Yes	Yes	Yes	Yes
Show the usages of objects	Yes	Yes	Yes	Yes
Create a copy of objects	Yes	Yes	Yes	Yes
Print a business rule	Yes	Yes	Yes	Yes
Select views	Yes	Yes	Yes	Yes
Sign out Workspace	Yes	Yes	Yes	Yes
Work with favorites	Yes	Yes	Yes	Yes
Perform an advanced search	Yes	Yes	Yes	Yes
Start help	Yes	Yes	Yes	Yes
Filter objects in the view according to criteria you specify	Yes			
Work with variables	Yes	Yes		Yes
Validate objects	Yes			Yes
Create a shortcut to a business rule		Yes		
Import and export business rules and other objects		Yes	Yes	
Validate and migrate objects		Yes	Yes	

Tasks	List View	System View	Custom View	Deployment
Change the owner of an object			Yes	Yes
Deploy objects				Yes

Filtering Objects in the List View: Examples

You can use filters in the List View to filter objects according to:

- Application Type that is populated by default with the application type, such as Essbase, your application or database, in which you are creating the new rule.
- Object type, such as allocation rules, allocation rule sets, and formula components
- Deployment or validation status

Scenario

To create a filtered list of objects in the List View:

1. From the System View, select View, List View.

   The Filter dialog is displayed the first time you open the List View. If you select filtering options, then close the List View to work in the System or Custom View. When you reopen the List View, the filter dialog is not displayed. To change the filtering options when you reopen the List View, select Tools, Filter to open the Filter dialog.
2. In the Filter dialog, on Filter Options, under Application Type, select Essbase.
3. Do one of these tasks:
   - For Essbase: In the Application and Object Type fields, select the applications and object types you want to display in the List View. The default is All.
   - Under Deployed Status and Validated Status, clear any check boxes of selections you do not want to display. All check boxes are selected by default.

     Tip: Click Reset to reset the dialog with default values.
   - On Advanced Options, for Object Label, select one of these options to display only objects whose names match the criteria:
     - Starts With, to display only objects whose names start with characters you specify.
     - Ends With, to display only objects whose names end with characters you specify.
     - Contains, to display only objects whose names contain characters you specify.
     - Matches, to display only objects whose names match characters you specify.
   - Enter the characters that are common to the names of the objects you want to display.
   - Select Ignore case to display objects whose names contain characters in either upper or lower case, even if the case does not match the case of the text you entered in step 6.
   - In Created By, enter the name of the user who created objects you want to display.
   - In Modified By, enter the name of the user who modified objects you want to display.
   - For Created Date, select After, Before, or Between to display only objects that were created after, before, or between dates you specify. Between is the default. Click the list of values to display calendars from which you can select dates.

- For Modified Date, select After, Before, or Between to display only objects that were modified after, before, or between dates you specify. (Between is the default.) Click the list of values to display calendars from which you can select dates.
- For **Any Text**, select an option to display only objects containing text that starts with, ends with, contains, or matches text that you enter. To display objects that include this text regardless of its case, select **Ignore case**.

4. Click **OK**.

FAQs for Calculation Manager

How can I access the Calculation Manager?

Login into the Oracle Fusion General Ledger application and navigate to the **Journals** work area. From the **Journals** work area select the **Create Allocation Rules** link and automatically log into the Calculation Manager in Workspace to create new allocation rules or rule sets.

Note: The application or the balances cube that is currently selected in the General Ledger Data Access Set is automatically selected in the Calculation Manager.

How can I create a folder in the Custom View?

In the Custom View, create folders that contain only the allocation rules, allocation rule sets, and formulas you want to view and work with. To add objects to your folders, drag them from the Existing Objects pane and drop them into the folders.

To create a folder in the **Custom View**:

1. In the **System View**, select **View**, **Custom View**.
2. In the **Custom View**, right-click the **Essbase** application type, and select **New Folder**.
3. In **New Folder**, enter a name for the folder.
4. Click **OK**.

Tip: You can create nested folders by right-clicking the folder you want to create a folder in and selecting New Folder.

How can I rename a folder in the Custom View?

Rename the folders you create in the Custom View.

To rename a folder in the Custom View:

1. In the **System View**, select **View**, **Custom View**.
2. In the **Custom View**, expand the **Essbase** application type.
3. Right-click the folder you want to rename, and select **Rename**.
4. In the **Rename Folder**, enter a new name for the folder.
5. Click **OK**.

Allocation Rules

Allocation Rules: Explained

The Calculation Manager enables you to create, validate, deploy, and administer sophisticated multidimensional allocation rules. An allocation rule is logical expressions or formulas that are created within an application to produce a set of resulting values. Create an allocation rule set of two or more related rules to launch the rules sequentially.

Before you create a rule or rule set, you must understand the database outline and the application with which you are working. This information helps you create your allocation rules more efficiently. Learn the following about your data:

- How the data is stored and aggregated.
- What level the data gets loaded into the database.
- What order the calculations are performed.
- What key assumptions drive the calculations.

Create allocation rules using components like formulas, member ranges, and variables, including run time prompt variables.

Creating an Allocation Rule: Example

You can create one or more allocation rules to use to allocate balances, as needed for financial reporting from the **System View**. You can also create an allocation rule from the **List, Custom,** and **Deployment Views**.

Scenario

To create a new rule:

1. **Navigator > General Accounting: Journals > Create Allocation Rules** link.
2. **Navigate** menu > **Administration** > **Calculation Manager**.
3. **File** menu > **New > Rule**.
4. In **New Rule**, enter the rule's name.
5. Enter the **Application Type**: Essbase.

   Note: The application type is populated by default with the application type in which you are creating the new rule.

6. Select an **Application Name**. The application name must be a valid Essbase application such as your chart of accounts name.
7. Select the **Database**.

   Note: If you expand the following options in the **System View**: Essbase > your Application > Database name, then right click **Rules** and select **New** to create a new rule, the **New Rule** dialog is populated with the Application Type, the Application, and the Database you are working in within the System View.

8. Click **OK**. The new rule is displayed in the **Rule Designer.**

Designing an Allocation Rule: Example

An allocation rule is a Calculation Manager object that consists of calculations. The calculations are grouped into components. A rule can contain one or more components.

You create an allocation rule for an Essbase application. The rule is represented graphically in a flow chart into which you can drag and drop components to design the rule.

Scenario

To design an allocation rule:

1. **Navigator > General Accounting: Journals > Create Allocation Rules** link.
2. **Navigate** menu > **Administration > Calculation Manager**.
3. In the **System View**, do one of these tasks:
    - Select **File** menu, **New, Rule**. Expand the Essbase Application Type, the Application, and the Calculation Type, Plan Type, or Database.
    - Right click **Rules** and select **New**.
4. In **New Rule**, enter the rule's name, the **Application Type** Essbase, and the **Application Name**. The application name must be a valid Essbase application.
5. Select the **Database**.
6. **OK**.

> **Note:** If you right click **Rules** and select **New** to create a new allocation rule, the **New Rule** dialog is populated with the **Application Type**, the **Application**, and the **Calculation**, **Plan Type**, or **Database** you are working in within the System View.

7. To design the allocation rule, from the **Rule Palette**, drag new and existing objects, and drop them into the flow chart within the **Rule Designer**.

> **Note:** You can also create new objects such as formulas and scripts independently of the rule, and add them to the rule later.

8. From **New Objects**, drag and drop these components to insert a new component into the rule's flow chart:
    - Point of Views:
    - Allocations:
    - Formulas:
9. On **Properties**, enter properties for the rule.

Note: The number and contents of the tabs change as you add components to the rule and move along the rule's components in the flow chart. To enter properties and other information for the rule's components, select the component in the flow chart. You can optionally:

- Edit the name by entering a new one of up to 50 characters. The name defaults from the New Rule dialog.
- Enter a description of up to 255 characters for the rule.
- Enter a caption for the rule. The caption displays below the rule's icon in the flow chart.
- Enter comments for the rule. For example, you may want to tell the users how to use the rule.

10. For Essbase: On **Global Range**, specify what dimensions are common to all of the components in the rule by selecting values, for example, members, variables, and functions for each dimension. The values you select for the dimensions are the values that are calculated when the rule is launched.

    a. Select values for a dimension by clicking its row in the **Select Value** column.
    b. When the Actions icon is displayed, click the icon, and select one of these:

    - Variable
    - Member
    - Function

11. For Essbase: On **Variables**, select **Merge Variables** to merge all instances of the same variable used in the allocation rule so only the first instance of each variable is displayed when the rule is launched. If you do not select this check box, all instances of each variable are displayed.

    Note: If you select **Merge Variables,** the first value that the user enters for the runtime prompt is used for all subsequent occurrences of that runtime prompt during validation and launch.

12. On the **Usages** tab, you view which allocation rules and rule sets use the rule, if any. You cannot edit any of the information on this tab. The following information is displayed for the allocation rules and rule sets using the allocation rule:

    - Names
    - Application Name
    - Deployment Status
    - Validation Status
    - Description

    Note: By default, an allocation rule is not used by any allocation rules or rule sets when create.

13. Repeat these steps for each component you want to add to the allocation rule.

    Note: As you add components to an allocation rule, you can increase or decrease the size of the component icons and the amount of detail that is displayed in the flow chart. You can use the zoom bar to zoom in and out within the flow chart. You can select a component to view its properties and edit a component on the Properties tab.

14. Select **File**, **Save**.

15. After you design and save the rule, you can do any of these tasks:
    - Print it.
    - Validate it.
    - Deploy it.
    - Generate it from within Oracle General Ledger by clicking on: **Navigator > General Accounting: Journals > Generate Allocations** link.

Starting Calculation Manager: Worked Example

This example demonstrates how to begin to create allocations and other formulaic journal templates to generate periodic journal entries automatically.

Starting Calculation Manager

1. Navigate to the General Accounting, Journals work area.
2. In the General Accounting, Journals work area, click the **Create Allocation Rules** link.
3. In the Enterprise Performance Management System Workspace, select Administer, then Calculation Manager from the Navigate menu.
4. In Allocation Manager, select Variables from the Tools menu.
5. Expand the Essbase tree.
6. Expand the database to which you want to add a rule set. For this example, expand VF_USA_Accounting_Flexfield.
7. Right-click the **db** icon and select New from the list.

   Note: If the database already has a rule set, you can add a rule by right-clicking the rule set and selecting New.
8. On the Properties tab, complete the following fields.

Field	Description
Name	Balancing_ Segment_Value
Type	Member
Dimension	Company
Default Value	3888
RTP Text	Enter Company Text

9. Click **Save.**

Creating an Allocation Rule with an Allocation Component: Worked Example

This example demonstrates how to create an allocation rule with allocation components.

You are the General Accountant for InFusion America Inc. You are creating an allocation rule with allocation components.

A rule consists of calculations that are grouped into components.

When you design allocation rules, you add variables to components. Variables assume the values that you define for them. Replacement variables provide a substitution value when you design or generate an allocation rule.

Creating an Allocation Rule with an Allocation Component

1. Click the **Navigator**.
2. Click the **Journals** link under General Accounting to access the Journals work area.
3. Click the **Create Allocation Rules** link.
4. In the Enterprise Performance Management System Workspace, click the Navigate menu.
5. Select Administer and then Calculation Manager.
6. On the System View tab of Calculation Manager, expand the Essbase tree.
7. Expand the VF_USA_Accounting_Flexfield tree node.
8. Expand the db tree item.
9. Right-click the Rules tree item.
10. Select New.
11. In the New Rule dialog box, enter EMEA Overhead Distribution in the **Name** field.
12. Click **OK**.

    You design a rule by dragging components from the Rule Palette to the Rule Designer flow chart. Each component performs a separate task. You can add Point of View, Allocation, or Formula components to your rule.

    You enter additional rule details on the Properties tab.
13. In the Rule Palette area, drag the Point of View object to the Rule Designer area.

    The begin and end components of the rule appear in the Rule Designer work area.
14. On the Point of View tab in the lower panel of the workspace, click in the **Ledger** field of the Dimension value table.
15. Click the **Actions** button to the left of the **Ledger** field.
16. Select Member.
17. In the Member Selector dialog box, expand the Ledger tree, and expand the All Ledgers tree node.
18. Click the Vision Operations (USA) tree item and click **Select** (right arrow) to move it to the Selections panel.
19. Click **OK**.
20. Repeat the preceding steps to complete the following dimension fields:

Field	Value
Company	"All Company Values","00"
Sub-Account	"All Sub-Account Values", "0000"
Product	"All Product Values", "[Product]@[000]"

Field	Value
Currency	"USD"

21. From the Rule Palette, drag Allocation to the Rule Designer panel.
22. In the Allocate Wizard, click in the Value column of the **AccountingPeriod** field.
23. Click the **Actions** button to the right of the field.
24. Select Variable.
25. In the Select Variable dialog box, select Database in the **Category** field.
26. Click the **Balancing_Segment_Value** field, and click **OK**.
27. Click **Next.**
28. Click in the Select Value column of the **Company** field.
29. Click the **Actions** button to the right of the field.
30. Select Member.
31. In the Member Selector dialog box, expand the Company tree.
32. Expand the All Company Values tree item.
33. Click the 00 tree item.
34. Click **Select** (right arrow) to move it to the Selections panel.
35. Click **Next**.
36. Use the preceding procedure to complete the following Dimension fields:

Field	Description	Action
Department	"[Department]@[000]"	Member
Account	an account	Member

37. Click **Save** and then **Exit**.
38. Click **Save** and then **OK**.

Creating an Allocation Rule with a Formula Component: Worked Example

This example demonstrates how to create an allocation rule with a formula component.

You are the General Accountant for InFusion America Inc. You are tasked with creating an allocation rule with a formula component.

Rules are based on formulas. The formulas use multiple criteria. For example, you can use account balances or statistical amounts to allocate shared revenue or costs across multiple organizational units. You can define complex computations based on variables from various charts of accounts. You can group journal formulas together and execute them sequentially to update account balances in a step-by-step process.

Creating an Allocation Rule with a Formula Component

1. Click the **Navigator**.

2. Click the **Journals** link under General Accounting to access the Journals work area.
3. Click the **Create Allocation Rules** link.
4. In the Enterprise Performance Management System Workspace, click the **Navigate** menu.
5. Select **Administer** and then **Calculation Manager**.
6. On the System View tab of Calculation Manager, expand the Essbase tree.
7. Expand the VF_USA_Accounting_Flexfield tree item.
8. Expand the db tree node.
9. Right-click the Rules tree item and select **New**.
10. In the New Rule dialog box, enter EMEA Overhead Distribution in the **Name** field and click **OK**.

    You design a rule by dragging components from the Rule Palette to the Rule Designer flow chart. Each component performs a separate task. You can add Point of View, Allocation, or Formula components to your rule.

    You enter additional rule details on the Properties tab.
11. On the Properties tab, complete the following fields:

Field	Description
Name	Reserve for bad debts.
Description	This formula rule calculates the reserve needed for bad debts.

12. In the Rule Palette area, drag the Point of View object to the Rule Designer area.
13. In the Point of View area, enter POV in the **Caption** field.
14. Click in the **Ledger** field.
15. Click the **Actions** button to the right of the **Ledger** field.
16. Select Member.
17. In the left panel of the Member Selector dialog box, expand the Ledger tree.
18. Expand the All Ledgers tree item.
19. Click the EMEA_PC_PL tree item.
20. Click the **Select** (right arrow) button to move the ledger to the right panel.
21. Click **OK**.
22. Repeat the preceding steps to complete the following fields:

Field	Description
Company	"[All Company Values]. [3888]"
Cost_Center	"000"
Program	"[All Program Values]. [0000]"
Location	"[Location]@[0000]"
Division	"[All Division Values]. [0000]"
Product	"[All Product Values]. [0000]"

Field	Description
Intercompany	"[All Intercompany Values]. [0000]"
Currency	"USD"
Currency Type	"Total"

23. Click the **Actions** button to the right of the **AccountingPeriod** field.
24. Select Variable.
25. In the Select Variable dialog box, select Database in the **Category** field.
26. Select the Accounting_Period variable and click **OK**.
27. To define the formula, drag the Formula object from the Rule Palette to the POV loop in the Rule Designer.
28. On the Formula tab, enter Bad Debts Calculation in the **Caption** field.
29. Click in the **Enter formula** field.
30. Click the **Actions** button to the right of the **Enter formula** field.
31. Select Member.
32. In the Member Selector dialog box, select Scenario in the **Dimensions** field.
33. Expand the Scenario tree and click the Actual tree node.
34. Click the **Select** (right arrow) button to move Actual to the Selections panel.
35. Repeat the preceding steps to select the remaining dimensions and members for the formula.

Dimension	Member
Balance Amount	Ending Balance
Amount Type	YTD
Account	1399

36. Click **OK**.
37. To enter a formula to create 5% of total accounts receivable as reserve for bad debts, in the **Enter formula** field, at the end of the formula you just created, enter *.05*-1.
38. To specify the target members, click in the **Enter member name** field.
39. Click the **Actions** button.
40. Select Member.
41. In the Member Selector dialog box, expand the Account tree until the account 75555 appears.
42. Click account 75555.
43. Click the **Select** button to move the account to the Selections panel.
44. Click **OK**.
45. To specify offset members, on the Formula tab, enter "13005" in the **Offset Member** field.
46. Click **Save**.
47. Click **OK**.
48. Click the **Validate** button and then the **OK** button to acknowledge validation of the rule.
49. To deploy the rule, click the **Quick Deploy** button in the tool bar.
50. When the Deployment Status dialog box appears, click **OK** to acknowledge successful deployment.

Editing Allocation Rules: Example

You can edit the structure of an allocation rule by adding to, removing, or changing its components. You can also edit the properties of the allocation rule's components and the properties of the allocation rule itself. You can edit these properties of an allocation rule:

- Name and caption
- Description and comments
- Range of dimensions and members
- Variables, you include in the allocation rule

Scenario

To edit an allocation rule:

1. **Navigator > General Accounting: Journals > Create Allocation Rules** link.
2. **Navigate menu > Administration > Calculation Manager**.
3. In the **System View**, expand the **Essbase Application Type**, the **Application**, or **Database**, and **Rules**. Do one of these tasks:
    a. Right click the rule you want to edit, and select **Open**.
    b. Select the rule you want to edit, and select **File**, **Open**.
4. To edit the rule, in the **Rule Designer**, add new components, and copy and delete existing components, from the rule's flow chart.

    Note: As you edit components in an allocation rule, you can increase or decrease the size of the component icons and the amount of detail that is displayed in the flow chart. To edit, you use the zoom bar to zoom in and out within the flow chart. When the flow chart is displayed in small or very small sizes, the component captions do not display, but you can place your mouse pointer over any icon to read its caption. Regardless of the size of the components in the flow chart, you can select a component to view its properties on the Properties tab.

5. To delete a component from the flow chart, select the component, right click it, and select **Remove**.
6. To copy and paste a component, select the component, right click it, and select **Copy**. Then paste it into the flow chart.
7. To add a new component:
8. From **New Objects**, drag and drop components to insert a new component into the rule's flow chart:
    - Point of Views
    - Allocations
    - Formulas
9. From **Existing Objects**, drag existing objects from Essbase applications and drop them into the rule's flow chart.
10. For Essbase: On **Global Range**, you can edit the values that is, members, variables, and functions that define the range of values to be calculated when the rule is launched.
11. Select values for a dimension by clicking its row in the **Select Value** column.
12. When the Actions icon is displayed, click it, and select one of these:
    - Variable

- Member
- Member

13. For Essbase: **On Variables**, you can create variables for the rule.
14. On **Usages** tab, you can view which rules and rule sets use the rule, if any. This is the information you can view about the rules and rule sets that use the rule:

    Note: On the **Usages** tab, you view which allocation rules and rule sets use the rule, if any. You cannot edit any of the information on this tab. The following information is displayed for the allocation rules and rule sets using the allocation rule:

    - Names
    - Database
    - Application Name
    - Deployment Status
    - Validation Status
    - Description
15. Select **File**, **Save**.

Printing Allocation Rules: Example

You can print an allocation rule's properties, its flow chart, and the details of its components. For example, if you print an allocation rule that contains a formula component for allocation expenses and shows:

- The formula syntax.
- The functions and variables that comprise the formula.
- A summary of the steps in the rule's flow chart but not in graphical form.
- The rule's properties.

Note: You cannot print allocation rule sets.

Scenario

To print an allocation rule:

1. **Navigator** > **General Accounting** > **Journals** >**Create Allocation Rules** link.
2. **Navigate** menu > **Administration** > **Calculation Manager**.
3. In the **System View**, expand the **Essbase Application Type**, the **Application**, or **Database**, and **Rules**. Select the rule you want to print.
4. Select **File**, **Print**.

    Note: You can also select **File**, **Print** from within the **Rule Designer** to print a rule.
5. In **Print Preview**, do these tasks:
6. Select the **Print** options:
    - Paper size

- Print orientation: **portrait** or **landscape**.

7. Select **General Rule Information** to print the rule's description and other details from the **Properties** tab. The details include the rule's name, the application, its owner, the date the rule was created, and the date the rule was last modified.
8. Select **Flow Chart** and **Expanded** or **Collapsed**, to print the flow chart, and you want to print it with the component details expanded or collapse.
9. Select the number of pages you want to print the components across (horizontally). Select the number of pages to print the components down (vertically).
10. Select the Page Order options:
    - **Down**, **then across**: The components in the flow chart print down (vertically, as rows do) on the number of pages you specified in the previous step. Then the components print across (horizontally, as columns do) on the number of pages you specified in the previous step.
    - **Across**, **then down**: The components in the flow chart print across (horizontally, as columns do) on the number of pages you specified in the previous step. Then the components print down (vertically, as rows do) on the number of pages you specified in the previous step.
11. Select the remaining **Rule Information** options:
    - Select **Summary**, to print a summary of the components in the flow chart.
    - Select **Variable Section** to print information about any variables used in the rule.
    - Select **Detail Section** to print detailed information about the components in the rule.
    - Select **Page break before sections** to create a page break between summary, variable, and detail sections. This option is selected by default.
    - Select **Nested Rules** to print rules contained in other rules.
12. Select **Generate PDF**.
13. A PDF file of the rule is opened in Adobe Acrobat.
14. Click the **Print** icon in Adobe Acrobat.
15. In the Print dialog, select the print options specific to the printer you are using, and click **Print**.

FAQs for Allocation Rules

How can I open an allocation rule?

You open an allocation rule from the **System View** that is displayed by default when you open Calculation Manager. You can also open a rule using **File**, Open from within the tab of another rule, rule set, component, or template.

To open an allocation rule:

1. **Navigator** > **General Accounting**: **Journals** > **Create Allocation Rules** link.
2. **Navigate menu** > **Administration** > **Calculation Manager**.
3. In the **System View**, expand the **Essbase Application Type**, the **Application**, or **Database**, and **Rules**.
4. Do one of these tasks:
    - Right-click the rule you want to open, and select **Open**.
    - Select the rule you want to open, and select **File**, **Open**.

How can I save an allocation rule?

You must save an allocation rule after you create or edit it. When you save the allocation rule, it is saved to the application and application type for which you created it. After you save it, you can validate and deploy it in Calculation Manager. You can generate it in Oracle Fusion General Ledger.

To save an allocation rule after you create or edit it, select **File**, **Save**.

> **Note:** To see the allocation rule in the **System View** after you save it, you may refresh the application list. To do this, right-click the application type, the application, or the database (for Essbase), and select **Refresh**.

How can I save an allocation rule with a different name?

You can save an allocation rule with a different name using **Save As**. You can also copy a rule from one rule set to another within the same rule set type using **Save As**. **Save As** creates a copy of the original rule with a different name to distinguish it from the original.

To save an allocation rule with a different name:

1. In the **System View**, expand the **Essbase Application Type**, the **Application**, or **Database**, and **Rules**.
2. Right-click the rule you want to save with a different name, and select **Open**.
3. In the **Rule Designer**, select **File**, **Save As**.
4. In **Save As**, enter the rule's new name, and select the **Application Name**.
5. Select the **Database**.

   > **Note:** You cannot change the database of a rule you save with a different name.

6. Click **OK**. The new rule is added to the application list in the System View.

How can I delete an allocation rule?

You delete an allocation rule from the **System View**. You can delete an allocation rule only if it is not used by other rules or rule sets. If the rule is being used, you must remove the allocation rule from the rules and rule sets using it, or make copies of it for the rules and rule sets using it, before you delete it. To see if a rule is used by other rules and rule sets, you can show the usages of the rule.

To delete an allocation rule:

1. In the **System View**, expand the **Essbase Application Type**, the **Application**, or **Database**, and **Rules**.
2. Make sure the rule you want to delete is not being used by another rule set or rule.
3. Right click the rule you want to delete, and select **Delete**.
4. Click **OK** to confirm deletion of the rule.

Allocation Rule Sets

Allocation Rule Sets: Explained

You create an allocation rule set by combining allocation rules or allocation rule sets that can be generated sequentially. You add rules and rule sets to a rule set by dragging and dropping them into it.

After you create and save the rule set, you can validate and deploy it. Then you can generate it in Oracle General Ledger.

Note: Rule sets are supported in Essbase aggregate storage applications used in Oracle General Ledger in sequential mode only.

Creating an Allocation Rule Set: Example

You can create an allocation rule set from the **System View**. You can also create an allocation rule from the **List, Custom**, and **Deployment** views and from within the **Ruleset Designer**.

Scenario

To create an allocation rule set:

1. **Navigator > General Accounting: Journals > Create Allocation Rules** link.
2. **Navigate menu > Administration > Calculation Manager**.
3. Enter the rule set's **Name**.
4. Enter the **Application Type**: Essbase).
5. Select an **Application Name**.
6. Select a **Database**.

   Note: From the **System View**, if you right click **RuleSets** and select **New** to create a new allocation rule set, the **New Ruleset** dialog is populated with the application type, the application, and the database in which you are working.
7. Click **OK**. The new rule set is displayed in the **Ruleset Designer**.

Designing an Allocation Rule Set: Example

After you create a rule set in the **New RuleSet** dialog, the rule set is displayed in the **Ruleset Designer**.

Scenario

To create an allocation rule set:

1. **Navigator > General Accounting: Journals > Create Allocation Rules** link.
2. **Navigate menu > Administration > Calculation Manager.**
3. In the **System View**, expand the Essbase application type and the application.
4. For **Essbase**: Right click **RuleSets** and select **New**.

   Note: For Essbase applications, only one rule sets node for each application at the same level as the databases.
5. In **New RuleSet**, do these tasks:
   a. Enter the rule set's name
   b. Select the Application Type as **Essbase**
   c. Select the **Application Name**
   d. As you selected Essbase as the application type, select the **Database**.
   e. **OK**.

6. In the **Ruleset Designer**, to create the rule set, from **Ruleset Palette**, drag existing rules and rule sets and drop them into the flow chart.

   Note: You can use the up and down arrow buttons below the **Navigate** menu to reorder the rules in the rule set. To move a rule up or down, select the rule and click the up or down arrow button until the rule is in the correct location. Rules in General Ledger applications are launched sequentially within a rule set, so the order of the rules is important.

7. On **Properties**, enter properties for the rule set. In the **Ruleset Designer**, if you select a rule or rule set within the rule set you are creating; its properties are displayed on Properties instead of the new rule set's properties.

   Optionally, enter the following:

   a. The name by entering a new one of up to 50 characters. The name defaults from the **New RuleSet** dialog.
   b. A description of up to 255 characters for the rule set.
   c. Comments for the rule set. For example, you may want to enter a comment that describes what the allocation rule set does.

8. On **Usages** tab, you view which allocation rules and rule sets use the rule, if any. You cannot edit any of the information on this tab. The following information is displayed for the allocation rules and rule sets using the allocation rule:

   a. Names
   b. Database
   c. Application Name
   d. Deployment Status
   e. Validation Status
   f. Description

   Note: By default, a rule set is used by no other rule sets when you create it.

9. On **Variables**, select **Merge Variables** to merge all instances of the same variable used in the rules within this rule set so only the first instance of each variable is displayed when the rule is launched. If you do not select this check box, all instances of each variable are displayed.

   Note: If you select **Merge Variables**, the first value that the user enters for the runtime prompt is used for all subsequent occurrences of that runtime prompt during validation and launch.

10. Select **File**, **Save**.

Creating an Allocation Rule Set With Deployment: Worked Example

This example demonstrates how to create an allocation rule set.

You are the General Accountant for InFusion America Inc. You are tasked with creating an allocation rule set.

You create rule sets by combining two or more related rules (or rule sets) so you can launch the rules or rule sets sequentially.

Creating an Allocation Rule Set

1. Click the **Navigator**.
2. Click the **Journals** link under General Accounting to access the Journals work area.

3. Click the **Create Allocation Rules** link.
4. In the Enterprise Performance Management System Workspace, click the Navigate menu.
5. Select Administer and then Calculation Manager.
6. On the System View tab of Calculation Manager, expand the Essbase tree.
7. Expand the VF_USA_Accounting_Flexfield tree item.
8. Right-click the Rules tree node and select New.
9. In the New RuleSet dialog box, enter EMEA Overhead Distribution, and click **OK**.
10. Expand the VF_USA_Accounting_Flexfie tree in the Rule Set Palette, then expand the db tree node and then the Rules tree node.
11. Drag EMEA Overhead Distribution from the Rule Set Palette to the Ruleset Designer panel.
12. Drag EMEA - Allocation of Indirect Costs from the Rule Set Palette to the Ruleset Designer panel.
13. Click EMEA Overhead Distribution Rule Set in the Ruleset Designer.
14. Click the Variables tab in the lower panel of the work area.
15. Select **Merge Variables**.

    If a rule set has the same variable used across rules in a rule set, you can merge the rules. Then at generation time, the input is taken from that variable as the run time prompt.
16. Click **Save** and then **OK**.

    Before you deploy rule sets, you validate them to ensure that there are no syntax errors. Validation ensures that all of the following criteria are met:

    - All members of all dimensions in the application are valid.
    - All functions exist, have the correct number of parameters, and are valid for the application type.
    - All variable references that are used in rules are valid. Replacement variables are replaced with the correct strings and then validated.
    - The generated script contains no syntax errors.

    You can deploy rules and rule sets to Oracle Fusion General Ledger. You execute a partial deployment by deploying one or more (but not all) rules and rule sets. You execute a full deployment by deploying all rules and rule sets in the current application.

    Rules and rule sets that are deployed can be generated from the Allocation Generation page.

    - To deploy multiple rules and rule sets but not all; in Deployment View, select the check boxes of the rules and rule sets that you want to deploy.
    - To deploy only one rule or rule set in the current application; then in Deployment View, select the one rule or rule set option.

Adding an Allocation Rule to an Allocation Rule Set: Examples

You can add an allocation rule to an allocation rule set that belongs to the same application type. The rules in the rule set can be launched sequentially or simultaneously.

Scenario

To add an allocation rule to an allocation rule set:

1. In the **System View**, expand the **Essbase Application Type** and the **Application**.
2. Expand **RuleSets**, right click the rule set you want to open, and select **Open**.

> **Note:** Only one rule set node exists for each application at the same level as the plan types and databases.

3. In the **Ruleset Designer**, in **Existing Objects**, expand the application and the plan type or calculation type that contains the rule you want to add.
4. To add the rule, drag and drop it into the **Ruleset Designer**.
5. Repeat step 4 for each rule you want to add to the rule set.
6. Select **File**, **Save**.

Editing Allocation Rule Sets: Examples

You can edit the following properties of an allocation rule set:

- Allocation rule components
- Allocation rule name
- Allocation rule description
- Allocation rule comments

Scenario

To edit an allocation rule set:

1. **Navigator** > **General Accounting** > **Journals** > **Create Allocation Rules** link.
2. **Navigate** menu > **Administration** > **Calculation Manager**.
3. In the **System View**, expand **Essbase Application Type** and the **Application**.
4. Expand your rule set by right-clicking the rule set you want to edit, and selecting **Open**.

> **Note:** Only one **rule set** node exists for each application at the same level as the plan types and databases.

5. In the **Ruleset Designer**, add, copy, delete and change the order of new rules and rule sets:
   a. To delete a rule or rule set from the rule set, select the rule or rule set, right-click it, and select **Remove**.
   b. To add a rule or rule set to the rule set, from **Existing Objects**, drag existing rules and rule sets from Essbase applications, and drop them into the **Ruleset Designer**.

      > **Note:** The rules and rule sets you add to the rule set must belong to the same application type as the rule set you are editing.

   c. To open a rule or rule set in the rule set, right-click the rule or rule set, and select **Open**.
   d. To reorder the rules and rule sets within the rule set, use the up and down arrow buttons below the **Navigate** menu. To move a rule or rule set up or down, select it and click the up or down arrow button until in the correct location.
6. On **Properties**, edit properties of the rule set. (In the **Ruleset Designer**, if you select a rule that you added to this rule set, the properties are displayed on the Properties tab.)
7. Optional: Edit the name by entering a new one of up to 50 characters. (The name defaults from the New RuleSet dialog.)
8. Optional: Edit the description by entering a new one of up to 255 characters.

9. Edit the **Enable Parallel Execution** selection. If you want the rules and rule sets in the rule set to run simultaneously, select this option, to run sequentially, clear this option. By default, the rules and rule sets in a rule set run sequentially: each rule or rule set in the rule set must run without errors before the next rule or rule set is run.
10. If the rule set contains nested rule sets which have a different Enable Parallel Execution setting than the parent rule set, the setting of the nested rule set applies. For example, if you have rule set1 that is marked for parallel processing and it contains rule1, rule2, and rule set2 that is marked for sequential processing, the rules and rule sets in rule set2 are processed sequentially, even though rule set1 is marked for parallel processing.
11. Edit the comments.
12. On the **Usages** tab, you view which allocation rules and rule sets use the rule, if any. You cannot edit any of the information **that appears on this** tab. The **following** information is displayed for the allocation rules and rule sets using the allocation rule:

    a. Names
    b. Calculation or Plan Type
    c. Application Name
    d. Deployment Status
    e. Validation Status
    f. Description
13. Select **File**, **Save**.

Copying an Allocation Rule Set to Another Application: Example

From the **System View**, you can copy an allocation **rule set** to another application of the same application type (Essbase) or database.

> **Note:** Allocation rule sets are not supported in Essbase Aggregate Storage or Block Storage applications, other than Aggregate Storage applications used in Oracle General Ledger.

Scenario

Use the following steps to copy a rule set to another application:

1. In the **System View**, expand the **Essbase Application Type** and the **Application**.
2. Expand **RuleSets**.

   > **Note:** Only one rule set node exists for each application at the same level as the plan types and databases.
3. Right click the allocation rule set you want to copy, and select **Copy To**.

   > **Note:** You can also copy an allocation rule set when you are working with it in the **Ruleset Designer**, and paste it into another allocation rule set or allocation rule.
4. Select the rule set name, select **Edit**, **Copy**, open the rule or rule set into which you want to copy it, and select Edit, Paste.
5. In **Save As**, enter a new name for the allocation rule set, or accept the default name, and select an application and calculation or plan type. Click **OK**.

Note: You cannot copy the allocation rule set to more than one application and calculation or plan type.

The new allocation rule set is added to the application and calculation or plan type you selected. To see it in the **System View**, you must refresh the application list. To refresh the application list, click the **Refresh** icon on the toolbar. You can also refresh rule sets or any level above it in the application list to see the new rule set.

Saving an Allocation Rule Set: Example

You must save an allocation rule set after you create or edit it. When you save the allocation rule set, it is saved to the application and application type for which you created it. After you save it, you can deploy, validate, and generate it. You can deploy and validate it in Calculation Manager; you can generate it from Oracle General Ledger.

Scenario

To save an allocation rule set after you create or edit it, select **File**, **Save**, or click the **Save** icon.

Note: To see the allocation rule set within the **System View** after you save it, you must refresh the application list. To do this, right click the application type, the application, the database (Essbase), and select **Refresh**. You can also click the **Refresh** icon on the toolbar to refresh the application list in the **System View**.

Saving an Allocation Rule Set with a Different Name: Example

You can save an allocation rule set with a different name using **Save As**. Saving it with a different name creates a copy of the rule set.

Scenario

1. In the **System View**, expand the **Essbase Application Type** and the **Application**.
2. Expand **RuleSets**.

   Note: For Essbase applications, only one rule set node exists for each application at the same level as the plan types and databases.
3. Right-click the rule set you want to save with a different name, and select **Open**.
4. In the **Ruleset Designer**, select **File**, **Save As**.
5. In **Save As**, enter the rule set's new name, and select an application. Click **OK**.

   Note: You cannot change the application type of a rule set you save with a different name. The new rule set must have the same application type as the rule set from which the rule set is created.

   The new rule set is added to the application list in the **System View**.

Deleting an Allocation Rule Set: Example

You delete an allocation rule set from the **System View**. You can delete an allocation rule set only if it is not being used by other allocation rule sets. To see if it is being used by other rule sets, you can show its usages. If it is being used, you must remove it from the allocation rule sets that are using it, or make copies of it for the allocation rule sets that are using it, before you delete it.

Scenario

1. In the **System View**, expand the **Essbase Application Type** and the **Application**.
2. Expand **RuleSets**.
3. To make sure the rule set is not being used by another rule set, right click it, and select **Show Usages**.
4. Right click the rule set you want to delete, and select **Delete**.
5. Click **OK** to confirm deletion of the rule set.

Refreshing Allocation Rules or Allocation Rule Sets: Example

In the **System View**, you can refresh any level of the application list. You can refresh:

- Application Type
- Application
- Database
- One or Multiple Rule Sets or Rules

By default, when you refresh an application, application type, or database, all of the rules, rule sets, components, and templates belonging to it are refreshed.

However, refreshing the rule sets or rules within an application does not refresh higher levels in the application list or rule sets or rules that belong to other applications.

Note: You can also click the **Refresh** icon on the toolbar to refresh the entire application list in the **System View**.

Scenario

1. In the **System View**, expand the **Essbase Application Type** and the **Application**.
2. To refresh rule sets, right click **RuleSets**, and select **Refresh** or to refresh rules, expand the database, right click **Rules**, and select **Refresh**.

Note: You can also right click the application type, the application, or database that contains the allocation rules you want to refresh, and select **Refresh**.

Showing the Usages of a Rule or Allocation Rule Set: Example

You can display the allocation rules and rule sets that are using a rule or allocation rule set. Viewing the usages of rules or rule sets is useful when deleting rules or rule sets and you must know what objects are using it.

Scenario

1. In the **System View**, expand the **Essbase Application Type** and the **Application**.
2. To show the usages of a rule set, expand **RuleSets**.
3. Right-click the rule set whose usages you want to see.
4. Select **Show Usages** or to show the usages of a rule, expand the database, and **Rules**.
5. Right-click the rule whose usages you want to see, and select **Show Usages**.
6. You can view this information about the rule or allocation rule set:
    a. Names
    b. Database
    c. Application Name
    d. Deployment Status
    e. Validation Status
    f. Description

    Note: You can also view a rule or rule set's usages from within the **Rule** or **Ruleset Designer** on the **Usages** tab.
7. After you review the information, click **OK**.

Changing the Owner of an Object: Example

You can change the owner of an object such as a rule, rule set, or formula in the **System View**. The application to which it belongs must be deployed. By default, an object's owner is the user that creates it, unless the user changes the ownership. Users can edit only objects they own, with the exception of administrators who can edit any objects.

Scenario

1. In the **System View**, expand the **Essbase Application Type** and the **Application**.
2. To change the ownership of a rule set, expand **RuleSets** or to change the ownership of a rule, expand the database, and then expand **Rules**.
3. Right-click the object, and select **Change Ownership**.
4. In **Change Owner**, select the owner to whom you want to transfer ownership of the object.
5. Click **OK**.

Note: The user you assigned ownership to can edit the object.

FAQs for Allocation Rule Sets

How can I open an allocation rule set?

You open an allocation rule set from within the **System View**. You can also open a rule set from within the **Ruleset Designer**, by selecting **File**, then **Open**.

To open an allocation rule set:

1. In the **System View**, expand the Essbase application type and the application.
2. For Essbase: Expand **RuleSets**, right-click the rule set you want to open, and select **Open**.

> **Note:** For Essbase applications, there is only one rule set node for each application at the same level as the databases.

How can I open an allocation rule within an allocation rule set?

You can open an allocation rule from within an allocation rule set from the **System View** or from the **Ruleset Designer**.

To open an allocation rule within an allocation rule set:

1. In the **System View**, expand the **Essbase Application Type** and the **Application**.
2. Expand your rule set that contains the rule you want to open.

> **Note:** For Essbase applications, only one rule set node exists for each application at the same level as the databases.

3. Right-click the rule you want to open, and select **Open**.

> **Note:** You can also open a rule that belongs to an allocation rule set from within the **Ruleset Designer**. To do this, in the **Ruleset Designer**, right-click the rule, and select Open.

How can I remove an allocation rule from an allocation rule set?

When you remove a rule from an allocation rule set, the rule is not deleted. The rule exists independently of the rule set in the database.

To remove an allocation rule from an allocation rule set:

1. In the **System View**, expand the **Essbase Application Type** and the **Application**.
2. Expand **RuleSets**, right-click the rule set you want to open, and select **Open**.

> **Note:** Only one **rule sets** node exists for each application at the same level as the plan types and databases.

3. In **Ruleset Designer**, right-click the rule you want to remove, and select **Remove**.

Select **File**, **Save**.

Point of Views and Allocation Components

Working with Point of View Components: Overview

Every data value in a report is derived from the intersection of a member from each dimension in the Essbase database connection. Oracle Fusion Financial Reporting enables a designer to place these dimensions on the report grid or user point of view (POV). Report viewers can change the member selected for dimensions on the user POV. This enables report viewers to customize the reports to fit their needs. The user POV can also be used in books.

You create and edit POV components from within a rule to set members, variables, and functions that comprise the global range of the POV component. You nest a POV of View component within another POV component.

- Allocation components contain calculations for distributing data from members at one level in the database outline to other members in the outline.
- Formula components contain calculation statements that you design using members, functions, and variables.

Creating a Point of View Component: Example

You create a Point of View (POV) component from within a rule to set members, variables, and functions that comprise the global range of the POV component.

You can also define or edit the caption that displays above the component in a flow chart and the comments that are entered for the values selected for each of the dimensions in the POV.

Scenario

To create a Point of View component:

1. **Navigator** > **General Accounting: Journals** > **Create Allocation Rules** link.
2. **Navigate** menu > **Administration** > **Calculation Manager**.
3. In the **System View**, select **File** menu, **New, Rule**. Expand the Essbase Application Type, the Application, and the Calculation Type, Plan Type, or Database and **Rules**.
4. Right click rules you want to open, and select **Open**. The rule is displayed in the Rule Designer.
5. After you determine where in the rule's flow chart you want to create the POV component, from the **New Objects Palette**, drag the **POV** component and drop it into that location in the flow chart. The POV object is displayed as two circles with arrows inside them.
6. On the **Point of View** tab, enter a caption to identify the POV component. The caption is displayed above the component in the flow chart of any rule that uses it.
7. Optional: Do one of these tasks to define the POV global range:
    a. Click **Variable Selector** to select or create variables to define the POV. If you select a variable, you can select **Link Variable Dynamically** to ensure the variable is updated dynamically when changes are made to it.
    b. Click **Member Selector** to select members to define the POV.
    c. Click in the row of a dimension in the **Value** column to type the names of members that define the POV.
    d. Click in the row of a dimension, click the **Actions** icon, and select one of these options to enter members:
        - Members

- Variables: You can use a variable to fill the POV component. The variable must be defined at the database level and must be of the Member Range type.
- Functions: The functions you enter should return level 0 members only and should include a @ symbol before the function name. You can enter these functions:
    - @Level0Descendant
    - @Sibling
    - @UDA
    - @Attribute

        Note: The Level0Descendant and Sibling functions require a member name as a parameter.

Note: If a global range is defined for the rule for which you are creating the POV component, the **Point of View** tab displays the rule's member selections by default. To see if a global range is defined for the rule, select the **Begin** or **End** tab in the flow chart. Then click on the **Global Range** tab to see if any members, functions, or variables are defined.

8. If you want to enter a comment for the members you select for a dimension, click Comment.
9. Click **Reset Grid** to clear any entries you made to the grid.
10. Select **File, Save**.

Editing a Point of View Component: Example

You can edit the members, variables, and functions that comprise the global range of the Point of View (POV) component. You can also edit the caption that displays above the component in a flow chart and the comments that are entered for the values selected for each of the dimensions in the POV.

Scenario

To edit a POV component:

1. **Navigator** > **General Accounting: Journals** > **Create Allocation Rules** link.
2. **Navigate** menu > **Administration** > **Calculation Manager**.
3. In the **System View**, select **File** menu, **New, Rule**. Expand the Essbase Application Type, the Application, and the Calculation Type, Plan Type, or Database.
4. Right click the rule, and select **Open**.
5. In the **Rule Designer**, select the POV component you want to edit in the flow chart to display its properties. You can edit any of these properties of a POV component.
    a. The caption that displays above the POV component in the rule's flow chart.
    b. The members, variables, and functions that define the POV.
    c. Whether any variables used in the POV component are updated dynamically when changes are made to the variables.
    d. Whether comments are entered for the dimensions and members that define the global range of the POV.
    e. Whether the values of the members in the POV component are calculated when the rule to which it belongs is validated or launched.
6. Select **File, Save**.

Creating an Allocation Component: Example

You create an allocation component from within a rule; it exists only in that rule and cannot be shared among allocation rules.

Scenario

To create an allocation component:

1. **Navigator** > **General Accounting: Journals** > **Create Allocation Rules** link.
2. **Navigate** menu > **Administration** > **Calculation Manager**.
3. In the **System View**, select **File** menu, **New, Rule**. Expand the Essbase Application Type, the Application, and the Calculation Type, Plan Type, or Database.
4. Right click the rule you want to open, and select **Open**. The rule is displayed in the Rule Designer.
5. After you determine where in the rule's flow chart you want to create the allocation component, from the **New Objects Palette**, drag the **Allocation** component and drop it into that location in the flow chart.
6. In the Calculation Manager, on the **Point of View** (POV) tab, for each dimension listed that you do not want to vary during the allocation, do one of these tasks, and then click **Next**.
    a. Select a predefined selection from **Use Predefined Selection** to populate the dimensions listed with values.
    b. Click the **Member Selector** icon to select members and variables for each of the dimensions listed. Make sure that all members you select are valid level 0 members.
    c. Select a dimension in the list, and click **Actions** to select a member or variable.

    > **Note:** If you drop a POV component within another POV component, the second POV inherits the members, variables, and functions from the first (that is, upper) POV. In the **Member Selector**, the dimensions listed in the current step are available for selection from **Dimension**. This enables you to select members and functions for any of the dimensions listed in the current step.
7. In the Calculation Manager, on the **Source** for each dimension listed, select a member whose data you want to allocate by doing one of these tasks. You must select a member for each dimension listed. The source members can be non-level 0 members.
    a. Select a predefined selection from **Use Predefined Selection** to populate the dimensions listed with values. If the predefined selection does not enter a value for each dimension listed, you must enter a value for any dimensions that are empty.
    b. Click the **Member Selector** icon to select a member for each of the dimensions listed.
    c. Select a dimension in the list, and click **Actions** to select a member or variable. You cannot use functions in this step of the Allocation component.
    d. **Optional**, to allocate a specific value, enter an amount to be allocated instead of the selections above.
8. If the source amount you want to allocate is zero, select one of these options from the drop-down list.
    a. Select the next pool record.
    b. Stop processing the allocation.
9. Click **Next**.
10. On **Allocation Range**, enter the parent member for the dimensions you want to use for the allocation. To enter the parent member, do one of these tasks, and then click **Next**.
    a. Select a predefined selection from **Use Predefined Selection** to populate the dimensions listed with values.
    b. Click the **Member Selector** icon to select the parent member for the dimension to which to allocate the data.

c. Enter a parent member, or select a dimension in the list. Click the **Actions** icon to select the parent member (of the main dimension) to which to allocate the data. The data is allocated to the level 0 member (that is, the lowest member in the outline, with no members beneath it) below the parent member in the database outline.

11. On **Target**, for the remaining dimensions, select a level 0 member to which to allocate the data. Perform one of these tasks and click **Next**.
    a. Select a predefined selection from **Use Predefined Selection** to populate the dimensions listed with values.
    b. Click the **Member Selector** icon to select members for each of the dimensions listed.
    c. Select a dimension in the list, and click the Actions icon to select a member or variable.
12. On **Offset**, perform one of these tasks and click **Next**:
    a. Select a predefined selection from **Use Predefined Selection** to populate the dimensions listed with values.
    b. Click the **Member Selector** icon to select members for each of the dimensions listed.
    c. Select a dimension in the list, and click the **Actions** icon to select a member or variable.

    Note: You must specify members for the offset; you cannot leave it empty.

13. Optional: On **Exclude**, select any members you want to exclude from the allocation. Perform one of these tasks and click **Next**.
    a. Select a predefined selection from **Use Predefined Selection** to populate the dimensions listed with values.
    b. Click the **Member Selector** icon to select members for each of the dimensions listed.
    c. Select a dimension in the list, and click the **Actions** icon to select a member or variable.
14. On **Basis** perform these tasks:
    a. Select an allocation method to specify how the data should be allocated.
        i. Select **Allocate evenly** to allocate data values in the allocation range evenly. Then on **Basis Options for evenly method**, specify what you want to be done if the basis is negative, zero, has missing values, or if all members are excluded.
        ii. Select **Allocate using a basis** to calculate a percentage to be applied to each member in the allocation range. Then on **Basis Options**, specify what you want to be done if the basis is negative or equal to zero.
    b. Any dimension members you do not specify are inherited from the POV you defined previously, but you can override those POV selections by doing one of these tasks:
        i. Select a predefined selection from **Use Predefined Selection** to populate the dimensions listed with values.
        ii. Click the **Member Selector** icon to select a member for each of the dimensions listed.
        iii. Select a dimension in the list, and click the **Actions** icon to select a member or variable.
15. Click **Next**.
16. On **Rounding**, complete these steps. The members you select in this step must be a part of the allocation range.
    a. Enter the number of decimal places to use for this allocation, or click the **Actions** icon to select a member or variable that represents this value.
    b. Select where to place the rounding difference.
        i. Select **Define location** to specify a member or members on which to place the rounding difference. Perform the following steps.
            a. Select a predefined selection from **Use Predefined Selection** to populate the dimensions listed with values.

b. Click the **Member Selector** icon to select a member for each of the dimensions listed.
c. Select a dimension in the list, and click the **Actions** icon to select a member or variable.

ii. Select **Use biggest value** to round data values to their largest values.
iii. Select **Use smallest value** to round data values to their smallest values.
iv. Select **Discard rounding error** to use allocated data values as they are.

17. Click **Finish**.

Editing an Allocation Component: Example

You can edit an allocation component by opening the rule to which it belongs. When the rule is displayed in the Rule Designer, you can view the allocation component's properties by selecting it in the rule's flow chart.

Scenario

To edit an allocation component:

1. **Navigator** > **General Accounting: Journals** > **Create Allocation Rules** link.
2. **Navigate** menu > **Administration** > **Calculation Manager**.
3. In the **System View**, select **File** menu, **New, Rule**. Expand the Essbase Application Type, the Application, and the Calculation Type, Plan Type, or Database and Rules.
4. Select the rule that contains the allocation component you want to edit.
5. Right click the rule, and select Open.
6. In the **Rule Designer**, select the allocation component you want to edit in the flow chart to display its properties. You can edit any of these properties of an allocation component.
    a. The member whose data you want to allocate.
    b. The level 0 members to which you want to allocate data.
    c. The data and the amount of the data you want to allocate.
    d. How you want the data processed:
        - The total amount of the data allocated written to an offset member.
        - The data allocated evenly or in different amounts using a driver.
        - The allocated data rounded, and if so, how it should be rounded.
7. Select **File, Save**.

Removing Members and Functions from an Allocation Component: Worked Example

You can remove members from formula, script, condition, and member and data range components. Similarly, you can remove functions from formula, script, and condition components.

When you remove members and functions from a component, they are not deleted from the database. To remove members and functions from a shared component, you must first ensure that the component is not shared.

Remove Members or Functions from a Component

To remove members or functions from a component:

1. In the **System View**, expand the application type, the application, the calculation type or the database (Essbase).

2. Expand **Rules** or **Templates**, depending on whether the component is in a rule or template.
3. Right-click the rule or template that contains the component you want to add a member to, and select **Open**.
4. When the rule or template opens, in its flow chart, select the component that contains the member or function you want to remove.
5. Click the **Actions** icon, and select **Member**.
6. From **Dimensions** > **Member Selector**, select the dimension that contains the member or function you want to remove.
7. Use the left arrow to move the member or function from **Selections** to **Members** or **Functions**.
8. To remove members from multiple dimensions, click **Next**, and repeat steps 5 and 6.
9. Click **OK**.
10. Select **File** > **Save**.

Searching for Members: Worked Example

You can search for members within the Member Selector.

Searching for Members

To search for members:

1. In the **System View**, expand the Essbase application type.
2. Expand the application, the calculation type (Financial Management), the plan type (Planning), or the database (Essbase).
3. Expand **Rules** or **Templates**, depending on whether the component is in a rule or template.
4. Right-click the rule or template that contains the component for which you want to search for members, and select **Open**.
5. When the rule or template opens, in its flow chart, select the component for which you want to search for members.
6. Click the **Actions** icon, and select **Member**
7. In **Member Selector**, from **Dimensions**, select the dimension that contains the member for which you want to search.
8. **Optional**: From the **Menu** icon you can customize the display of members in the dialog by doing these tasks:
    - Select or clear the options in **Show** to display or hide the member's name, alias, description, and count. (By default, the name and alias of the member is displayed.)
    - Select **Collapse All** to hide the members in the dimension you selected. (By default, the outline is collapsed when you select a dimension.)
9. Select the **Search** tab.
    a. From **Find**, select a type of member to search for, a member name or its description.
    b. Enter the name of the member, or its description, to search for, or to display all members in the dimension, accept the default wildcard (*).
    c. Click **Search** to search for a member or its description.

       If the member is found, the member is highlighted in the outline on Results. If more than one member matches your search criteria, use the left and right arrows to move up and down to locate all matching members.
    d. **Optional**: Click **Advanced Search** to search for the member by name, alias, or one of its properties.
    e. Select the member or members, and click the right arrow to move them to the **Selections** list.
10. Click **OK**.

Searching for Members by Name, Alias, or Property: Worked Example

You can use Advanced Search within the Member Selector to search for a member by name, alias, or one of its properties.

Searching for Members by Name, Alias, or Property

To search for a member by name, alias, or property:

1. From the **Member Selector**, select the **Search** tab, and click **Advanced Search**.
2. In **Find Members** > **Search By**, select one of these options:
   - **Name**: To search for the member by its name. Then move to step 4.
   - **Alias**: To search for the member by its alias. Then move to step 4.
   - **Property**: To search for the member by one of its properties. Then move to step 3.
3. If you selected **Property**, enter or select a **Property Name**.
4. Enter a value for the name, alias, or property.
5. Click **OK**. If the alias, name or property is found, the field is highlighted in the outline on Members.

   When you search for members by alias, all members that have aliases matching the search criteria are highlighted in the outline. , Even members with aliases in other languages are highlighted. However, only aliases for members in the language being used are displayed in the Member Selector.
6. **Optional**: If more than one member matches your search criteria, use the left and right arrows to move up and down to locate all matching members.

FAQs for Point of Views and Allocations Components

How can I open a point of view or an allocation component ?

You open a point of view or allocation component from within the flow chart of the rule to which it belongs.

Note: You cannot open the allocation component from the **System View**.

To open a point of view or an allocation component:

1. In the **System View**, expand the **Essbase Application Type**, the **Application**, **Database**, and **Rules**.
2. Right-click the rule that contains the component you want to open, and select **Open**. The rule is displayed in the **Rule Designer**.
3. When the rule opens, click the point of view component or double-click the allocation component in the rules flow chart to open the component.

How can I save a point of view or allocation component ?

You save a point of view or an allocation component when you save the rule to which it belongs in the **Rule Designer**. Unlike the formula components, point of view and allocation components cannot exist independently for the rule to which they belong.

To save a point of view or allocation component:

- Select **File** and **Save**, or click the **Save** icon, once you finish designing a point of view or an allocation component.

How can I copy and paste a point of view or allocation component?

You can copy a point of view or allocation component from within the rule in which it is used, and you can paste the component into the same or a different rule.

To copy and paste a point of view or allocation component in a rule flow chart:

1. In the **System View**, expand the **Essbase Application Type**, the **Application**, **Database**, and **Rules**.
2. Right click the rule that contains the point of view or allocation component you want to copy and paste, and select **Open**. The rule is displayed in the **Rule Designer**.
3. In the **Rule Designer**, right click the point of view or allocation component you want to copy in the rules flow chart, and select **Copy** to copy only the component or **Copy Group** to copy the component and the associated components within it.
4. Do one of the following tasks:
    - If you want to paste the component into the same rule, right click the location in the flow chart where you want to paste the component, and select **Paste**.
    - If you want to paste the component into a different rule, open the rule, right-click the location in the flow chart where you want to paste the component, and select **Paste**.

    Note: You can also select **Edit** and **Paste**.
5. Select **File** and **Save**.

How can I delete a point of view or an allocation component?

You delete a point of view or an allocation component from the **System View**. Since point of view or allocation components can be used in only one rule, you can delete these components by removing them from the rule to which they belongs to.

To delete a point of view or an allocation component:

1. In the **System View**, expand the **Essbase Application Type**, the **Application**, or **Database**, and **Rules**.
2. Right click the rule that contains the point of view or allocation component you want to delete, and select **Open**. The rule is displayed in the **Rule Designer**.
3. In the **Rule Designer**, select the point of view or allocation component you want to delete in the flow chart.
4. Right click the point of view or allocation component.
5. Select **Remove** to confirm the removal of the component.

    Note: If the allocation component is within the point of view component, then removing the point of view component removes the allocation component.
6. Select **File** and **Save**.

Allocation Variables

Working with Variables: Explained

Variables assume values that you define for them. You can use them in components while designing allocation rules and templates.

You can create variables from the **System View** and from within the **Component Designer** by starting the **Variable Designer**. When you create a variable within the **Component Designer,** the variable is associated with the rule that contains the component. You can also create variables from the **System View**, and associate them with allocation rules, calculation or plan types, databases, or applications that you select.

Two types of variables exist.

- **Execution**: When the rule is started, the calculation defined for the variable is performed. You can use execution variables in formula, condition, or loop components.

  Note: Execution variables are not supported in Essbase aggregate storage applications, including those used in Oracle General Ledger.

- **Replacement**: When you are designing or creating the rule, the variable is substituted with a calculation. You can use replacement variables in formula components.

  You can create several types of execution and replacement variables.

  Note: The variables you can create differ depending on what application type you are working in and whether you are creating an execution or replacement variable.

You can create variables that prompt users to enter information when they start a rule. These run time prompt variables prompt users for information regarding members, text, dates, or numbers. The prompts indicate the type of data that is expected.

Up to four database objects with which you can associate a variable exist, depending on which application type you are creating a variable for. A variable can exist in multiple objects simultaneously and can have the same name in each object.

- For all user use **Application**. If you select application, the variable can be used within the application with which you are working when you create the variable.
- For Essbase users use **Database**. If you select database, the variable can be used within the database you are working when you create the variable.
- For Essbase users use **Rule**: If you select rule, the variable can be used within the rule with which you are working when you create the variable.

Creating a Variable from the System View: Worked Example

You can create a variable from the System View or from within the Component Designer by running the Variable Designer.

Creating a Variable from the System View

You can create a variable from the **System View** or from within the **Component Designer** by running the **Variable Designer**.

To create a variable from the **System View**:

1. In the **System View**, select **Tools** > **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type.
3. **Essbase users**: Right-click an application, and select **New** to create a variable that can be used in that application only.
4. Enter a description for the variable.

5. If you include this variable in a group, enter the group name. The group name is displayed under the Group column after you save and refresh the variables.
6. If the variable is a run time prompt variable, select **Use Last Entered Value**. The prompt the user last entered is displayed as the default value the next time the prompt occurs.

   This option is selectable only if the variable has run time prompts.
7. In the **Value** table, enter values for the variable. The values you enter change depending on the variable type you select above.

   Repeat these steps for each variable you want to create.
8. Select **File**, **Save**.

Entering Variable Values for a Numeric Variable: Worked Example

A numeric variable can be Essbase replacement variable.

Entering Values for a Planning or Essbase Numeric Variable

To enter values for an Essbase numeric variable:

1. In the **System View**, select **Tools**, **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type.
3. Do one of these tasks:
   - Right-click an application, and select New to create a variable that can be used in that application only.
   - Right-click a database, and select New to create a variable that can be used in that database only.
   - Right-click a rule, and select New to create a variable that can be used in that rule only.
4. From **Type**, select **Numeric**.
5. Enter a default value for the variable.
6. Select **File**, **Save**.

Entering Variable Values for a String Variable: Worked Example

A string variable can be an Essbase replacement variable. A string variable must be alphanumeric and not more than 255 characters. It can contain a null value, but cannot contain a leading ampersand (&) character in the value.

Enter Values for a Planning or Essbase Replacement String Variable

To enter values for an Essbase replacement string variable:

1. In the **System View**, select **Tools** , **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type.
3. Do one of these tasks:
   - Right-click an application, and select New to create a variable that can be used in that application only.
   - Right-click a database, and select New to create a variable that can be used in that database only.
   - Right-click a rule, and select New to create a variable that can be used in that rule only.
4. From **Type**, select **String**.
5. In the **Value** table, enter a value for the variable.
6. By default, **RTP** is selected. If you do not want to create a run time prompt for this variable, clear **RTP**.

If you do not select RTP, you must enter a value for the variable.

7. If you selected RTP, enter the run time prompt text you want to display for users.
8. Select **File**, **Save**.

Entering Values for an Array Variable: Worked Example

An array variable can be an Essbase execution variable. Arrays contain a list of values that can be multidimensional.

Typically, arrays are used to store variables as part of a member formula. The size of the array variable is determined by the number of members in the corresponding dimension. For example, if the Scenario dimension has four members, the following command creates an array called Discount with four entries. You can use more than one array at a time.

Array Discount

To enter values for an array variable:

1. In the **System View**, select **Tools**, **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type.
3. Do one of these tasks:
    - Right-click an application, and select New to create a variable that can be used in that application only.
    - Right-click a database, and select New to create a variable that can be used in that database only.
    - Right-click a rule, and select New to create a variable that can be used in that rule only.
4. From **Type**, select **Array**.
5. In the **Value** field, enter a value for the variable.
6. Select **File**, **Save**.

Entering Values for a Member Range Variable: Worked Example

A member range variable can be an Essbase replacement variable. The member range variable should contain a range of members inclusive of, and between, two specified members.

Entering Values for a Member Range Variable

To enter values for a member range variable:

1. In the **System View**, select Tools, **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type.
3. Do one of these tasks:
    - Right-click an application, and select New to create a variable that can be used in that application only.
    - : Right-click a database, and select New to create a variable that can be used in that database only.
    - Right-click a rule, and select New to create a variable that can be used in that rule only.
4. In the **Variable Navigator**, expand the Essbase application type.
5.
6. From **Type**, select **Member Range**.

7. In the **Value** table, do the following: is you are creating a member range for Essbase.
    a. If you are creating a member range variable for Essbase:
        i. For each dimension for which you want to define a member range, enter or use the **Member Selector** to select limits for the member range. (The dimensions that display are the dimensions that belong to the application for which you are creating the variable.)

        Note:

        ii. Enter or use the Member Selector to select values for the member range. You can select multiple members and functions for each dimension listed.
8. Select **File**, **Save**.

Entering Variable Values for a Cross Dimension Variable: Worked Example

A cross dimension variable is an Essbase replacement variable. It contains a range of members from multiple dimensions that enable you to run allocation rules across dimensions.

Entering Values for a Cross Dimension Variable

To enter values for a cross dimension variable:

1. In the **System View**, select **Tools**, **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type.
3. Do one of these tasks:
    - Right-click an application, and select New to create a variable that can be used in that application only.
    - Right-click a database, and select New to create a variable that can be used in that database only.
    - Right-click a rule, and select New to create a variable that can be used in that rule only.
4. From **Type**, select **Cross Dimension**.
5. For each dimension listed, in the **Value** table, enter or use the **Member Selector** to select limits for the variable.

    You must select RTP before you enter text in the Limits field.
6. Enter or use the **Member Selector** to select a value for the variable. You can select a member or a function.
7. Repeat step 5 through step 6 to select values for the all of the dimensions.
8. Select **File**, **Save**.

Entering Variable Values for a Dimension Variable: Worked Example

A dimension variable is an Essbase replacement variable. This variable contains a dimension that you select.

Enter Values for a Dimension Variable

To enter values for a dimension variable:

1. In the **System View**, select **Tools**, **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type.

3. Do one of these tasks:
    - Right-click an application, and select New to create a variable that can be used in that application only.
    - Right-click a database, and select New to create a variable that can be used in that database only.
    - Right-click a rule, and select New to create a variable that can be used in that rule only.
4. From **Type**, select **Dimension**.
5. In the **Value** table, select a dimension. The dimensions displayed belong to the application for which you are creating the variable.
6. Select **File**, **Save**.

Entering Variable Values for Members Variable: Worked Example

The member and member variables are Essbase replacement variables. These variables contain a member or multiple members from a dimension that you select.

Enter Values for a Member or Member Variable

To enter values for a member or members variable:

1. In the **System View**, select **Tools**, **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type.
3. Do one of these tasks:
    - Right-click an application, and select New to create a variable that can be used in that application only.
    - Right-click a database, and select New to create a variable that can be used in that database only.
    - Right-click a rule, and select New to create a variable that can be used in that rule only.
4. From **Type**, select **Member** or **Members**.
5. In the **Value** table, select a dimension. The dimensions that display are the dimensions that belong to the application for which you are creating the variable.
6. Enter or use the **Member Selector** to select limits for the variable. You can select members only from the dimension you select in step 3. You can also select functions.
7. Enter or use the **Member Selector** to select a value for the variable. You can select one member or function for a member variable and multiple members and functions members variables.
8. Select **File**, **Save**.

Entering Variable Values for Percent Variables: Worked Example

The percent variable is an Essbase replacement or execution variable. This variable contains a percentage that you specify.

Entering Values for a Percent Variable

To enter values for a percent variable:

1. In the **System View**, select **Tools**, **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type.
3. Do one of these tasks:
    - Right-click an application, and select New to create a variable that can be used in that application only.
    - Right-click a database, and select New to create a variable that can be used in that database only.
    - Right-click a rule, and select New to create a variable that can be used in that rule only.

4. From **Type**, select **Percent**.
5. In the **Value** table, click in **Limits** to define minimum and maximum values for the variable.
6. Enter a numeric value for the variable.
7. Select whether missing data values can be allowed.
8. Select **File**,**Save**.

Displaying the Uses of a Variable: Worked Example

You can display the allocation rules and templates that use variables. When you show the uses of a variable, the following information is displayed:

- Names of the allocation rules and templates that are using the variable.
- Application names of the allocation rules and templates that are using the variable.
- Calculation types, plan types, or databases of the allocation rules and templates that are using the variable.
- Owners of the allocation rules and templates that are using the variable.
- Whether the allocation rules and templates that are using the variable are deployed.
- Whether the allocation rules and templates that are using the variable are validated.
- Description of the allocation rules and templates that are using the variable.

Displaying the Uses of a Variable

To display the use of a variable:

1. In the **System View**, select **Tools**, **Variables**.
2. In the **Variable Navigator**, select the database object that contains the variable whose usages you want to view. The variables defined for that object are displayed on the tabs in the Variable Designer.
3. Right-click the variable whose usages you want to view, and select **Show Usages**.
4. After you review the information, click **OK**.

Copying a Variable: Worked Example

You can copy a variable with the same name into the same or a different application using the copy and paste option. You can also copy a variable with a different name into the same or a different application using the Save As option.

Copy a Variable with a Different Name using the Save As Option

To copy a variable with a different name using the **Save A**s option:

1. In the **System View**, select **Tools**, Variables
2. In the **Variable Navigator**, do one of the following tasks:
    - Expand Essbase, and select the application, database, or rule associated with the variable you want to copy. The variables associated with the object you select are displayed on the Replacement, or Execution tab, or both.
3. Right-click the variable you want to copy, and select **Save As**.
4. Enter a new name for the variable, then select the application, and the calculation type, plan type, or database, or accept the defaults.
   By default, the variable is copied to the same application and calculation type, or database in which the variable is created.

Refreshing Variables: Worked Example

You can refresh the list of variables in the Variable Navigator to see the updated list after you add, delete, or make changes to variables.

Refreshing Variables

To refresh the list of variables in the **Variable Navigator**:

1. In the **System View**, select **Tools**,**Variables**
2. In the **Variable Navigator**, create, edit, or delete a variable.
3. On the **Replacement** or **Execution** tab, right click, and select **Refresh**.

Editing a Variable: Overview

You can edit any property of a variable from the **Variable Designer**. When you update a variable that was previously validated, any component that uses the variable is no longer validated. You must validate each component again.

Deleting a Variable: Worked Example

You can delete a variable or variables from the **Variable Designer** if they are not used in any components or member formulas. If a variable is used in a component, you must remove the variable from the component before you delete it.

Deleting a Variable

To delete a variable:

1. In the System View, select **Tools**, **Variables**.
2. In the **Variable Navigator**, expand the Essbase application type and the application.
3. Do one of the following tasks:
    - If the variable is a database variable, select the database with which the variable is associated.
    - If the variable is a rule variable, select the rule with which the variable is associated.
    - If the variable is an application variable, select the application with which the variable is associated.

    Any variables associated with the application type, the application, the calculation type, or database, and the rule are displayed on the **Replacement** or **Execution** tab.
4. On the **Replacement** or **Execution** tab, right-click the variable you want to delete, and click **Delete**.
5. In the **Delete Confirmation** dialog box, click **Yes** to confirm deletion of the variable.

Selecting a Variable: Worked Example

You can select a variable from various locations. You can select variables:

- When you create components from within the Component Designer
- When you create design time prompts from within the Template Designer

- From other locations

Selecting a Variable

To select a variable:

1. In the **System View**, expand Essbase application type.
2. Expand the application, the calculation type, or the database (Essbase).
3. Expand **Rules** or **Templates**, depending on whether the component is in a rule or template.
4. Right-click the template or rule that contains the component you want to add a variable to, and select **Open**.
5. When the rule or template opens, in its flow chart, select the component for which you want to insert a variable.
6. In the tabs below the flow chart, do one of the following tasks:
    - For member range, data range, and fixed loop components, in the **Variable** field, select the **Variable** icon.
    - For formula components, click the **Actions** icon, and select **Variable**.
    - For script components, click the **Insert a Variable** icon.
    - For condition components, start the **Condition Builder**, select **Actions**> **Variable**.
7. In **Select Variable** then, do one of these tasks:
    - Click Create to access the Variable Designer to create a new variable.
    - Select an existing variable from Category and select the object to associate with the variable. By default, the variable is associated with the application for which you create it.
8. On Replacement or Execution, select one or more variables to insert into the component. Use Ctrl + Click or Shift + Click to select multiple variables.
9. Click **OK**. The variables are inserted into the component.
10. Select **File**, **Save**.

Generate Allocations and Periodic Entries

Generating Allocations and Periodic Entries Manually: Worked Example

This example demonstrates how to generate an allocation or periodic entry manually from the Oracle Fusion General Ledger.

You are the General Accountant for InFusion America Inc. You have created allocation and periodic journal entry definitions for several monthly entries. You now generate these entries.

> **Note:** Schedule allocations and periodic entries in the Journals work area for automatic generation. The accounting period automatically increments for each subsequent run if defined as a Run Time Prompt for the Allocation Rule selected.

Prior to generating the allocation and periodic entries, the following tasks must be completed:

- The period is set to **Open or Future Enterable**. You post in open periods, but generation can take place in either an open or future enterable period.
- The rules or rules sets have been defined, validated, and deployed successfully from the Calculation Manager.
- The journal balances, which are inputs for the allocation or periodic rules, are entered and posted in the proper period.

Generating Allocations and Periodic Entries Manually

1. From the Navigator, click the **Journals** link to open the Journals work area.
2. In the task pane of the Journals page, click the **Generate Allocations** link to open the Submission page.
3. Optionally select one or all of the following options:
    - Print Output
    - E-mail me the output
    - Notify me when this process ends
4. Select a rule or rule set from the list of values.
5. Enter the submission parameters, including **Ledger**, **Balancing Segment Value**, and **Period**. The application automatically sets the last day of the submission period as the Accounting Date and Calculation Effective Date.
6. Accept the selected check box for the **Post Allocations** option to enable the process to post the journal entries.

    If you deselect the check box for the Post Allocations option, you must either manually post or define an AutoPost Criteria Set to post automatically.
7. Click **Submit**.

    After the generation process is complete, the journal entries created by the process are available for inquiry on the Journals page.

3 Intercompany Transactions

Generating Intercompany Receivables and Intercompany Payables Accounts for Manual Transactions: Examples

The receivables (AR) and payables (AP) accounts for manual intercompany transactions are generated automatically by Oracle Fusion Intercompany. Enter distributions for the transaction and intercompany generates the receivables and payables accounts, based on the intercompany balancing rules setup.

Intercompany uses the transaction type, provider legal entity, receiver legal entity, primary balancing segment value of the first provider distribution and the primary balancing segment value of the first receiver distribution to ascertain which rule to apply. Intercompany then uses the rule, and the balancing segment values of the first provider distribution to build the intercompany receivable account combination for the provider side of the transaction. Similarly, intercompany builds the intercompany payables account for the receiver side of the transaction, based on the first receiver distribution account.

Intercompany will evaluate the rules in the following order.

1. Primary balancing segment rules
2. Legal entity level rules
3. Ledger level rules
4. Chart of accounts rules

If there is no matching rule at the lower levels, then intercompany will use the chart of accounts rule. It is therefore recommended that you set up a chart of accounts rule for every chart of accounts structure you have. This will ensure that intercompany will always find a rule to use to generate the intercompany receivables and intercompany payables accounts for transactions.

Intercompany will then evaluate the transaction type in determining which rule to use to generate the receivables or payables account. A rule with a specific transaction type takes precedence over a rule defined for the All Other transaction type.

Generating Intercompany Receivables and Intercompany Payables Accounts for Manual Transactions Example

In this scenario you choose to track your intercompany sales for the farming and textile companies separately from other intercompany activities. Separate intercompany accounts are used for these two companies. A chart of accounts rule is created for all other intercompany activity.

Setup

InFusion USA Chart of Accounts

Segment Qualifier	Primary Balancing Segment	Balancing Segment 2	Segment	Segment	Intercompany Segment
Segment Name	Company	Cost Center	Product	Account	Intercompany
	(CO)	(CC)	(PROD)	(ACCT)	(IC)

Segment Qualifier	Primary Balancing Segment	Balancing Segment 2	Segment	Segment	Intercompany Segment

Ledger, Legal Entity, and Primary Balancing Segment Value Assignments

Ledger	Legal Entity	Primary Balancing Segment Value
InFusion USA	InFusion Farms	3100, 3200, 3300, 3400, 3500
InFusion USA	InFusion Textiles	4000
InFusion USA	InFusion Production	5000
InFusion USA		1000, 9000

Chart of Accounts Rule

Rule No. 1

- Chart of Accounts: InFusion USA
- Source: None
- Category: None
- Transaction Type: All Other

IC Account	CO	CC	PROD	ACCT	IC
AR Account	1000	000	0000	13020	0000
AP Account	1000	000	000	21020	000

Legal Entity Rules

Rule No. 2

- From Ledger and To Ledger: InFusion USA
- From Legal Entity: InFusion Farms
- To Legal Entity: InFusion Textiles
- Source: None
- Category: None
- Transaction Type: Intercompany (IC) Sales

IC Account	CO	CC	PROD	ACCT	IC
AR Account	1000	000	0000	13011	0000
AP Account	1000	000	0000	21011	0000

IC Account	CO	CC	PROD	ACCT	IC

Rule No. 3

- From Ledger and To Ledger: InFusion USA
- From Legal Entity: InFusion Farms
- To Legal Entity: InFusion Production
- Source: None
- Category: None
- Transaction Type: Intercompany (IC) Sales

IC Account	CO	CC	PROD	ACCT	IC
AR Account	1000	000	0000	13012	0000
AP Account	1000	000	0000	21012	0000

Rule No. 4

- From Ledger and To Ledger: InFusion USA
- From Legal Entity: InFusion Textiles
- To Legal Entity: InFusion Farms
- Source: None
- Category: None
- Transaction Type: Intercompany (IC) Sales

IC Account	CO	CC	PROD	ACCT	IC
AR Account	1000	000	0000	13013	0000
AP Account	1000	000	0000	21013	0000

Rule No. 5

- From Ledger and To Ledger: InFusion USA
- From Legal Entity: InFusion Textiles
- To Legal Entity: InFusion Production
- Source: None
- Category: None
- Transaction Type: Intercompany (IC) Sales

IC Account	CO	CC	PROD	ACCT	IC
AR Account	1000	000	0000	13014	0000

IC Account	CO	CC	PROD	ACCT	IC
AP Account	1000	000	0000	21014	0000

Intercompany Accounts Generated for Intercompany Debit Transactions

Provider Distribution and Intercompany Receivable Account

This table displays the Provider side of the transaction.

Transaction	Transaction Type	Provider LE	Receiver LE	Provider Distribution	Provider AR Account Generated	Uses Rule No.
1	IC Sales	InFusion Farms	InFusion Textiles	3100- 100-1200- 52330-0000	3100- 100-0000- 13011-4000	2
2	IC Adjustments	InFusion Farms	InFusion Textiles	3100- 100-1200- 52330-0000	3100- 100-0000- 13020-4000	1
3	IC Sales	InFusion Production	InFusion Farms	5000- 120-1300- 52345-0000	5000- 120-0000- 13020-3200	1

Receiver Distribution and Intercompany Payable Account

This table displays the Receiver side of the transaction.

Transaction	Transaction Type	Receiver LE	Provider LE	Receiver Distribution	Receiver AR Account Generated	Uses
1	IC Sales	InFusion Textiles	InFusion Farms	4000- 110-1200- 41111-0000	4000- 110-0000- 21013-3100	4
2	IC Adjustments	InFusion Textiles	InFusion Farms	4000- 110-1200- 41111-0000	4000- 110-0000- 21020-3100	1
3	IC Sales	InFusion Farms	InFusion Production	3200- 130-1200- 41112-0000	3200- 130-0000- 21012-5000	3

Intercompany Accounts Generated for Intercompany Credit Transactions

Provider Distribution and Intercompany Receivable Account

Transaction	Transaction Type	Provider LE	Receiver LE	Provider Distribution	Provider AR Account Generated	Uses Rule No.
4	IC Sales	InFusion Farms	InFusion Textiles	3100- 100-0000- 52330-0000	3100- 100-0000- 13011-4000	2
5	IC Adjustments	InFusion Farms	InFusion Textiles	3100- 100-1200- 52330-0000	3100- 100-0000- 13020-4000	1
6	IC Sales	InFusion Production	InFusion Farms	5000- 120-1300- 52345-0000	5000- 120-0000- 13020-3200	1

Receiver Distribution and Intercompany Payable Account

This table displays the Receiver side of the transaction.

Transaction	Transaction Type	Receiver LE	Provider LE	Receiver Distribution	Receiver AP Account Generated	Uses Rule No.
4	IC Sales	InFusion Textiles	InFusion Farms	4000- 100-1200- 41111-0000	4000- 100-0000- 21013-3100	4
5	IC Adjustments	InFusion Textiles	InFusion Farms	4000- 100-1200- 41111-0000	4000- 100-0000- 21020-3100	1
6	IC Sales	InFusion Farms	InFusion Production	3200- 130-1200- 41112-0000	3200- 130-0000- 21012-5000	3

Related Topics

- Intercompany Balancing Rules: Examples
- Secondary and Clearing Company Balancing Options: Examples

Withdraw Intercompany Outbound Transactions: Explained

The withdraw intercompany transaction process recalls individual transactions or entire batches. You can withdraw a transaction from the Intercompany Transactions Overview page and from the Edit Intercompany Batch page. Withdraw an entire batch from the Manage Outbound page. You must have the update privilege for the specific intercompany provider organization to be able to withdraw its transactions.

Note: The **Withdraw** button is enabled only after you submit the batch.

Process to Withdraw a Batch

Following are the steps to recall a batch:

1. Navigate to the Manage Outbound page.
2. Search for the relevant batch. Batches in a **Submitted** status with all transactions in either **Received** or **Sent** status are eligible to be withdrawn.
3. Click the **Withdraw** button. The batch status is reset to **New**.

Process to Withdraw a Transaction

Following are the steps to recall a transaction from the Intercompany Transactions Overview page:

1. Navigate to the Overview page.
2. Click the Pending Approval from Others tab.
3. Locate the transaction you want to recall and click the **Withdraw** button. Transactions in a **Received** or **Sent** status are eligible to be withdrawn.
4. Batch and transaction statuses are changed when they are withdrawn.
    - If the withdrawn transaction is the only transaction in the batch or all transactions in the batch have been withdrawn, the status of all transactions and the status of the batch is set to **New**.
    - If the selected transaction is not the only transaction in a batch, the status of the withdrawn transaction is set to **Rejected**. If the status of the other transactions in the batch is either **Complete** or **Rejected** , the status of the batch is set to **Complete**, otherwise the batch remains in status **Submitted**.

Search for Intercompany Descriptive Flexfields: Explained

Use descriptive flexfields to define and store additional information for intercompany transactions. You have the capability to retrieve the information from descriptive flexfields in the **Advanced Search** panel.

There are two descriptive flexfields available for search on the intercompany pages, in the following regions:

- **Intercompany Transaction Outbound Transactions**
- **Intercompany Transaction Inbound Transactions**

You can search using global and context segments, and both are available from the **Advanced Search** panel. After adding the context segment, a value for the context segment is selected and a list of context sensitive segments become available in the **Add Fields.**

Intercompany Transactions Import: How It Is Processed

Use intercompany transactions import to import data from external systems or historical data from your previous accounting system.

> **Note:** 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.

Settings That Affect Intercompany Import

Configure the following settings before running the Import Intercompany process:

- Set up your intercompany system options, transaction types, and intercompany organizations. It is recommended that you also set up intercompany balancing rules so that when transactions are submitted, the application can generate the intercompany receivables and intercompany payables accounts.
- If you are using an intercompany calendar set the intercompany period status to open.
- Export data from your external systems and populate the Oracle Fusion Intercompany interface tables.

How Intercompany Is Processed

The Intercompany process contains the following steps:

- Import the transaction data entered in both Oracle Fusion applications and legacy systems into the Intercompany interface tables.
- Run the Import Intercompany Transactions process to create intercompany transactions from the data in the intercompany interface tables. The import program rejects the records that have insufficient or invalid data and automatically produces a report listing the intercompany transactions that could not be imported.
- Load only the corrected data into the interface tables and then resubmit the Import Intercompany Transactions process, for the records that were not imported.
- Once the intercompany transactions are created from the imported data, review, and if necessary, complete, and submit them. You can view any errors in the Intercompany dashboard and the Manage Outbound Transactions page. After correcting the errors, submit them again.
- Approve transactions that require manual approval. Once the transactions are in a status of approved, run the appropriate transfer processes:
    - Transfer Intercompany Transactions to General Ledger process for transactions that don't require invoicing, and select to run Journal Import. To complete this flow, post the journals in General Ledger.
    - Transfer Intercompany Transactions to Receivables' process for transactions that require invoicing and choose the option to run the Receivables Invoice Import. Then run the Transfer Intercompany Transactions to Payables process and choose the option to run the Payables Invoice Import. To complete this flow, run the Create Accounting process in Receivables and Payables and select the option to transfer and post to General Ledger.

Related Topics

- External Data Integration Services for Oracle Cloud: Overview
- File Based Data Import for Oracle Financials Cloud

Transaction and Batch Status

This topic explains intercompany transaction and batch status.

Transaction and Batch Status with Available Status

An intercompany batch has one or more intercompany transactions. As the transactions are processed, the transaction status and batch status get updated. The table below describes the batch and transaction status and helps you determine what actions to perform for each status.

Transaction Status	Batch Status	Tab Displayed	Can the period be closed?	Can the transaction be moved to the next period?	Included in the open transaction count?	Actions Available (from Action list, buttons, and processes)	Next available transaction status	Next available batch status
New	New	New	Yes	No	No	1. Save 2. Submit	Sent, Received, Error	Submitted, Error
Sent	Submitted	Pending Approval from Others	No	Yes	Yes	None	Received	Submitted
Received	Submitted	1. Pending Approval from Others 2. Requiring Attention	No	Yes	Yes	1. Approve 2. Reject 3. Withdraw	1. Approve 2. Reject 3. New	1. Submitted 2. Submitted 3. New
Rejected	Complete	Requiring Attention	Yes	No	No	Copy	1. Rejection Reviewed 1. Rejected	Complete
Rejection Reviewed	Complete	Not Applicable	Yes	No	No	None	Rejection Reviewed	Complete
Approved	Submitted	Requiring Attention	No	No	Yes	Transfer process (all transactions in batch must be approved for the transfer process to pick up the batch for transfer)	Complete	Complete

Transaction Status	Batch Status	Tab Displayed	Can the period be closed?	Can the transaction be moved to the next period?	Included in the open transaction count?	Actions Available (from Action list, buttons, and processes)	Next available transaction status	Next available batch status
Transferred to provider general ledger	Submitted	Requiring Attention	No	No	Yes	Batch can be transferred to receiver General Ledger	Complete	Complete
Transferred to receiver general ledger	Submitted	Requiring Attention	No	No	Yes	Batch can be transferred to initiator General Ledger	Complete	Complete
Transferred to Receivables	Submitted	Requiring Attention	No	No	Yes	Batch can be transferred to Payables	Complete	Complete
Error	Error	Requiring Attention	No	Yes	Yes	1. After fix, batch can be resubmitted 2. Delete	1. Approved, Rejected 2. Null	Complete
Complete	Complete	Not Applicable	Yes	No	No	1. Reverse Batch (allowed only if all transactions in the batch are completed; batch has not been previously reversed; batch has not been created out of a reversal) 2. Reverse Action	Complete Reversal transaction > New	Complete Reversal batch=New

Intercompany Reconciliation: Explained

Intercompany reconciliation provides you with reports to assist you with reconciling your intercompany receivables and intercompany payables accounts and identifying differences.

The main goal of the reports is to make it easy for you to identify either the receiver side or provider side of a transaction that has not been posted to the intercompany receivables or intercompany payables account.

The reports show the following intercompany lines:

- Intercompany receivables and intercompany payables lines generated by the intercompany balancing feature.
- Intercompany receivables and intercompany payables lines generated for the provider and receiver of each intercompany transaction.

The following are not included on the intercompany reconciliation reports:

- Ledger balancing lines generated when the primary balancing segment value is in balance but either the second balancing segment or the third balancing segment is out of balance
- Clearing company balancing lines

Reconciliation Reports

The reconciliation reports show the entered or transaction amount of the accounting entries booked to the intercompany receivables and payables accounts for a pair of provider and receiver legal entities. The accounted amounts may be different when the conversion rates used for the intercompany receivables and intercompany payables are different. You can select to run the reports using an additional currency and conversion rate that converts all amounts into a common currency for comparison.

The intercompany reconciliation process starts with running the **Prepare Intercompany Reconciliation Reporting Information** process. Select parameters to determine what data appears on your reports. For example, select the provider legal entity and receiver legal entity.

Once the **Prepare Intercompany Reconciliation Reporting Information** process has completed successfully. Click the Refresh icon to view the **Reconciliation Period Summary** report. This report displays the intercompany receivables and intercompany payables balances in summary for a period, and any differences between them. Drill down on the links to view the balances by source and then by journal lines. You have full drill-down capabilities to the general ledger journal, subledger accounting entry, and source receivables or payables transaction.

Generate the Reconciliation Report

To generate the Reconciliation Report, follow these steps:

1. Navigate to **Intercompany > Reconciliation**.
2. Click **Actions > Run**.
3. Select the report parameters.
4. Click **Submit** and note the process ID.
5. Click the Refresh icon until the report is displayed.
6. The **Period Summary** report is displayed.
7. Click one of the **Entered Amount Difference in Transaction Currency** value to view the **Summary by Source** report.
8. Review the Intercompany Receivables and Payables balances.

9. You can further drill down to any line by clicking the line. This displays the **Journal Lines** report.
10. Click the Journal Name to review the journal details.

Prepare Intercompany Reconciliation Reporting Information

This process extracts data used to generate reports that can be viewed and utilized to assist with reconciliation.

Prepare Intercompany Reconciliation Reporting Information Parameters

Provider Ledger

Ledger associated with the provider organization. Exclude secondary and reporting currency ledgers.

Provider Legal Entity

Legal entity of the provider organization.

Provider Accounting Period

Accounting period of the provider ledger.

Receiver Ledger

Ledger associated with the receiver organization.

Receiver Legal Entity

Legal entity of the receiver organization.

Receiver Accounting Period

Accounting period of the receiver ledger.

Additional Currency

Currency for converting the accounted amount.

> **Note:** We recommend that you always specify an additional currency. Intercompany Reconciliation Infolets are populated only if the additional currency matches the ledger currency of the ledger in context of the accounting infolets.

Conversion Rate Type

Conversion rate type for the additional currency.

Conversion Date

Conversion rate date for the additional currency.

Cross-Ledger Allocations: How They Are Processed

Journals can be for a single ledger or multiple ledgers within a ledger set. When you create cross-ledger allocations, they must have only one debit or one credit line. The other side of the journal can have as many lines as you need. The process adds an intercompany receivables or intercompany payables line to each ledger's journal so it can be posted. The intercompany receivables and payables accounts are generated based on the intercompany balancing rules.

Settings That Affect Allocations

General Ledger Allocations

For the Generate General Ledger Allocations process, set the following parameters to create allocation journals:

Parameter	Description
Rule or Rule set	Select the rule or rule set to create allocation lines.
Post Allocations	Select to automatically post allocation journals after they have been imported.

Intercompany Allocations

For the Generate Intercompany Allocations process, set the following parameters to create intercompany allocations:

Parameter	Description
Rule or Rule set	Select the rule or rule set to create allocation calculations.
Intercompany Transaction Type	Select the transaction type to be used to create the intercompany transactions.

How Allocations are Processed Using the Generate General Ledger Allocations Process

The Generate General Ledger Allocations process creates journals from the allocation lines generated by the rule or rule set.

Journals can be for a single ledger or multiple ledgers. If the allocation lines span multiple ledgers each journal is balanced using the intercompany balancing rules. When you create cross-ledger allocation rules each rule must only result in either one debit line or one credit line with as many lines on the other side as you need. The process then adds intercompany receivables or intercompany payables lines to cross-ledger journals so they can be imported into the relevant ledger.

How Allocations are Processed Using the Generate Intercompany Allocations Process

The Generate Intercompany Allocations process creates an intercompany batch, transactions, provider distributions and receiver distributions from the allocation lines generated by the rule or rule set. The process creates intercompany transactions in the entered currency of the allocation lines.

The Intercompany uses the primary balancing segment values, the balancing segment to legal entity assignments and the intercompany organizations set up to create transactions from your allocation.

You can create intercompany transactions from either single ledger or cross-ledger allocation lines. To successfully process cross-ledger allocations you must have either one debit line or one credit line per allocation but as many lines as required for the other side. The single debit or single credit line forms the provider side of the transaction and the lines on the other side form the receiver side of the transaction.

Cross-Ledger Allocations: Examples

You can process cross-ledger allocations by choosing to create them as general ledger journals or intercompany transactions. Choose to generate journals from an allocation rule or rule set by submitting the Generate General Ledger Allocations process. This process provides options to balance any cross-ledger journal with a receivables or payables line.

You can also choose to create intercompany transactions from an allocation rule or rule set by submitting the Generate Intercompany Allocations process. This creates intercompany transactions that optionally can be routed to Receivables for invoice generation.

The following scenario illustrates generating balancing journal entries as well as intercompany transactions for cross-ledger allocations.

Intercompany Allocation Entries

At month end the accountant allocates a portion of any centrally incurred expenses across all organization units that contribute to, or benefit from, that expenditure, based upon a calculation that represents a reasonable allocation of how that expense should be split. By doing this allocation, the Income Statement or Profit and Loss statement for each of those organization units shows a fair representation of its share of operational costs.

In many cases, allocations only take place between departments within one subsidiary, but there may be other costs that are shared between subsidiaries on a regular basis.

For example, marketing expense is incurred within a central corporate ledger, and is allocated to the United States (US), Canadian (CA), and United Kingdom (UK) organizations based on sales volume. These organizations are separate legal entities with their own separate ledgers. The US organization bears 50% of the cost and the CA and UK organizations each bear 25% of the cost.

The Marketing Costs allocation rule is set up to generate the following allocation lines.

Ledger	Account	Debit	Credit	Description
InFusion USA	3111-110-0000-41110-0000		USD 500	Allocation Line
InFusion UK	3411-000-0000-52330-0000	USD 250		Allocation Line
InFusion Canada	3511-120-0000-52330-0000	USD 250		Allocation Line

The intercompany balancing rules are set up to use the following accounts.

- Receivables Account: 3000-000-0000-13011-0000
- Payables Account: 3000-000-0000-21081-0000

Generate General Ledger Allocations Using Intercompany Accounts

Submit the Generate General Ledger Allocations process and choose your Rule or Rule Set. Select Process Cross-Ledger Allocations and Use Intercompany Accounts options to use intercompany balancing rules to generate the receivables and payables accounts required to balance cross-ledger allocation journal lines.

The following journals are created for the Marketing Costs allocation rule.

InFusion USA journal after cross-ledger balancing:

Ledger	Account	Debit	Credit	Description
InFusion USA	3111-110-0000-41110-0000		USD 500	Allocation Line
InFusion USA	3111-110-0000-13011-3411	USD 250		Cross-Ledger Intercompany Allocation with Ledger InFusion UK
InFusion USA	3111-110-0000-13011-3511	USD 250		Cross-Ledger Intercompany Allocation with Ledger InFusion Canada

InFusion UK journal after cross-ledger balancing:

Ledger	Account	Debit	Credit	Description
InFusion UK	3411-000-0000-52330-0000	USD 250		Allocation Line
InFusion UK	3411-000-0000-21081-3111		USD 250	Cross-Ledger Intercompany Allocation with Ledger InFusion USA

InFusion Canada journal after cross-ledger balancing:

Ledger	Account	Debit	Credit	Description
InFusion Canada	3511-120-0000-52330-0000	USD 250		Allocation Line
InFusion Canada	3511-120-0000-21081-3111		USD 250	Cross-Ledger Intercompany Allocation with Ledger InFusion USA

Ledger	Account	Debit	Credit	Description

Generate Intercompany Allocations

Submit the Generate Intercompany Allocations process to create intercompany transactions. If you need invoices for your allocations choose an intercompany transaction type that requires invoicing so the intercompany transactions get routed to Receivables for invoice generation.

Ledger, Legal Entity, and Primary Balancing Segment assignments are set up as follows:

Ledger	Legal Entity	Primary Balancing Segment
InFusion USA	USA Corp	3111
InFusion UK	UK Corp	3411
InFusion Canada	Canada Corp	3511

Intercompany organizations are set up as follows.

Intercompany Organization	Legal Entity
USA Sales	USA Corp
UK Sales	UK Corp
Canada Sales	Canada Corp

The following intercompany transactions are created for the Marketing Costs allocation rule.

Batch 101:

Provider	Transaction Number	Distribution Number	Distribution account	Debit	Credit
USA Sales	1	1	3111-110-0000-41110-		USD 250
		2	3111-110-0000-13011-	USD 250	
	2	1	3111-110-0000-41110-		USD 250
		2	3111-110-0000-13011-	USD 250	

Receiver	Transaction Number	Distribution Number	Distribution account	Debit	Credit
UK Sales	1	1	3411-000-0000-52330-	USD 250	
		2	3411-000-0000-21081-		USD 250
Canada Sales	2	1	3511-120-0000-52330-	USD 250	
		2	3511-120-0000-21081-		USD 250

FAQs for Intercompany Transactions

How can I use social networking to discuss intercompany allocation adjustments with cost center owners?

Use the Social link on the Intercompany Transactions work area to invite others to a conversation to address the adjustments.

For example, the monthly intercompany allocation of administration costs changed substantially to more accurately reflect resource usage. You need the cost center owners to validate their intercompany allocation.

From the Intercompany Transactions work area:

1. Search for the intercompany transaction.
2. Click **Social** to open Oracle Social Network. Click the **Share** button, or click **Join** if collaboration has already been initiated.
3. Create a new related conversation.
4. Invite all of the cost center owners to join the conversation.
5. Upload the allocation spreadsheet for the cost center owners' review.

The cost center owners can post questions and because the other cost center owners are members, they can see your responses to the questions. Each cost center owner validates their intercompany allocation in the conversation itself, which creates a lasting record.

Related Topics

- What does social networking have to do with my job?

How do I enter provider and receiver distributions for an intercompany transactions??

Enter provider and receiver distributions and ensure that the net amount is equal to the transaction amount. When you submit the batch for processing, Intercompany creates a receivable line for the provider side and a payables line for the receiver side. The intercompany receivables line is based on the primary balancing segment value of the first provider distribution and the intercompany balancing rules. The intercompany payables line is based on the primary balancing segment value of the first receiver distribution and the intercompany balancing rules.

Transaction amount = $100 debit.

The following table illustrates the Provider distributions for a Debit transaction.

Distribution Line Entry	Debit	Credit
User enters this line.	$100	
Intercompany adds the Intercompany Receivable line.		$100

The following table illustrates the Receiver distributions for a Debit transaction.

Transaction amount = $100 debit.

Distribution Line Entry	Debit	Credit
User enters this line.		$110
User enters this line.	$210	
Intercompany adds the Intercompany Receivable line.		$100

The following table illustrates the Provider distributions for a Credit transaction.

Transaction Amount = $100 credit

Distribution Line Entry	Debit	Credit
User enters this line.		$110
User enters this line.	$210	
Intercompany adds the Intercompany Receivable line.		$100

The following table illustrates the Provider distributions for a Credit transaction.

Transaction Amount = $100 credit

Distribution Line Entry	Debit	Credit
User enters this line.		$100
Intercompany adds the Intercompany Payables line.	$100	

How can I resubmit rejected intercompany transactions?

Rejected intercompany transactions can't be resubmitted, however they can be copied, edited, and resubmitted in a new batch.

Select the rejected transaction amount on the Transactions Overview page and use the Copy feature. After copying the rejected transaction to a new batch, the transaction status changes from Rejected to Rejection Reviewed.

4 Accounting Period Close

Opening First Period: Overview

For all ledgers, primary, secondary, and journal and subledger level reporting currencies, open the first period of the ledger when you are ready to transact in that period.

1. To open the first period of your ledgers, navigate to the **Open First Period** task in the primary ledger task list.
2. Click the **Go to Task** icon.
3. On the submission page, select the ledger and the period to open.
4. Click the **Submit** button to submit the open period process.

You can use other ways to open the first period or subsequent periods without going into the **Setup and Maintenance** work area. You can maintain the ledgers' period statuses from the:

- **Close Status** region in the **General Accounting Dashboard**. The **Close Status** region provides real-time visibility into the period close process from your subledgers to your General Ledger across the entire enterprise.
- **Manage Accounting Periods** task in the **Period Close** work area.
- **Process Monitoring** work area, which provides a framework for submitting, monitoring and maintaining processes across Oracle Fusion Financials.

Close Monitor: Overview

The Close Monitor:

- Provides information on the period close status for a given accounting period across multiple products for related ledgers in a hierarchical ledger set based display.
- Uses the hierarchical ledger set to mirror the consolidation relationships and roll ups of entities across the enterprise.
- Summarizes period close status information for each ledger across multiple products and for each consolidation node across multiple ledgers.
- Provides the contact information of the manager for a given node on the ledger set hierarchy.
- Summarizes high level income statement results for each entity and aggregates this financial information at each consolidation node.
- Displays each of these elements of information, period status, manager information, and financial data, in separate tags that are navigated to for each node of the interactive hierarchical display.
- Provides views for a given ledger set, for a particular accounting period, and currency.

The period status information that is displayed is broken down by application module including General Ledger, Payables, Receivables, Asset, Projects, and Costing. Some modules track their entity at a more granular level, such as:

- Business units for Payables, Receivables, and Projects
- Asset Books for Assets
- Cost Organization Books for Costing

The Close Monitor indicates the number of the subunits by module for the ledgers. It also displays the fractional indicator, where applicable, of how many of the subunits are at the closed status.

Secondary ledgers, journal level, or transaction level reporting currencies cannot be associated with subledger business units for Payables, Receivables, and Projects. As such, if the ledger set displayed in the hierarchy includes members that are secondary ledgers, journal, or subledger level reporting currencies, the period status indicated in the Close Monitor for such subledger modules is based on its related primary ledger. Asset books and cost organization books can be associated with all types of ledgers. Therefore in the case of the Assets and Costing modules, their period status for secondary ledger or reporting currencies is shown accordingly for the books directly associated with them. Otherwise, their period statuses are derived from the books associated with their primary ledgers.

Setting Up the Close Monitor

The Close Monitor setup is comprised of a ledger set hierarchy definition whereby a predefined ledger set is addressed, with each ledger and ledger set assigned a manager who is responsible for its financial close, and a logo to represent the entity in the display.

> **Note:** The list of managers available for assignment contains the persons defined in the Human Capital Management (HCM) module of Oracle Fusion Applications. The attributes defined in HCM, such as the picture of the person and contact details, are shown in the Close Monitor.

The ledger set serves as the foundation of this setup.

- The members of the Close Monitor hierarchy must share a common chart of accounts and calendar.
- The financial data displayed in the Close Monitor is derived from the account group assigned to the ledger set, therefore, an assignment is required. The account group:
    - Must include two line items whose account designations respectively query the total revenues and total expenses of the organization.
    - Reflects a summarized income statement in the financial data tab of the Close Monitor.
- All ledgers in the ledger set share a common chart of accounts and the selection of accounts are equally applicable throughout the nodes in the ledger set hierarchy.
- When working with ledger sets that include members that are also ledger sets, you can choose any of the ledger sets in the selector to indicate the top starting ledger set to display in the Close Monitor.
- If different account groups are assigned to each ledger set member in such a ledger set, the account group used to display the financial data is the one assigned to the ledger set specified in the selector in the Close Monitor.
- To have meaningful comparison and summation along the ledger set hierarchy:
    - Assign ledgers to the ledger set that have a relevant currency representation that matches the intended group currency that the Close Monitor displays the financial data in.
    - Select the appropriate primary, secondary, or reporting currency ledger for assignment to the ledger set.
    - Alternately, use translated balances (balance level reporting currency) in the ledger set selection to satisfy the common group currency requirement if needed.

Viewing the Close Monitor

You choose a ledger set, an accounting period, and currency as the view criteria for the Close Monitor display. You can alter this selection at any time.

For example, change the currency displayed by:

- Working with a global ledger set.
- Shifting the focus to a lower level ledger set that is aggregating at the continental level, such as North America, that uses a different group currency.
- Including the ledger with the relevant currency representation that matches the selected group currency that the Close Monitor financial data is displayed in.

Note: If matching financial data for a ledger in the selected currency is not available, a message is displayed stating that the requested financial data is not available.

The Close Monitor supports different zoom levels to enable you to:

- Accommodate viewing a larger ledger set hierarchy in its entirety, given the limited display area of the user interface.
- Show detail information for each node which can vary, decreasing and simplifying in content as you zoom out further to be able to accommodate showing more nodes in a single view.
- Hover over the more summarized node and view a punch out of that particular node that shows the complete set of information available at the 100% zoom level.
- Leave the zoom level at 100% and move around the display to other ledger sets or ledgers currently not in view.

Note: A view control panel that can be exposed on demand allows you to adjust the zoom level, pan across the hierarchy, flip the display tabs, and switch the hierarchy display format.

Period Close Components: Explained

While implementing your accounting configuration, optionally define and maintain the period close components to customize your accounting configurations setup.

Period close components include allocations, period entries, revaluation, and historical rates.

If you use allocations, revaluation, or translation, configure the following tasks under the **Define Period Close Components** parent task in your implementation project:

- Manage Allocations and Period Entries
- Manage Revaluations
- Manage Historical Rates

Manage Allocations and Period Entries

Manage Allocations and Period Entries is a manual task in the implementation project. Use the **Calculation Manager** to create allocations and other formula journal templates for generating periodic journal entries automatically. Base formulas on multiple criteria.

You must perform an external procedure outside the Setup and Maintenance work area to complete this task. To set up your allocations rules, navigate to the Journals work area and click the **Create Allocations Rules** task from the **Tasks** pane. This task navigates you to **Calculation Manager**, a framework that enables you define your allocation rules and formulas using a graphical interface and intuitive step-by-step wizards.

Manage Revaluations

Defines currency revaluation options, such as the range of accounts to revalue and the gain or loss accounts. Revaluation is done to adjust foreign entered amounts due to currency fluctuations. Navigate to the Manage Revaluations page, and define and generate your revaluation definitions.

Manage Historical Rates

Historical rates are the weighted average rate for transactions that occur at different points in time. Used by the application to calculate the conversion rate on equity account balances during foreign currency translation of the balance sheet.

Navigate to the **Currency Rates Manager** page to define and maintain your historical rates that are used in the translation process. In Oracle Fusion General Ledger, you can currently define historical rates using an ADF Desktop Integrator spreadsheet.

To create historical rates, specify the required Ledger and the other optional fields, as needed. Click the **Create in Spreadsheet** button to open the spreadsheet for uploading.

To update the existing historical rates for your ledgers, click the Edit in Spreadsheet button, the spreadsheet is prepopulated with the existing historical rates.

> **Note:** Before using the historical rates spreadsheet, install the ADF Desktop Integrator client as an add-on to Microsoft Excel.

Currency Rates

Entering Daily Rates Manually: Worked Example

You are required to enter the daily rates for currency conversion from Great Britain pounds sterling (GBP) to United States dollars (USD) for 5 days for your company InFusion America Inc.

In order to load rates using the Daily Rates Spreadsheet, you need to install Oracle ADF Desktop Integration client software. Oracle ADF Desktop Integration is an Excel add-in that enables desktop integration with Microsoft Excel workbooks. Users can download the installation files from **Navigator > Tools > Download Desktop Integrator Installer.**

Entering Daily Rates

1. **Navigator** > **Period Close**.

   Use the **Period Close** work area to link to close processes and currency process.
2. Click the **Manage Currency Rates** link.

   Use the **Currency Rates Manager** page to create, edit, and review currency rate types, daily rates, and historical rates.
3. Click the **Daily Rates** tab.

   Use the **Daily Rates** tab to review and enter currency rates.
4. Click the **Create in Spreadsheet** button.

   Use the **Create Daily Rates** spreadsheet to enter daily rates in a template that you can save and reuse.
5. Click in the **From Currency** field. Select the GBP - Pound Sterling list item.
6. Click in the **To Currency** field. Select the USD - US Dollar list item.
7. Click in the **Conversion Rate** field. Select the Spot list item
8. Click in the **From Conversion** field. Enter a valid value: 10/1/2014.
9. Click in the **To Conversion Date** field. Enter a valid value: 10/5/2014.
10. Click in the **Conversion Rate** field. Enter a valid value: 1.6.
11. Click the **Submit** > **OK** twice.
12. Review the **Record Status** column to verify that all rows were loaded successfully.
13. Save template to use to enter daily rates frequently. You can save the spreadsheet to either a local drive or a shared network drive.
14. Optionally, edit the rates from the Daily Rates user interface or resubmit the spreadsheet.

Related Topics

- Using Rate Types: Examples
- Using Desktop Integrated Excel Workbooks: Points to Consider

Updating Currency Rates: Worked Example

You are required to change today's daily rates that were already entered. The rates you are changing are for currency conversion from Great Britain pounds sterling (GBP) to United States dollars (USD) for your company InFusion America.

Currency conversion rates were entered by an automatic load to the Daily Rates table. They can also be entered through a spreadsheet.

Updating Currency Rates

1. Navigate to the Period Close work area.

   Use the Period Close work area to link to close processes and currency process.
2. Click the Manage Currency Rates link.

   Use the Currency Rates Manager page to create, edit, and review currency rate types, daily rates, and historical rates.
3. Click the Daily Rates tab.

   Use the Daily Rates tab to review and enter currency rates.

4. Click the From Currency list. Select the GBP - Pound Sterling list item.
5. Click the To Currency list. Select the USD - US Dollar list item.
6. Enter the dates for the daily rates that you are changing. Enter today's date.
7. Click the Rate Type list. Select the Spot list item.
8. Click the Search button.
9. Click in the Rate field. Enter the new rate of 1.7 in the Rate field.
10. Click in the Inverse Rate field. Enter the new inverse rate of 0.58822 in the Inverse Rate field.
11. Click the Save button.

Related Topics

- Using Desktop Integrated Excel Workbooks: Points to Consider

Revaluations

Revaluation Process: Explained

The revaluation process is used to adjust account balances denominated in a foreign currency. Revaluation adjustments represent the difference in account balances due to changes in conversion rates between the date of the original journal and the revaluation date. These adjustments are posted through journal entries to the underlying account with the offset posted to an unrealized gain or loss account. All debit adjustments are offset against the unrealized gain account and all credit adjustments are offset against the unrealized loss account. If the same account is specified in the **Unrealized Gain Account** and **Unrealized Loss Account** fields, the net of the adjustments is derived and posted.

For balance sheet accounts, the revaluation journal entries are reversed in the next period. AutoReverse can be used to automate the reversals. For income statement accounts that use the PTD method of revaluation, the revaluation journals aren't reversed since each period's revaluation adjustment is for that period.

In Oracle Fusion General Ledger, the revaluation functionality provides the following advantages:

- Full multicurrency functionality to eliminate currency barriers across a global business.
- Predefined revaluation rules to ensure consistency in generation of revaluation entries each period.
- Usage of prevailing currency normalization accounting standards including:
    - US Financial Accounting Standards Board (FASB) Financial Accounting Statement No. 52 (FAS 52), Foreign Currency Translation.
    - International Financial Reporting Standards (IFRS) International Accounting Standard No. 21 (IAS 21), The Effects of Changes in Foreign Exchange Rates.
- Support for multiple balancing segments to provide clarity in tracking the profitability and performance for more distinct segments of your enterprise in any currency

Definition

When defining your revaluations, perform the following:

- Include accounts for tracking gains and losses, currency conversion rates, and the number of entered currencies to revalue.
- Define separate revaluation definitions for each class of accounts, using a different rate type for each class.

- Select various conversion types and methodologies for different account ranges, such as:
    - Current rates and year-to-date (YTD) method for balance sheet accounts.
    - Average rates and period-to-date (PTD) method for income statement accounts.

Note: Income statement accounts can also be revalued using YTD method.

Hierarchies and flexible account selection criteria, such as usage of parent values from your account hierarchy, streamlines maintenance of revaluation definitions. The parent values can be selected for the primary balancing and the natural account segments using the **Is a last descendant of** operator. Leveraging hierarchy versions extends your revaluation definitions during organizational changes. Adjust account selection criteria monthly to retrieve the accounts that must be revalued for the current accounting period.

Share revaluation definitions across ledgers that have the same chart of accounts to reduce maintenance.

Generation

Generating revaluations include:

- Using defined revaluation criteria and automatically generating entries to shorten your close process.
- Selecting automatic posting as part of the generate revaluation criteria to help you to achieve processing efficiency.
- Scheduling revaluations to run during off peak hours to save your processing resources.
- Using date effective account hierarchies to generate revaluations to keep results in line with your current organization structures.

Always run revaluation to bring monetary balances to current rates before performing currency translation or remeasurement.

Note: When the revaluation process is scheduled to run automatically, the accounting period increments on each subsequent run.

Revaluation Execution Report

The Revalue Balances process automatically generates the Revaluation Execution report when you run revaluation. This report shows the details of your account balance revaluation and the journal batches created after running revaluation. The report includes:

- Currencies and revaluation rates used to revalue your accounts.
- Unrealized gain or loss account in which you recorded net gains and losses.
- Range of accounts revalued.
- Names of your batch and journals that the revaluation process created for each foreign currency.
- Total debits and credits of the created entries.

If the Revaluation process cannot locate rates for one or more currencies, balances are not revalued for those currencies. In this case, the Revaluation process completes with a warning and the execution report lists which currencies are missing rates.

Accounting for Unrealized Gain or Loss on Revaluation: Explained

Revaluation launches a process that revalues the ledger currency equivalent balances for the accounts and currencies you select, using the appropriate current rate for each currency. Resulting unrealized gain or loss amounts are posted to the unrealized gain or loss accounts or to the cumulative translation adjustment account. The revaluation journal is created, balanced, and posted automatically by balancing segment values.

Revaluation journal entries are created to adjust the ledger currency balances for conversion rate fluctuations, in accordance with:

- Statement of Financial Accounting Standards (SFAS) No. 52, Foreign Currency Translation
- International Accounting Standard (IAS) 21, The Effects of Changes in Foreign Exchange Rates

The revaluation journal entries generated and posted in the primary ledger are automatically generated, converted, and posted to each of their reporting currencies. Define the cumulative translation adjustment account in the reporting currency prior to running revaluation.

Income Statement Accounts Revaluation Rule: Explained

Revaluation is the process which adjusts asset or liability accounts that may be materially understated or overstated. The fluctuation in the conversion rate occurs between the time the transaction was entered and the time revaluation takes place. You may want to revalue income statement accounts as well. The Income Statement Accounts Rule indicates whether period-to-date (PTD) or year-to-date (YTD) method is to be used when revaluing income statement accounts.

Click the **Income Statement** radio buttons on the **Create Revaluation** page to revalue income statement accounts using PTD or YTD balances.

If you select to revalue PTD balances for income statement accounts, the process continues to appropriately revalue YTD balances for balance sheet accounts. If the range of accounts consists of both income statement and balance sheet accounts and you select PTD as an option for income statement account revaluation rule, the revaluation:

- Creates separate revaluation journal for the income statement accounts
- Creates weighted average YTD balances using period rates from each corresponding period against the PTD account balance.
- Is in compliance with the Statement of Financial Accounting Standards (SFAS) No. 52, Foreign Currency Translation.

When you run revaluation on your income statement accounts, the process produces two separate journal entries; one that revalues your balance sheet accounts and another for your income statement accounts. You do not reverse the PTD revaluation journal for your income statement accounts in the subsequent period. The revaluation only applies to last period's activity.

> **Note:** This functionality only applies when the range of accounts in the revaluation definition consist of income statement and balance sheet accounts. Normally only balance sheets accounts are revalued.

Revaluing Across Multiple Balancing Segments: Worked Example

This example demonstrates how to revalue foreign currency balances across multiple balancing segments. Your company, InFusion America, Inc. has three lines of business. You revalue your foreign currency account balances for two of your

divisions, Air Components and Repair Parts. Your Installation Services line of business does not have foreign currency transactions. Your company is your primary balancing segment and your lines of business are represented in your secondary balancing segment.

Note: Enable up to three balancing segments to use the multiple balancing segment feature.

The following are points to consider in running the revaluation process.

- Revaluation posts the resulting gain or loss amounts against the unrealized gain or loss accounts, substituting the balancing segment values appropriately for all balancing segments.
- Gain or loss accounts and revaluation account ranges are not validated against your data access set security when the revaluation definition is created because the ledger context is not known at the time of definition.
- Data access set security is enforced when the Revalue Balances process is executed. Limited write access to the gain or loss accounts due to inadequate access results in an error.
- Segment value security rules are enforced when you enter the account ranges and the unrealized gain and loss accounts. Only segment values you have access to are available in the list of values.
- Account ranges you have read and write access to are revalued. Account combinations that you do not have access to are ignored.
- Revaluation expands the parent primary balancing segment to the child values. Data access set security applies to the child values only, not the parent value.
- Posting supports multiple balancing segments for calculating the entry to the Cumulative Translation Adjustment accounts when replicating revaluation journals to reporting currencies.

Defining Revaluations

1. **Navigator** > **Setup and Maintenance** > **Manage Revaluations** > **Go to Task** > **Create**.
2. Enter the values in the following table in the correct fields.

Field	Value
Name	InFusion America Revaluation
Description	Revaluation for all foreign currency balances.
Chart of Accounts	InFusion America Chart of Accounts
Currency	Leave blank **Note:** If left blank, all currencies are revalued and after saving, the field automatically displays: All currencies.
Conversion Rate Type	Daily
Days to Roll Forward	5
Unrealized Gain Account	011-00-96600000-0000-000-000
Unrealized Loss Account	011-00-96700000-0000-000-000

Field	Value
Income Statement Account Basis	PTD
Post Automatically	Yes

3. In the **Revaluation Accounts** region, click the **Add Row** icon.
4. Click the **Change filter conditions** icon to enter the filter used to select the accounts to revalue.
5. Click the **Add Field** drop down arrow and select your company, InFusion America Inc. from the list.

Field	Value
Equals	011

6. Click the **Add Field** drop down arrow and select your two Lines of Business: 30 for Air Components and 40 for Repair Parts.

   Note: Your Installation Services line of business, 50, is not included because it does not have foreign currency transactions.

Field	Value
Between	30
	40

7. Click the **Add Field** drop down arrow and select Account from the list.

Field	Value
Between	10000000
	29999999

8. Click OK to accept your filters.
9. **Save and Close**.

   Optionally, select the **Save** and **Generate** buttons to save and run the revaluation immediately.

Translations

Translation and Reporting Currencies: Explained

Reporting currencies are representations of a primary or secondary ledger in another currency. Reporting currencies share the same chart of accounts, accounting calendar, and accounting method as their related ledger. You can use reporting currencies for online inquires, reporting, and consolidation.

When you create a reporting currency, you select a currency conversion level (**Balance**, **Journal**, or **Subledger**), which determines the level of information that's copied from the ledger to the reporting currency. If you set the currency conversion level to **Balance**, the **Translate General Ledger Account Balances** process restates the actual account balances from the ledger currency to the reporting currency.

The setup for translation includes creating daily rates and optionally, historical rates or amounts. In addition, the translation process is affected by:

- Reporting currency translation options
- Ledger options
- Accounting calendar setup

Reporting Currency Translation Options

When you create a reporting currency, you specify currency translation options. Currency translation options include translation rate types and translation rules.

Translation rate types identify the type of rate used to translate income statement and balance sheet accounts. You can set default values for these rate types on the Specify Ledger Options page to ensure new reporting currencies have the same default value.

- **Period Average Rate Type**: Type of rate used for the Period to Date method of translation, typically with income statement and equity accounts.
- **Period End Rate Type**: Type of rate used for the Year to Date method of translation, typically with asset and liability accounts.

Note: Historical rates and amounts that are assigned to a specific account combination override period average and period end rates.

Translation rules determine how period amounts are translated. Asset and Liability accounts are always translated using the Year to Date translation rule.

- **Revenue and Expense Translation Rule**: The default setting is Period to Date, but you can change it to Year to Date before running translation for the first time.
- **Owner's Equity Translation Rule**: The default setting is Period to Date, but you can change it to Year to Date before running translation for the first time.

Caution: Set translation rate types and translation rules carefully before running translation for the first time. If changes are required after translation has already run, you must delete the translated balances, rebuild the balances cube, and rerun the translation process.

Ledger Options

The translation process also uses the Retained Earnings Account and the Cumulative Translation Adjustment Account from the related ledger. You specify these accounts in the Period Close section on the Specify Ledger Options page.

Caution: Set these accounts carefully before running translation for the first time. If changes are required after translation has already run, you must delete the translated balances, rebuild the balances cube, and rerun the translation process.

Accounting Calendar Setup

When defining the start date for an accounting calendar, select a period before the first period in which you plan to load history or perform translations. You can't run translation in the first defined period of a ledger calendar.

Making Setup Changes After Running the Translation Process

You can rerun the translation process if you post additional journal entries or change rates. However, if the following setup requires changes after translation has already run, you must delete the translated balances, rebuild the balances cube, and rerun the translation process after changing the setup.

- Translation rules
- Translation rate types
- Retained earnings account
- Cumulative translation adjustment account
- Initial translation period
- Account type classification for natural account segment values

Related Topics

- Ledgers: Points to Consider

Translating General Ledger Account Balances: How It Works

The Translate General Ledger Account Balances process restates actual account balances from a ledger currency to a reporting currency. Submit the process after you have completed all journal activity for an accounting period and after finalizing translation rates. You can rerun the process if you post additional journal entries or change translation rates.

Settings That Affect The Translation Process

Caution: Carefully check the following settings before you run the translation process for the first time. If changes are required after translation has already run, you must delete the translated balances, rebuild the balances cube, and rerun the translation process.

- Translation rules
- Translation rate types
- Retained earnings account
- Cumulative Translation Adjustment (CTA) account
- Account type classification for natural account segment values

When you submit the translation process, you specify values for the following parameters:

- **Data Access Set**: Select the applicable data access set.
- **Ledger or Ledger Set**: Select the ledger or ledger set for the balance-level reporting currency.

- **Target Currency**: Select the reporting currency to translate.
- **Accounting Period**: Select the accounting period to translate. The first accounting period translated becomes the initial translation period for the specified balancing segment values. The next time the process is submitted, translation is processed from the initial translation period up to the **Accounting Period** parameter that you specify.

  Caution: If you're submitting the translation process for the first time, select the Accounting Period carefully. After the initial translation period is set, you can't run the translation process for any earlier period.

- **Balancing Segment Value**: Leave the parameter blank to translate all balancing segment values, or select a specific balancing segment value.
  If you leave this parameter blank and a new balancing segment value has been added since the last translation, the process doesn't automatically translate the new balancing segment value. You must run translation for the specific new balancing segment value to establish the intended initial translation period. The next time you run translation for all balancing segment values, the new balancing segment value is automatically included.

How Account Balances Are Translated

The translation process uses translation rate types and translation rules to restate actual balances from the ledger currency to the reporting currency for the specified balancing segment values. In addition, the translation process updates the balances cube.

Translated period amounts are calculated as follows:

- For Period to Date translation rules, the translated period amount = Period Average Rate * Period to Date Ledger Currency Balance.
- For Year to Date translation rules, the translated period amount = Period End Rate * Ledger Currency Balance - Beginning Translated Balance.

The daily rates that are defined for the last day of the period for the corresponding period average and period end rate types are used as the translation rates. If the rate for the last day of the period doesn't exist, the translation process searches back within the period until a rate is found. If no rate exists for the period, the translation process ends in error.

Note: Historical rates and amounts that are assigned to a specific account combination override period average and period end rates.

The translation process totals the translated debits and credits for all account combinations sharing the same primary, second, and third balancing segment values. The net difference is recorded to a corresponding CTA account.

An additional step is performed when the first period of a new accounting year is translated. The translation process first identifies the income statement account combinations that share the same primary, second, and third balancing segment values. The prior year translated balances for those account combinations are then closed out to a corresponding retained earnings account.

Example: Translation Using Period End and Historical Rates

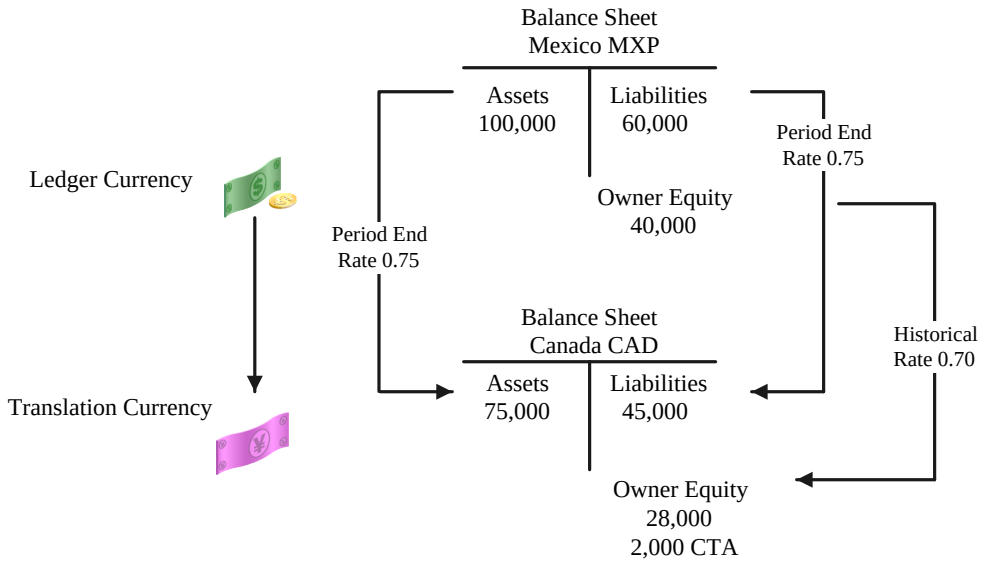
In this example, a Canadian company has a Mexican subsidiary. The translation process is run on the subsidiary ledger to convert balances from the Mexican peso (MXP) to the Canadian dollar (CAD).

The following figure shows an example of translation. In this example:

- The period end rate of 0.75 translates 100,000 MXP in assets to 75,000 CAD, and translates 60,000 MXP in liabilities to 45,000 CAD.

- The historical rate of 0.70 translates 40,000 MXP in Owner's Equity to 28,000 CAD.

As a result, an offset of 2,000 CAD in the translation currency, created by the different rates, is recorded in the CTA account.



Deleting Translated Balances: How It Works

You can rerun the translation process if you change rates or post additional journal entries. However, some accounting configuration changes require that you delete all previously translated balances, rebuild the balances cube, and rerun the translation process after making the accounting configuration change.

If the changes listed in the following table are required after already translating, you must run the Delete Translated Balances process. The following table lists the type of change and whether all translated periods, balancing segment values, and related balance level reporting currencies are affected.

Type of Change	Affects All Translated Periods?	Affects All Translated Balancing Segment Values?	Affects All Related Balance Level Reporting Currencies of the Ledger?
Translation rules	Yes	Yes	No, can be specified for each balance level reporting currency.
Translation rate types	Yes	Yes	No, can be specified for each balance level reporting currency.
Cumulative translation adjustment (CTA) account	Yes	Yes	Yes

Type of Change	Affects All Translated Periods?	Affects All Translated Balancing Segment Values?	Affects All Related Balance Level Reporting Currencies of the Ledger?
Retained earnings account	Yes	Yes	Yes
Initial translation period	Yes	Yes	No, can be specified for each balance level reporting currency.
Account type classification for natural account segment values	Yes	Yes	Yes

When making any of these changes, consider whether other areas are impacted. For example:

- Reports may have been based on translated balances.
- Translated balances could have been used as a source in previous balance transfers.
- A primary ledger may have journal or subledger level reporting currencies associated with it.
- A related secondary ledger may have balance level reporting currencies.

How Translated Balances Are Deleted

When you submit the process from the Scheduled Processes page, you must provide values for the following parameters:

- **Ledger**: Select the ledger for the reporting currency.
- **Target Currency**: Select the currency.
- **From Accounting Period**: Select the earliest period for which balances must be deleted

Note: The **To Accounting Period** parameter is display-only and represents the last translated period for the selected ledger and target currency.

The process deletes translated balances for all translated balancing segment values from the specified period to the last translated period. You can view the log file for the list of periods processed. After the process completes, you must run the **Create General Ledger Balances Cube** process to ensure that the balances cube maintains translated balances that are consistent with future translations.

Caution: Contact your Oracle Support team for assistance before initiating the **Create General Ledger Balances Cube** process.

Running the **Delete Translated Balances** process is only one aspect of making the changes listed in the previous table. The following table describes the required steps for each type of change.

Type of Change	Steps
Translation rule	1. Run the **Delete Translated Balances** process and after the process completes, rebuild the balances cube. 2. On the Edit Balance Level Reporting Currency page, select the correct translation rule. 3. Rerun the translation process.
Translation rate type	1. Run the **Delete Translated Balances** process and after the process completes, rebuild the balances cube. 2. On the Edit Balance Level Reporting Currency page, select the correct rate types.

Type of Change	Steps
	3. Rerun the translation process.
CTA account	1. Run the **Delete Translated Balances** process and after the process completes, rebuild the balances cube. 2. On the Specify Ledger Options page, edit the **Cumulative Translation Adjustment Account** value. 3. Rerun the translation process.
Retained earnings account	Before deleting translated balances, follow the steps documented in the FAQ on changing retained earnings accounts. 1. Run the **Delete Translated Balances** process and after the process completes, rebuild the balances cube. 2. Rerun the translation process.
Initial translation period	1. Run the **Delete Translated Balances** process and after the process completes, rebuild the balances cube. 2. Rerun the translation process using the new initial translation period.
Account type classification for natural account segment values	Before deleting translated balances, follow the steps documented in the topic Correcting Misclassified Accounts: Explained. 1. Run the **Delete Translated Balances** process and after the process completes, rebuild the balances cube. 2. Rerun the translation process.

Related Topics

- Correcting Misclassified Accounts: Explained
- Ledgers: Points to Consider
- What happens if I change the retained earnings account?

General Accounting Infolets

General Accounting Dashboard: Explained

Oracle Fusion General Ledger provides a General Accounting dashboard that highlights risks and helps to prioritize activities on the most important concerns. The dashboard pinpoints late period close activities, under performing lines of business, excessive expenses, unreconciled accounts, and unallocated balances. All infolets provide direct access to related pages and functions where you can address issues.

The General Accounting dashboard has these infolets:

- Journals and Intercompany Transactions infolets: Evaluate the magnitude of outstanding journals and intercompany transactions.
- Accounts Payable and Accounts Receivables Reconciliation infolets: Accelerate reconciliations by analyzing the differences between the ledger balance and subledger balances for payables or receivables accounts. Link to the reconciliation report for the transaction details to resolve outstanding items.

- Intercompany Reconciliation infolet: Speeds up intercompany reconciliations by identifying variances between amounts due to providers and from receivers. Identifies the trading partners with the most significant differences, and links to the detail report to view unposted transactions and open items.
- Revenues and Expenses infolets: Highlight the organizations with the highest and lowest revenue performance and highest expenditures, and compares actual amounts against target amounts
- Unallocated Balances infolet: Displays residual amounts from allocation pools and provides insight into remaining account details, balances, and activities.
- Open Subledgers infolet: Improves management of the close process by tracking which modules are still open. Drills to the Close Monitor for a comprehensive view of the overall close process across the organizational hierarchy.
- Close Calendar infolet: Improves insight into the close process by counting down the number of days until period end.
- Budgetary Control infolets are available for users with the Budget Manager role.

General Accounting Infolets: Explained

Infolets help you access many sources of information across your enterprise. Infolets are aimed at aggregating this information in an efficient, timely, and engaging manner.

Infolets:

- Divide the information into consumable chunks with progressive elaboration and disclosure.
- Replace traditional dashboards to provide a modern and flexible user interface.
- Make it simpler for you to get the most important information you need quickly.
- Enhance your experience by following a glance, scan, and save design strategy.

AP and AR Reconciliation Infolets

The **AP and AR Reconciliation** infolets provide a summary of the ending balances in the Oracle Fusion Payables and Oracle Fusion Receivables subledgers. The infolet appears on the **General Accounting** dashboard and shows:

- The corresponding ending balances in the Oracle Fusion General Ledger from the perspective of both a specific primary ledger and an accounting period of interest.

  Note: The accounting period is usually the one that is currently active in the period close process.

- The infolets show:
  - An absolute difference amount between these two balances.
  - The data represented by the latest run and extract of the following processes:
    - **Prepare Payables to General Ledger Reconciliation**
    - **Prepare Receivables to General Ledger Reconciliation**

Using the Infolets

The clickable data points within the default view take you to a page that depicts the key reconciliation points in a graphical format.

- The clickable data points within the default view take you to a page that depicts the key reconciliation points in a graphical format.
- Use the **Run Extract** action from the **Action** drop down menu to run the extract in the background. The process populates the infolets with the latest data points.
- Rise and fall data points are displayed in between the two ending balances.
    - Rise in the color green: Indicates that the data point may be added to the previous adjusted subledger ending balance to arrive at the progressive ledger ending balance.
    - Fall in the color red: Indicates that the data point may be subtracted from the previous adjusted subledger end balance to arrive at the progressive ledger end balance.
- Click **View Report** hyperlink in the infolet to navigate to a page that displays the subledgers to ledger reconciliation Oracle Transactional Business Intelligence (OTBI) reports. Closing the **View Reports** page returns you back to the previous view. The OTBI reports have full drill capability.

Journal Infolets: Explained

The Journals Infolet in the General Accounting Manager Infolets Dashboard displays the total amount and batch count of all outstanding journals. This includes all journals that are unposted, incomplete, pending approval, or in error status. You can see an overall picture of how many journals are still unprocessed and decide on what actions to take to resolve issues.

Thresholds

You are allowed to set the threshold for the age of the transaction and amounts that you want to be included in the infolet. For example, you might only want to see outstanding journals where the amount exceeds 10,000 USD. When there are no outstanding journals based on your defined thresholds, a green check mark is displayed.

Flip View

In the Flip View, the application provides thresholds for filtering the data shown on the infolet. The thresholds are called Infolet Settings and include thresholds for the:

- Age of the transaction.

- Amount of the transactions.

Stretch View

In the Stretch View, you can select to see a graphical breakdown of the outstanding journals based on the three categories:

1. Posting and import errors.
2. Incomplete and unposted batches.
3. Pending approvals which include your approvals, pending approvals from others, and rejected batches.

InFocus View

When you click on a particular graph, you are taken to the respective InFocus page.

- **In Error** graph: Navigates to one InFocus page with two subcategories displayed in separate regions.
  a. **Posting Errors**
  b. **Import Errors**
- **Pending Approval** graph: Navigate to one InFocus page with 3 subcategories displayed in separate regions.
  a. **My Approvals**
  b. **Pending Approval From Others**
  c. **Rejected**
- **Incomplete** graph: Navigates to one InFocus page with two subcategories displayed in separate regions.
  a. **Incomplete**
  b. **Unposted**

Other Infolet Features

- Some details of the transactions are provided along with some actions such as **Social**, **Approve**, **Reject**, **Withdraw**, and **Mark as Complete**. The details are dependent on the type of journal subcategory.
- Links are always available to navigate to **Journals** UI or **Errors** UI, as applicable, where you can see all details.
- Each subcategory region has simplified UI table.
  - Predetermined number of journals at one time, for example four or five. The regions show each sub region and have links to **Show More** or **Show All**.

- Actions are displayed for each subcategory region as applicable
- Each journal in a table has five to seven columns shown by default.

Drill to Batches

You can drill down to batches that are included in the outstanding journals infolet. From the drill-down, you can quickly take appropriate actions on the batch such as approve, mark as complete, or withdraw.

Security

The current **General Accounting Management** dashboard navigation is controlled by the privilege **Manage General Accounting Activities** and it is assigned to all GL job roles. The access to General Ledger infolets is secured by the same privilege. Each infolet is secured according to the privilege that governs the area for that infolet. For example, the **Journals Infolet** is secured by **Review Journal** privilege.

Account Groups, Account Monitor, and Revenues, Expenses, and Allocations Infolets: Explained

Account groups are easy-to-use reporting components that save queries on account balances that require regular monitoring. With Account Groups, you define tolerance rules to create self-monitoring accounts. Tolerance rules are set using criteria comparing two balances. The comparison looks for an increase or decrease that is above or below a percentage or constant amount threshold. When the criteria are met, the Account Monitor, General Accounting Infolets, and Financial Reporting Center display the balance information for the account specified.

The output from your rules is displayed on the Financial Reporting Center, Account Monitor region on the General Accounting Dashboard, or in General Accounting Infolets. Any accounts that exceed your tolerance limits are automatically displayed. Using the Account Monitor eliminates surprises of account anomalies during your close process. With the Account Monitor you can:

- Automatically monitor your key accounts in real time on an exception or permanent basis.
- Review both current and comparative balances, including comparisons with your budgets and across different periods, such as PTD, QTD, YTD or same period last year.
- Analyze change percentages based on your defined rules and thresholds to assess whether your balance variances are favorable or unfavorable.
- Arrange accounts to be monitored on a regular basis into different account groups to meet your business requirements.
- Share account groups with other users or across ledgers.
- View all account groups by navigation to: **View** menu > **Account Group** > **Manage**.

Best practice is to have the same chart of accounts across ledgers. Then you can potentially use the same account group across your ledgers as account groups are chart of accounts driven. If you do not want to use an account for all ledgers, add the specific ledger to each account group row. If you enable the **Dynamically derive ledger** option when setting up the account group:

- The application selects the ledger for you based on your selected data access set and ledger.
- The ledger column in the account group row is not displayed.

Viewing Account Groups in the General Accounting Infolets

With the General Accounting Infolets you can display the account group results for revenue, expense, and allocation information. Before the account group-based infolets are set up, a link appears on the infolet that is used to open the setup page. For example, the link that appears on the Expenses infolet says: **Set up Expense Accounts**.

The infolet names are derived from the account group names. You can override the name for your infolet using **Edit Title** > **View** on the **Action** menu. You can give each account group row a short name that is displayed in infolet details.

The signage display options are applied to the Account Monitor display. Define the signage options by clicking the down arrow next to your user name > select the: **Setting and Actions** menu > **Set Preferences** For the infolets, the signage is already set to show:

- Revenue amounts as a positive when the balances are a credit (CR).
- Expense accounts as a positive when the balances are a debit (DR).

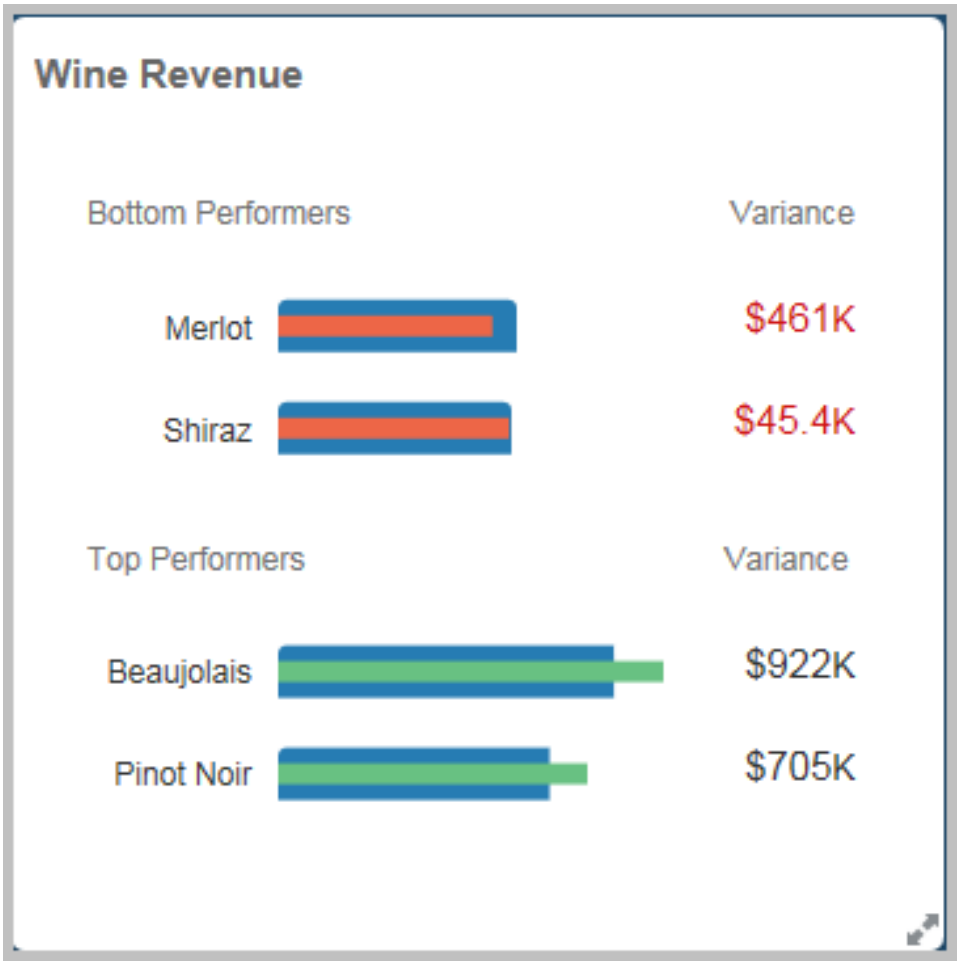
Revenues Infolet

The Revenues infolet shows the top two and bottom two performing accounts in the default view. The performance is measured by the variance between the current period result and a budgeted amount or a prior period result. You can expand to see a list of all revenue accounts. The list can be sorted by either the variance amount or variance percentage column.

The colors in this infolet graph represent:

- Blue: Target amount.
- Green: Favorable performance.

- Red: Unfavorable performance.



The expanded view:

- Displays all the revenue accounts you are tracking.
- Shows the performance against the target.
- Allows drilling into the Account Monitor.

Expenses Infolet

The Expenses infolet shows the expense account with the most unfavorable variance against the target, as defined in your account group. The infolet displays the variance amount and percentage. You can expand to see a list of all expense accounts. The list can be sorted by either the variance amount or variance percentage column.

The components in the infolet represent:

- The name of the expense account with the most unfavorable variance against the target.

- The amount and percentage of the variance between the current balance of the account compared to its target. The target can be a budget or a prior period balance depending on the account group configuration.

The expanded view:

- Provides list of all the expense accounts you are tracking.
- Shows the performance against the target.
- Allows drilling to the Account Monitor.

Allocations Infolet

The Allocations infolet displays residual amounts in allocation pools and the count of allocation pool accounts with outstanding balances. The infolet uses an X of Y format, where:

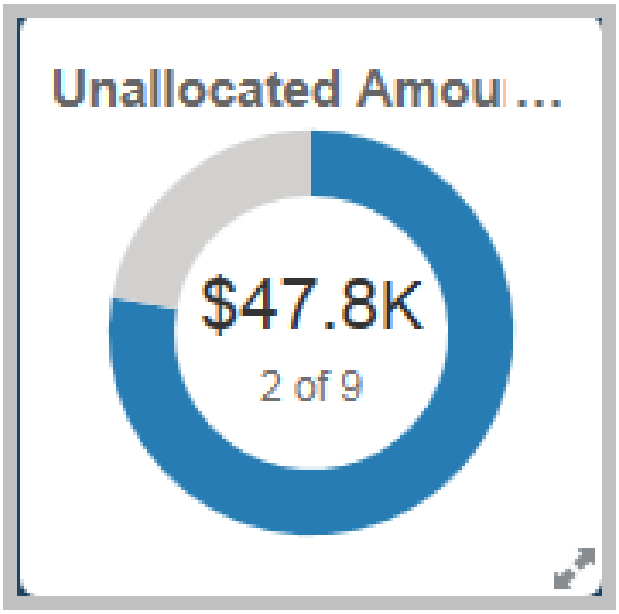
- X represents the number of accounts with an outstanding (nonzero balances).
- Y represents the total number of account group rows defined in the account group.

When defining your Allocations account group, set the change criteria on the allocation pool accounts for **Not Equal** to 0. This instructs the account group to only return allocation pool accounts that still have remaining balances, which are then tracked in the Allocations infolet.

The colors in the infolet represent:

- Blue: The allocation pool accounts without residual amounts.

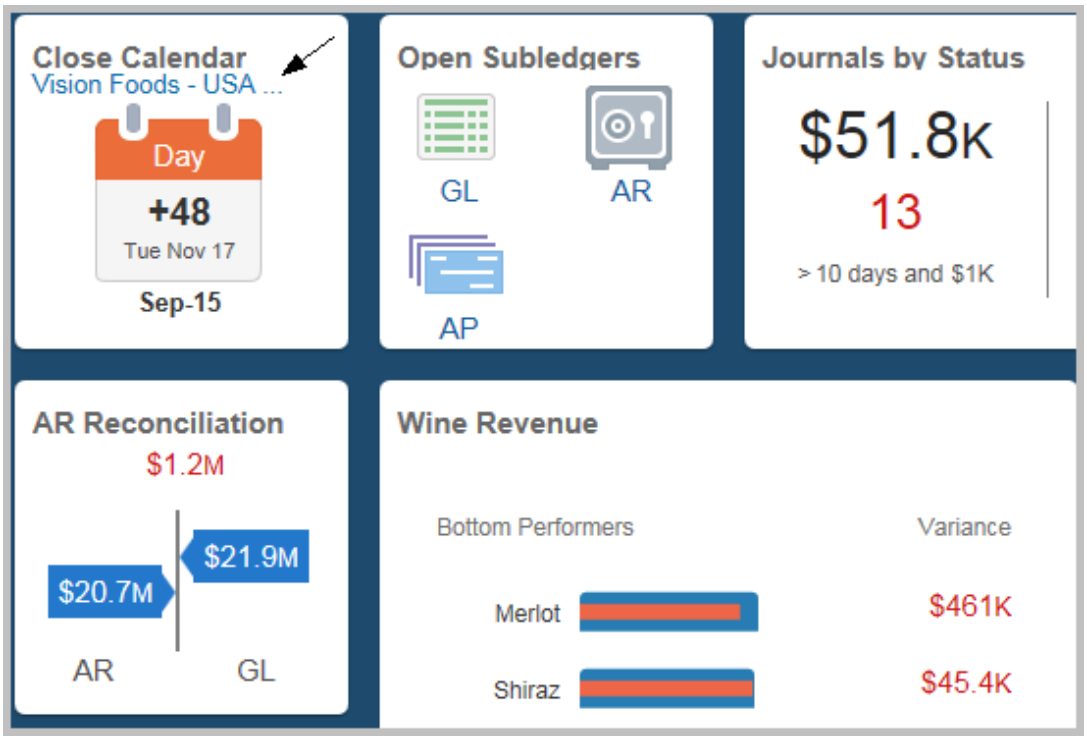
- Gray: The allocation pool accounts that have residual amounts.



The expanded view displays a list of the allocation pool accounts and remaining balances.

Close Calendar Infolet

The Close Calendar infolet shows the ledger and accounting period referred to by all the General Accounting Infolets on the page.



To change the ledger or specify an override for the accounting period assigned by the application, navigate to **Setting and Actions** menu > **Set Preferences**.

Viewing Account Groups in the Financial Reporting Center

With the Sunburst visualization tool in the Financial Reporting Center you can:

- Explore your account group balances across various business dimensions.
- View balances from different perspectives by changing your values.
- Drill into specific sections for a more detailed view.

For example, you can view quarterly regional sales from an account group. The Sunburst helps you identify sales trends that are visually represented by size and color. The visualization can indicate whether that region's sales increased or decreased over the quarter.

In the Sunburst tool:

- Each Sunburst ring represents a different segment of the accounting flexfield.
- The order of the rings is displayed on the control panel on the right. You can change the order in which the segments are displayed in the three rings.
- The controls can also be used to change which segments are displayed in the Sunburst.

Configuring an Account Group

Configuration of an account group enables you to create self-monitoring accounts that help you eliminate the surprise of account anomalies during your close process.

Scenario

You have been given the task to set up account groups. Follow these steps to define account groups that track key account balances by purpose, category, and comparison criteria.

1. Navigate to the **General Accounting Dashboard** page.
2. Select **View** > **Account Group** > **Create**. Other options include:
    - **Edit** to change an existing account group.

- **Manage** to create, edit, or delete account groups. In the **Manage Account Group** you can enable sharing of account groups with other users.

3. Enter the account group name and description. The name is used by default on the infolet, but can be changed using the **Actions** menu on the infolet.
4. Select the **Display In** option to determine if the account group is displayed in an infolet or the Account Monitor only. Select one:
   - Account Monitor
   - Allocations
   - Expenses
   - Revenues

   Note: The last three Display In choices are for the specific infolets. The account group settings must be defined to be consistent with the particular infolets targeted to track revenues, expenses, or allocations pools. In the Account Monitor, you can also select one of the infolet account groups to display in the Account Monitor. Any account group regardless of **Display In** setting can be displayed in the Financial Reporting Center.
5. Select the **Set as default** check box if the account group is used as the default account in the infolet or Account Monitor. The setting of a default for each display target is specific to the user. The setting gives the user a unique default view of account groups in various display targets.
6. You can set four locations to project the account group results. The projected locations are the Account Monitor and the three General Ledger Infolets. You can set a specific default account group for each of the projected locations.
7. Click **Dynamically derive ledger** to enable the application to apply the account group to any ledger in the same balances cube. The ledger derived is based on your data access set and ledger selection.

   Note: If you don't select this option, enter a ledger on each account row.
8. Select a **Time Option** and **Comparison Option** from table below:

Time Option	Comparison Option
Accounting Period	Budget PTD Budget QTD Budget YTD Prior period PTD Prior year PTD Prior year QTD Prior year YTD
Quarter	Budget QTD Budget YTD Prior quarter QTD Prior year QTD Prior year YTD

Time Option	Comparison Option
Year	- Budget YTD - Prior year YTD

Tip: If you are using a budget comparison option, select your budget name for the **Scenario**.

9. Set **Access**.
   - Private: For your use only.
   - Public: For use by all users who have access to the same balance cube of that account group.
   - Shared: For use by users you specify and have access to the same balance cube of that account group.

Note: To set shared access, navigate to the **Manage Account Group** page.

10. Enter the accounts you want to monitor in the **Accounts** section.
    a. Give each account group a short name that is easily recognizable in the infolet details. The name displays in the infolet and in the **Name** column of the Account Monitor. Account groups that were defined before Release 11 do not have names as this is a new feature. Names can be added by navigating to the **Actions** menu > **Edit** on the **Account Monitor** region on the **General Accounting Dashboard**.
    b. Optionally enter a ledger.
    c. Enter either parent or child values for each segment of the account.
    d. Select when to display the account in the **Change** field.
       - Always Display
       - Decrease by Less than Amount
       - Decrease by Less than Percentage
       - Decrease by More than Amount
       - Increase by More than Amount
       - Increase by Less than Amount
       - Increase by Less than Percentage
       - Increase by More than Percentage
       - Decrease by More than Percentage
       - Not Equal
       - Equal
    e. Enter **Threshold** which is the criteria that is being measures against. **Threshold** is used in conjunction with the **Change** selection.
11. Click **Save and Close** or **Save and Create Another**.

Account Reconciliation

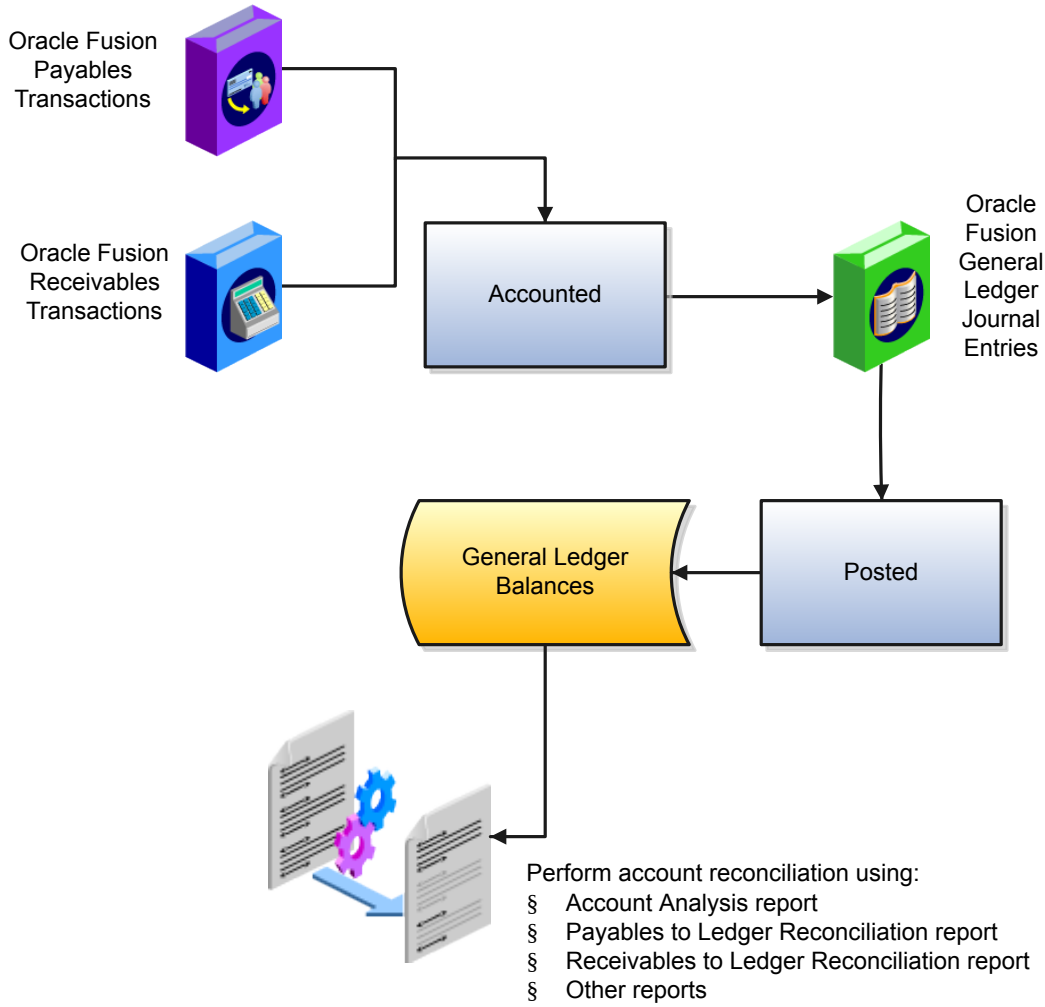
Reconciling Accounts: How It Works with the Subledgers

With Oracle Fusion General Ledger functionality, you reconcile account balances online or through reports using integrated inquiry, reporting, and analysis tools. Drill down from account balances to journals and underlying subledger transactions through a single drill path. Run the following types of predefined standard reports: subledger to general ledger reconciliation, intercompany reconciliation, trial balance, journals, and account analysis reports, to reconcile account balances.

Powerful account reconciliation tools provide the following benefits:

- Quicker period close to expedite managerial decision making.
- Reliability of published financial results to support execution of informed and sound business strategies.
- Automated reconciliation of key payables and receivables subledger balances to the general ledger.
- Identification and tracing of reconciling items with insightful account analysis reports.

As the figure shows, the subledger transactions must be accounted and posted to the General Ledger as a prerequisite to the reconciliation process. The posting process updates the General Ledger balances after which reconciliation reports can be run to start the reconciliation process.



Reconcile Subledger Accounts

Payables and Receivables enable you to quickly reconcile these subledgers to your General Ledger. Compare the open payables and receivables balances in the subledger modules to their corresponding account balance in your general ledger for a given accounting period. If discrepancies exist, the process of matching each transaction to its respective accounting entry is automatically performed. The process finds all transactions and accounting entries that contributed to the out of balance situation.

Exceptions are automatically identified. For example:

- Transactions that do not have complete accounting.
- Amounts that do not tie to the accounting entry amount.
- Manually entered journals that posted to the general ledger account.

- Journals that did not come from the subledger modules.

Reconcile subledger and other balances with comprehensive Account Analysis reports and Payables and Receivables to Ledger Reconciliation reports to streamline reconciliation and increase productivity. These reports:

- Automatically match payables and receivables transactions to subledger accounting entries.
- Provide direct drill-down to supporting journals and transactions for increased visibility.
- Identify reconciliation exceptions for the user to take action, increasing worker productivity.
- Permit analysis of report output in a spreadsheet, with all the conveniences and efficiencies of spreadsheet functionality.

Account Analysis Report

Reconcile subledger and other balances with comprehensive Account Analysis reports that:

- Include beginning and ending account balances along with all journal entries that constitute the account's activities.
- Contain activity source, category, and references, which are fully documented to easily trace back to the origin of the balance.
- Identify reconciling items with amount or origin mismatches.

Payables and Receivables to Ledger Reconciliation Reports

Leverage the Payables to Ledger Reconciliation and the Receivables to Ledger Reconciliation reports using the interactive Oracle Transactional Business Intelligence (OTBI) reporting technology to:

- Expand account balance information from summarized to detail data for optimal reconciliations.
- Facilitate manageability and clarity for the reconciliation process.

Note: The Receivables to Ledger Reconciliation report and the Payables to Ledger Reconciliation report are delivered OTBI reports. The reports cannot be modified by an end user using the Answers reporting tool like most of the other delivered OTBI reports. To change the report format or output, create your own report using the underlying subject areas from Receivables, Payables, Subledger Accounting, and General Ledger.

Other Reports

Other reports aid in the reconciliation process:

- Trial balance reports: Review summarized actual account balances and activity by ledger, balancing segment, and account segment value. Run this report for balances and activity imported from your subledgers or entered in your ledger currency, foreign currency, or statistical currency.
- General ledger reports: Review beginning and ending account balances, and journal entry lines, including those from your subledgers, affecting account balance in your ledger currency and foreign currencies.
- Journal reports: Review journal information in your ledger currency and foreign currencies, including posted, unposted and error journals. You can also review journal activity, including activity from your subledgers, for particular periods and balancing segments.

Best Practices

Account reconciliation best practices include the following:

- Run the Payables and Receivables to Ledger Reconciliation reports only after the Receivables and Payables periods are closed to additional subledger transactions.
  - The summary level of the reconciliation reports contains data that is aggregated at the point in time the data extraction program is run.
  - The detail level of the reconciliation reports reflects real time data in the transaction and accounting applications. To minimize discrepancies between the summary and detail levels of the report, run the data extraction process after the periods are closed. Running the process after the periods are closed prevents additional activity.
  - If further activity happens after the data extraction process is run, the activity is included in the Detail of the report, but not the Summary.
- Reconcile receivables or payables accounts in one of these ways:
  - For the entire ledger, by running the reports for your ledger.
  - For more control, by running the reports for your individual primary balancing segment values within the ledger. Your primary balance segments must be implicitly mapped to your payables and receivables business units in your enterprise.
- Restrict receivables and payables accounts in your general ledger by designating a control account and not allowing other sources to post to them.
- Review warnings raised in the general ledger close period request log files. Verify that exceptions such as unposted journals, are intended to be left out for the period.
- Run your reconciliation reports with general ledger, receivables, or payables access. The responsibility for reconciling your receivables or payables to your general ledger and running the reports is done by your accounting department.

Note: The Payables to Ledger Reconciliation report integrates with the AP Trial Balance report. Use the AP Trial Balance report to obtain the beginning and ending payables accounting balances and drill down to the details.

Intercompany Reconciliation: Explained

Intercompany reconciliation provides you with reports to assist you with reconciling your intercompany receivables and intercompany payables accounts and identifying differences.

The main goal of the reports is to make it easy for you to identify either the receiver side or provider side of a transaction that has not been posted to the intercompany receivables or intercompany payables account.

The reports show the following intercompany lines:

- Intercompany receivables and intercompany payables lines generated by the intercompany balancing feature.
- Intercompany receivables and intercompany payables lines generated for the provider and receiver of each intercompany transaction.

The following are not included on the intercompany reconciliation reports:

- Ledger balancing lines generated when the primary balancing segment value is in balance but either the second balancing segment or the third balancing segment is out of balance
- Clearing company balancing lines

Reconciliation Reports

The reconciliation reports show the entered or transaction amount of the accounting entries booked to the intercompany receivables and payables accounts for a pair of provider and receiver legal entities. The accounted amounts may be different when the conversion rates used for the intercompany receivables and intercompany payables are different. You can select to run the reports using an additional currency and conversion rate that converts all amounts into a common currency for comparison.

The intercompany reconciliation process starts with running the **Prepare Intercompany Reconciliation Reporting Information** process. Select parameters to determine what data appears on your reports. For example, select the provider legal entity and receiver legal entity.

Once the **Prepare Intercompany Reconciliation Reporting Information** process has completed successfully. Click the Refresh icon to view the **Reconciliation Period Summary** report. This report displays the intercompany receivables and intercompany payables balances in summary for a period, and any differences between them. Drill down on the links to view the balances by source and then by journal lines. You have full drill-down capabilities to the general ledger journal, subledger accounting entry, and source receivables or payables transaction.

Generate the Reconciliation Report

To generate the Reconciliation Report, follow these steps:

1. Navigate to **Intercompany > Reconciliation**.
2. Click **Actions > Run**.
3. Select the report parameters.
4. Click **Submit** and note the process ID.
5. Click the Refresh icon until the report is displayed.
6. The **Period Summary** report is displayed.
7. Click one of the **Entered Amount Difference in Transaction Currency** value to view the **Summary by Source** report.
8. Review the Intercompany Receivables and Payables balances.
9. You can further drill down to any line by clicking the line. This displays the **Journal Lines** report.
10. Click the Journal Name to review the journal details.

Prepare Intercompany Reconciliation Reporting Information

This process extracts data used to generate reports that can be viewed and utilized to assist with reconciliation.

Prepare Intercompany Reconciliation Reporting Information Parameters

Provider Ledger

Ledger associated with the provider organization. Exclude secondary and reporting currency ledgers.

Provider Legal Entity

Legal entity of the provider organization.

Provider Accounting Period

Accounting period of the provider ledger.

Receiver Ledger

Ledger associated with the receiver organization.

Receiver Legal Entity

Legal entity of the receiver organization.

Receiver Accounting Period

Accounting period of the receiver ledger.

Additional Currency

Currency for converting the accounted amount.

> **Note:** We recommend that you always specify an additional currency. Intercompany Reconciliation Infolets are populated only if the additional currency matches the ledger currency of the ledger in context of the accounting infolets.

Conversion Rate Type

Conversion rate type for the additional currency.

Conversion Date

Conversion rate date for the additional currency.

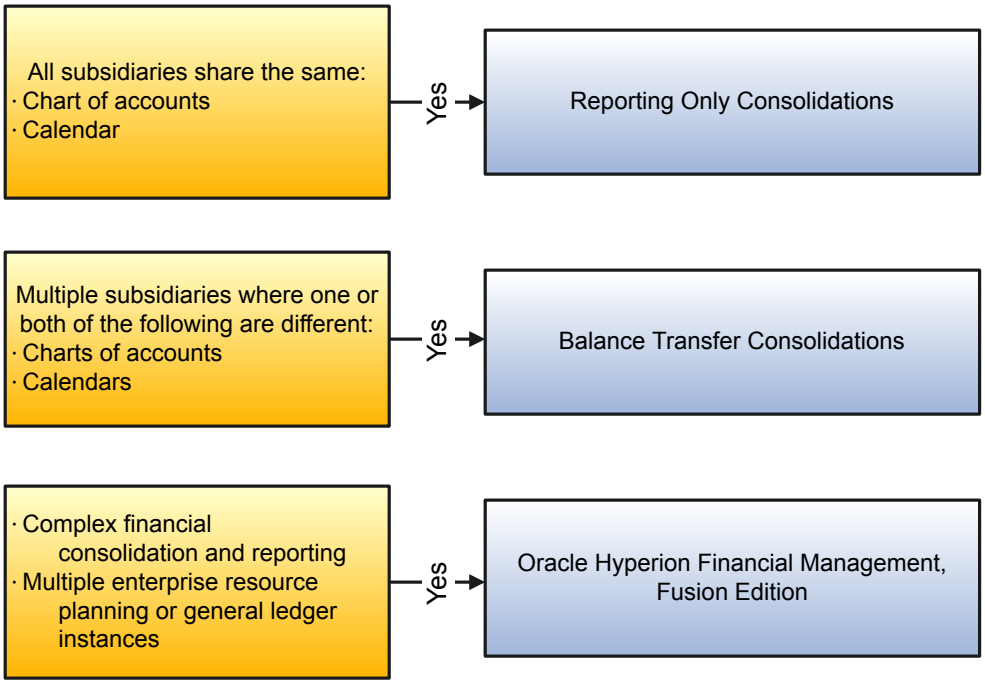
Related Topics

- Intercompany Reconciliation: Explained

Consolidations

Consolidation Method: Overview

Select the best Oracle Fusion Consolidation solution for your enterprise:



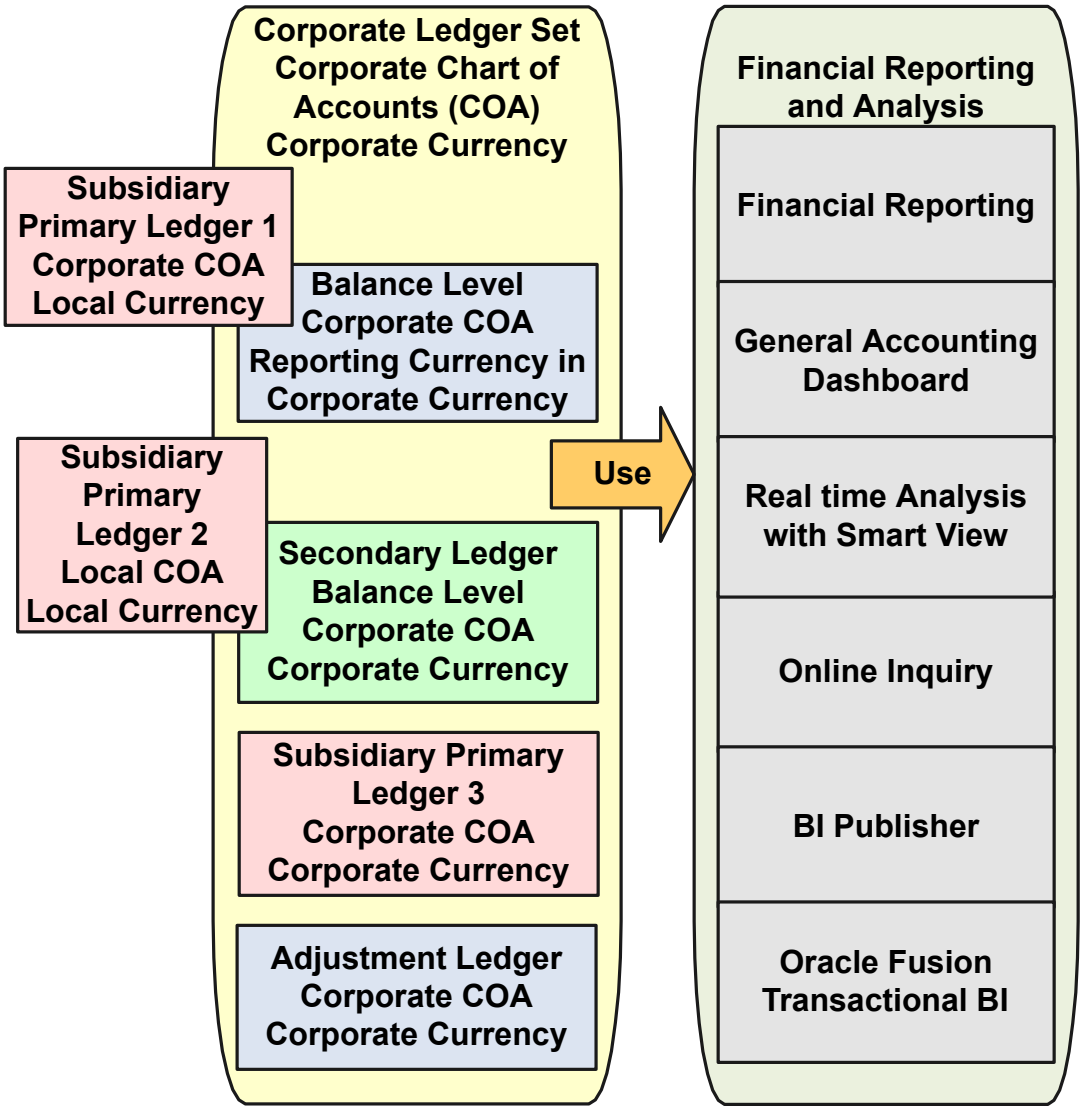
- **Reporting Only Consolidations:** If your subsidiaries and your corporate ledger share the same chart of accounts and calendar.
- **Balance Transfer Consolidations:** If your subsidiaries and your corporate ledger have either or both different charts of accounts and different calendars.
- **Financial Management Consolidations:** If there are complex factors in your financial consolidation requirements such as:
  - Complex company structures such as joint ventures, minority interest holdings, partially or fully owned subsidiaries.
  - Multiple heterogeneous systems including non general ledger data sources that are required to support non-financial or industry specific metrics, disclosures, and footnote schedules.

Reporting Only Consolidation Method: Explained

Use the Reporting Only Consolidation method and the reporting solutions, including Financial Reporting, Smart View, Oracle Business Intelligence (BI) Publisher, and Oracle Transactional Business Intelligence. The following scenario is illustrated in the figure.

- All subsidiaries and your corporate ledger share the same calendar.
- One of your subsidiaries has a local chart of accounts and local currency. This subsidiary uses a secondary ledger to record balances in the corporate chart of accounts and the corporate currency.

- One subsidiary has a local currency and uses reporting currency functionality to record balances in the corporate currency.



With the Reporting Only Consolidation method, perform the following tasks:

- Group the ledgers in a ledger set. This assumes the ledgers share the same chart of accounts and calendar.
- Translate balances to the corporate currency for ledgers not in the corporate currency.

> **Note:** In the figure above the two subsidiary ledgers are translated to the corporate currency. The resulting reporting currency and secondary ledger are part of the ledger set for consolidation.

- Create eliminating entries.
- Report using the ledger set and the corporate currency as reporting parameters to view the consolidated balances.

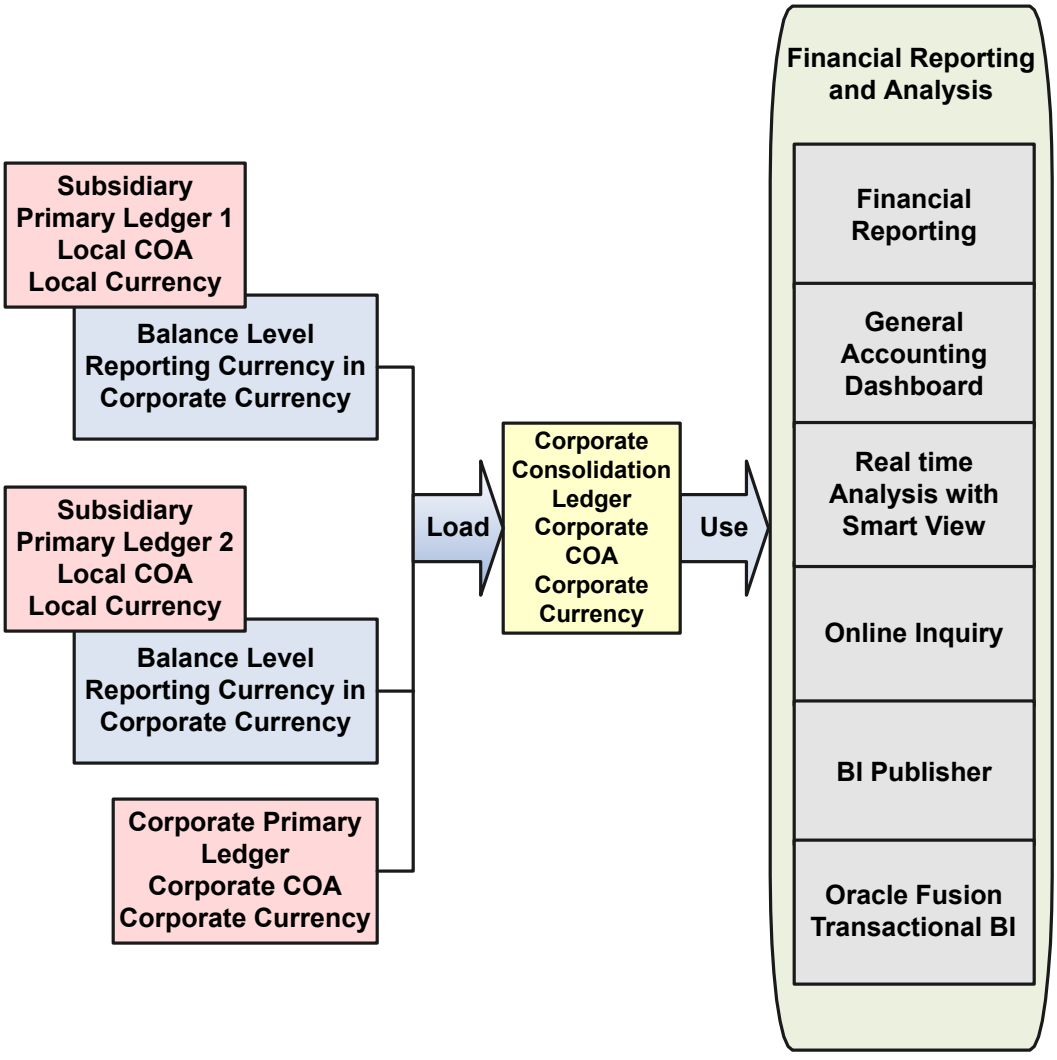
If each entity's ledger has a different chart of accounts or calendar from the corporate chart of accounts and calendar, a secondary ledger is used. The secondary ledger conforms the balances to the common chart of accounts and calendar and is included in the consolidation ledger set.

Balance Transfer Consolidation Method: Explained

If multiple subsidiaries and the corporate ledger do not share the same chart of accounts and calendar, use the Balance Transfer Consolidation method and the reporting solutions, including Financial Reporting, Smart View, online inquiry, Oracle Business Intelligence (BI) Publisher, and Oracle Fusion Transactional Business Intelligence (Oracle Fusion Transactional BI).

The following scenario is illustrated in the figure. The subsidiaries use:

- Local charts of accounts and currencies. The Corporate ledger uses a corporate chart of accounts and currency.
- Balance transfers to convert the local balances to the corporate chart of accounts and currency.



With the Balances Transfer Consolidation method, perform the following tasks:

- **Translate balances** to the corporate currency for ledgers not in the corporate currency.
- **Create a chart of accounts mapping** to map subsidiaries account values to the corporate chart of accounts.
- **Transfer balances** from the subsidiaries to the corporate consolidation ledger using. Run the **Transfer Balances Cross Ledgers** process that transfers between any source and target ledger pair or the Balance Transfer process for Balance Level secondary ledgers. In the parameters, select:
    - Source and Target Ledgers
    - Chart of Accounts Mapping
    - Source Ledger and Target Ledger Period
    - Run Journal Import
    - Create Summary Journals
    - Run AutoPost
    - Company
- **Create eliminating entries** using journal entries or the Calculation Manager in the corporate consolidation ledger.
- **Generate a report** on the consolidated balances net of eliminations in the corporate consolidation ledger.

Balance Transfers: Overview

Two methods of balance transfers are supported in Oracle Fusion General Ledger. Balance data is transferred from:

1. A primary ledger to a balance level secondary ledger assigned to it.
2. From one ledger to another without a predefined relationship.

You can drill down from the target ledger balances to the source ledger balances. The drill down can originate from:

- Financial reports.
- Smart View spreadsheet.
- Account Inspector queries.
- Account Monitor analyses.
- Journal lines in the target ledger.

When the Source and Target Ledger Currency Are the Same

You drill down on the entered amount from the **Journal Lines** page or the **Journal** page in target ledger which resulted from a balance transfer. The displayed page provides the source and target ledger details so you can analyze details. For example, analyze the accounting period and accounts used in the source ledger that transferred to the journal line amount in the target ledger.

> **Note:** When there is a variance between the source and target ledger, there is a warning icon displayed next to the target amount and source amounts. The variance in this case could be due to journals that were posted to the source ledger after the balance transfer between source and target ledger.

When the Source and Target Ledgers Do Not Share the Same Ledger Currency

It is necessary to translate the source ledger to the target ledger's ledger currency before transferring balances. As such, balance transfers drill down also shows the reporting currency balances for the source ledger in the target ledger currency as part of the drill path.

Note: When there is a variance between the source (translated balance) and target ledger, there is a warning icon next to the target amount and source translated amounts.

The variance in this case can be due to:

- Conversion rate changes after the balance transfer.
- Journals that were posted to the source ledger after the balance transfer between source and target ledger.

Reporting Only Versus Balance Transfer: Points to Consider

Here are pros and cons comparing the Reporting Only Consolidation method versus the Balance Transfer Consolidation method.

Reporting Only Consolidation Pros

:

- You are not required to run additional processes to consolidate unless ledgers have a different currency than the consolidation currency.
- View the consolidated balances anytime. This cannot be done in the Balance Transfer Consolidation method because that method requires a balance transfer be done to achieve consolidation.
- Faster close process.

Note:

Balance Transfer Consolidation Pros: Do not require a standardized chart of accounts and calendar.

Note: When reviewing balances that use either consolidation method, verify that the translation to the consolidation currency is current. If there is a journal or subledger level reporting currency ledger, translated balances are automatically available from either Reporting Only or Balance Transfer Consolidations. Only a reporting level reporting currency ledger must have the translation process run when it has a different currency than the consolidation currency.

Balance Transfer Consolidation Cons:

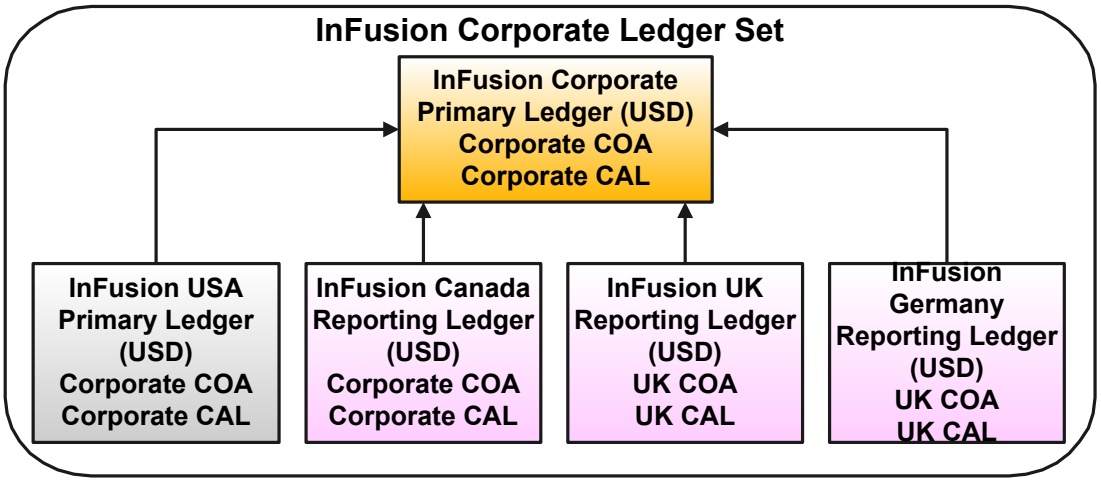
- May require an additional consolidation ledger to maintain balances or the current parent ledger can serve as the consolidation ledger. You can use your parent ledger and just transfer the subsidiary balances directly into that ledger.
- Must run a balance translation process if the currency is different from the consolidation currency. Then run the transfer processes to view the consolidated balances.
- Maintain charts of accounts mappings, which can be a labor intensive.
- Outdated balance transfers have to be reversed and posted, and then a new balance transfer is run every time the source ledger's balance changes.
- Requires translation to be run again if ledger currency is different than the consolidation currency.

Performing Consolidations: Examples

Your company, InFusion Corporation must consolidate across its entities worldwide using the Reporting Only Consolidation Method.

InFusion Corporation has four entities:

- InFusion USA
- InFusion Canada
- InFusion UK
- InFusion Germany



Scenario

The four entities have different charts of accounts, calendars and currencies. InFusion Corporation uses secondary ledgers and reporting currencies to align all ledgers to the corporate chart of accounts, calendar, and currency. The InFusion Corporate ledger is an elimination ledger to hold the elimination entries. Financial Reporting functionally is used to create the consolidation reports.

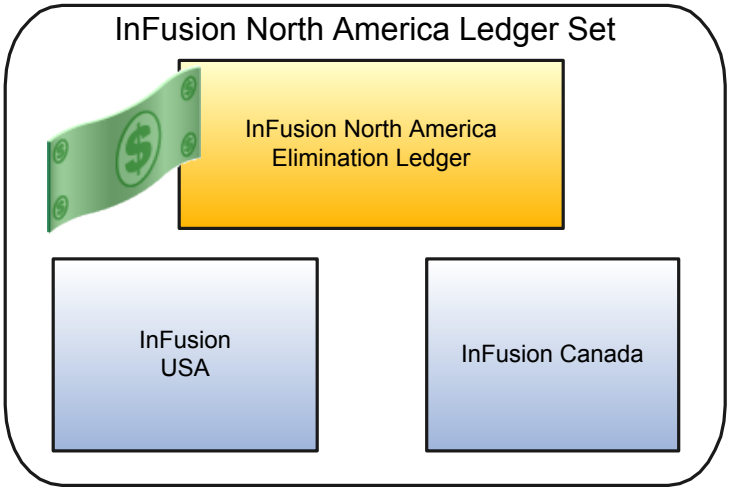
Reporting Consolidation with Multiple Levels: Examples

The InFusion Corporation consolidation happens at two levels.

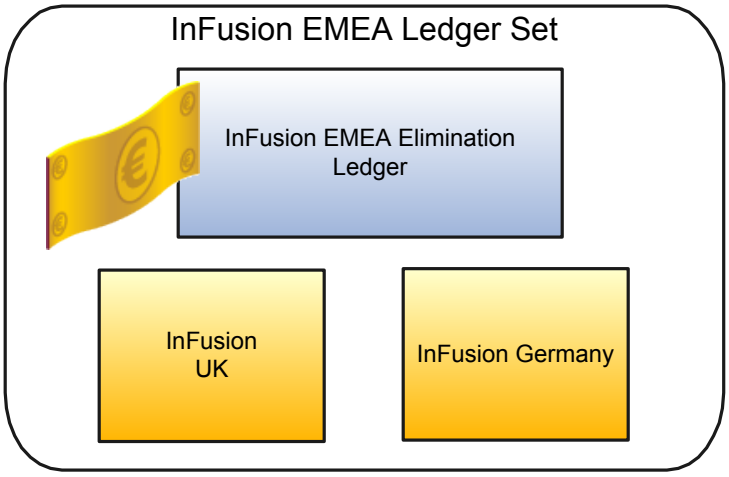
Scenario

Level One

InFusion North America elimination ledger is used to record elimination entries between **InFusion USA** and **InFusion Canada**. A ledger set has been created for the three ledgers to enable creation of consolidation reports in Financial Reporting.



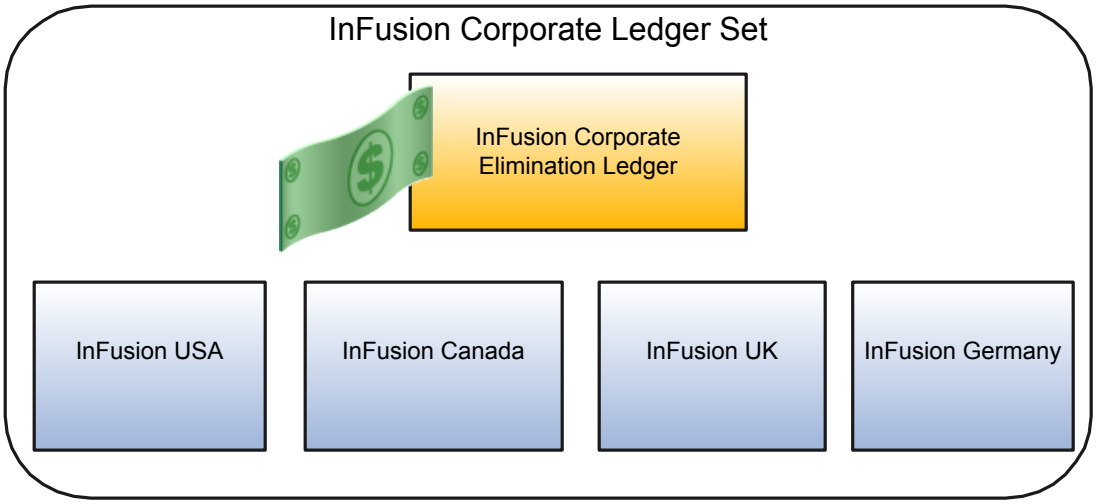
InFusion EMEA elimination ledger is used to record elimination entries between **InFusion UK and InFusion Germany**. A ledger set has been created for the three ledgers to enable creation of consolidation reports in Financial Reporting.



Scenario

Level Two

InFusion Corporate elimination ledger is used to record elimination entries between all four entities. A ledger set has been created for the five ledgers to enable creation of consolidation reports in Financial Reporting.



Preparing Eliminations: Examples

The following examples show how to eliminate intercompany transactions recorded in the InFusion ledgers during consolidations. The following assumptions apply to all examples.

- The arrows represent the business transactions occurring between the entities.
- The balances must be eliminated in the consolidation are between entities within a ledger set.
- The eliminations are accomplished by creating allocation rules with the Calculation Manager.
- The elimination adjustments are recorded in an elimination ledger.

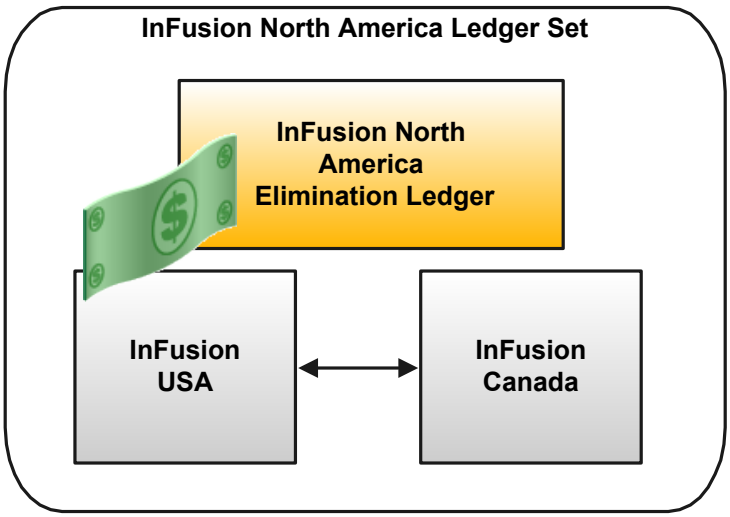
Elimination Level One Example

This first level of elimination entries are created for transactions between the two North America ledgers and between the two European ledgers. The elimination entries are recorded during consolidation with their respective parent ledgers.

Transaction One: InFusion USA pays InFusion Canada 10,000 USD for copper wiring.

Company	Company	Debit	Credit
InFusion USA Expense paid to InFusion Canada		10,000 USD	
	InFusion USA I/C Payable with InFusion Canada		10,000 USD
InFusion USA I/C Receivable with InFusion USA		10,000 USD	

Company	Company	Debit	Credit
	InFusion Canada Revenue received from InFusion USA		10,000 USD



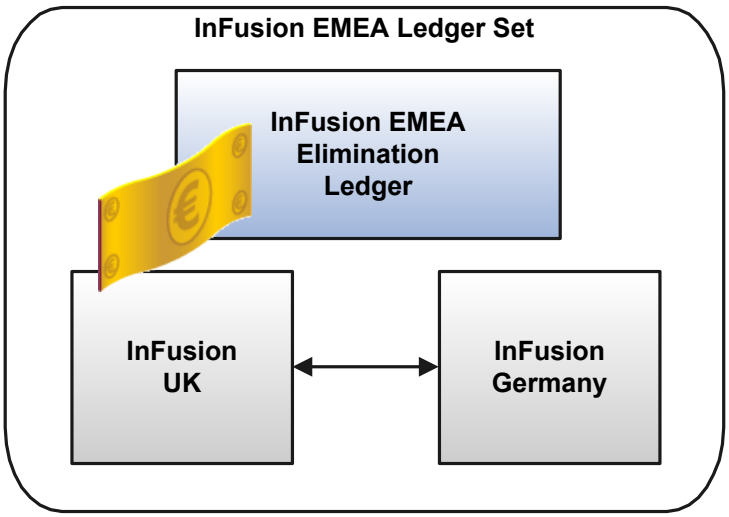
InFusion North America Elimination Entry

Company	Company	Debit	Credit
InFusion USA I/C Payable		10,000 USD	
	InFusion USA Expense		10,000 USD
InFusion Canada Revenue		10,000 USD	
	InFusion Canada I/C Receivable		10,000 USD

Transaction Two: InFusion UK pays InFusion Germany 5,000 EUR for manufactured technical components.

Company	Company	Debit	Credit
InFusion UK Expense paid to InFusion Germany		5,000 EUR	
	InFusion UK I/C Payable with InFusion Germany		5,000 EUR
InFusion Germany I/C Receivable with InFusion UK		5,000 EUR	

Company	Company	Debit	Credit
	InFusion Germany Revenue received from InFusion UK		5,000 EUR



InFusion EMEA Elimination Entry

Company	Company	Debit	Credit
InFusion UK I/C Payable		5,000 EUR	
	InFusion UK Expense		5,000 EUR
InFusion Germany Revenue		5,000 EUR	
	InFusion Germany I/C Receivable		5,000 EUR

Elimination Level Two Example

In addition to the two transactions above, two additional intercompany transactions took place and need to be eliminated when the four entities are all consolidated into the InFusion Corporate Elimination Ledger.

Transaction Three: InFusion Germany pays InFusion USA 20,000 USD for high technical products.

Company	Company	Debit	Credit
InFusion Germany Expense paid to InFusion USA		20,000 USD	

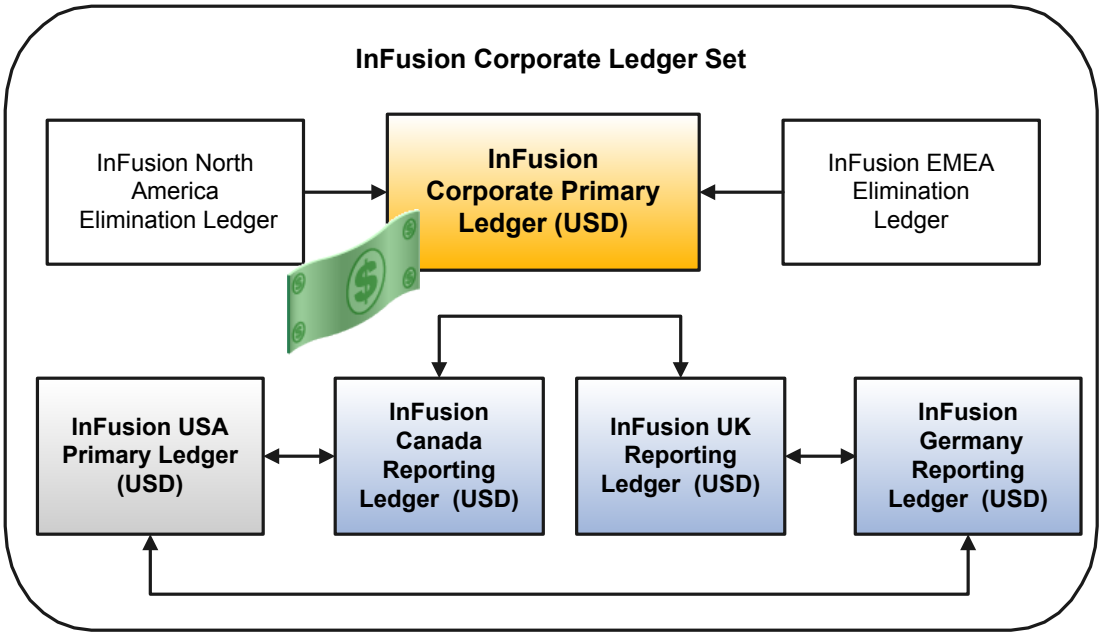
Company	Company	Debit	Credit
	InFusion Germany I/C Payable with InFusion USA		20,000 USD
InFusion USA I/C Receivable with InFusion Germany		20,000 USD	
	InFusion USA Revenue Received from InFusion Germany		20,000 USD

Transaction Four: InFusion Canada pays InFusion UK 15,000 USD for copper rolls.

Company	Company	Debit	Credit
InFusion Canada Expense paid to InFusion UK		15,000 USD	
	InFusion Canada I/C Payable with InFusion UK		15,000 USD
InFusion UK I/C Receivable with InFusion Canada		15,000 USD	
	InFusion UK Revenue received from InFusion Canada		15,000 USD

Final Elimination Entry at the Corporate Level

The elimination entries below are based on the previous cross ledger transactions. At different levels of the consolidation, certain intercompany payables and receivables balances need to be eliminated. Eliminations are only required in the context of a consolidation where the trading parties are both included in a given consolidation.

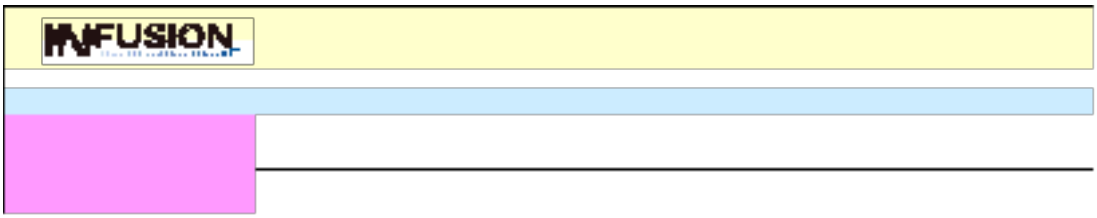


InFusion Corporation Elimination Entries

***(5,000 EUR 1.577 conversion rate to USD)**

Company	Company	Debit	Credit
InFusion USA Payable		10,000 USD	
	InFusion Canada Receivable		10,000 USD
InFusion Germany Payable		20,000 USD	
	InFusion USA Receivable		20,000 USD
InFusion Canada Payable		15,,000 USD	
	InFusion UK Receivable		15,000 USD
InFusion UK Payable		7,885 USD*	
	InFusion Germany Receivable		7,885 USD*

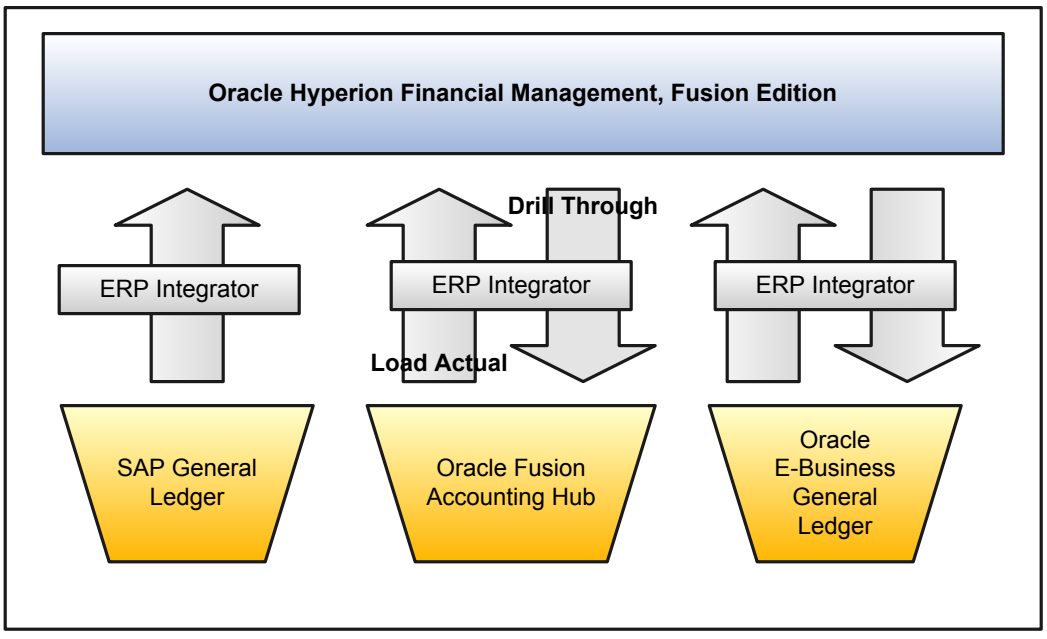
Following is an example balance sheet showing the total elimination entries in USD.



Financial Management Integration Option: Overview

The Oracle Fusion Accounting Hub includes integration to Oracle Hyperion Financial Management through the Enterprise Resource Planning (ERP) Integrator. For complex consolidation requirements: Use the integration to bring general ledger balances from the Oracle Fusion Accounting Hub to Oracle Hyperion Financial Management, Fusion Edition and perform advanced consolidation in Oracle Hyperion Financial Management.

Functionality includes drill through from Oracle Hyperion Financial Management to the Oracle Fusion Accounting Hub balances.



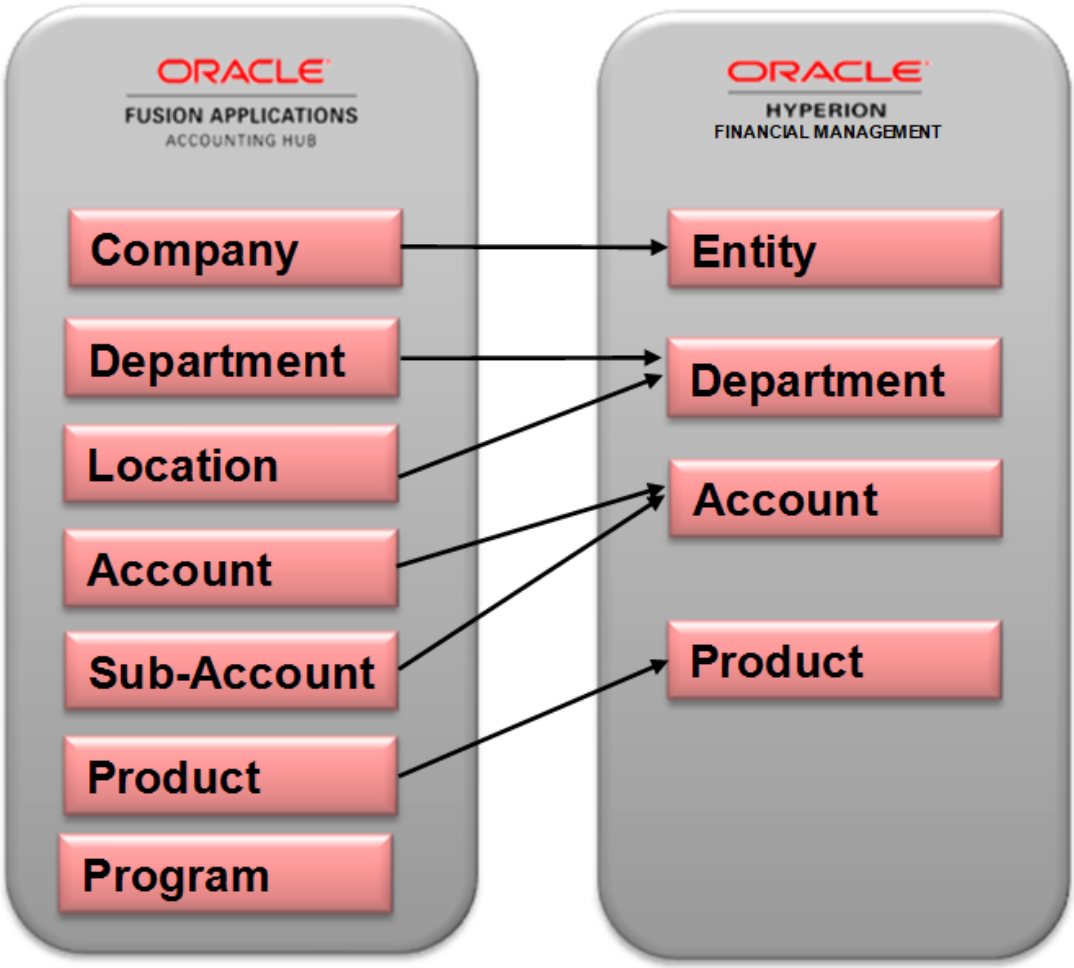
Perform the following tasks to implement this option:

- Map chart of account values and hierarchies from the Oracle Fusion Accounting Hub to the Oracle Hyperion Financial Management, Fusion Edition dimensions.
- Load data from the general ledger balances table to Oracle Fusion Financial Management after performing the Oracle Fusion Account Hub chart of accounts to Oracle Hyperion Financial Management chart of accounts transformations.
- Perform advanced consolidation in Oracle Hyperion Financial Management.
- Drill through from Oracle Hyperion Financial Management to the Oracle Fusion Accounting Hub balances stored in the general ledger balances table.

Mapping Segments to Financial Management Dimensions: Explained

When integrating with Oracle Hyperion Financial Management, you can use the following dimensions for consolidation. Map one to one or concatenate segments into a single Oracle Hyperion Financial Management, dimensions.

Note: Data will be summarized across segments that are not mapped to Oracle Hyperion Financial Management, dimensions.

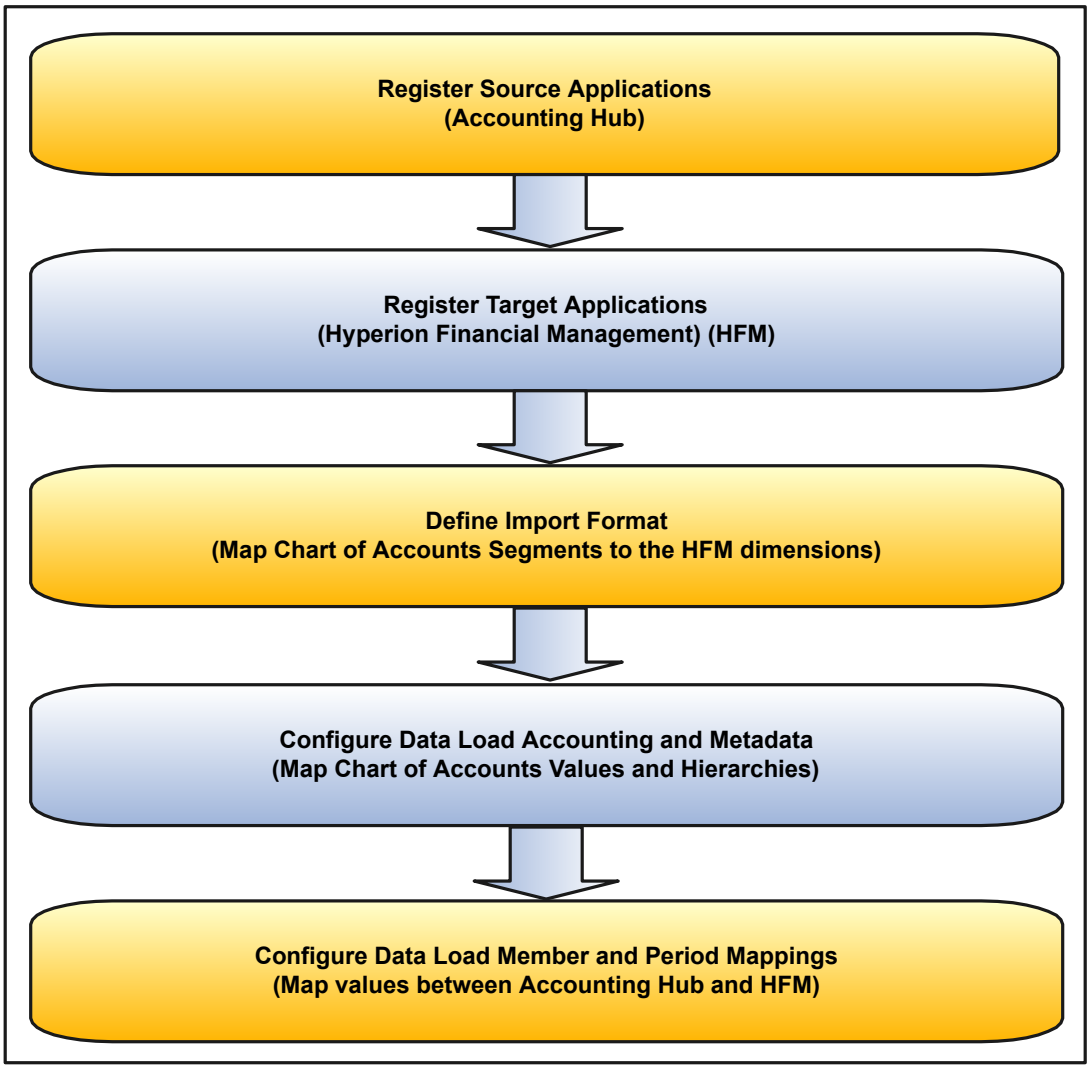


In this example:

- Company is mapped to Entity.
- Department and Location are concatenated and mapped to Department.
- Account and Sub-Account are concatenated and mapped to account.
- Product is mapped to Product.
- Program is not mapped and its data will be summarized.

Configure ERP Integrator: Overview

The following are the implementation steps that need to be performed to use the **Oracle Hyperion Financial Data Quality Management ERP Integration Adapter.**



Refer to Oracle Hyperion Financial Data Quality Management ERP Integration Adapter for Oracle Applications Administrator's Guide for more details on how to set up the ERP Integrator to integrate with Hyperion Financial Management.

FAQs for Consolidations

When do I use historical rates?

Use historical rates to:

- Calculate balances for equity and investment in subsidiary accounts.
- Stabilize translated balances for long-term accounts.
- Remeasure specific historical account balances with highly inflationary currencies in accordance with United States FASB Financial Accounting Standard 8.
- Provide a weighted average rate for transactions that occur at different times.
- Report journal entry line amounts in the units of money that were current at the time the transactions took place.

Note: Define historical rates before running translation to avoid having to retranslate your balances.

How can I drill from transferred balances to the source ledger?

After transferring balances from one or more source ledgers to a target ledger, drill from the target ledger back to the source ledger balances. From there, drill to the underlying journals and subledger transactions.

When you drill from the entered amount, which resulted from a journal in the target ledger, the **Transferred Balances** page provides the source and target ledger details. The drill helps you analyze details such as accounting period or accounts that were used by the source ledger to transfer journal line amounts to the target ledger.

If the source and the target ledgers do not share a ledger currency, the source ledger must translate to the target ledger's ledger currency before balances are transferred. As such, the balance transfer drill shows the reporting currency balances for the source ledger in the target ledger currency as part of the drill path.

How can I secure balance transfer drill-down?

The balance transfer drill-down feature is secured with the same privilege that controls the existing account balance inquiry features. A specific data access set is not required to drill down from the target ledger to the source ledger to view the balance transfer information. As long as you have read or write access to the target ledger you can drill down to the source ledger. However, you are limited to just that drill path and cannot see other journals for the target ledger.

Oracle Social Network

Configuring Social Objects in Oracle Social Network: Explained

Before you can start using the social object, for example, accounting period, journal, or intercompany transaction in Oracle Social Network, configure the social object using the Manage Oracle Social Network Objects task on the Setup and Maintenance task list page.

The configuration consists of enabling the social object and its attributes for use on the Oracle Social Network. For example, for the accounting period social object, enable the following attributes: Ledger, Period Name, Period Start Date, and Period End Date. You also configure the enablement method of the social object. The methods are: No, Manual, and Automatic.

The configuration applies to all instances of that social object in the application and to all ledgers. You can automatically create an conversation by setting the option in **Managing Oracle Social Network Objects** user interface.

Note: Oracle Social Network is currently only available in Oracle Cloud implementations.

Related Topics

- Managing Oracle Social Network Objects: Explained

Creating a Conversation with GL Journals: Points to Consider

You can create conversations on general ledger journals in Oracle Social Network. For example, when the approver of a journal needs more details from the creator of the journal, the approver creates a journal conversation. This conversation allows communication between the creator and the approver, as well as others who have pertinent information and are added as members to the conversation.

Other points to consider in creating conversations on general ledger journals are:

- Including other members or adding documents to the conversation.
- Creating conversations manually or automatically.
- Accessing journal conversations.

Note: The journal approval flow has an action **Request Information** which the approver can use to request the submitter of the batch to provide additional information. Using this action provides a record in the approval flow history.

Including Members and Documents

In Oracle Fusion Applications, you can add application users only, external users cannot join the conversation. When creating a conversation, optionally add the following:

- Documents in the conversation
- Additional members
- Assignments of follow-ups to other members
- Related conversations to the journal conversation

Note: You can make a conversation private, so that only selected members are involved in the conversation.

Creating Conversations Manually or Automatically

You can configure the journal conversations so the conversations are created manually or automatically.

- **Manually**: A **Share** icon appears on the journal's **Conversation List** region after the journal is saved. Click the icon to create the conversation for that journal and add members or documents to the conversation.
- **Automatically:** The conversation is automatically created for you once the new journal is saved. You can access the conversations of any journals where you are a member. To become a member of a conversation, simply select the **Join** icon from the **Conversation List** region.

Note: The **Share** and **Join** icons are only available from the **Create Journal** and **Edit Journal** pages. Selecting a conversation in the **Conversation List** opens the **Oracle Social Network Social Conversation** window in a standalone window, where the selected conversation is displayed.

Accessing Journal Conversations

There are several ways to access the journal conversations:

- **Create Journal and Edit Journal** pages: Select the **Social** icon to open the **Oracle Social Network Conversation List** region to show the conversations of the selected journal and all its related conversations. The region shows all conversations you can access for other social objects.
- **Journal Overview**: Select the **Social** icon to open the **Oracle Social Network Conversation List** region to show the conversations of all journals and all their related conversations. The region shows all the conversations you can access for other social objects.
- **Oracle Social Network**: Select the **Social** icon from the global menu, to open the **Oracle Social Network Conversation List** region. This conversation list shows all conversations you can access, including the general ledger journal conversations and any other conversations.

Note: Oracle Social Network is only available in Oracle Cloud implementations.

Creating a Conversation on Period Close: Points to Consider

You can create conversations on general ledger accounting periods in Oracle Social Network. For example, the finance team creates conversations on the closing tasks. These conversations allow the team members to collaborate on closing tasks to coordinate a smooth close process across all departments

Note: You can make a conversation private, so that only selected members are involved in the conversation.

Other points to consider in creating conversations on period close are:

- Including other members or adding documents to the conversation.
- Creating conversations manually or automatically.
- Accessing accounting period conversations.

Including Other Features in the Conversation

When creating a conversation, optionally add the following:

- Documents in the conversation
- Additional members
- Assignments of follow-ups to other members
- Related conversations to the close period conversation

Creating Conversations Manually or Automatically

You can configure the period close conversations so the conversations are created manually or automatically.

- **Manually**: A **Share** icon appears on the accounting period's **Conversation List** region after the accounting period is opened. Click the icon to create the conversation for the accounting period and add members or documents to the conversation.

- **Automatically**: The conversation is automatically created for you once the new accounting period is opened. You can access the conversations of any accounting period where you are a member. To become a member of a conversation, simply select the **Join** icon from the **Conversation List** region.

Note: The **Share** and **Join** icons are only available from the **Manage Accounting Periods, Edit Accounting Period Statuses,** and **Close Monitor** pages. Selecting a conversation in the **Conversation List** opens the **Oracle Social Network Social Conversation** window in a standalone window, where the selected conversation is displayed.

Accessing Accounting Period Conversations

Period conversations are available on Oracle Fusion General Ledgers only. There are several ways to access the accounting period conversations:

- **Manage Accounting Periods** and **Edit Accounting Period Statuses** pages: Select the **Social** icon to open the **Oracle Social Network Conversation List** region to show the conversations of the selected account periods and all its related conversations. The region shows all conversations you can access for other social objects.

  Note: In the **Manage Accounting Periods** page, the selected period is the **Current Period** of the ledger. If the period is not selected, the **Social** icon is disabled.

- **General Accounting Dashboard:** Select the **Social** icon to open the **Oracle Social Network Conversation List** region to show the conversations of all period statuses and all their related conversations. The region shows all the conversations you can access for other social objects.
- **Close Monitor:** Select the **Social** icon on the node to open the **Oracle Social Network Conversation List** region to show the period status conversation for the selected ledger or ledger set and all their related conversations. This conversation list shows all conversations you can access.
- **Period Close Overview** page: Select the **Social** icon on the overview page to open the **Oracle Social Network Conversation List** region to show the conversation of all period statuses and all their related conversations. This conversation list shows all conversations you can access.
- **Oracle Social Network:** Select the **Social** icon from the global menu to open the **Oracle Social Network Conversation List** region. This conversation list shows all conversations, general ledger accounting period social objects, and any other social objects you can access.

Note: Oracle Social Network is only available in Oracle Cloud implementations.

Ledger Close

Closing Journals: Overview

Many organizations follow specific procedures to generate special journal entries to close and open fiscal years. Optionally run one or both of these closing processes to create one of two types of closing journals that move forward year-end and other closing period-end balances.

- **Create Income Statement Closing Journals**: Posts all of the income statement account balances to one or more retained earnings accounts.

- **Create Balance Sheet Closing Journals**: Posts all asset, liability, and equity balances to one or more closing accounts.

Note: Both processes automatically create a separate closing or retained earnings account for each balancing segment value, Primary, Second and Third Balancing segments:

The closing journals:

- Address global audit and statutory reporting requirements for Greece, Italy, Portugal, Spain, Colombia, Mexico, and other countries.
- Provide auditable journals for the United States and other countries.

Caution: If you use secondary ledgers or reporting currencies, you must define a conversion rule to prevent replication of your year-end closing journals from your primary ledger. Replication can cause unbalanced journal entries if different currencies and conversion rates are used in the ledgers. Instead, run your closing journal processes directly in your reporting or secondary ledgers to ensure that the balances are reduced to zero.

Balance Sheet Closing Journals: Explained

Use the Create Balance Sheet Closing Journals process to meet audit requirements. The process creates a journal entry that closes the balance sheet account balances to zero. The process:

- Generates journals that reverse of the debits and credits of the ending year-to-date actual balances for the period or year that you have selected to close.
- Transfers the balance, which is the net of the reversed asset, liability, and equity accounts, to the closing account that you specify.
- Must run in an open period. The recommended period is the last period of the fiscal year being closed, which should be an adjusting period.

Tip: Adjusting periods are recommended to avoid large balance fluctuations in your standard accounting periods.

Before running the process:

1. Set up the last day of your fiscal year as an adjusting period.
2. Set up the first day of your next fiscal year as an adjusting period.
3. Ensure that the adjusting period is open.
4. Complete and post all adjustment entries related to the period or year you are closing.
5. Print your general ledger trial balance and other end-of-month or end-of-year reports.

After running the **Create Balance Sheet Closing Journal** process in the last day of the fiscal year's adjusting period:

- Open the next fiscal year by running the Open Period program.
- Reverse and post the balance sheet closing journals to repopulate the balance sheet accounts.

Understanding the Balance Sheet Closing Journal attributes:

The journal that closes the balance sheet accounts has the following attributes:

- Closes only actual balance types. Ignores budget and encumbrance balances.
- Uses the last day of the period that you select in the Parameters window as the effective date of the closing entries.

- Creates a separate closing account by **Primary Balancing** segment. If multiple balancing segments are used, it creates a closing account by the combination of **Primary**, **Second**, and **Third Balancing** segments.
- Accept the application's default setting of the journal reversal in the period after the period in which the closing journal was generated. Optionally, manually change the reversal method.
- Closes the total ledger currency balances of each balance sheet account, including the converted amounts to the ledger currency from foreign currency journals. The resulting balance sheet closing journal is only in the ledger currency of the ledger.

Caution: If you use secondary ledgers or reporting currencies, you must define a conversion rule to prevent replication of your year-end closing journals from your primary ledger. Replication can cause unbalanced journal entries if different currencies and conversion rates are used in the ledgers. Instead, run your closing journal processes directly in your reporting or secondary ledgers to ensure that the balances are reduced to zero.

Note: To make adjustments after posting the balance sheet closing journals:

1. Reverse the original closing entries and post the reversal.
2. Make your adjustments.
3. Rerun the closing journal processes to capture the additional adjustments.

Income Statement Closing Journals: Explained

Use the Create Income Statement Closing Journals process to meet audit requirements. The process creates a journal entry that shows the revenue and expense account balances moved to the retained earnings account. The process:

- Generates journals to close out the year-to-date (YTD) actual balances of all income and expense accounts.
- Creates an audit trail showing how the retained earnings amount is calculated.
- Can be run in any open period
- Closes the YTD balances of the income statement accounts.
- Optionally, uses an income offset account, which results in the individual income statement account balances remaining in their accounts. The process books the inverse balance of the retained earnings account to the offset account.

Tip: If you run the process for the first period of a fiscal year, it closes only that period's balance. The best practice is to run the process in the last period of the fiscal year to create an auditable journal entry.

Before running the program:

1. Set up the last day of your fiscal year as an adjusting period.
2. Set up the first day of your next fiscal year as an adjusting period.
3. Ensure that the adjusting period is open.
4. Complete and post all adjustments related to the period or year you are closing.
5. Print your general ledger trial balance and other end-of-month or end-of-year reports.

After running the Create Income Statement Closing Journal process, you can open the next fiscal year by running the Open Period program. If you run the process:

- At the end of the fiscal year, don't reverse the journal. The act of opening the fiscal year would have achieved the same effect as the journal entry by moving the income statement account balances to the retained earnings account.

- In the middle of the fiscal year, reverse the journal after you run the reports that show the closed out income statement balances. The journal reversal reinstates your year-to-date income statement balances for the next period.

Note: The process closes only actual balances. You can't close budget or encumbrance balances.

Caution: If you use secondary ledgers or reporting currencies, you must define a conversion rule to prevent replication of your year-end closing journals from your primary ledger. Replication can cause unbalanced journal entries if different currencies and conversion rates are used in the ledgers. Instead, run your closing journal processes directly in your reporting or secondary ledgers to ensure that the balances are reduced to zero.

Related Topics

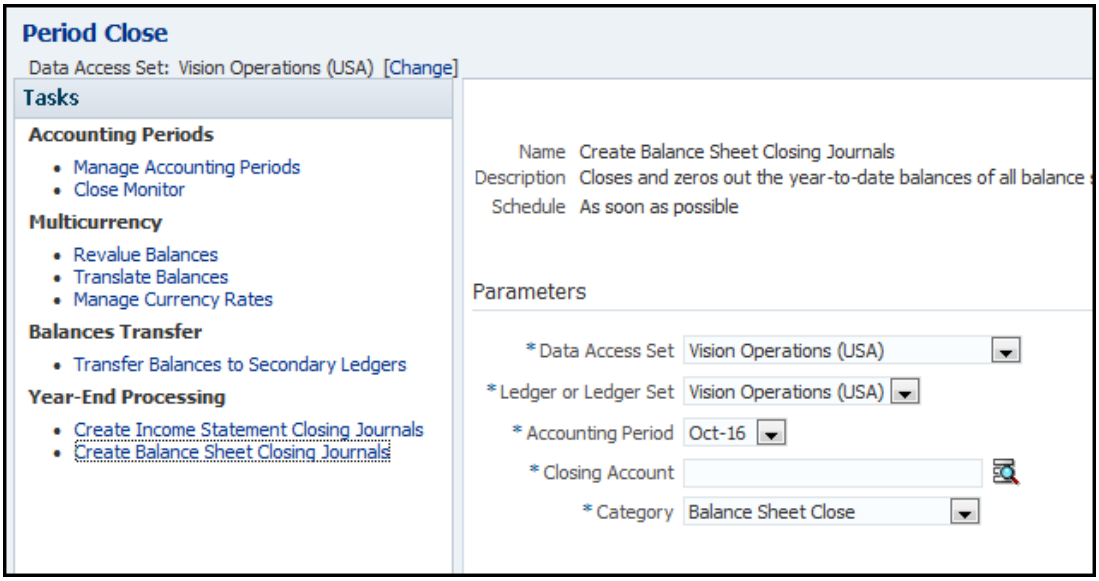
- Specify Ledger Options: Explained
- Specifying Ledger Options: Worked Example

Running Closing Journals: Examples

Run one of the two closing processes from the Period Close work area or the Scheduled Processes page to create journals that close out year-end or period-end balances.

Balance Sheet Closing Journals

Run the Create Balance Sheet Closing Journals process to post all asset and liability balances to a closing account.



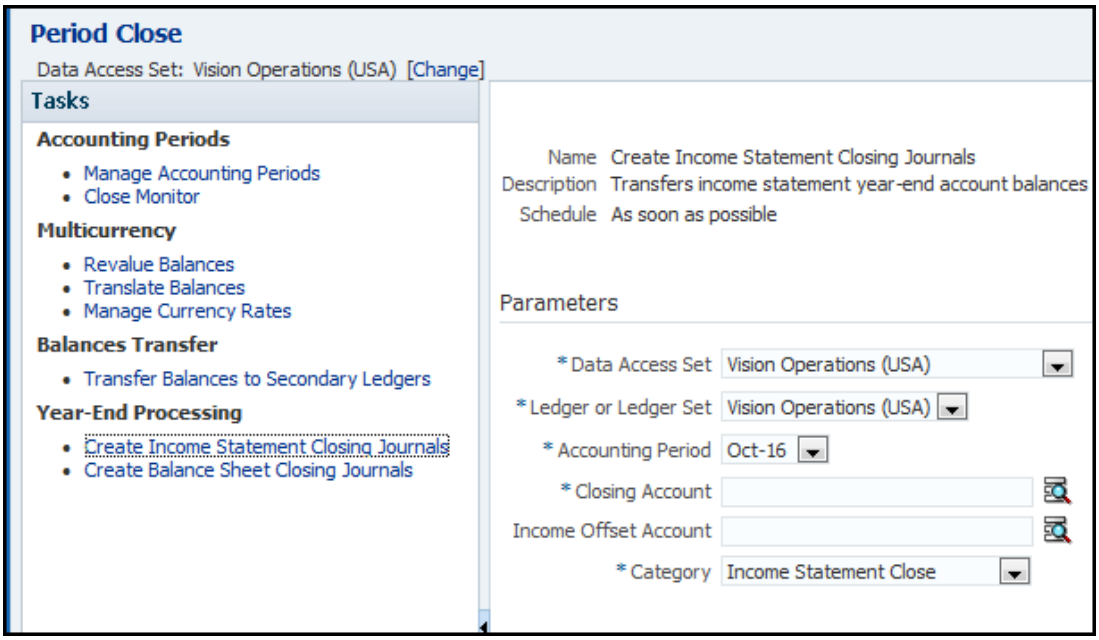
1. Navigate to the **Period Close** work area.
2. Select **Create Balance Sheet Closing Journals**.
3. Accept or change the defaults for the:
    - Data Access Set

- Ledger or Ledger Set
- Accounting Period
- Category

4. Enter the Closing Account.
5. Click Submit.

Income Statement Closing Journal

Run the Create Income Statement Closing Journal process to post all of the income statement accounts to one or more retained earnings accounts.



1. Navigate to the **Period Close** work area.
2. Select **Create Income Statement Closing Journals**.
3. Accept or change the defaults for the:

   - Data Access Set
   - Ledger or Ledger Set
   - Accounting Period
   - Category

4. Enter the **Closing Account** and an optional **Income Offset Account**.

   Note: To retain the income statement account balances, use an offset account instead of booking the reversal of the retained earning adjustment to the income statement accounts.

5. Click **Submit**.

Closing Journals for Average Balance Ledgers: Explained

The Create Income Statement Closing Journals and Create Balance Sheet Closing Journals processes create journal entries for standard account balances for ledgers with average balancing enabled.

Create an accounting calendar with two adjusting periods at the end of the fiscal year that you want to close. These two adjusting periods represent the last day of the fiscal year and ensure that the average balance calculation is unaffected.

- **First adjusting period**: Run the closing journal process in this period.
- **Second adjusting period**: Reverse the closing journal in this period.

The effective date of the closing journal entries is the last day of the specified period. You can assign effective date rules for the journal source called Closing Journals on the **Journal Sources** page.

Note: When you post closing journals, standard and average balances are updated.

- If you specify the closing account as an income statement account, then the revenue and expense account balances are transferred to this closing account. Average balances are not impacted.
- If you specify the closing account as a balance sheet account and defined the period as the last period of the fiscal year, then the average balance of the closing account is updated. The average balance of the Net Income account and the net average of all income statement accounts are also updated.

Closing Year-End Journals: Examples

Oracle Fusion General Ledger provides processes for closing accounts by posting the reverse of the debits and credits in the accounts. For many European countries, the accounts must be closed by recording the net amount between the total debits and total credits.

The requirement is to always consider the resulting net amount between the credit and debit amounts for all year-end journals that are created for:

- Profit and Loss (Income Statement) Accounts
- Balance Sheet Accounts
- Opening Journals for the Next Year for Balance Sheet Accounts

Profit and Loss Accounts

The year-end closing journals process generated by the Oracle Fusion General Ledger zeros out the balances in the accounts using the reciprocal of the accounts' credits and debits when the last period of the year is closed. In this example, the Travel Expense Account 6100 has the following entries:

Description	Debit	Credit
Transaction 1	100,00	
Transaction 2		40,000

Description	Debit	Credit
Ending Balance in Travel Expense Account 6100	100,000	40,000

In this example, the resulting closing journal generated by the General Ledger would zero out the profit and loss accounts and book the offset to retained earnings account 3100.

Description	Debit	Credit
Travel Expense Account 6100	40,000	100,000
Retained Earning Account 3100	100,000	40,000
Net Ending Balances	Retained Earnings Account 3100 = 60,000	Travel Expense Account 6100 = 0

If the **Create Income Statement Closing Journal** process is run, the process creates a journal that also reverses the debits and credits of the respective Profit and Loss accounts to close out those account balances to retained earnings as illustrated above.

The ending balance in the accounts is the same regardless of which method is used. The advantage of the closing journal process is that there is an journal to provide an audit trail of what balances were moved to retained earnings.

If the **Net Closing Balance Journal ledger option** is checked, the closing journals created by the **Create Income Statement Closing Journal** process use the net amount.

For example, the following entry would be created:

Description	Debit	Credit
Travel Expense Account 6100		60,000
Retained Earnings Account 3100	60,000	
Net Ending Balance	Retained Earnings Account 3100 = 60,000	Travel Expense Account 6100 = 0

Balance Sheet Accounts

The current year-end closing process leaves the balances in the balance sheet accounts and rolls them to the new year as beginning balances.

For example, Payables Account 2100, has the following transactions and ending balance at the end of the year.

Description	Debit	Credit
Transaction 1	170,00	
Transaction 2		30,000
Net Ending Balance of Payables Account 2100	140,000	

If the **Create Balance Sheet Closing Journals** process is used to meet audit requirements, the process creates a journal entry that closes the balance sheet account balances to zero. The process generates journals that reverse of the debits and credits of the ending year-to-date actual balances for the period or year that you have selected to close. The process transfers the balances to the closing account that you specify as shown in the table below.

Description	Debit	Credit
Payables Account 2100	30,000	170,000
Close Account 3200	170,000	30,000
Net Ending Balance	Closing Account 3200 = 140,000	Payables Account 2100 = 0

If the **Net Closing Balance Journal ledger option** is select, the closing journals created by the **Create Balance Sheet Closing Journal** process use the net amount. For example, the following entry would be created:

Description	Debit	Credit
Payables Account 2100		140,000
Close Account 3100	140,000	

At the beginning of the next year, the journal created by the **Create Balance Sheet Closing Journal** process is reversed and the balances become the beginning balances for the new year.

Common EMEA Year-End Close Business Reporting: Overview

Many countries follow specific procedures to generate journal entries to close and open fiscal years. These year-end entries apply to both the income statement and balance sheet accounts. Auditable closing procedures vary based on country's reporting requirements and an organization's business needs.

Oracle Fusion General Ledger provides two processes for the year-end closing journals. These processes close the accounts by putting the sum of the debits in the credit and vice versa. For many European countries, including Italy, Spain, France,

Belgium, Netherlands, and Luxembourg, the accounts must be closed by recording the difference between the total debits and total credits.

Poland is different and requires year-end income statement as a net closing journal and balance sheet closing journal to be in accumulated balances.

The closing journals processes meet the Italian and other European countries legal requirements.

FAQs for Accounting Period Close

When do I run the Closing Journals process for each ledger?

Run the process at period or year-end for a ledger and its associated reporting currencies simultaneously by grouping them into a ledger set. The result is a journal batch for each ledger, reporting currency, and entered currency. You can also run the process separately for each ledger and reporting currency.

> **Note:** You must post your generated closing journals separately.

How can I use social networking to effectively close the period?

Use the Social link on the **Period Close** work area to collaborate with members of your team or others within your company to effectively close the period.

For example, as a controller, you keep **Oracle Social Network** open from the **Period Close Overview** page during the period close so you can be aware of any transactions that must be posted for the period.

On the All tab:

- You see a conversation that needs your attention.
- Your boss, the chief financial officer, started a private conversation with you to announce the close of a deal worth 15,000,000 USD and wants it booked for this period.
- You download and listen to a voice message file that the chief financial officer posted sharing details about the delivery of the goods to help you confirm that the revenue can be posted to this period.
- You create a new conversation and invite your accounting manager to join, marking it so she knows to reply quickly.
- Your accounting manager added you to a conversation for the revenue adjustment journal.
- Your accounting manager adds a post to the conversation confirming that the revenue is posted.

You navigate to the **Close Monitor** page to view the latest financial balances and confirm that the revenue is posted.

Depending on your job role and permissions, you can access social networking features for the following Oracle Fusion General Ledger business activities:

- Period status
- Journal

Related Topics

- What does social networking have to do with my job?

5 Financial Reporting and Analysis

Financial Reporting Solutions: Points to Consider

Different reporting requirements exist in a finance organization. The Chief Financial Officer needs professional-quality financial statements, financial analysts analyze ledger balances, and other users perform real-time transactional queries.

Oracle Fusion Financials delivers a state-of-the-art reporting platform that is built on top of an analytic data model. The reports work off the same data source and support drill-downs to real-time source transactions. The queries and reports are accurate and up to the minute, providing multidimensional analysis without the need for a separate data warehouse.

Reporting Tools

Oracle has many tools to meet these reporting needs. Some of your reporting needs and the tools used in the reporting solution are listed in the table below.

Reporting Needs	Solution
Boardroom ready financial statements with drill-down to your source transactions that are GAAP-compliant.	Oracle Financial Reporting Studio is used to create financial reports based on the GL balances cube data. Then, use the Financial Reporting Center to view and drill into reports.
Exception-based account monitoring with multidimensional analysis and drill-down capability	Account Groups are created to monitor key accounts in General Ledger. From the account group, use the Sunburst visualization tool to interact with your account balances across business dimensions to view balances from different perspectives.
Spreadsheet financial reports with multidimensional analysis, pivoting, real-time analysis, and drill down capability.	Oracle Smart View enables you to interactively analyze your balances and define reports using a familiar spreadsheet environment.
High volume operational reporting with configurable templates for financial applications.	Oracle Business Intelligence Publisher (BI Publisher) reports are submitted to show the latest application transactional data using the Enterprise Scheduler System (ESS) from either the Scheduled Processes page or from an application-specific work area. BI Publisher has the ability to generate pixel perfect report output. BI Publisher is the tool of choice to generate fixed form reports such as W-2 and tax forms, invoices, purchase orders, or company checks,
Transactional reporting in real time to support daily decision making.	Oracle Transactional BI Analyses are built off of transactional tables using Subject Areas. Use BI Publisher if the need is for pixel perfect reporting.
Centralize location for performing application functions and reviewing data.	Oracle Transactional BI Dashboards put all the information, functions, and actions that a business user requires to do their job in one place. Dashboards are built with Oracle Transactional BI objects such as analyses and reports.
Mobile access to timely reporting information from financial applications.	BI Mobile Apps is a mobile application designer that enables you to create information-driven applications with rich interaction, visualization, and media, for mobile devices such as iPhone, iPad, Android phone, tablet, and more.

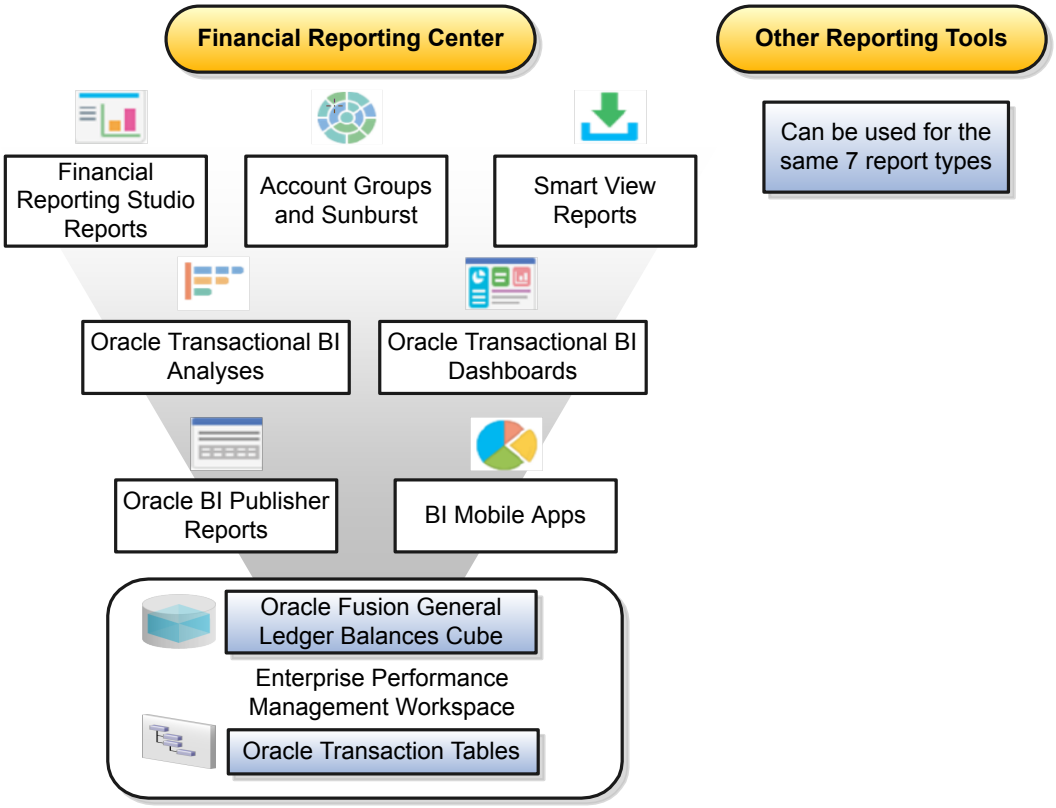
Related Topics

- Financials Cloud Creating Analytics and Reports

Financial Reporting Center: How It Works

The Financial Reporting Center is intended to be the primary user interface for financials end users to access all seven report types.

Financial Reporting Center Overview



Reports can be accessed through various methods. However, the Financial Reporting Center provides access to every type of report, is intended to be the primary user interface for financials end users, and is tablet and smartphone friendly.

Financial Reports are read from the **Shared** > **Custom** > **Financials** and **My Folders** directories. All other report types can be saved anywhere in the BI Catalog however, any custom content should be in the **Shared** > **Custom** folder. Subfolders can be created within the **Shared** > **Custom** folder.

Seven types of reports can be run from the Financial Reporting Center and from the other reporting tools.

- Financial Reports: These reports are built off of the Oracle Financial Reporting Studio using data in the Oracle Fusion General Ledger balances cube. For example, company income statements and balance sheets. These reports are mainly run by users in General Ledger.
- Account Groups and Sunburst: Account groups are used to monitor key accounts in General Ledger. When a user creates an account group, it becomes visible in the Financial Reporting Center with the Sunburst visualization tool. The Sunburst visualization tool lets you interact with your account balances across various business dimensions to view balances from different perspectives. Account groups are used only in General Ledger.
- Smart View Reports: Smart View is a multidimensional pivot analysis tool combined with full Excel functionality. Smart View enables you to interactively analyze your balances and define reports using a familiar spreadsheet environment. These queries are mainly for users in General Ledger. To share Smart View queries, users can e-mail them to other users, or they can upload the queries to the Financial Reporting Center where users can download them to a local drive for use. The Financial Reporting Center is only a place for users to upload and download Smart View queries.

  Note: To upload a Smart View report to the Financial Reporting Center: select the Open Workspace for Financial Reports task, navigate to the BI Catalog, and select **Upload** from the Tasks section in the left-hand pane. Be sure to upload the Excel file to one of the folder locations mentioned previously.

- Oracle Transactional Business Intelligence Analyses: These analyses and reports are built off of transactional tables using subject areas. These reports can be run by users in General Ledger, Payables, Receivables, Cash Management, Intercompany, and so on.
- Oracle Transactional Business Intelligence Dashboards: Dashboards put all the information, functions, and actions that a business user must have to do their job in one place. Dashboards are built off of Oracle Transactional Business Intelligence objects like analyses and reports. These reports can be run by users in General Ledger, Payables, Receivables, Cash Management, Intercompany, and so on.
- Oracle Business Intelligence Publisher Reports: Most of these reports are predefined and must first be submitted and resubmitted to see the latest data by the Oracle Enterprise Scheduler system through the Scheduled Processes navigation. These reports can be run by users in General Ledger, Payables, Receivables, Cash Management, Intercompany, and so on.
- BI Mobile Apps: Oracle Business Intelligence Mobile App Designer is an application that enables you to create multitouch information-driven applications with rich interaction, rich visualization, and rich media, for mobile devices such as iPhone, iPad, Android phone, tablet, and more. These reports can be run by users in General Ledger, Payables, Receivables, Cash Management, Intercompany, and so on.

Other Reporting Tools Overview

Six other tools are available for reporting in Financials.

The following table lists the tools and report types.

Other Reporting Tools	Report Type
General Accounting Dashboard and Account Inspector	Account Groups
Reports and Analytics	Oracle Transactional Business Intelligence Objects
BI Catalog	All Report Types, Except Oracle Business Intelligence Publisher Reports

Other Reporting Tools	Report Type
Enterprise Performance Management Workspace	Reports, Books, Snapshot Reports, Snapshot Books, Financial Reporting Batches, and Batch Scheduler
Enterprise Scheduler System	Oracle Business Intelligence Publisher Reports

Even though the Financial Reporting Center is designed to be the main user interface for a financial end user's reporting needs, some users may choose to use any of the six other tools for reporting in financials, such as:

- General Accounting Dashboard, which provides access to Account Groups: Uses the Account Monitor to efficiently monitor and track key account balances in real time.
- Account Inspector: Perform ad hoc queries from account groups and financial reports through drill down to underlying journals and subledger transactions.
- Reports and Analytics: This reporting tool has a panel that reflects the folder structure of the BI Catalog. Users can access and run any Oracle Transactional Business Intelligence analysis, report or dashboard. Users can't run Financial Reports or Oracle Business Intelligence Publisher reports from this interface. This interface can be used by all financials users.
- BI Catalog: A component of the Enterprise Performance Management Workspace where you can run all report types, except for Oracle Business Intelligence Publisher reports.
- Enterprise Performance Management Workspace: Create reports, books, snapshot reports, snapshot books, Financial Reporting batches, and batch scheduler, and schedule batches to automatically run and burst to e-mail.
- Enterprise Scheduler System: Only Oracle Business Intelligence Publisher reports can be submitted from this interface. Users access this interface by navigating to **Tools** > **Scheduled Processes**. Most financial users have access to this interface to run standard reports for General Ledger, Payables, Receivables, and so on.

Related Topics

- Setting Up Your Financial Reporting Center: Critical Choices

Use of the Open Dialog Components When Working with Objects: Explained

The **Open** dialog is displayed slightly different when you use it to work with objects from Oracle Hyperion Financial Reporting in Workspace.

The dialog title is **Select** and you can:

- Display this dialog to insert an object, such as a document in a book. In this case, the dialog contains the **Available Items** and **Selected Items** areas. You can select one or more items in the **Available Items** area and use the shuttle controls to move them to the **Selected Items** area. You can use the arrows beside the **Selected Items** area to reorder the items in the list. The order of files in a book is significant. Click the arrow on the left side of the dialog to expand and collapse the **Folders** list.
- Display this dialog to select the folder in the catalog into which you want to import objects from a file such as a .zip file. After you select a folder, you see a dialog in which you specify the files to import.

- Display this dialog to select the files or folders for exporting **Financial Reporting** objects from the catalog. After you select a folder, you see a dialog in which you specify the location for exporting.

Components

Use the following components, which are available only for objects from Oracle Hyperion Financial Reporting:

- **Open As**: Use this box to specify how to open an object from **Financial Reporting** in **Workspace**. You can select HTML or PDF.
- **Select Mime Type**: Use this box to specify how to save an object from **Financial Reporting** in **Workspace**.

Options

You can select the following options:

- **Financial Reporting Book**: Saves the definition of the book.
- **Financial Reporting Snapshot Book**: Runs the book and saves the output.
- **Financial Reporting Batch**: Saves the batch.

  :

Financial Reporting Studio: Explained

Oracle Hyperion Financial Reporting Studio enables you to use an object-oriented graphical report layout with report objects, such as text boxes, grids, images, and charts.

Financial Reporting Studio supports the following functionality:

- Client-based report definition tool.
- Object based reporting. Objects are reusable across multiple reports
- Drag and drop report grids
- Insert additional report objects such as text boxes, images, and charts
- Drag and drop dimensions to the report grid. Each dimension can only be in one location on report: Row, column, page, or Point of View (POV)
- Insert rows and columns including data, formula, and text
- Select dimension member using member selection or functions
- Add calculations or mathematical functions

Related Topics

- Oracle Hyperion Financial Reporting Studio User's Guide

Financial Reporting Studio Report Creation

Defining a Basic Financial Report

Watch: This video tutorial shows you how to create a financial report to analysis and report results of business transactions.

Adding Formulas to a Financial Report

Watch: This video tutorial shows you how to add formulas to a financial report to calculate balances from business transactions.

Defining Range Functions for a Financial Report

Watch: This video tutorial shows you how to create range functions in a financial report to span several accounting periods.

Adding Grid Points of View for a Financial Report

Watch: This video tutorial shows you how to define grid points of view in a financial report to reduce user input at report run time.

Setting the Page and Grid Properties for a Financial Report

Watch: This video tutorial shows you how to define the page, row, and column attributes in a financial report.

Adding Formatting and Graphing to a Financial Report

Watch: This video tutorial shows you how to format and add graphs to a financial report to improve analysis of the data.

Managing Financial Reporting Studio Versions: Explained

You could run into issues with Financial Reporting Studio reports if the Financial Reporting Studio version on your client is different from the Financial Reporting server version in the application. You must therefore manage the Financial Reporting Studio client version during the course of the regular Oracle Applications Cloud Fusion Applications updates.

Using Financial Reporting Studio Between Test and Production Updates

Your test environment is always updated before your production environment.

During this period, the version of the Financial Reporting server on your test environment may be different than the version on your production environment. When this happens, the existing Financial Reporting Studio client currently installed on your computer may not work with your test environment due to the version mismatch between its server and client. Thus, during this period, you must uninstall and reinstall the Financial Reporting Studio client from the test or production environment accordingly, depending on which environment you work on, to ensure the client version matches the server version.

Using Financial Reporting Studio After the Production Update

After the production environment is updated, the Financial Reporting Studio versions for the test and production environments will be the same.

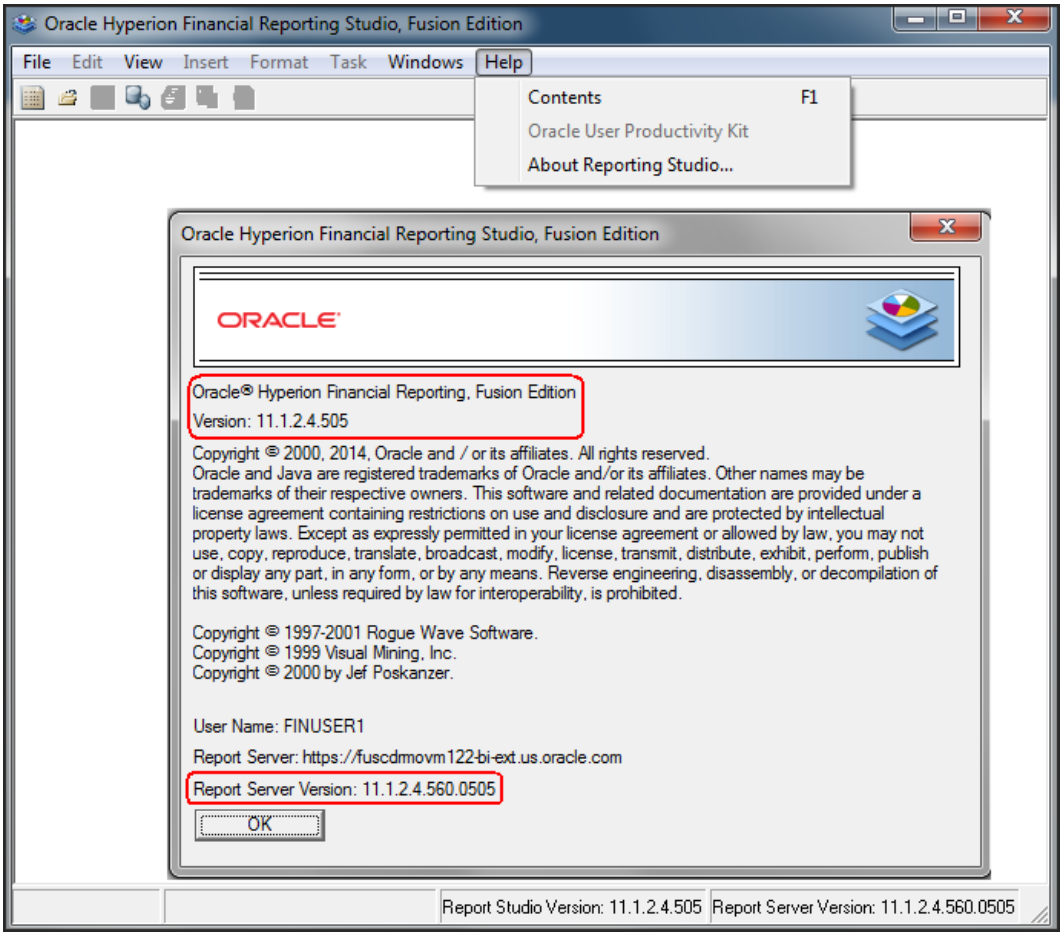
If you already installed Financial Reporting Studio from the test environment, you won't have to make any changes. Otherwise, you should immediately uninstall, download, and reinstall Financial Reporting Studio from the financial reporting workspace in the production environment.

Comparing the Client and Server Versions

To compare the Financial Reporting Studio client version with the Financial Reporting server version, perform the following steps:

1. Launch Financial Reporting Studio.
2. From the **Help** menu, select **About Reporting Studio**.
3. Compare the **Oracle Hyperion Financial Reporting**, **Fusion Edition** version at the top of the window with the **Report Server Version** at the bottom of the window to confirm that they match.

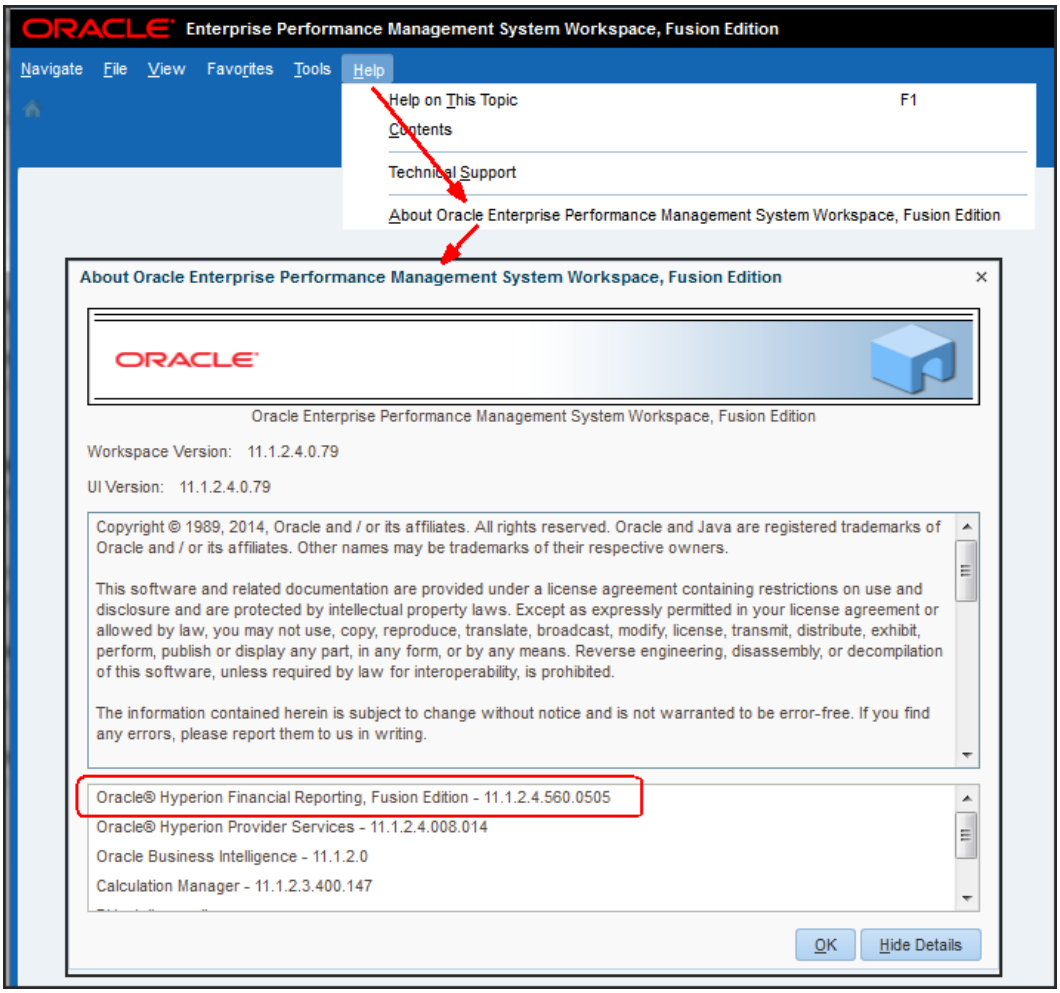
The following figure shows an example of matching client and server versions. The **Oracle Hyperion Financial Reporting, Fusion Edition** version is 11.1.2.4.505 and the **Report Server Version** is 11.1.2.4.560.0505.



You can also check the server version from the **Help** menu of the financial reporting workspace.

1. From the Financial Reporting Center, select the **Open Workspace for Financial Reports** task.
2. From the **Help** menu, select **About Oracle Enterprise Performance Management System Workspace**, **Fusion Edition**.
3. Click **Show Details**.

The following figure shows an example of the report server version from the financial reporting workspace.



Installing Financial Reporting Studio

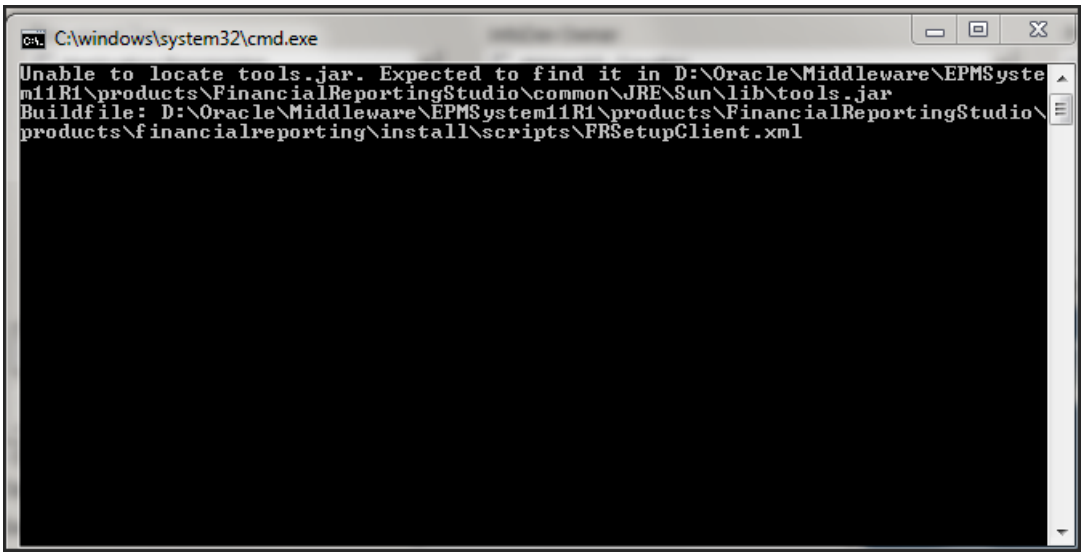
Perform the following prerequisite steps:

1. Uninstall the previous version, if any, using the Windows Control Panel.
2. Delete the existing directory structure. For example, C:\Oracle\Middleware\EPMSystem11R1\products\FinancialReportingStudio.
3. Restart your computer.

Download the version of the Financial Reporting Studio from that environment's workspace:

1. Navigate to the Financial Reporting Center and select the **Open the Financial Reporting Workspace** task.
2. From the menu, select **Tools** > **Install** > **Financial Reporting Studio** and save the file.
3. Right-click the executable file and select **Run as administrator**.

> **Caution:** Don't close the following command window that appears near completion. It will automatically close itself.



4. Click **Finish** on the install window after the command window closes.

Lastly, when designing reports, you can't design a Financial Reporting Studio report using a client version that's higher than the report server version, and then export or import the report to a lower client version level. The report may not work.

Smart View: Explained

Oracle Hyperion Smart View provides common Word, PowerPoint, and Excel interfaces designed specifically for Oracle Hyperion Enterprise Performance Management, Oracle Business Intelligence Enterprise Edition, and Oracle Fusion General Ledger. Using Smart View, you can view, import, manipulate, distribute, and share data in Excel, Word, and PowerPoint interfaces. Smart View is a comprehensive tool for accessing and integrating Enterprise Performance Management, Business Intelligence, and General Ledger content from Microsoft Office products.

Smart View provides the ability to create and refresh spreadsheets to use real-time account balances and activity. You can use the Smart View for:

- Ad hoc or free form analysis
- Predefined form interaction
- Report design

Ad Hoc or Free-Form Analysis

Smart View uses the Excel environment to interactively investigate the data contained in the sources. You start with templates that begin the process or a blank sheet where you begin shaping and altering the grids of data.

Predefined Form Interaction

As an Oracle Fusion user who executes predefined input or reporting forms, you find Smart View a convenient way of completing tasks within Microsoft Office. Use Smart View to work in the Excel environment either for consistent experience

or to tie other spreadsheet-based models into your process. For example, use Smart View with Oracle Hyperion Planning to incorporate data that is still housed in spreadsheet and workbook-based models.

Report Design

Report design is another dimension of Smart View, which leverages the capabilities of Oracle Fusion General Ledger data. Once the data is available within Smart View you can create reports as needed based on a combination of data sources. For example, planning and financial management data can be used to compare actual to budget. Reports can be made more complex by providing the ability to compare multiple scenarios for different periods. The power of Smart View is used to create reports and is refreshed periodically, as needed.

Smart View provides the ability to create and refresh spreadsheets to use real-time account balance information. You can use Smart View to:

- Perform ad hoc multidimensional pivot analysis with full spreadsheet functionality
- Drill down from any parent value to the next parent or child value
- Perform drill down from any child value to detail balances, journal lines, and subledger transactions
- Analyze actual, budget, and forecast information
- Increase visibility with charts and graphs
- Apply date effective hierarchies to past, present, or future hierarchies to change the financial data reported in your financial reports. For example, to compare 2014 to 2015 results, realign the data in your 2014 reports by applying the 2015 organization hierarchy.

Tip: Best practice when using Smart View is to always turn on row suppression in the Smart View options. You can't suppress columns in Smart View. For more information about Smart View suppression, see the Smart View Options chapter in the Oracle Smart View for Office User's Guide at http://docs.oracle.com/cloud/latest/epm-common/SVPBC/opt_data.htm#SVPBC-options_202.

Related Topics

- Oracle Smart View for Office User's Guide

Inquiries

Inquiring and Analyzing GL Balances: Worked Example

Balances are preaggregated at every level of your account hierarchy and updated when a journal is posted. To inquire and analyze on real-time balances:

- Access both active and prepublished reports and books using the Financial Reporting Center.
- Review summary and detail information at any point in your account hierarchy using different points of view.
- Drill down from the parent and detail levels into balances and transactions.

Note: All segment values and column, row, or page levels must be at a detail level before the drill link is enabled.

Tip: You can now inquire on journal lines by company, cost center, and natural account or any other segment.

Drill Down to Balances

Use the Account Inspector to expand and drill down into an account balances. The default Account Inspector view includes the member values from the default account group selected in the Account Monitor.

1. Click the **Navigator** > **Financial Reporting Center** link.
2. Select one of the accounts in the **Account Monitor**.
3. Click the **Inquire and Analyze Balances** link.
4. Drag and drop or select:
    - All Cost Center Values
    - Your account
    - Company: All Company Values
    - All other segments fill with 0's or accept the default
5. Select an **Accounting Period**.
6. Click **Refresh**.
7. Click **Expand** on the **Cost Center**.
8. Review the balances.
9. Change the **accounting period** to see how the balances change.

Inquire on Detail Balances: Explained

The **Inquire on Detail Balances** page enables you to perform an independent account inquiry within Oracle Fusion General Ledger from any parent value. You do not have to search by an individual account combination, but can search using any level in the account hierarchies. Only account hierarchies (tree versions) published to the balances cube are available.

From Financial Reporting Center

The task Inquire on Detail Balances is on the tasks pane of the **Financial Reporting Center**. You can do the following:

- Drill to journal lines and then to the journal entry or subledger transactions.
- Drill through from a financial report or Smart View query to this page to further drill to journal lines, journal entry, and subledger transactions.
- Search by ledger set.
- Inquire on the Scenario dimension equal to actual balances, as well as budget and forecast scenario dimensions.

    Note: Drill to journal lines is only available for actual balances.

- Hide or show columns as you prefer by using the **View** menu > **Manage Columns**.

    Note: For example: You can show the first four of the eight charts of account dimensions and show the description only for company, cost center, and account. The descriptions for chart of account dimensions are hidden by default.

- Sort by chart of account dimension or other columns.

- Export detailed balances to Excel.
- Other Points to Consider:
  - The Ledger dimension is limited to data access set.
  - Currency defaults to the currency of the default ledger in data access set.
  - You can only drill on accounting periods, both from and to, and not years or quarters from the Accounting Period dimension.
  - A timeout is set if the query causes performance considerations. An error is raised in the page. You have to set the parent levels for the chart of account dimensions to lower levels and then rerun the search.
  - For **entered** or **converted from** currency types, the results are shown in two different rows, one for **entered** followed by a row for **ledger** currency.

Drill through from Financial Reporting and Smart View to Detail Balances

Functionality includes:

- Drills from a parent level to the Inquire on Detail Balances page.

  Note: The ledger dimension setting must be included in the current data access set for the query to return rows.

- Drills to journal lines and then to the journal entry or subledger transactions
- Dimension settings including rows, columns, page, and POV, displayed as the default values in the page search fields.
- Drills into the year or quarter Accounting Period dimensions. The Inquire on Detail Balances feature converts these accounting periods to the applicable range of accounting periods.
- Ability to refine the default search criteria that defaults and then rerun the search.
- A timeout setting that is also applicable. Best practices recommend setting the POV settings for chart of account dimensions to the lowest possible parent or detail value when executing the drill. If an error occurs, change the setting in Financial Reporting or Smart View to a lower level, and then rerun the drill through.

Drill through from Financial Reporting or Smart View to Account Inspector

You can drill through from a financial report or Smart View query to the Account Inspector for further analysis.

- For Financial Reporting, export the financial report to a Smart View query if you prefer an Excel environment. From Smart View, you can then drill through to Inquire on Detail Balances.
- For Smart View, you may prefer only to do analysis in Excel, and then to drill through to Inquire on Detail Balances.

Analytics

Oracle Fusion Financials Reports and Analytics Work Area: Overview

Navigate to the Reports and Analytics work area by selecting the **Navigator** then clicking **Tools** and then **Reports and Analytics**. The Reports and Analytics work area contains links to all the reports that you can access.

Report Links

The Reports and Analytics work area contains links to reports and analytics from the Oracle Business Intelligence Presentation Catalog in an organized hierarchy. In the **Reports and Analytics** work area, business intelligence analysis and dashboards are categorized as Analysis. Oracle Business Intelligence Publisher reports are categorized as Reports.

Multiple instances of the same report but with different parameters may exist in one work area and within the same folder in that area. Links to the same report may be in multiple folders.

Business Intelligence Analysis and Dashboards

In the Reports and Analytics work area, you can view or edit any business intelligence analysis or dashboard. Any changes made to existing reports are reflected wherever the analysis or dashboard is used in Oracle Fusion Applications. If the changed report is saved in a user's My Folder area, then no changes are propagated.

Business intelligence analyses and dashboards are created from the Reports and Analytics toolbar. They can be saved privately or shared.

General Ledger Subject Areas, Folders, and Attributes: Explained

To create real-time analyses for General Ledger, you should be familiar with subject areas, folders, and attributes.

Subject Areas

To create an analysis, you begin by selecting a subject area from which you select columns of information to include in the analysis. For example, to create an analysis of journal information, you begin by selecting a General Ledger - Journals Real Time subject area. Subject areas are based around a business object or fact. In this example, the subject area is based on the columns in the journal tables.

General Ledger has 4 general ledger specific subject areas:

- General Ledger - Balances Real Time
- General Ledger - Journals Real Time
- General Ledger - Period Status Real Time
- General Ledger - Transactional Balances Real Time

Tip: You can create a report that combines data from more than one subject area. Such a report is referred to as a cross-subject area query. However, the simplest and fastest way to generate a report is to use a single subject area. If the dimension attributes and fact metrics that you are interested in are all available from a single subject area, then you can use that subject area to build the report. Such a report results in better performance and is easier to maintain. If your report requirements cannot be met by any single subject area because you need metrics from more than one subject area, you can build a cross-subject area query using common dimensions.

Folders

Each subject area has one fact folder and a number of dimension folders. Fact folders contain attributes that can be measured, meaning that they are numeric values like journal debit and credit amounts. Fact folders are usually at the bottom of the list of folders and are usually named after the subject area. Dimension folders contain attribute and hierarchical columns like journal name and accounting period.

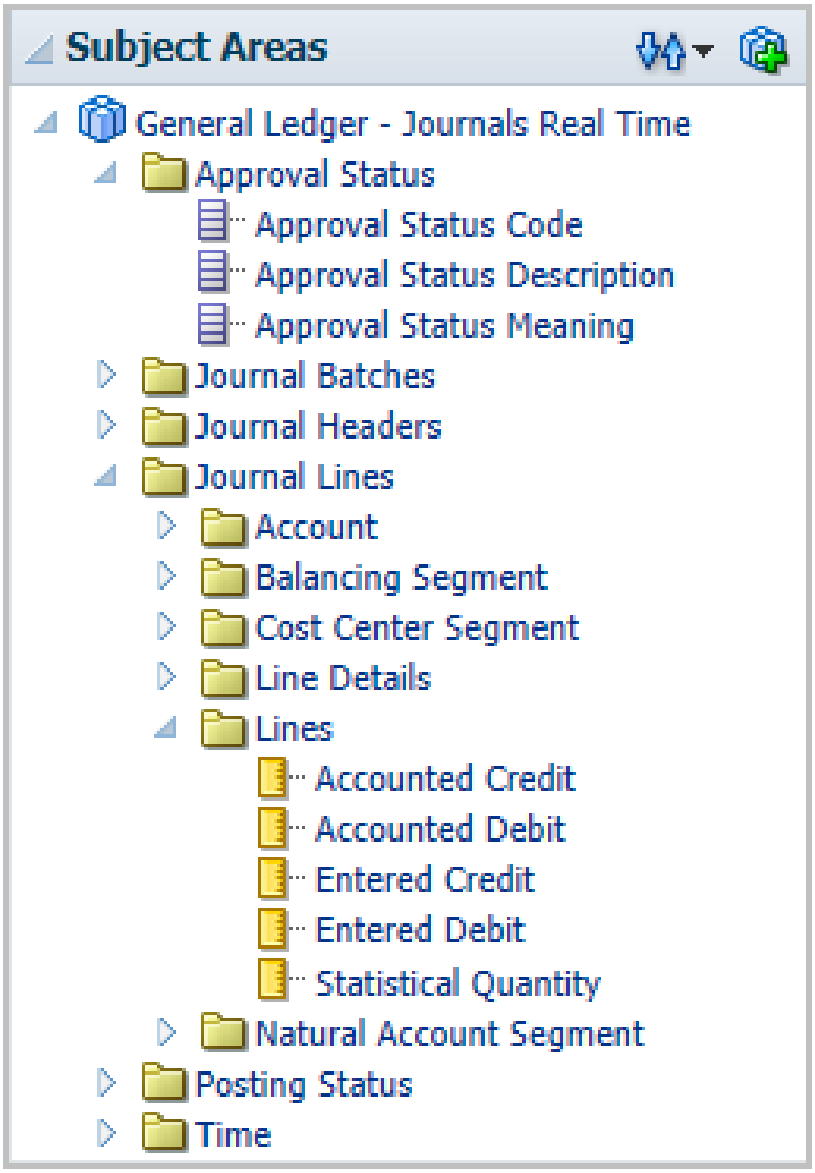
Some folders appear in more than one subject area, such as Time. These are referred to as common folders or common dimensions.

Each folder within a subject area may have a different level of granularity. For example:

- Journal Approval has approval attributes.
- Journal Batches has subfolders and attributes under the subfolders.

Attributes

Finally, each dimension folder contains attributes (columns), such as balance type and posting date. This figure illustrates the structure of subject areas, folders, and attributes.



In the preceding figure, the following components are shown:

- Subject area: General Ledger - Journals Real Time
- Dimension - Presentation Folder: Approval Status
- Dimension - Attributes: Approval Status Code, Approval Status Description, and Approval Status Meaning.
- Fact - Presentation Folder: Lines
- Fact - Measures: Accounted Credit, Accounted Debit, Entered Credit, Entered Debit, and Statistical Quantity

Related Topics

- Data Structure for Analytics: Explained

Global Reports

Oracle Fusion General Ledger Predefined Reports

Oracle Fusion General Ledger provides predefined reports that cover the following areas:

- Account Analysis
- Journals
- Trial Balance Reports
- Reconciliation Reports
- Chart of Accounts

You can schedule and run reports from the **Scheduled Processes** work area. In some cases, you can access and open reports in the **Reports and Analytics** work area. Both work areas are found under **Tools** on the **Navigator**. Use the icon on the top of the **Reports and Analytics** work area to open the business intelligence (BI) Catalog. You can run and edit report in the **BI Catalog**.

The following tables are the predefined reports.

Account Analysis Reports	Description
Account Analysis	• Prints balances by account segment and a secondary segment for each journal entry. • Lists the subledger document number for transactions imported from subledgers.

General Ledger Account Details Report	• Provides journal information to trace each transaction back to its original source.
	• Prints a separate page for each balancing segment value.
	• For each journal line, prints:
	  ◦ The account affected, the concatenated description, the journal line amount, and the beginning and ending account balance.
	  ◦ Journal details including source, category, journal name, and effective date.
	• Lists accounts in ascending order by account segment value.
	• Prints a CR next to credit amounts.

Account Analysis for Contra Account Report	• Prints balances by account segment and a secondary segment. • Lists the contra account for each journal entry and the subledger document number for transactions imported from subledgers.

Account Analysis Reports	Description
	• Prints by date range, accounting flexfield range, contra account, and amount range.
Average Balance Audit Account Analysis Report	• Displays the detail account activity which created the aggregate balances and related average balances. • Displays daily average balance information for the selected accounts for the specified range of dates. • Contains parameters such as the as-of reporting date, average balance type (period, quarter, or year average-to-date), and account ranges. **Note:** Use to research how average balances are calculated for an account.

Journal Reports	Description
Journals Report	• Provides journal activity for a given period or range of periods, balancing segment value, currency, and range of account segment values. • Prints the accounting date, category, journal name, reference, journal batch name, entered debit or credit amounts, net balance, and account total for each journal. • Includes a total for each balancing segment and a grand total for all the activity.
General Journals Report	Provides journal activity for a given period or range of periods, balancing segment value, currency, and range of account segment values.
Journals Batch Summary Report	• Lists posted journal batches for a particular ledger, balancing segment value, currency, and date range. • Provides information on actual balances for your journal batches, source, batch, and posting dates, total entered debits and credits. Sorts the information by journal batch within each journal entry category. • Includes totals each journal category and a grand total for each ledger and balancing segment value combination. • Does not report on budget or encumbrance balances.
Journals Details Report	Provides information on manually entered journals prior to posting, including field by field, all data entered into the applications or data imported from external sources.
Journals Day Book Report	• Provides posted journal entries and journal details chronologically by accounting date for a specified range of dates, journal source, and journal category. • Sorts journal entries for each accounting date by document number. • Prints the accounting date, document number, journal entry name, journal source and category, subledger document name and number, currency, and conversion rate. • Prints for each journal line, the line number, account segment value and description, functional debit and credit amounts, description, and cost center segment value.

Trial Balance Reports	Description
Trial Balance Report	Provides summarized actual account balances and activity by ledger, balancing segment, and account segment value.
Trial Balance - Average Balances	• Provides a listing of ending balances and average balances for selected accounts based on an effective date specified. • Prints the ledger currency or foreign-entered balances.

Trial Balance Reports	Description
	• Displays period, quarter, and year average-to-date balances. **Note:** Request additional information by specifying balancing segments and account ranges.

Reconciliation Reports	Description
Cash to General Ledger Reconciliation Report	Extracts cash management and general ledger accounting and transactional data for reconciling cash management to the general ledger.
Payables to Ledger Reconciliation Report	• Provides both summarized and detailed reconciling data for review. • Shows payables and accounting beginning and ending balances, as well as summarized activity for the period and how this activity was accounted.
Receivables to Ledger Reconciliation Report	• Provides reconciliation of receivables data to the general ledger. • Shows receivables and accounting beginning and ending balances, as well as summarized activity for the period and how the activity was accounted.

Chart of Accounts Reports	Description
Balancing Segment Value Assignments Report	• Reports on the assignment of primary balancing segment values to legal entities and ledgers across accounting set ups. • Allows quick identification of overlapping balancing segment value errors and reviews of any unassigned values. **Note:** The application does not check for overlapping balancing segment values online.
Chart of Accounts Mapping Rules Report	• Provides both the segment and account rules defined for a specific chart of accounts mapping. • If the mapping has account rules, print each subsidiary account range and the parent account into which it maps. • If the mapping has segment rules, print the rule name and the parent and subsidiary segments. If the mapping has a rollup range rule, print each subsidiary segment value range and its corresponding parent segment value.

To run predefine reports, navigate to the **Scheduled Processes** work area and follow these steps:

1. Click the **Schedule New Process** button.
2. Search for your process name.
3. Enter your parameters.
4. Enter your process options and schedule.
5. Click **Submit**.

Related Topics

- Setting Up the Reports and Analytics Pane: Procedure

Account Analysis Reports: Explained

This topic includes details about the account analysis reports.

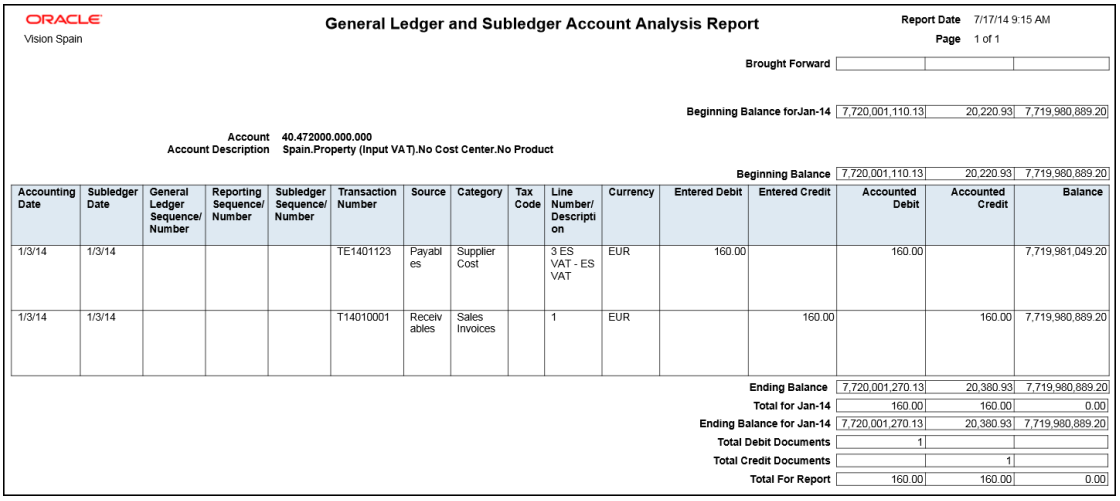
Overview

Use the account analysis reports to provide a complete set of reports that support fiscal verification processes in countries in Europe and South America. You can also use these reports to inform shareholders on the financial results in other countries, including the United States.

The account analysis reports include the following reports:

- General Ledger and Subledger Account Analysis Report: Prints account balances by account with subledger journal details. The report displays entered amounts, third-party information, sequences, and total number of debit and credit documents.

  The following figure is an example of the report.



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General Ledger and Subledger Account Analysis Report

Report Date 7/17/14 9:15 AM
Page 1 of 1

Brought Forward

Beginning Balance forJan-14 7,720,001,110.13 20,220.93 7,719,980,889.20

Account 40.472000.000.000
Account Description Spain.Property (Input VAT).No Cost Center.No Product

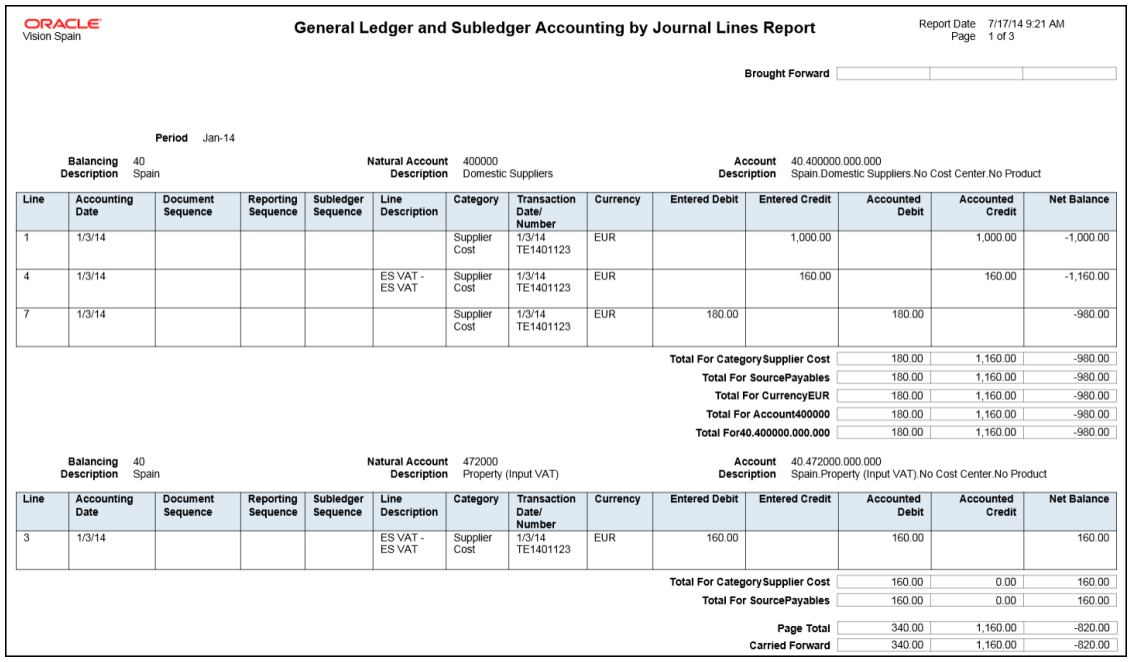
Beginning Balance 7,720,001,110.13 20,220.93 7,719,980,889.20

Accounting Date	Subledger Date	General Ledger Sequence/ Number	Reporting Sequence/ Number	Subledger Sequence/ Number	Transaction Number	Source	Category	Tax Code	Line Number/ Description	Currency	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit	Balance
1/3/14	1/3/14				TE1401123	Payables	Supplier Cost		3 ES VAT - ES VAT	EUR	160.00		160.00		7,719,981,049.20
1/3/14	1/3/14				T14010001	Receivables	Sales Invoices		1	EUR		160.00		160.00	7,719,980,889.20

Ending Balance	7,720,001,270.13	20,380.93	7,719,980,889.20
Total for Jan-14	160.00	160.00	0.00
Ending Balance for Jan-14	7,720,001,270.13	20,380.93	7,719,980,889.20
Total Debit Documents	1		
Total Credit Documents		1	
Total For Report	160.00	160.00	0.00

- General Ledger and Subledger Accounting by Journal Lines Report: Lists account balances or selected segment balances with subledger journal details including entered amounts, third-party name, journal source, journal category, and reporting and accounting sequences. Total number of debit and credit documents is also listed.

The following figure is an example of the report.



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General Ledger and Subledger Accounting by Journal Lines Report

Report Date 7/17/14 9:21 AM
Page 1 of 3

Brought Forward			

Period Jan-14

Balancing Description 40 Spain
Natural Account Description 400000 Domestic Suppliers
Account Description 40.400000.000.000 Spain.Domestic Suppliers.No Cost Center.No Product

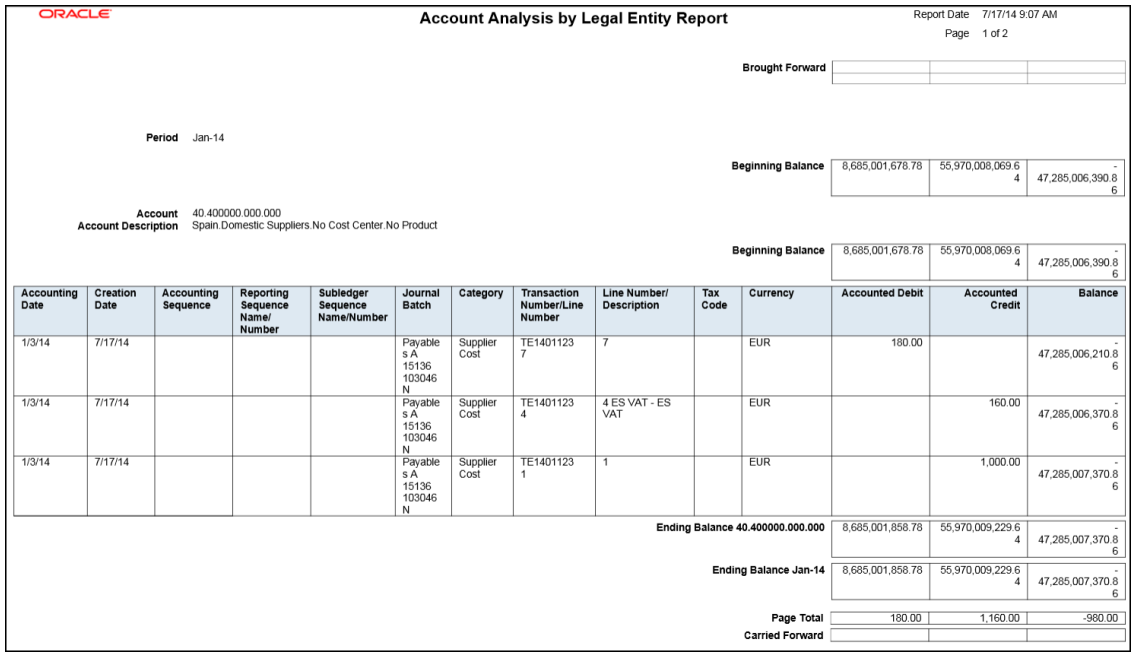
Line	Accounting Date	Document Sequence	Reporting Sequence	Subledger Sequence	Line Description	Category	Transaction Date/ Number	Currency	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit	Net Balance
1	1/3/14					Supplier Cost	1/3/14 TE1401123	EUR		1,000.00		1,000.00	-1,000.00
4	1/3/14				ES VAT - ES VAT	Supplier Cost	1/3/14 TE1401123	EUR		160.00		160.00	-1,160.00
7	1/3/14					Supplier Cost	1/3/14 TE1401123	EUR	180.00		180.00		-980.00
									Total For Category Supplier Cost		180.00	1,160.00	-980.00
									Total For SourcePayables		180.00	1,160.00	-980.00
									Total For CurrencyEUR		180.00	1,160.00	-980.00
									Total For Account400000		180.00	1,160.00	-980.00
									Total For40.400000.000.000		180.00	1,160.00	-980.00

Balancing Description 40 Spain
Natural Account Description 472000 Property (Input VAT)
Account Description 40.472000.000.000 Spain.Property (Input VAT).No Cost Center.No Product

Line	Accounting Date	Document Sequence	Reporting Sequence	Subledger Sequence	Line Description	Category	Transaction Date/ Number	Currency	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit	Net Balance
3	1/3/14				ES VAT - ES VAT	Supplier Cost	1/3/14 TE1401123	EUR	160.00		160.00		160.00
									Total For Category Supplier Cost		160.00	0.00	160.00
									Total For SourcePayables		160.00	0.00	160.00
										Page Total	340.00	1,160.00	-820.00
										Carried Forward	340.00	1,160.00	-820.00

- Account Analysis by Legal Entity Report: Prints account balances by account combination and selected segments with subledger journal details, including third-party information and sequences. Flexible grouping and sorting options are provided at submission.

The following figure is an example of the report.



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Account Analysis by Legal Entity Report

Report Date 7/17/14 9:07 AM
Page 1 of 2

Brought Forward

Period Jan-14

Beginning Balance 8,685,001,678.78 | 55,970,008,069.64 | -47,285,006,390.86

Account 40.400000.000.000
Account Description Spain.Domestic Suppliers.No Cost Center.No Product

Beginning Balance 8,685,001,678.78 | 55,970,008,069.64 | -47,285,006,390.86

Accounting Date	Creation Date	Accounting Sequence	Reporting Sequence Name/ Number	Subledger Sequence Name/Number	Journal Batch	Category	Transaction Number/Line Number	Line Number/ Description	Tax Code	Currency	Accounted Debit	Accounted Credit	Balance
1/3/14	7/17/14				Payables A 15136 103046 N	Supplier Cost	TE1401123 7	7		EUR	180.00		-47,285,006,210.86
1/3/14	7/17/14				Payables A 15136 103046 N	Supplier Cost	TE1401123 4	4 ES VAT - ES VAT		EUR		160.00	-47,285,006,370.86
1/3/14	7/17/14				Payables A 15136 103046 N	Supplier Cost	TE1401123 1	1		EUR		1,000.00	-47,285,007,370.86

Ending Balance 40.400000.000.000 8,685,001,858.78 | 55,970,009,229.64 | -47,285,007,370.86

Ending Balance Jan-14 8,685,001,858.78 | 55,970,009,229.64 | -47,285,007,370.86

Page Total 180.00 | 1,160.00 | -980.00
Carried Forward

Key Insights

The account analysis reports:

- Provide a legal account ledger
- Reconcile subledger balances with the general ledger balances
- Maintain an audit trail
- Allow a periodic internal verification

The following information is commonly displayed for each account:

- Account identification
- Account beginning balances for the reporting period
- Period transactions with subledger and general ledger information
- Resulting account ending balances

The General Ledger and Subledger Accounting by Journal Lines Report prints:

- Details of subledger accounting entry lines, regardless of the general ledger journals summarization.
- Audit trail information about the original business documents or transactions to support each accounting entry line. This information varies across countries.

Report Parameters

The following table lists the common parameters for all the account analysis reports:

Parameter	Description
Ledger	Specify the ledgers for the selected data access set. Ledger is required for all general ledger reports.
Legal Entity	Specify the legal entity. You can control the report output through this parameter only if you have associated balancing segment values to your legal entities.
From Period and To Period	Indicate the period range for the report data.
Flex Filter Conditions	Enter the filtering conditions on the accounting flexfield. You can select all segments for the selected ledger and define conditions including account value ranges.

The following table lists selected general ledger and subledger account analysis report parameters:

Parameter	Description
Include Legal Entity Information	Select **Yes** to print the legal entity on the report.
Balance Type	Specify whether the balance type is budget, encumbrance, or actual amounts.
Display Tax Rate Code	Select **Yes** to include the tax rate code details.
Document Sequence Name	Enter the name of the document sequence used to generate unique number for the journal.

The following table lists selected general ledger and subledger accounting by journal lines report parameters:

Parameter	Description
Accounting Sequence Name	Indicate the name of the sequence used to generate a unique number for the subledger journal.
Posting Status	Indicate whether the posting status is transferred but not posted, not transferred, or posted.
Journal Entry Status	Indicate whether the journal entries are in draft, final or invalid status.
Third-Party Type	Select the party type as customer or supplier. This is an optional parameter and you can leave it blank.
Journal Source	Enter the source of journal entries, such as payables, receivables, or manual.
Journal Category	Select journal category when you want to report on a specific subledger journal category. Leave it blank when you want to include all the journal categories.

The following table lists selected account analysis by legal entity report parameters:

Parameter	Description
Balance Type	Specify whether the balance type is budget, encumbrance, or actual amounts.
Include Zero Amount Lines	Indicate whether the report should include accounts with no activity in the selected period that is, zero amount lines.
Report Heading	Accept the default value or customize the report page heading by selecting one of the available values. The default value is the legal entity name.

Frequently Asked Questions

The following table lists frequently asked questions about the account analysis reports.

FAQ	Answer
How do I find this report?	Schedule and run this report from the Scheduled Processes work area on the Navigator menu.
Who uses this report?	• Financial Accountant • Financial Manager • Financial Specialist
When do I use this report?	Use the account analysis reports to: • Collect and report information about all posted journal transactions in the general ledger for a selected period and range of accounts. • Verify that transactions are recorded systematically, and ensure an audit trail from general ledger to the subledger. • Perform validation for each accounting period once it's closed. • Verify the accounting entry lines before their approval.
What type of reports are these?	Oracle Business Intelligence Publisher

Journal Reports: Explained

This topic includes details about the journal reports.

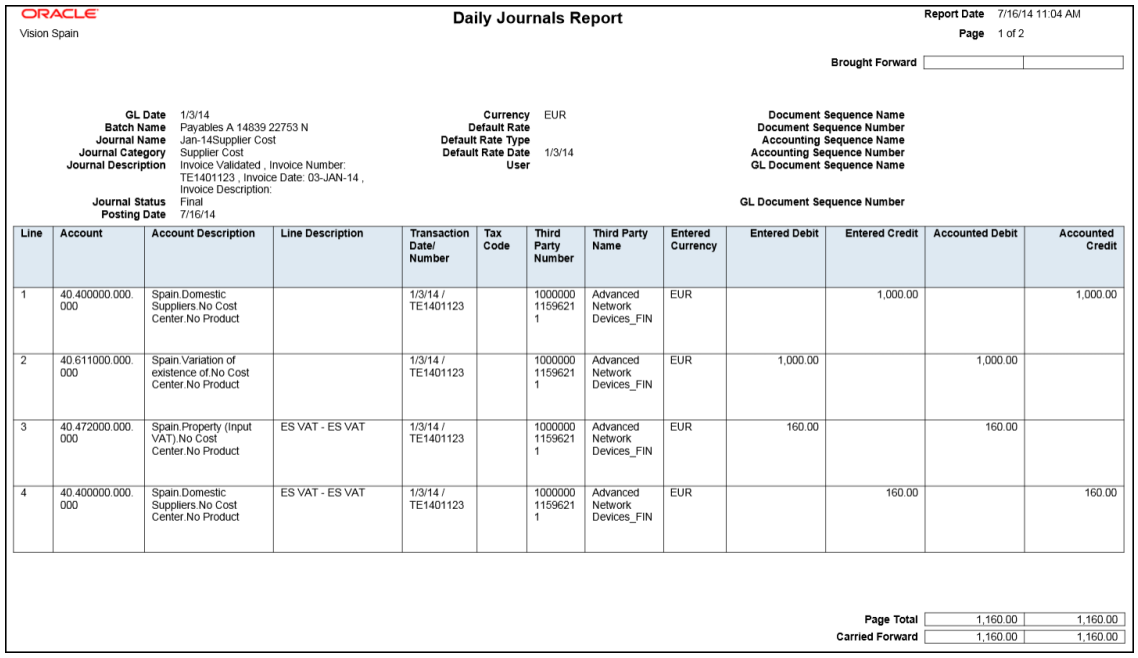
Overview

Use Journal reports to verify that your journals, accounting entries, and source documents are in compliance with the legal requirements.

Journal reports include the following reports:

- Daily Journals Report: Lists subledger journal activity for a given period or date range, journal source, entered currency, and journal batch. Report prints detailed subledger journal lines prior to general ledger summarization. Third party and transaction details are also listed for the journal lines.

The following figure is an example of the report.



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Daily Journals Report

Report Date 7/16/14 11:04 AM
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Brought Forward

GL Date 1/3/14
Batch Name Payables A 14839 22753 N
Journal Name Jan-14Supplier Cost
Journal Category Supplier Cost
Journal Description Invoice Validated , Invoice Number: TE1401123 , Invoice Date: 03-JAN-14 , Invoice Description:
Journal Status Final
Posting Date 7/16/14

Currency EUR
Default Rate
Default Rate Type
Default Rate Date 1/3/14
User

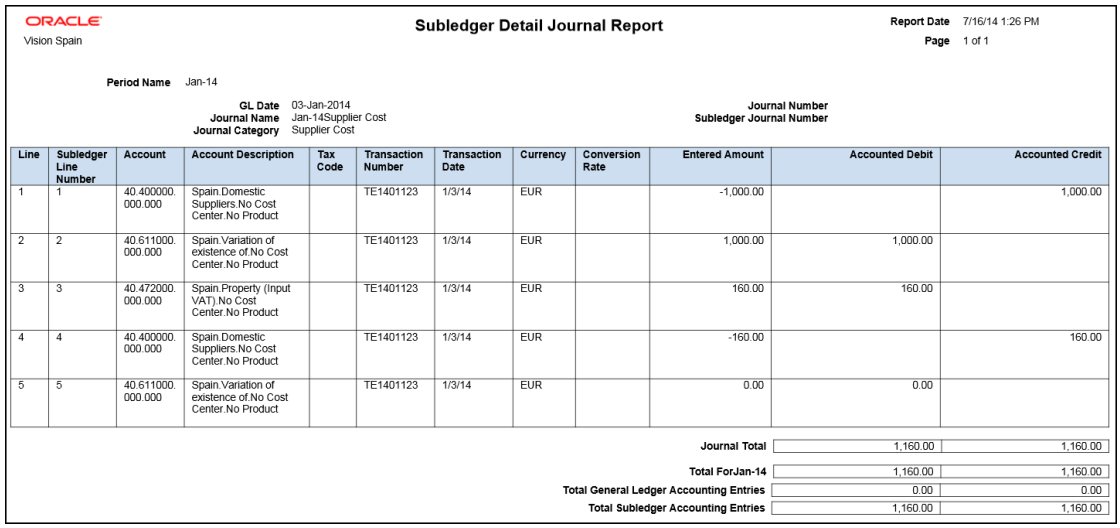
Document Sequence Name
Document Sequence Number
Accounting Sequence Name
Accounting Sequence Number
GL Document Sequence Name
GL Document Sequence Number

Line	Account	Account Description	Line Description	Transaction Date/ Number	Tax Code	Third Party Number	Third Party Name	Entered Currency	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit
1	40.400000.000.000	Spain.Domestic Suppliers.No Cost Center.No Product		1/3/14 / TE1401123		10000001159621	Advanced Network Devices_FIN	EUR		1,000.00		1,000.00
2	40.611000.000.000	Spain.Variation of existence of.No Cost Center.No Product		1/3/14 / TE1401123		10000001159621	Advanced Network Devices_FIN	EUR	1,000.00		1,000.00	
3	40.472000.000.000	Spain.Property (Input VAT).No Cost Center.No Product	ES VAT - ES VAT	1/3/14 / TE1401123		10000001159621	Advanced Network Devices_FIN	EUR	160.00		160.00	
4	40.400000.000.000	Spain.Domestic Suppliers.No Cost Center.No Product	ES VAT - ES VAT	1/3/14 / TE1401123		10000001159621	Advanced Network Devices_FIN	EUR		160.00		160.00

Page Total	1,160.00	1,160.00
Carried Forward	1,160.00	1,160.00

- Subledger Detail Journal Report: Displays information about the posted general ledger journal batches that originate from Oracle Fusion Receivables and Oracle Fusion Payables subledgers. The report prints subledger details like transaction number, transaction date, and transaction amount in entered and ledger currency.

  The following figure is an example of the report.



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Subledger Detail Journal Report

Report Date 7/16/14 1:26 PM
Page 1 of 1

Period Name Jan-14

GL Date 03-Jan-2014
Journal Name Jan-14Supplier Cost
Journal Category Supplier Cost

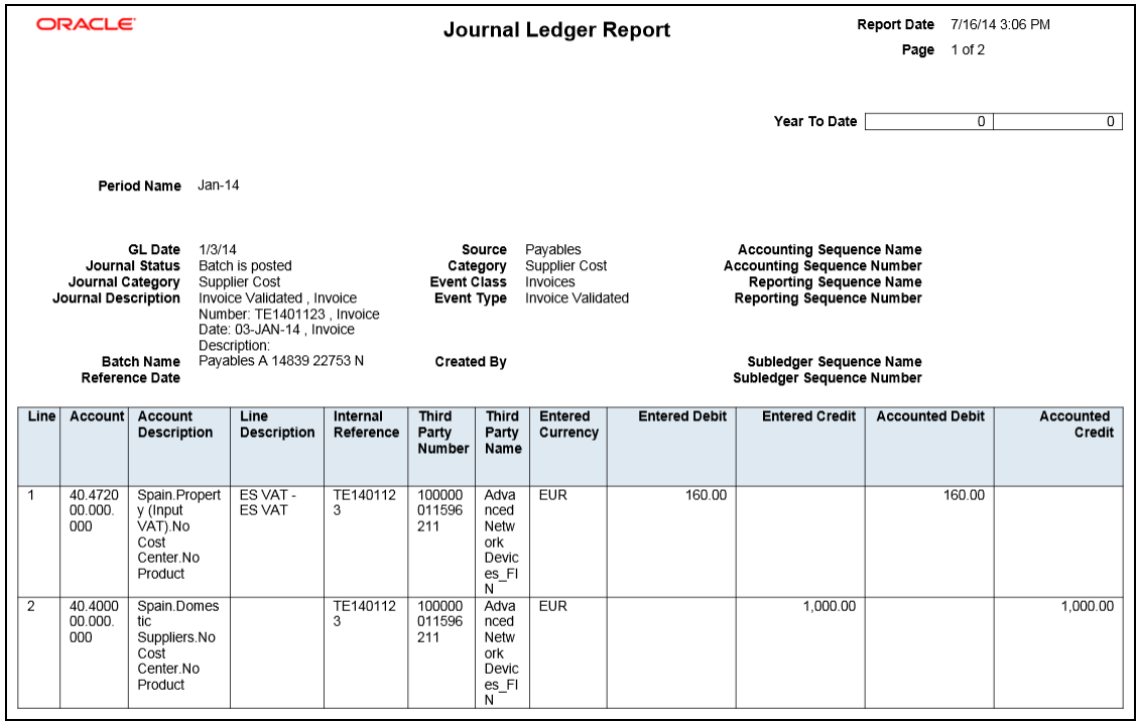
Journal Number
Subledger Journal Number

Line	Subledger Line Number	Account	Account Description	Tax Code	Transaction Number	Transaction Date	Currency	Conversion Rate	Entered Amount	Accounted Debit	Accounted Credit
1	1	40.400000.000.000	Spain.Domestic Suppliers.No Cost Center.No Product		TE1401123	1/3/14	EUR		-1,000.00		1,000.00
2	2	40.611000.000.000	Spain.Variation of existence of.No Cost Center.No Product		TE1401123	1/3/14	EUR		1,000.00	1,000.00	
3	3	40.472000.000.000	Spain.Property (Input VAT).No Cost Center.No Product		TE1401123	1/3/14	EUR		160.00	160.00	
4	4	40.400000.000.000	Spain.Domestic Suppliers.No Cost Center.No Product		TE1401123	1/3/14	EUR		-160.00		160.00
5	5	40.611000.000.000	Spain.Variation of existence of.No Cost Center.No Product		TE1401123	1/3/14	EUR		0.00	0.00	

Journal Total	1,160.00	1,160.00
Total ForJan-14	1,160.00	1,160.00
Total General Ledger Accounting Entries	0.00	0.00
Total Subledger Accounting Entries	1,160.00	1,160.00

- Journal Ledger Report: Lists the accounting entries with subledger details like transaction number, transaction date, and line description, using flexible sorting options provided at report submission. This report provides a real audit trail between general ledger and subledgers to satisfy legal and business requirements.

  The following figure is an example of the report.



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Journal Ledger Report

Report Date 7/16/14 3:06 PM
Page 1 of 2

Year To Date	0	0

Period Name Jan-14

GL Date	1/3/14	**Source**	Payables	**Accounting Sequence Name**	
Journal Status	Batch is posted	**Category**	Supplier Cost	**Accounting Sequence Number**	
Journal Category	Supplier Cost	**Event Class**	Invoices	**Reporting Sequence Name**	
Journal Description	Invoice Validated , Invoice Number: TE1401123 , Invoice Date: 03-JAN-14 , Invoice Description:	**Event Type**	Invoice Validated	**Reporting Sequence Number**	
Batch Name	Payables A 14839 22753 N	**Created By**		**Subledger Sequence Name**	
Reference Date				**Subledger Sequence Number**	

Line	Account	Account Description	Line Description	Internal Reference	Third Party Number	Third Party Name	Entered Currency	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit
1	40.472000.000.000	Spain.Property (Input VAT).No Cost Center.No Product	ES VAT - ES VAT	TE1401123	100000011596211	Advanced Network Devices_FIN	EUR	160.00		160.00	
2	40.400000.000.000	Spain.Domestic Suppliers.No Cost Center.No Product		TE1401123	100000011596211	Advanced Network Devices_FIN	EUR		1,000.00		1,000.00

Key Insights

The Daily Journals Report provides:

- Subledger accounting entry lines regardless of the general ledger journals summarization.
- Audit trail information on the original business documents or transactions to support each accounting entry line.
- Verification details that all journals are recorded in chronological order with no gaps. It uses legal sequencing rules for both journal or accounting entries and source documents.
- Flexible sorting options to help you with reconciliation. Report data is sorted by period end document sequence name and number, accounting sequence, accounting date, and journal name.

The Journal Ledger Report provides an audit trail between the general ledger and subledgers to satisfy legal and business requirements. This report lists the accounting entries in general ledger with subledger details.

Use the Journal Ledger Report to:

- Maintain an audit trial.
- Perform periodic internal verification.
- Reconcile subledger accounting activity with general ledger journals.

- Sort data to audit and reconcile subledger data. You can sort data by period end document sequence name and number, accounting sequence, accounting date, and journal name.

Report Parameters

The following table lists selected parameters for the Daily Journals Report:

Parameter	Description
Posting Status	Select the applicable posting status. Valid values are Error Status, Posted Journals, and Unposted Journals.
Journal Entry Status	Indicate whether the journal entries are in draft, final or invalid status.
Third-Party Name	Select the name of the third party for whom you want to generate the report.
Summarization Level	Select: • **Detail**: Displays details of each transaction line. • **Summary**: Summarizes the transaction lines by specific accounting flexfield segments.
Show Account Recapitulation	Select **Yes** to print the report summary at the accounting flexfield level.

The following table lists selected parameters for the Subledger Detail Journal Report:

Parameter	Description
Journal Entry Status	Indicate whether the journal entries are in draft, final or invalid status.
Accounting Sequence Name	Specify the accounting sequence name for which you want to run the journals.

The following table lists selected parameters for the Journal Ledger Report:

Parameter	Description
Accounting Period Type	Indicate whether to submit the report for all, standard, or adjustment accounting period types.
Show Running Totals	Select **Yes** to print running totals in the report.
Summarize by Account	Select **Yes** to print summarized debit and credit lines per account for a single journal. The default value is **No**.

Frequently Asked Questions

The following table lists frequently asked questions about the journal reports.

FAQ	Answer
How do I find this report?	Schedule and run this report from the Scheduled Processes work area on the Navigator menu.
Who uses this report?	• Financial Accountant • Financial Manager • Financial Specialist
When do I use this report?	Use the journal reports to verify whether your journals, accounting entries, and source documents comply with the legal requirements.
What type of reports are these?	Oracle Business Intelligence Publisher

General Ledger Journal and Balances Reports: Explained

This topic includes details about the General Ledger Journal and Balances Reports.

Overview

General ledger journal and balance reports provide details on journal entries and account balances. These reports lists posted accounting activity under account balances for all periods in a selected period range. For each account, the reports provide, beginning balance, general ledger posted journal lines, and ending balance. Journal entry reports print all details of general ledger journals.

General Ledger Journal and Balance reports include the following reports:

- General Ledger Journal Entry Report: Provides general ledger journal activity for a given period or date range, and optionally other criteria including journal source, entered currency, and journal batch. Flexible grouping and sorting options are provided at report submission.

The following figure is an example of the report.

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General Ledger Journal Entry Report

Report Date 7/17/14 7:53 AM
Page 1 of 1

Company		**Tax Payer ID**	
Address		**Postal Code / City**	
Service Type			

Batch	Payables A 15136 103046 N	**Balance Type**	Actual	**Posted Date**	7/17/14
Description	Journal Import Payables 103046:	**Source**	Payables	**Status**	P

Journal	Jan-14Supplier Cost	**Category**	Supplier Cost	**Journal Effective Date**	01/31/14
Currency	EUR	**Journal Number**			
Description	Journal Import 103046:				
Document Sequence Name		**Document Sequence Number**			

Line	Account	Account Description	Line Description	Posting Status	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit
1	40.475100.000.000	Spain.Withholding Tax.No Cost Center.No Product	Journal Import Created	P	0.00	180.00	0.00	180.00
2	40.472000.000.000	Spain.Property (Input VAT).No Cost Center.No Product	Journal Import Created	P	160.00	0.00	160.00	0.00
3	40.400000.000.000	Spain.Domestic Suppliers.No Cost Center.No Product	Journal Import Created	P	180.00	0.00	180.00	0.00
4	40.400000.000.000	Spain.Domestic Suppliers.No Cost Center.No Product	Journal Import Created	P	0.00	1,160.00	0.00	1,160.00
5	40.611000.000.000	Spain.Variation of existence of raw materials.No Cost Center.No Product	Journal Import Created	P	1,000.00	0.00	1,000.00	0.00
			Journal Total		1,340.00	1,340.00	1,340.00	1,340.00
			Batch Total		1,340.00	1,340.00	1,340.00	1340
			Daily Total		1,340.00	1,340.00	1,340.00	1,340.00
			Report Total		1,340.00	1,340.00	1,340.00	1,340.00

- General Ledger Journal and Balance Report: Retrieves all information for the reports that require journal entries and account balances. The account balances can be printed for selected levels of the hierarchy for actual, encumbrance, or budget balance types.

  The following figure is an example of the report.

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General Ledger Journal and Balance Report

Report Date 7/17/14 1:09 PM
Page 2 of 2

Account	40.472000.000.000	**Beginning Balance**	7,719,980,889.20
Account Description	Spain.Property (Input VAT).No Cost Center.No Product		

Batch	Journal	Category	Effective Date	Journal Number	Line	Description	Debit	Credit
Payables A 15136 103046 N	Jan-14Supplier Cost	Supplier Cost	01/31/14		2	Journal Import Created	160.00	0.00
Receivables A 15110 103280 N	Jan-14Sales Invoices	Sales Invoices	01/31/14		2	Journal Import Created	0.00	160.00
						Total	160.00	160.00

Account	40.472000.000.000	**Ending Balance**	7,719,980,889.20

Balancing Segment	**40**	**Ending Balance**	7,719,980,889.20

Report Total	160.00	160.00

Key Insights

Before submitting the reports, you must transfer subledger journals to the general ledger.

Report Parameters

The following table lists the common parameters applicable to all the General Ledger Journal and Balance Reports:

Parameter	Description
Data Access Set	Enter the data access set that you can access based on the defined security structure. Data access set is required for all general ledger reports.
Ledger	Specify the ledgers for the selected data access set. Ledger is required for all general ledger reports.
From Period and To Period	Indicate the period range for the report data.
Flex Filter Conditions	Enter the filtering conditions on the accounting flexfield. You can select all segments for the selected ledger, and define conditions including account value ranges.

The following table lists selected parameters for the General Ledger Journal Entry:

Parameter	Description
Posting Status	Select the applicable posting status. Valid values are Error Status, Posted Journals, and Unposted Journals.
Journal Source	Enter the source of journal entries such as, payables, receivables, or manual.

The following table lists selected parameters for the General Ledger Journal and Balance Report:

Parameter	Description
Currency Type	Specify the currency type, such as entered, statistical or total. The default value is Total.
Balance Type	Specify whether the balance type is actual or encumbrance. The default is Actual (A).

Frequently Asked Questions

The following table lists frequently asked questions about the General Ledger Journal and Balance Reports.

FAQ	Answer
How do I find this report?	Schedule and run this report from the Scheduled Processes work area on the Navigator menu.
Who uses this report?	• Financial Manager • Financial Accountant
When do I use this report?	Use these reports to declare withholdings and payments on account of income from employment, economic activities, prizes, certain capital gains and income allocations.

FAQ	Answer
What type of reports are these?	Oracle Business Intelligence Publisher

General Ledger and Subledger Accounting Reports: Explained

Oracle General Ledger and Oracle Subledger Accounting provides a variety of reports to support your reporting requirements for trial balances, detail journals and account analysis. These reports also support the needs of your organization for internal reporting, reconciliation, and communication with third parties like customers and suppliers.

The general ledger and subledger reports are categorized into:

- Account Analysis Reports: These reports support fiscal verification processes in countries like Europe and South America. They inform shareholders on the financial situation of the company in countries like the United States.

  The account analysis reports:

  - Provide a legal account ledger
  - Reconcile subledger balances with the general ledger balances
  - Maintain an audit trail
  - Allow a periodic internal verification
- Journal Reports: These reports verify that your journals, accounting entries, and source documents are in compliance with legal requirements.
- Third-Party Detail and Balances Reports: These reports provide balances per third-party control account, third party, and third-party site. These reports verify that the third-party subledgers are consistent with the general ledger.

  Use the third-party detail and balances reports to:

  - Review the accounting process details by third party and third-party site.
  - Audit third-party accounts in detail.

  During the accounting process, run the reports to ensure that subledger and general ledger balances reconcile, and to identify discrepancies.
- General Ledger Journal and Balance Reports: These reports list general ledger journals and account balances for all periods in a selected period range. For each account, the reports provide beginning balance, general ledger posted journal lines, and ending balance.
- General Ledger Trial Balance Report: This report checks your account balances and reviews your accounting activity. You can run the report using zero beginning balances at the start of the fiscal year.

The following table lists the reports provided under each category.

Report Group	List of Reports
Account Analysis Reports	• General Ledger and Subledger Account Analysis Report • General Ledger and Subledger Accounting by Journal Lines Report • Account Analysis by Legal Entity Report
Journal Reports	• Daily Journals Report

Report Group	List of Reports
	• Subledger Detail Journal Report • Journal Ledger Report
Third-Party Detail and Balances Reports	• Third-Party Detail and Balance Report • Third-Party Balances Summary Report • Third-Party Account Balance Report
General Ledger Journal and Balances Report	• General Ledger Journal Entry Report • General Ledger Journal and Balance Report
Trial Balance Report	• General Ledger Trial Balance Report

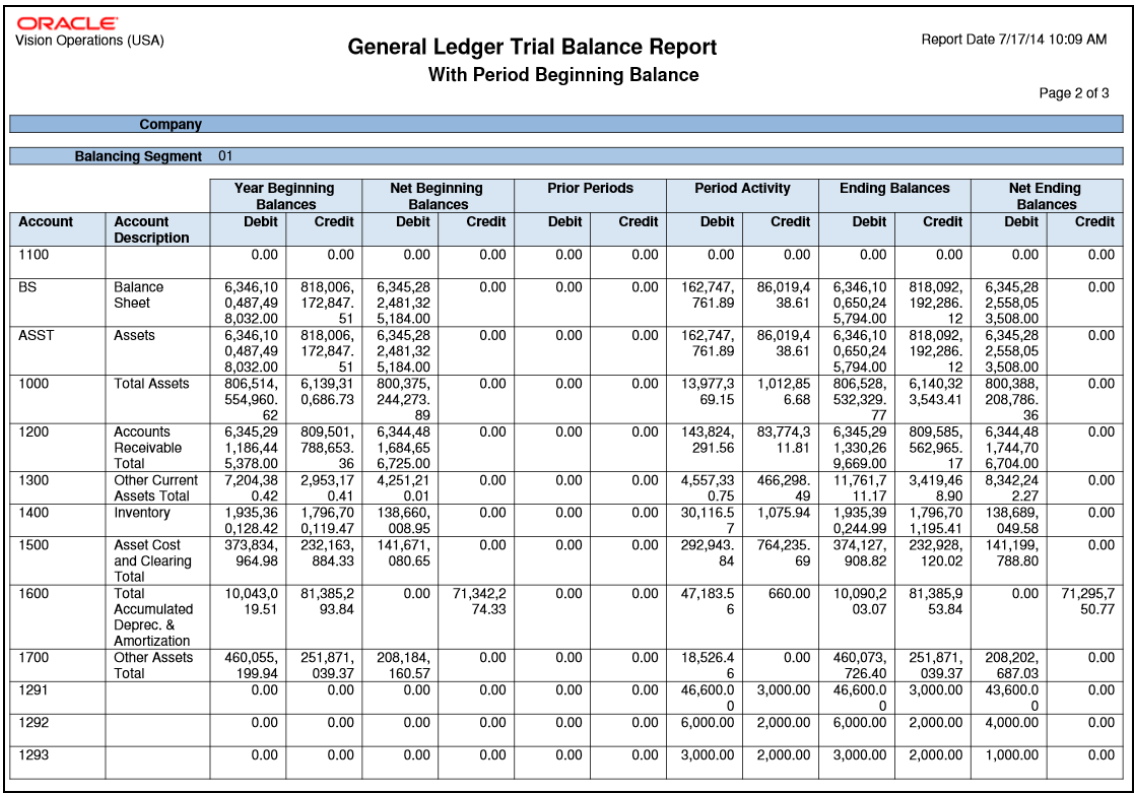
General Ledger Trial Balance Report: Explained

This topic includes details about the General Ledger Trial Balance Report.

Overview

The General Ledger Trial Balance Report lists actual account balances and activity by ledger, balancing segment, and account segment. The report prints the value, description, and debit or credit balance for the beginning and ending period. This also includes the debits and credits for the period. The report can print income statement, balance sheet, or all balances for a selected range of accounting code combinations.

The following figure is an example of the report.



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General Ledger Trial Balance Report
With Period Beginning Balance

Report Date 7/17/14 10:09 AM

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Company

Balancing Segment 01

		Year Beginning Balances		Net Beginning Balances		Prior Periods		Period Activity		Ending Balances		Net Ending Balances	
Account	**Account Description**	**Debit**	**Credit**	**Debit**	**Credit**	**Debit**	**Credit**	**Debit**	**Credit**	**Debit**	**Credit**	**Debit**	**Credit**
1100		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BS	Balance Sheet	6,346,100,487,498,032.00	818,006,172,847.51	6,345,282,481,325,184.00	0.00	0.00	0.00	162,747,761.89	86,019,438.61	6,346,100,650,245,794.00	818,092,192,286.12	6,345,282,558,053,508.00	0.00
ASST	Assets	6,346,100,487,498,032.00	818,006,172,847.51	6,345,282,481,325,184.00	0.00	0.00	0.00	162,747,761.89	86,019,438.61	6,346,100,650,245,794.00	818,092,192,286.12	6,345,282,558,053,508.00	0.00
1000	Total Assets	806,514,554,960.62	6,139,310,686.73	800,375,244,273.89	0.00	0.00	0.00	13,977,369.15	1,012,856.68	806,528,532,329.77	6,140,323,543.41	800,388,208,786.36	0.00
1200	Accounts Receivable Total	6,345,291,186,445,378.00	809,501,788,653.36	6,344,481,684,656,725.00	0.00	0.00	0.00	143,824,291.56	83,774,311.81	6,345,291,330,269,669.00	809,585,562,965.17	6,344,481,744,706,704.00	0.00
1300	Other Current Assets Total	7,204,380.42	2,953,170.41	4,251,210.01	0.00	0.00	0.00	4,557,330.75	466,298.49	11,761,711.17	3,419,468.90	8,342,242.27	0.00
1400	Inventory	1,935,360,128.42	1,796,700,119.47	138,660,008.95	0.00	0.00	0.00	30,116.57	1,075.94	1,935,390,244.99	1,796,701,195.41	138,689,049.58	0.00
1500	Asset Cost and Clearing Total	373,834,964.98	232,163,884.33	141,671,080.65	0.00	0.00	0.00	292,943.84	764,235.69	374,127,908.82	232,928,120.02	141,199,788.80	0.00
1600	Total Accumulated Deprec. & Amortization	10,043,019.51	81,385,293.84	0.00	71,342,274.33	0.00	0.00	47,183.56	660.00	10,090,203.07	81,385,953.84	0.00	71,295,750.77
1700	Other Assets Total	460,055,199.94	251,871,039.37	208,184,160.57	0.00	0.00	0.00	18,526.46	0.00	460,073,726.40	251,871,039.37	208,202,687.03	0.00
1291		0.00	0.00	0.00	0.00	0.00	0.00	46,600.00	3,000.00	46,600.00	3,000.00	43,600.00	0.00
1292		0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	2,000.00	6,000.00	2,000.00	4,000.00	0.00
1293		0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	2,000.00	3,000.00	2,000.00	1,000.00	0.00

Key Insights

Before submitting the report, you must complete these tasks:

- Ensure that balances are available for printing in the selected date and account range.
- Define the account hierarchy.

You can use the report to print account balances and activity by legal entity. The report enables you to print reporting and accounting sequences.

Report Parameters

The following table lists selected report parameters:

Parameter	Description
Data Access Set	Enter the data access set that you can access based on the defined security structure. Data access set is required for all general ledger reports.
Ledger	Specify the ledgers for the selected data access set. Ledger is required for all general ledger reports.
From Period and To Period	Indicate the period range for the report data.

Parameter	Description
Flex Filter Conditions	Enter the filtering conditions on the accounting flexfield. You can select all segments for the selected ledger, and define conditions including account value ranges.
Currency Type	Specify the currency type, such as entered, statistical, or total. The default value is Total.
Account Level	Enter the number of hierarchy levels you want to use for reporting. The valid values are: • Null for printing only detail rows. • 1 through 10 for printing relevant number of parent total rows. For example, consider you entered 3 and your account hierarchy for the natural account has 3 levels. You see balances at 2 parent levels and for the natural account segment. For the same structure, if you enter 2 then you see balances at only the 2 parent levels.
Top Level Parent Account	Indicate the highest level, top-level parent account that you want to work with. This parameter works with the account level parameter.
Account Class	Select a specific account class or accept the default value of **All**.
Account Delimiter	Specify the character that must be used as a separator between accounting flexfield segments.
Zero Beginning of Year Balance	Select: • **Yes** for zero balances for debit and credit. • **No** for the year beginning balance.
Trial Balance Type	Specify the type of account balance to determine the level of detail and results as of the beginning or end of the year. You can select one of the following types: **Begin Year**, **Detail**, **End Year**, **Results**. Default value is **Begin Year**.
Page Number Format	Select the applicable page number format. The valid values are Page: n and Page: n of m. The default value is Page: n of m.

Frequently Asked Questions

The following table lists frequently asked questions about the General Ledger Trial Balance Report.

FAQ	Answer
How do I find this report?	Schedule and run this report from the Scheduled Processes work area on the Navigator menu.
Who uses this report?	• Financial Accountant • Financial Manager
When do I use this report?	Use the General Ledger Trial Balance Report to review: • Accounting combination or natural account values and description • Prior period activity and year-to-date activity • Period beginning and period ending balances
What type of reports are these?	Oracle Business Intelligence Publisher

FAQ	Answer

Third-Party Detail and Balances Reports: Explained

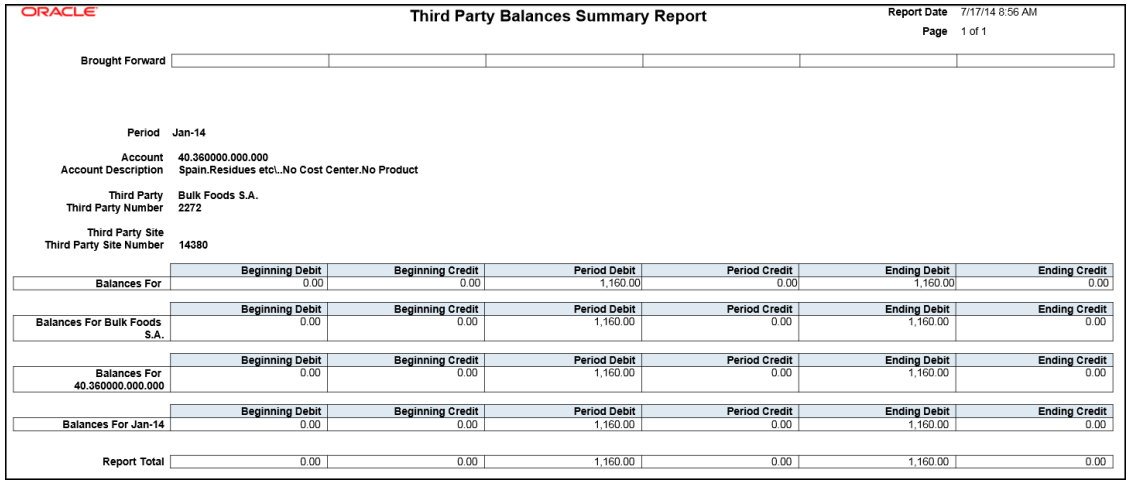
This topic includes details about third-party detail and balances reports.

Overview

The third-party detail and balances reports include:

- Third-Party Balances Summary Report: Displays information for each account of the third party and third-party site, and account identification. This report is a tool for auditing third-party accounts.

  The following figure is an example of the report.



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Third Party Balances Summary Report

Report Date 7/17/14 8:56 AM
Page 1 of 1

Brought Forward

Period Jan-14

Account 40.360000.000.000
Account Description Spain.Residues etc\..No Cost Center.No Product

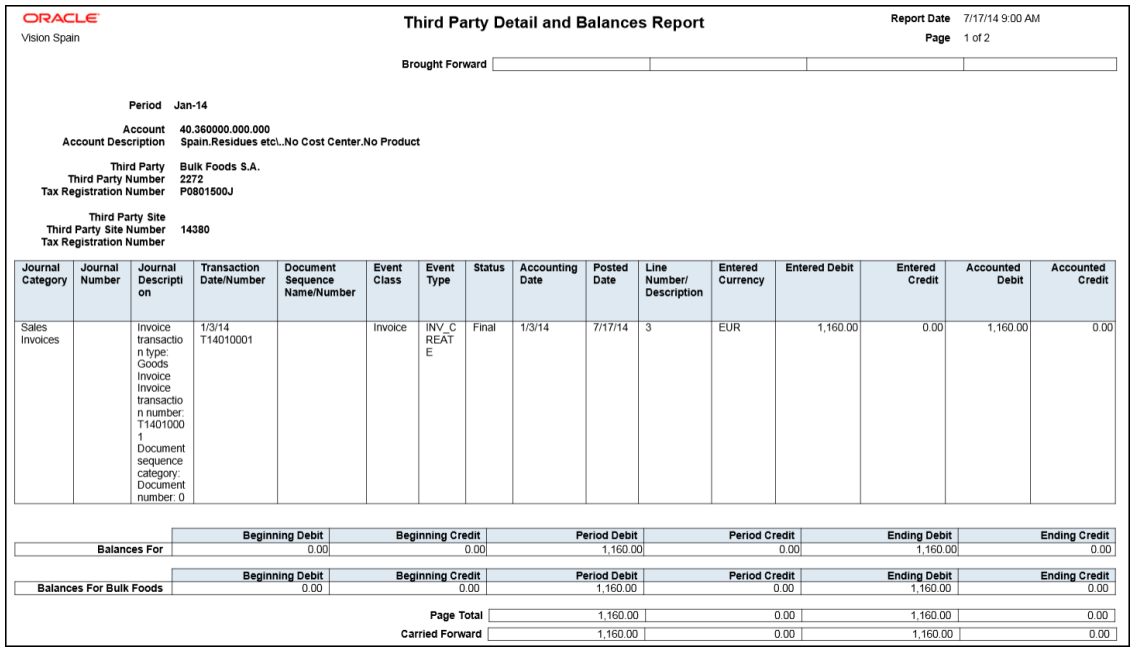
Third Party Bulk Foods S.A.
Third Party Number 2272

Third Party Site
Third Party Site Number 14380

	Beginning Debit	Beginning Credit	Period Debit	Period Credit	Ending Debit	Ending Credit
Balances For	0.00	0.00	1,160.00	0.00	1,160.00	0.00
Balances For Bulk Foods S.A.	0.00	0.00	1,160.00	0.00	1,160.00	0.00
Balances For 40.360000.000.000	0.00	0.00	1,160.00	0.00	1,160.00	0.00
Balances For Jan-14	0.00	0.00	1,160.00	0.00	1,160.00	0.00
Report Total	0.00	0.00	1,160.00	0.00	1,160.00	0.00

- Third-Party Detail and Balances Report: Provides third-party account balances and accounting activity details for a period. You can review the accounting process details by third party and audit third-party accounts in detail.

The following figure is an example of the report.



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Third Party Detail and Balances Report

Report Date 7/17/14 9:00 AM
Page 1 of 2

Brought Forward

Period Jan-14

Account 40.360000.000.000
Account Description Spain.Residues etc\..No Cost Center.No Product

Third Party Bulk Foods S.A.
Third Party Number 2272
Tax Registration Number P0801500J

Third Party Site
Third Party Site Number 14380
Tax Registration Number

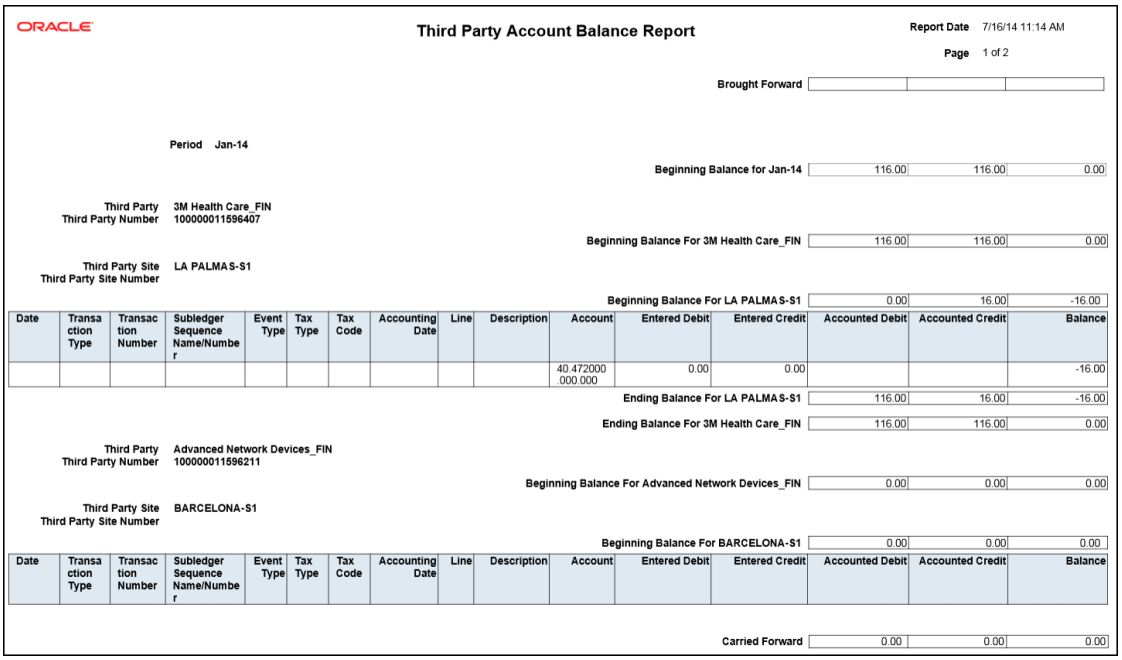
Journal Category	Journal Number	Journal Description	Transaction Date/Number	Document Sequence Name/Number	Event Class	Event Type	Status	Accounting Date	Posted Date	Line Number/ Description	Entered Currency	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit
Sales Invoices		Invoice transaction type: Goods Invoice Invoice transaction number: T14010001 Document sequence category: Document number: 0	1/3/14 T14010001		Invoice	INV_CREATE	Final	1/3/14	7/17/14	3	EUR	1,160.00	0.00	1,160.00	0.00

	Beginning Debit	Beginning Credit	Period Debit	Period Credit	Ending Debit	Ending Credit
Balances For	0.00	0.00	1,160.00	0.00	1,160.00	0.00

	Beginning Debit	Beginning Credit	Period Debit	Period Credit	Ending Debit	Ending Credit
Balances For Bulk Foods	0.00	0.00	1,160.00	0.00	1,160.00	0.00
Page Total			1,160.00	0.00	1,160.00	0.00
Carried Forward			1,160.00	0.00	1,160.00	0.00

- Third-Party Account Balance Report: Prints account and original third-party transactions impacting the account during a particular period. The report is run to ensure that subledger and general ledger balances reconcile, and to identify possible reasons for any discrepancies.

The following figure is an example of the report.



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Third Party Account Balance Report

Report Date 7/16/14 11:14 AM
Page 1 of 2

Brought Forward			
Beginning Balance for Jan-14	116.00	116.00	0.00
Beginning Balance For 3M Health Care_FIN	116.00	116.00	0.00
Beginning Balance For LA PALMAS-S1	0.00	16.00	-16.00

Period Jan-14
Third Party 3M Health Care_FIN
Third Party Number 100000011596407
Third Party Site LA PALMAS-S1
Third Party Site Number

Date	Transaction Type	Transaction Number	Subledger Sequence Name/Number	Event Type	Tax Type	Tax Code	Accounting Date	Line	Description	Account	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit	Balance
										40.472000.000.000	0.00	0.00			-16.00

Ending Balance For LA PALMAS-S1	116.00	16.00	-16.00
Ending Balance For 3M Health Care_FIN	116.00	116.00	0.00
Beginning Balance For Advanced Network Devices_FIN	0.00	0.00	0.00
Beginning Balance For BARCELONA-S1	0.00	0.00	0.00

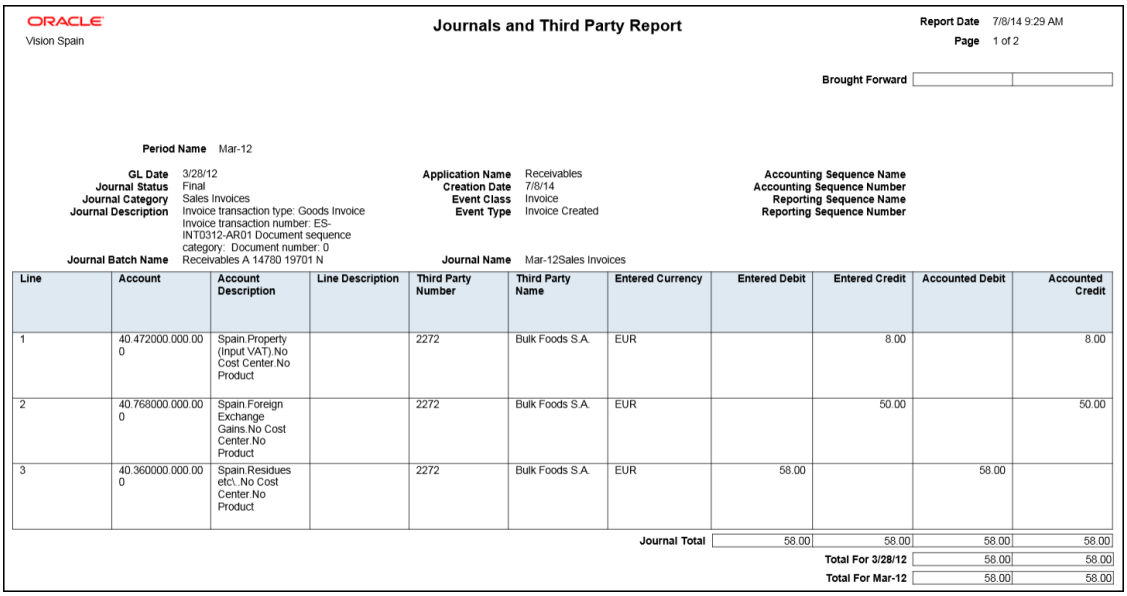
Third Party Advanced Network Devices_FIN
Third Party Number 100000011596211
Third Party Site BARCELONA-S1
Third Party Site Number

Date	Transaction Type	Transaction Number	Subledger Sequence Name/Number	Event Type	Tax Type	Tax Code	Accounting Date	Line	Description	Account	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit	Balance

Carried Forward	0.00	0.00	0.00

- Journals and Third-Party Report: Prints all the journals posted to the general ledger for an accounting period. It provides detailed subledger accounting entry lines regardless of the general ledger journals summarization. Transaction line description, third-party name and number, and transaction amounts in entered and ledger currency. The report uses legal sequencing rules for both accounting entries and source documents to verify if all journals are recorded in a chronological order without gaps. The report lets you create various views of reported information based on seven flexible sorting rules that help with reconciliation and auditing.

The following figure is an example of the report.



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Journals and Third Party Report

Report Date 7/8/14 9:29 AM
Page 1 of 2

Brought Forward

Period Name Mar-12

GL Date 3/28/12
Journal Status Final
Journal Category Sales Invoices
Journal Description Invoice transaction type: Goods Invoice Invoice transaction number: ES-INT0312-AR01 Document sequence category: Document number: 0
Journal Batch Name Receivables A 14780 19701 N

Application Name Receivables
Creation Date 7/8/14
Event Class Invoice
Event Type Invoice Created
Journal Name Mar-12Sales Invoices

Accounting Sequence Name
Accounting Sequence Number
Reporting Sequence Name
Reporting Sequence Number

Line	Account	Account Description	Line Description	Third Party Number	Third Party Name	Entered Currency	Entered Debit	Entered Credit	Accounted Debit	Accounted Credit
1	40.472000.000.000	Spain.Property (Input VAT).No Cost Center.No Product		2272	Bulk Foods S.A.	EUR		8.00		8.00
2	40.768000.000.000	Spain.Foreign Exchange Gains.No Cost Center.No Product		2272	Bulk Foods S.A.	EUR		50.00		50.00
3	40.360000.000.000	Spain.Residues etc\..No Cost Center.No Product		2272	Bulk Foods S.A.	EUR	58.00		58.00	
						Journal Total	58.00	58.00	58.00	58.00
								Total For 3/28/12	58.00	58.00
								Total For Mar-12	58.00	58.00

Key Insights

Before submitting the reports, complete the following tasks:

- Ensure that the third-party control account balances are available for printing for the selected date and account range.
- Manually run the Update Subledger Account Balances process for your ledger and application, if you accounted your third-party transactions online.

Note: You must set up third-party control account, you can set it up as supplier control account, customer control account, or both.

During the accounting process, run the reports to ensure that subledger and general ledger balances reconcile, and to identify discrepancies such as:

- Transaction amounts are assigned to incorrect accounts. For example, an invoice distribution amount is assigned to a liability account.
- Transactions are not posted to the general ledger.
- Journal batches are not posted in the general ledger.

For each account, the report displays beginning balance, period activity, and period end balance.

Report Parameters

The following table lists selected parameters for the Third-Party Balances Summary Report:

Parameter	Description
Report Heading	Print report headings, select one of the following options: Ledger, Legal Entity, and Statutory Header for Italy.
Journal Entry Source	Enter the source of journal entries, such as payables, receivables, or manual.
Third-Party Type	Indicate the party type, such as supplier or customer.
Third-Party Name	Submit the report for a specific third party, or leave this field blank for all third parties.

The following table lists selected parameters for the Third-Party Detail and Balances Report:

Parameter	Description
Journal Entry Source	Enter the source of journal entries, such as payables, receivables, or manual.
Third-Party Type	Indicate the party type, such as supplier or customer.
Third-Party Name	Submit the report for a specific third party, or leave this field blank for all third parties.

The following table lists selected parameters for the Third-Party Account Balance Report:

Parameter	Description
Report Heading	Print report headings, select one of the following options: Ledger, Legal Entity, and Statutory Header for Italy.
Journal Entry Source	Enter the source of journal entries, such as payables, receivables, or manual.
Third-Party Type	Indicate the party type, such as supplier or customer.

The following table lists selected parameters for the Journals and Third-Party Report:

Parameter	Description
Journal Entry Source	Enter the source of journal entries, such as payables, receivables, or manual.
Event Class	Indicate the event class, such as credit memos and debit memos.
Group by Period	Indicate whether to group the journal entries by period.

Frequently Asked Questions

The following table lists frequently asked questions about third-party detail and balances reports.

FAQ	Answer
How do I find this report?	Schedule and run this report from the Scheduled Processes work area on the Navigator menu.
Who uses this report?	• Financial Accountant • Financial Manager • Financial Specialist
When do I use this report?	Use the third-party detail and balances reports to: • Review the accounting process details by third party and third-party site. • Audit third-party accounts in detail. • Reconcile transactions accounted by an audited company with transactions accounted by the third parties.
What type of reports are these?	Oracle Business Intelligence Publisher

FAQs for Financial Reporting and Analysis

What's the difference between Financial Control Reporting and Workspace?

The key differences between Financial Reporting Center and Oracle Enterprise Performance Management System Workspace are:

Financial Reporting Center	Oracle Enterprise Performance Management System Workspace
Intended for most financial users.	Intended for power users.
Integrated region to run reports.	• Browser-based report repository and distribution tool. • Opened from the Financial Reporting Center.
Supports the following features: • Run live reports. • View snapshot reports.	Support the following features: • Run live reports. • View snapshot reports. • Define books and batches. • Schedule reports and batches. • Import and export of Financial Reports. • Download Financial Reporting Studio and Smart View applications. • Manage balances cube connections.

Note: Both Financial Reporting Center and Workspace use the same report repository.

How can I store and edit Financial Reporting objects?

First installed Oracle BI EE as part of Oracle Fusion Applications. Then store and edit new objects that you create for Oracle Hyperion Financial Reporting in **Workspace** in the Oracle BI Presentation Catalog. Perform operations on those objects in the catalog similarly to how you work with other objects, such as copying and modifying properties. See the documentation for Hyperion Financial Reporting for complete information on working with objects. Financial Reporting report designers can also access the Financial Reporting objects in the Financial Reporting Studio.

6 Budgets

Budget Uploads: Overview

In Oracle Fusion General Ledger, you can load budget data to perform variance reporting.

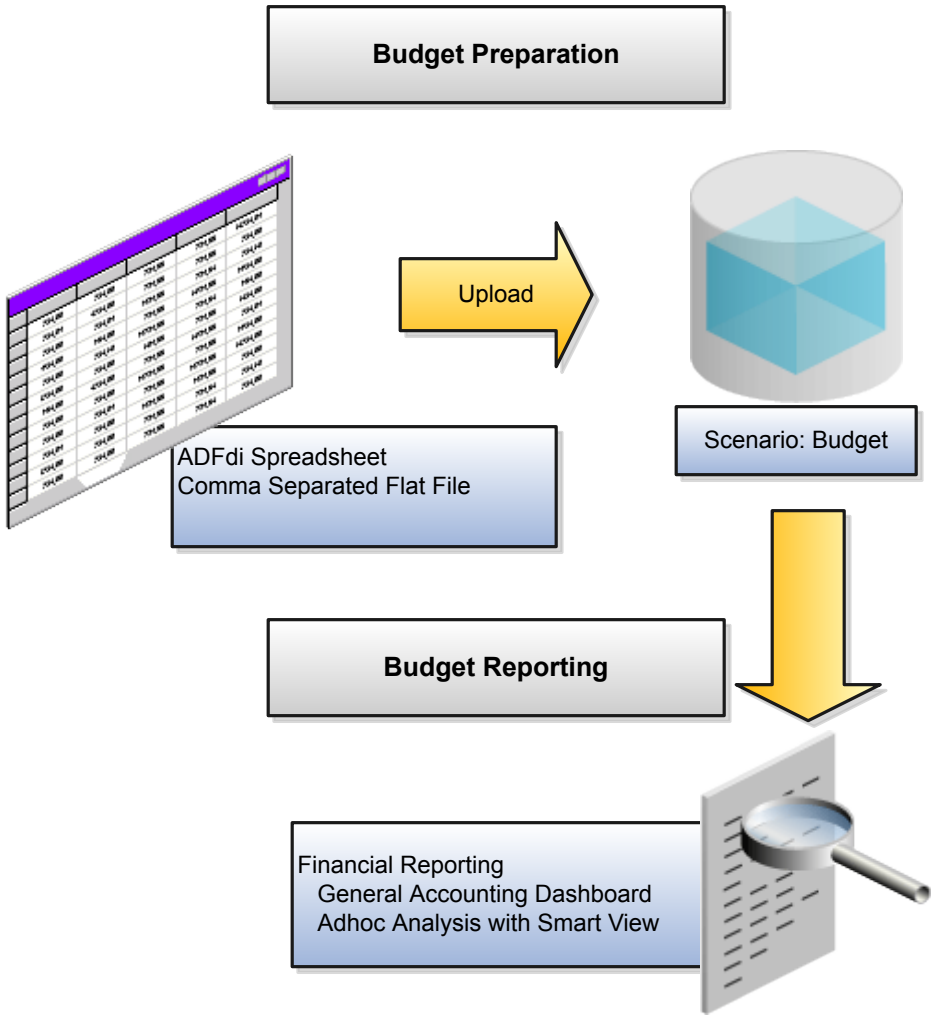
If you use a third-party budgeting application or don't use a budgeting application, there are two ways to load budgets into the GL Balances Cube.

- **Importing Budget Data from a Flat File**: Export budget data from your budgeting application to a comma separated values .csv file. Use the Import General Ledger Budget Balances file-based data import to prepare and generate flat files in a .csv format. You can use Oracle Application Development Framework Desktop Integrator correction worksheets to correct validation errors, delete rows with errors, and resubmit the corrected error rows.

  Note: For more information about file-based data import, see the File-Based Data Import for Oracle Financials Cloud guide.

- **Importing Budget Data from a Spreadsheet**: You can access the budget load spreadsheet from the General Accounting Dashboard. Enter, load, and correct budget data in the ADF Desktop Integrator spreadsheet tool. Use this tool to prepare and load budget data for multiple ledgers and periods with a common chart of accounts instance. The list of values and the web picker help you select valid values. This simplified data entry reduces errors and alerts you to errors as you enter the data in the spreadsheet. Error correction is done in the same spreadsheet.

The following figure shows the process flow from uploading a budget to reporting on it.



Caution: When the GL Balances Cube is rebuilt, the process retains the budget balances as well as the actual balances. Only the budget balances loaded using the spreadsheet or flat file through the GL Budget Balances interface table are retained.

Tip: Create reports in Smart View or Financial Reporting to verify that the budget data was loaded correctly.

Related Topics

- File Based Data Import for Oracle Financials Cloud

Importing Budget Data from a Flat File: Explained

Use the Upload Budgets processes to integrate budget information from other budgeting application such as Oracle Hyperion Planning, Fusion Edition. You can load your budget amounts to the General Ledger balances cube by populating the GL_BUDGET_INTERFACE table and running the Validate and Upload Budgets process. You can load budgets for multiple periods and for multiple ledgers with the same chart of accounts in a single load process. Note that the budget data is not loaded to the GL_BALANCES table and only loaded to the balances cube for variance reporting purposes.

> **Note:** 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.

Assigning Values for Columns in the GL_BUDGET_INTERFACE Table

You must enter values in the columns of the interface table that require values, including not null columns, for the budget import to be successful.

Enter values in the following required columns of the interface table:

Column Name	Values
RUN_NAME	Enter a name to identify the budget data set being imported.
STATUS	Enter the value NEW to indicate that you are bringing new budget data.
LEDGER_ID	Enter the appropriate ledger ID value for the budget amount. You can view the ledger ID for your ledgers in the Manage Primary Ledgers page. The ledger ID column is hidden by default, but you can display it from the View > Columns menu. If you enter multiple ledgers for the same run name, all of the ledgers must share the same chart of accounts.
BUDGET_NAME	Enter the appropriate budget name value for the budget line. You define your budget names in the Accounting Scenario value set.
PERIOD_NAME	Enter the period name that you are loading the budget data for. Note that you can load budget data to Never Opened, Future Enterable, and Open periods only.
CURRENCY_CODE	Enter the currency for your budget.
SEGMENT1 to SEGMENT30	Enter valid enabled account value for each segment in your chart of accounts.
BUDGET_AMOUNT	Enter the amount in the ledger currency for account types, expense and assets.
OBJECT_ VERSION_ NUMBER	For Oracle Cloud implementations, leave this field blank as the application automatically populates this when you load the data from the secure FTP server. For other implementations, you can set the column to a value of 1.

These columns are left as null because the budget import process either uses these columns for internal processing or does not use them currently.

- CHART_OF_ACCOUNTS_ID
- CODE_COMBINATION_ID
- ERROR_MESSAGE
- CREATION_DATE
- CREATED_BY
- LAST_UPDATE_DATE
- LAST_UPDATE_LOGIN
- LAST_UPDATED_BY
- REQUEST_ID
- LOAD_REQUEST_ID

Related Topics

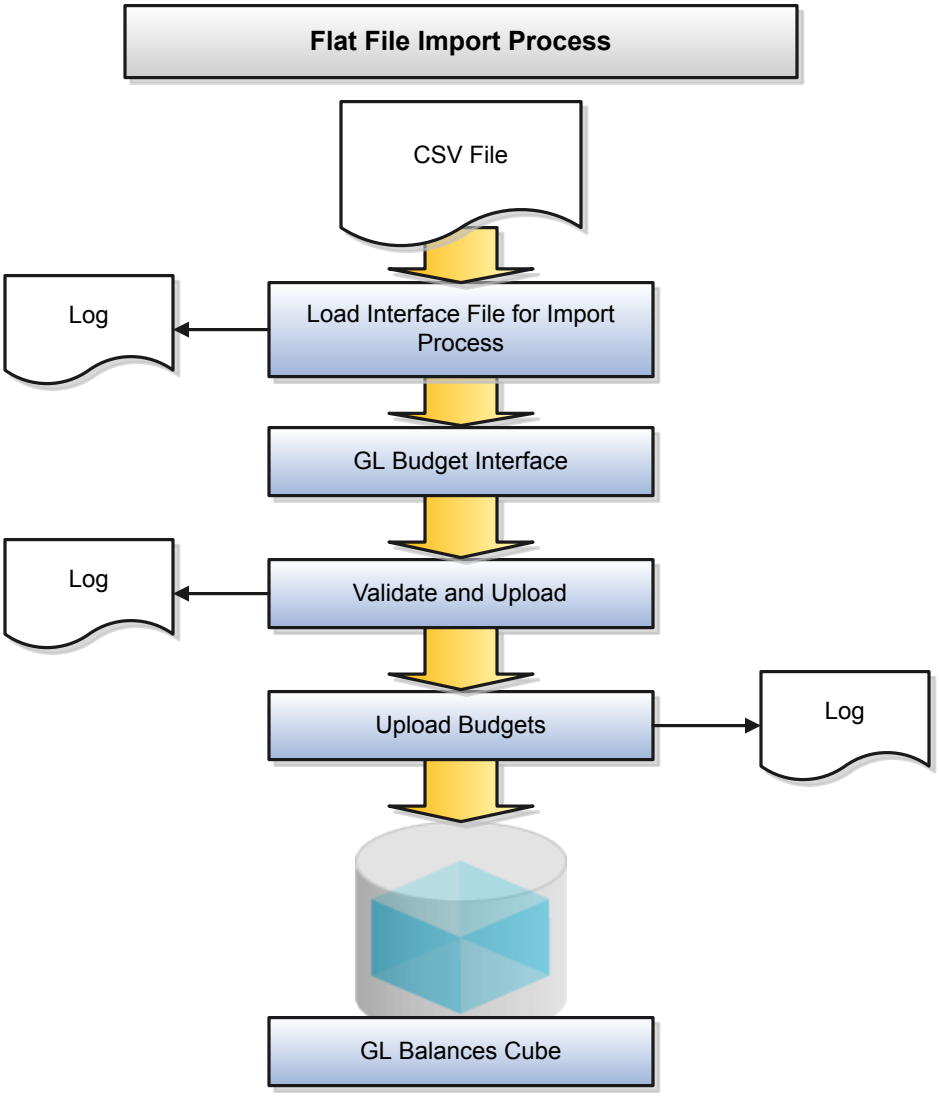
- External Data Integration Services for Oracle Cloud: Overview
- File Based Data Import for Oracle Financials Cloud

Loading Data to the Budget Interface Table: Explained

Load the budget amounts to the interface table by performing the following steps.

1. Export budget data from your budgeting application to a comma separated values (.csv) file. The file-based data import for Import General Ledger Budget Balances has a template that you can use. For more information about file-based data import, see the File Based Data Import for Oracle Financials Cloud guide.
2. Upload the zipped .csv file to the UCM directory fin/bugetBalance/import.
3. Launch the scheduled process called Load Interface File for Import and select the following parameters:
    - Import process: Validate and Upload Budgets
    - Data file: Select the name of the zipped .csv file
4. Run the Validate and Upload Budgets process to load the budget amounts to the General Ledger balances cube.

5. Review the logs for validation errors. If there are validation errors, correct the data in the template and regenerate the .csv file. Then resubmit the data by repeating steps 3 and 4.



Related Topics

- File Based Data Import for Oracle Financials Cloud

Importing Budget Data from a Spreadsheet: Explained

Use Oracle Application Development Framework (ADF) Desktop Integrator to enter, load, and correct budget data. This functionality uses a new interface table called the GL_BUDGET_INTERFACE and requires the duty role, Budget Entry Duty.

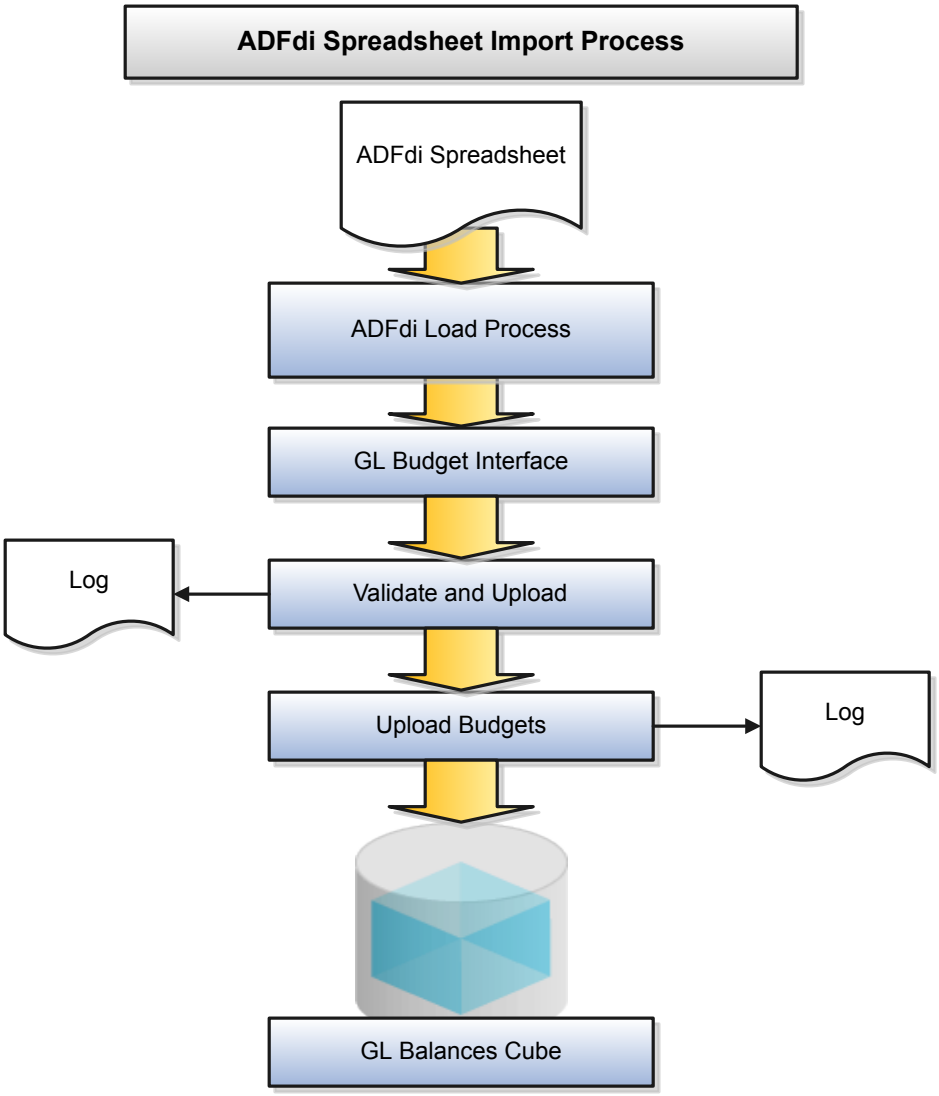
Budget Import

Budget Import Oracle ADF Desktop Integrator import functionality is similar to the journal import sheet in Oracle Fusion General Ledger. You may use this tool to create and upload budget data. From the General Accounting Dashboard page, download the import worksheet.

The budget import uses the Accounting Scenario value set for the budget being loaded. The Run Name is used as an identifier for the imported data set. The Oracle ADF Desktop Integrator budget import functionality:

- Supports multiple ledgers but a single chart of accounts instance
- Allows multiple calendars and periods
- Supports entered currencies in addition to the ledger currency
- Contains user-friendly lists of values
- Performs most validations on the worksheet

- Secures values by data access sets



Note: The ADF Desktop Integrator spreadsheet contains a Record Status column that shows if the rows upload successfully or with errors. Use the spreadsheet where the data was entered to enter the corrections.

Budget Correction with Oracle ADF Desktop Integrator: Explained

Oracle ADF Desktop Integrator correction functionality is similar to the journal correction sheet in Oracle Fusion General Ledger. You use this tool to correct the flat file import errors.

The correction spreadsheet functionality:

- Uses segment labels based on the data access set
- Contains user friendly lists of values
- Performs most validations on the worksheet
- Allows updating or marking the row for deletion.

Correcting Data

To use the correction spreadsheet functionality perform the following steps:

1. From the **General Accounting Dashboard** page, you set the data access set and download the correction worksheet.
2. After the correction worksheet is downloaded, you query for the rows in error. Pick the run name for which there are validation errors and click on the **Search** button. This populates the budget rows in error.
3. Correct the rows in error or mark for deletion and submit the journal correction spreadsheet. Any errors will be reported on the worksheet.
4. If the row status indicates an error, double-click it to see the error details and take necessary action. You can use the list of values to quickly correct data that is in error.

Glossary

accounting period

The fiscal period used to report financial results, such as a calendar month or fiscal period.

AutoPost criteria sets

A grouping of options and submission frequencies used to select journal entries for automatic posting.

balancing segment

A chart of accounts segment used to automatically balance all journal entries for each value of this segment.

balancing segment value

The value of a balancing segment used to automatically balance journal entries.

chart of accounts

The account structure your organization uses to record transactions and maintain account balances.

clearing company

The intercompany clearing entity used to balance the journal.

context

A grouping of flexfield segments to store related information.

context segment

The flexfield segment used to store the context value. Each context value can be associated with a different set of context-sensitive segments.

context-sensitive segment

A flexfield segment that may or may not appear depending upon a context. Context-sensitive segments are custom attributes that apply to certain entity rows based on the value of the context segment.

conversion rate

Ratio at which the principal unit of one currency can be converted into another currency.

descriptive flexfield

Customizable expansion space, such as fields used to capture additional descriptive information or attributes about an entity, such as a customer case. You may configure information collection and storage based on the context.

descriptive flexfield

An extendable field that captures additional information.

flexfield segment

An extensible data field that represents an attribute and captures a value corresponding to a predefined, single extension column in the database. A segment appears globally or based on a context of other captured information.

journal approval

A process of authorizing a set of accounting transactions before submitting the entries for posting.

journal batch

An element of a journal entry consisting of the name, source, and accounting period. Used to group journals for processing and easier querying.

journal category

A name used to group journal entries with similar characteristics, such as adjustments, accruals, or reclassifications.

journal reversal criteria set

A grouping of journal attributes and categories defined to enable automatic reversal of journals.

legal entity

An entity identified and given rights and responsibilities under commercial law through the registration with country's appropriate authority.

natural account segment

A chart of accounts segment used to categorize your accounting transactions by account type: asset, liability, owner's equity, revenue, or expense.

opening accounting period

Denotes an accounting period where transactions and journal entries can be entered.

primary balancing segment value

A segment value used to represent a legal entity in the chart of accounts and automatically balance all intercompany and intracompany transactions and journal entries.

reverse batch

An action to invert journal lines by either switching the debits and credits or changing the sign on the values of all the journal lines.

subject area

A set of columns, or pieces of data, related to a specific business object or area.

tree

Information or data organized into a hierarchy with one or more root nodes connected to branches of nodes. A tree must have a structure where each node corresponds to data from one or more data sources.