

PeopleSoft®

**EnterpriseOne 8.10
Global Solutions Nordic
PeopleBook**

May 2004

EnterpriseOne 8.10
Global Solutions Nordic PeopleBook
SKU ERP810GN0504

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About These EnterpriseOne PeopleBooks

Preface

EnterpriseOne PeopleBooks provide you with the information that you need to implement and use PeopleSoft EnterpriseOne applications.

This preface discusses:

- EnterpriseOne application prerequisites
- Obtaining documentation updates
- Typographical elements and visual cues
- Comments and suggestions

Note

EnterpriseOne PeopleBooks document only fields that require additional explanation. If a field is not documented with the process or task in which it is used, then either it requires no additional explanation or it is documented with common elements for the section, chapter, PeopleBook, or product line.

EnterpriseOne Application Prerequisites

To benefit fully from the information that is covered in these books, you should have a basic understanding of how to use EnterpriseOne applications.

See the *Foundation Guide*.

You might also want to complete at least one EnterpriseOne introductory training course.

You should be familiar with navigating the system and adding, updating, and deleting information by using EnterpriseOne menus and forms. You should also be comfortable using the World Wide Web and the Microsoft Windows or Windows NT graphical user interface.

These books do not review navigation and other basics. They present the information that you need to use the system and implement your EnterpriseOne applications most effectively.

Obtaining Documentation Updates

You can find updates and additional documentation for this release, as well as previous releases, on the PeopleSoft Customer Connection Website. Through the Documentation section of PeopleSoft Customer Connection, you can download files to add to your PeopleBook Library. You can find a variety of useful and timely materials, including updates to the full PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM.

Note

Before you upgrade, you must check PeopleSoft Customer Connection for updates to the upgrade instructions. PeopleSoft continually posts updates as the upgrade process is refined.

See Also

PeopleSoft Customer Connection Website, <http://www.peoplesoft.com/corp/en/login.jsp>

Typographical Conventions and Visual Cues

This section discusses:

- Typographical conventions
- Visual cues

Typographical Conventions

The following table contains the typographical conventions that are used in EnterpriseOne PeopleBooks:

Typographical Convention or Visual Cue	Description
<i>Italics</i>	Indicates emphasis, topic titles, and titles of PeopleSoft or other book-length publications. Also used in code to indicate variable values.
Key+Key	A plus sign (+) between keys means that you must hold down the first key while you press the second key. For example, Alt+W means hold down the Alt key while you press W.
Monospace font	Indicates a PeopleCode program or other code example.
“ ” (quotation marks)	Indicates an adjective that is used in a way that might not be readily understood without the quotation marks, for example "as of" date, "as if" currency, "from" date, and "thru" date.
Cross-references	EnterpriseOne PeopleBooks provide cross-references either below the heading “See Also” or preceded by the word See. Cross-references lead to other documentation that is pertinent to the immediately preceding documentation.

Visual Cues

EnterpriseOne PeopleBooks contain the following visual cues:

- Notes

- Cautions

Notes

Notes indicate information that you should pay particular attention to as you work with the PeopleSoft system.

Note

Example of a note.

Cautions

Text that is preceded by *Caution* is crucial and includes information that concerns what you must do for the system to function properly.

Caution

Example of a caution.

Comments and Suggestions

Your comments are important to us. We encourage you to tell us what you like, or what you would like to see changed about PeopleBooks and other PeopleSoft reference and training materials. Please send your suggestions to:

PeopleSoft Product Documentation Manager, PeopleSoft Inc., 4460 Hacienda Drive, Pleasanton CA 94588

Or you can send e-mail comments to doc@peoplesoft.com.

While we cannot guarantee an answer to every e-mail message, we will pay careful attention to your comments and suggestions.

Setting Up Your System for Localization

You need to set up and define certain information that the system uses during processing. You use this information to customize the system for your business needs. You must complete the system setup tasks that are detailed in the base guides as well as additional tasks for Nordic countries.

Setting Up User Display Preferences

Some of PeopleSoft EnterpriseOne localized software uses country-server technology to isolate country-specific features from the base software. For example, if during normal transaction processing, you record additional information about a supplier or validate a tax identification number to meet country-specific requirements, you enter the additional information using a localized program; and the tax validation is performed by a localized program instead of by the base software. The country server indicates that this localized program should be included in the process.

To take full advantage of localized solutions for your business, you must set up your user display preferences to specify the country in which you are working. The country server uses this information to determine which localized programs should be run for the specified country.

You use localization country codes to specify the country in which you are working. The system supplies localization country codes in user defined code table 00/LC. This table stores both two-digit and three-digit localization country codes.

You can also set up user display preferences to use other features. For example, you can specify how the system displays dates (such as DDMMYY, the typical European format) or specify a language to override the base language.

► **To set up user display preferences**

From the EnterpriseOne Menu, choose My System Options.

1. On User Default Revisions, choose User Profile Revisions.
2. On User Profile Revisions, complete the following field:
 - Localization Country Code

PeopleSoft.



My System Options - User Profile Revisions

OK Cancel Form Tools



User ID BR857194

Address Number 8015

Default Icon File

Display Preferences

Language

Right To Left Left to Right

Date Format DMY

Day, Month, Year (DDMMYY)

Date Separator Character

System value

Decimal Format Character

System value

Localization Country Code ES

Spain

Universal Time



Time Format



3. Complete the following optional fields:

- Language
- Date Format
- Date Separator Character
- Decimal Format Character

4. Click OK.

See Also

- ❑ *User Profiles* in the *System Administration Guide*

Processing Options for User Profiles (P0092)

A/B Validation

Enter a '1' to enable editing on address book number against the F0101.

Setting Up User Defined Codes

From the System Administration Tools menu (GH9011), choose User Defined Codes.

Many fields throughout the system accept only user defined codes. You can customize your system by setting up and using user defined codes that meet the specific needs of your business environment.

Caution

User defined codes are central to PeopleSoft EnterpriseOne systems. You should be thoroughly familiar with user defined codes before you change them.

User Defined Codes for International Payment Instructions (IPI)

Most of the values for the UDCs for International Payment Instructions are hard-coded. However, you must set up values for the IPI - Languages and Countries (00/IL) UDC table.

IPI – Languages and Countries (00/IL)

International Payment Instructions (IPIs) must be printed in English, but they can also contain a second language. You specify the secondary language by setting up a value in the IPI - Languages and Countries UDC table (00/IL). Some countries require that you print IPI forms with a secondary language; for some countries, the use of a secondary language is optional. The European Committee for Banking Standards publishes the requirements for IPIs.

When you set up the IPI – Languages and Countries UDC, you complete the Special Handling field with a value from the Language (01/LP) UDC table. The system uses the value in the Special Handling field to determine the secondary language that prints on the IPI form. If you do not want the system to print a secondary language on the IPI form, set the Special Handling code for a country to E (English). Generally, you use the language of the country where your customer's bank is located.

You can set up only one language per country. For example, for banks in Belgium, you must specify a secondary language; but you can choose to use French, German, or Dutch. In the 00/IL UDC, you can set up only one of those languages for Belgium; you cannot set up a value for each language. The graphic below shows the secondary language preference for Belgium to be French.

The following table shows examples of the languages that you can set up for countries:

Codes	Description 01	Description 02	Special Handling
AT	Austria	O - German	G
BE	Belgium	R – French, Dutch, or German	F
CH	Switzerland	O – German, French, or Italian	F
DE	Germany	R – German	G
DK	Denmark	Unspecified – Danish	DN
ES	Spain	R – Spanish	S
FI	Finland	R – Finnish and Swedish	FN
FR	France	R – French	F
GB	United Kingdom	NA	E

IPI – Address Line Sequencing (00/IA)

The IPI - Address Line Sequencing UDC table (00/IA) determines the combination of the values for the Postal Code, City, and Country that the system includes as the second address line of the ordering customer's address on the International Payment Instruction (IPI).

These values are hard-coded and consistent with the requirements for IPIs. The European Committee for Banking Standards publishes the requirements for IPIs.

IPI – Charges Paid By (00/IC)

The IPI – Charges Paid By UDC table (00/IC) contains values that specify the entity who is responsible for paying the bank charges that are associated with the International Payment Instruction (IPI). These values are hard-coded and consistent with the requirements for IPIs. The European Committee for Banking Standards publishes the requirements for IPIs.

IPI – Form Types (00/IF)

The IPI – Form Types UDC table (00/IF) contains hard-coded values that represent the types of pre-formatted International Payment Instruction (IPI) forms that are available to use. The values in this UDC are consistent with the requirements for IPIs. The European Committee for Banking Standards publishes the requirements for IPIs.

IPI – Details of Payment (00/IP)

The IPI – Details of Payment UDC table (00/IP) determines the data that appears in the Details of Payment section on the International Payment Instruction (IPI). These values are hard-coded and are consistent with the requirements for International Payment Instructions (IPI). The European Committee for Banking Standards publishes the requirements for IPIs.

Validating Bank ID Numbers

A bank ID number identifies the bank with which you have established an account. The bank ID number is included in the customer information that you remit for processing accounts receivable drafts and EFT payments.

You activate bank ID validation routines for the following countries by setting up the Localization Country Code in your user profile:

- Italy
- France
- Belgium
- Finland
- Spain
- Japan
- New Zealand

Completing the Localization Country Code field on the User Profile Revisions form causes the system to search for a bank ID validation routine, but the validation routine to use is not specified. For example, if you specify Belgium in the Localization Country Code field, you can still validate bank IDs for other countries. When you use the Bank Accounts by Address program (P0030A), the system uses the value in the Country field on the Mailing tab on the Address Book Revision form to determine which validation to use for the address book record.

Note

You can upload bank information for Spain and Italy. For these countries, the system uses the uploaded bank information to validate bank transit numbers. For information about the upload process for Spain, see *Entering A.E.B. Bank Account Information* in the *Global Solutions Spain Guide*. For information about the upload process for Italy, see *Bank Information Processing* in the *Global Solutions Italy Guide*.

The system validates bank code numbers and bank branch codes when you enter bank IDs into the Bank Accounts by Address (P0030A) or the G/L Bank Accounts (P0030G) program. The system identifies the customers whose bank information is invalid with an error message.

You can check for missing bank information for customers by running the Bank Account Validation report (R00314).

The system validates account and bank identification information throughout the draft process as follows:

A/R Batch Draft Creation (R03B671)	The system prints an error report that lists customers with missing or invalid bank information. You can review the list to correct or update the bank information before you generate the drafts.
Draft Remittance (R03B672)	When you remit drafts, the system validates bank information again and includes the drafts for all of the specified customers in the electronic bank file. The system prints an error report that lists the customers with missing or invalid bank information.

Overriding Bank ID Validation

You can override bank ID validation for a specific country by adding the country code to UDC 70/BI. The system does not run bank ID validation routines for countries listed in this UDC table.

Validating Tax ID Numbers

A tax ID is the identification number that you use when you report information to the various tax authorities. For every transaction that can occur with a company, a customer, or a supplier, you must enter an associated tax identification number. Tax IDs are also called VAT codes, VAT registration numbers, or fiscal codes.

To export goods free of value-added tax (VAT), you must have the tax ID or VAT registration number of your customers in other EU countries, and you must send your own tax ID or VAT registration numbers to your suppliers. The length and format of these numbers vary by country.

When you create an address book record for each company, customer, or supplier, enter the tax ID number in the Tax ID field on the Address Book Revision form. To ensure that the tax ID that you enter is checked for authenticity, enter a country code from UDC table 00/CN in the Country field on the Mailing tab on the Address Book Revision form. When a country code is on the Mailing tab, the system validates tax IDs for that country.

The system only validates the tax ID if the country code that you have specified is set up and activated for validation in UDC table 70/TI.

Activating Tax ID Validation

You activate tax ID validation routines for specific countries by setting up a Localization Country Code in your user profile and by setting up country codes in UDC 70/TI.

User Display Preferences

Completing the Localization Country Code field on the User Profile Revisions form causes the system to search for a tax ID validation routine, but the validation routine to use is not specified. For example, if you specify UK in the Localization Country Code field, you can still validate tax IDs for other countries. The system uses the value in the Country field on the Mailing tab on the Address Book Revision form to determine which validation to use for each address book record.

UDC 70/TI

The following table shows examples of country codes set up in UDC 70/TI:

Codes	Description 01	Description 02	Special Handling
	Default Country	US	1
AU	Austria	AU	1
AUS	Austria	AU	1
BE	Belgium	BE	1
BEL	Belgium	BE	1
DE	Germany	DE	1
DEU	Germany	DE	1

To turn on tax ID validation for a specific country code, enter 1 in the Special Handling field for that country code. To turn off tax ID validation for a specific country code, remove the 1 from the Special Handling field.

To activate tax ID validation for a country code that is not listed in UDC table 70/TI or to change the meaning of an existing country code, complete the fields as follows:

1. Enter the country code in the Codes field.
The country code must also be set up in UDC 00/CN.

2. Enter the standard two-digit ISO code for that country in the Description 02 field.
The two-digit ISO code is required in the Description 02 field to cross-reference the new country code with the country code that is hard-coded in the system.

For example, if you use DE for Denmark, enter DN (the two-digit ISO code for Denmark) in the Description 02 field for the DE country code. The system then validates tax IDs that are entered with the country code DE according to Danish, not German, specifications.

3. Enter 1 in the Special Handling field.

To activate tax ID validation for the default (blank) country code, complete the fields as described above, but leave the Codes field blank.

For example, if you use a blank country code to mean Denmark, enter DN (the two-digit ISO code for Denmark) in the Description 02 field for the blank country code.

Overriding Tax ID Validation

You activate tax ID validation routines for specific countries by setting up country codes in the Tax ID Validation UDC table (70/TI). When you set the Special Handling code to 1 for a specific country, the system validates the Tax ID for that country.

For France, Italy, and Spain, you can override the tax validation routine on a single customer/supplier basis. When you override the tax validation routine for a specific customer or supplier, the system does not validate the Tax ID for the specific customer or supplier, but it continues to validate the Tax ID for all of the other customers and suppliers in the country.

You override the tax validation routine for these countries by entering 0 (zero) in the Person/Corp field for the supplier or customer. The Person/Corp field is on the Address Book Revisions form in the Address Book program (P01012).

In Belgium, the VAT ID might not be known for some customers, such as recognized healthcare providers. You can override the tax validation routine for a single customer or supplier by specifying 99_unknown or 99_onbekend in the Tax ID field on the Address Book Revisions form for that customer or supplier.

For other countries, you can override the tax ID validation routine by setting up the codes for that country in UDC 00/CN and UDC 70/TI, specifying a 1 in the Special Handling field in UDC 70/TI for one of the codes and not for the other. When you create an address book record for which you want to validate the tax ID, use the country code that has a 1 in the Special Handling field. When you create an address book record for which you do *not* want to validate the tax ID, use the country code that does not have a 1 in the Special Handling field.

Example of Tax ID Numbers

The tax ID or VAT number in the following example appears in bold:

Example: Tax ID or VAT Registration Number for Sweden

Country ID <input type="checkbox"/>	SE 123456789101112
---	---------------------------

Example: Tax ID or VAT Registration Number for Finland

Country ID <input type="checkbox"/>	FI 1234567
---	-------------------

Example: Tax ID or VAT Registration Number for Denmark

Country ID <input type="checkbox"/>	DN 12345674
---	--------------------

Accounts Receivable Processes - Common

PeopleSoft EnterpriseOne provides the country-specific processes that are documented in this section to meet accounts receivable requirements in Nordic countries.

Printing Interest Invoices

The base system uses the Invoice Print program (R03B505) to print delinquency fees. This program creates summarized information at the customer level.

To support business practice in Nordic countries, use Invoice Print Sweden – 03B (R74W0030) to print detailed information about the late paid invoices that have caused the delinquency fee.

You run Invoice Print Sweden as a complement to the Late Payment Delinquency Fees program (R03B221). The system launches the Late Payment Delinquency Fees program from the Credit Analysis Refresh program (R03B525) if you activate late payment delinquency fees in the processing options on the Fees tab for the Credit Analysis Refresh program.

Note

If you use the Late Payment Delinquency Fees program to calculate delinquency fees for both open and paid amounts, the system does not complete all of the columns in the interest invoice.

Prerequisite

- Set up a menu selection for the Invoice Print Sweden – 03B program (R74W0030).

Processing Options for Invoice Print Sweden – 03B (R74W0030)

Print

1. Invoice Print Date

Blank = Current Date

2. Tax Amount

1 = Print tax amount

3. Currency

1 = Print invoices with currency

4. Attachments

1 = Print associated attachments

Setting Up Automatic Receipts

Before you can process automatic receipts for your customers, you must first set up information that the system uses to apply receipts to open invoices.

Defining Algorithms

You can define algorithms to determine the method that the system uses to apply receipts to a customer account. An algorithm consists of a base method, selection criteria, sequence specifications, and processing options. You can customize the data selection, sequencing, and processing options to control how an algorithm behaves during the matching process. Algorithms provide you with the flexibility to create different versions of each base method. Examples of base methods are:

- Known Invoice Match With or Without Amount
- Balance Forward Match
- Invoice Selection Match
- Combination Invoice Match

After you define algorithms, you can associate them with the appropriate customers. Before you associate the algorithms with customers, you should be familiar with the paying habits of your customers to ensure efficient and successful processing of their payments.

See Also

- ❑ *Automatic Receipts Processing* in the *Accounts Receivable Guide* for additional information about defining algorithms for automatic receipts

Defining Execution Lists

After defining algorithms, you must define execution lists. Execution lists determine the sequence in which the system applies the algorithms for a customer. After defining execution lists, you can assign a default list to multiple customers with similar paying habits, or assign a specific list to a customer who requires special payment treatment. You should be familiar with the paying habits of your customers to ensure efficient and successful processing of their payments.

See Also

- ❑ *Automatic Receipts Processing* in the *Accounts Receivable Guide* for additional information about defining execution lists for automatic receipts

Uploading Information to the Electronic Receipts Input Table

Use one of the following navigations:

From the Danish Localization menu (G74M), choose Copy Bank File to Interface File A/R.

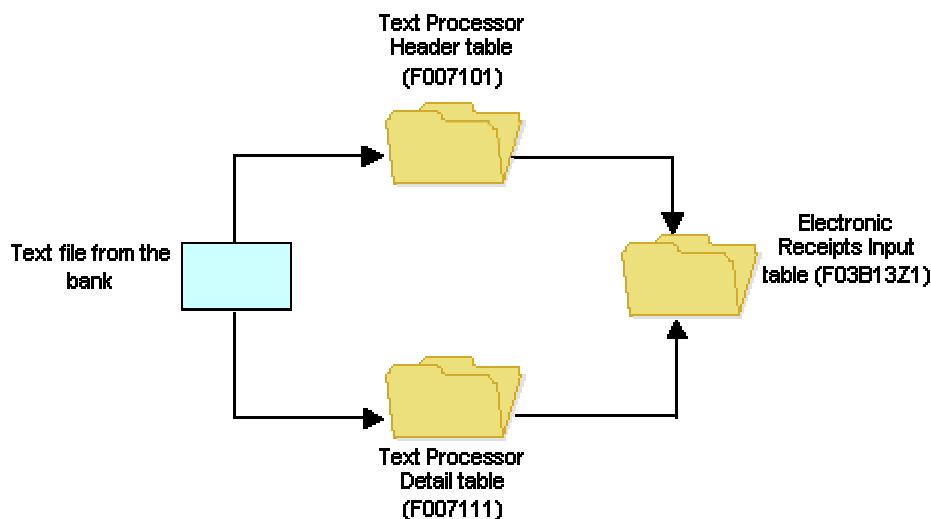
From the Norwegian Localization menu (G74O), choose Copy Bank File to Interface File A/R.

From the Swedish Localization menu (G74W), choose Copy Bank File to Interface File A/R.

You use the Copy Bank File to Interface File A/R program (R74W0010) to upload bank files that contain receipt information into the Text Processor Header table (F007101) and the Text Processor Detail Table (F007111). You use country-specific bank format programs to transfer the receipt information from tables F007101 and F007111 to the Electronic Receipts Input table (F03B13Z1). After the information is transferred to table F03B13Z1 , the information can be uploaded and matched against outstanding customer invoices.

Uploading the information in the text file processor allows data to be managed efficiently with automatic maintenance of the processing status of each tape record, including purging capability.

The following diagram illustrates the process of uploading a text file from the bank to the Electronic Receipts Input table (F03B13Z1).



1. You receive a text file containing payment information from the bank.
2. You run the Copy Bank File To Interface File A/R program (R74W0010) to load the bank information into table F007101 and table F007111 in the correct format. You then run the appropriate bank format program (R74W001, R74V001, and so on) to transfer the data from tables F007101 and F007111 to table F03B13Z1.
3. You run the standard automatic receipts matching process.

Note

Alternatively, you can run the appropriate bank format program (R74W001, R74V001, and so on), configuring the processing options on the bank format program to first upload the bank information into tables F007101 and F007111, and then transfer that data into table F03B13Z1. This process does not use the Copy Bank File to Interface File A/R program and is well-suited to small businesses in which the person who uploads the file from the bank is also the person who processes automatic receipts.

See Also

See the following sections in the *Global Solutions Nordic Guide* for information about country-specific programs for Nordic bank formats:

- Working with Bank Formats for Automatic Receipts - Sweden*
- Working with Bank Formats for Automatic Receipts - Norway*
- Working with Bank Formats for Automatic Receipts - Denmark*

Processing Options for Copy Bank File to Interface File A/R (R74W0010)

Defaults Tab

These processing options let you specify information that the system uses when loading the bank file.

1. Description

Use this processing option to specify the description of the interface file. If you are uploading a file from the Swedish BG and it is in the OCR format, enter BG OCR.

2. Format Program

Use this processing option to specify the bank format program that you are using to load the bank file. Valid values are:

R74W001

Sweden BG OCR

R74W002

Sweden PG OCR

R74W003

Sweden BG AA

R74O001

Norway OCR

R74M001

Denmark OCR

R74V001

Finland Reference Payments

3. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format:
c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format:
c://bankdata//bankfile.txt

If you are running this program on an AS/400 server, enter the path in the following format: bankdata/bankfile

Version Tab

This processing option lets you specify the version of the bank format program to use.

1. Version of the Format Program

Use this processing option to specify the version name of the bank format program that you are using to upload the bank file.

Performing Daily Operations

After setting up the system for automatic receipts processing, you must complete the following daily tasks to successfully apply and match receipts to invoices:

Load the customer's bank tape (Nordic).	You use the Text File Processor program (P007101) to transfer receipt information from a customer's bank tape to the Electronic Receipts Input table (F03B13Z1) for processing. The system provides country-specific programs for Nordic bank formats.
--	---

Update records in the Receipts Register.	You run a batch process that extracts receipt information from the electronic receipt record and creates records in the Receipts Header table (F03B13). You can set a processing option to automatically apply receipts to invoices after running this program.
Apply receipts to invoices.	You run a batch process to automatically apply the receipts to the open invoices.
Review and revise unprocessed receipts.	If necessary, you can review and revise the receipts that the system was unable to process.
Purge electronic receipts.	You can purge the electronic receipts from table F03B13Z1 after processing the receipts. This batch process improves processing time by removing unnecessary records.

See Also

- ❑ *Working With Bank Formats for Automatic Receipts* in the *Global Solutions Nordic Guide* for information about loading input tables with Nordic bank payments

Working with Bank Formats for Automatic Receipts

The system provides Nordic bank formats for automatic receipts. This documentation explains the process for mapping information to the Electronic Receipts Input table (F03B13Z1). The system supports the following common Nordic bank formats for automatic receipts:

- Inbetalningsservice (OCR) Bankgirot, Sweden
- Automatisk Avprickning (LM) Bankgirot, Sweden
- Inbetalningsservice (OCR) Postgirot, Sweden
- Faelles Indbetalningskort (OCR), Denmark
- OCRCGiro (OCR) Standard, Norway
- V1.0 Standard, Finland

See Also

- ❑ *Accounts Receivable Guide* for more information about bank formats

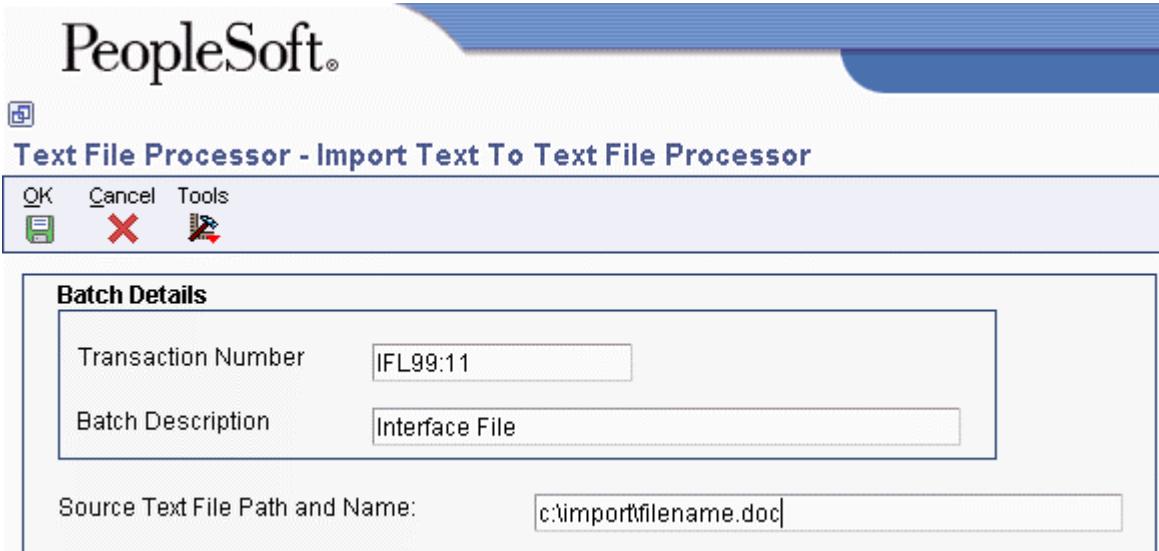
Importing Text Using the Text File Processor

You can import information from an external text file to the PeopleSoft EnterpriseOne system. When you import a text file, the system creates a batch in the Text Processor Header table (F007101) and the Text Processor Detail Table (F007111). To move the information from the Text Processor Header and Detail tables into other tables in the EnterpriseOne system, you must run a batch program that has been designed to retrieve data from tables F007101 and F007111.

► To import text using the Text File Processor

From the Text File Processor menu (G0071), choose Text File Processor.

1. On Work With Text Batches, choose Import Text from the Form menu.



2. On Import Text To Text File Processor, complete the following fields and click OK:

- Transaction Number
 - Batch Description
3. Complete the following field and click OK:
 - Source Text File Path and Name:
 4. On Work With Text Batches, click Find.

The system displays the new batch in the detail area. A value of 5 (Unprocessed/Inbound) in the Status Flag field indicates that the batch has been imported successfully.

Printing Invoices With an Attached International Payment Instruction (IPI)

From the Statement Reminder Processing menu (G03B22), choose Invoice Print with International Payment Instruction.

You use International Payment Instructions (IPI) for cross-border invoice settlements. When you originate invoicing from the Accounts Receivable system, you can choose to print your invoices with an attached IPI form. To print invoices with attached IPI forms, you must use preformatted invoices that contain the IPI form. The system processes and formats data from PeopleSoft EnterpriseOne tables, and prints the information in the appropriate places on the IPI form.

IPIs must be printed in English, but they can also contain a second language. Some countries require that you print IPI forms with a secondary language; for some countries, the use of a secondary language is optional. The European Committee for Banking Standards publishes the

requirements for IPIs. You specify the secondary language by choosing a value in the IPI - Languages and Countries UDC table (00/IL).

The IPI form contains the four sections described below:

- Ordering Customer

The Ordering Customer section contains the name, address, and account number of your customer. The system uses the name, address, and account number (CBNK) that are associated with the invoice to which the IPI is attached. Your customer sends the IPI to the bank for processing, and the bank credits your account with the specified amount.

- Beneficiary

The Beneficiary section contains your company name, and the bank name and account number that you specify in processing options.

- Amount to be paid

The Amount to be paid section contains the amount and currency of the transaction, as well as a code to indicate who is responsible for paying the bank fees that are associated with the transaction. You specify the code for the bank fees in a processing option; the system uses the amount and currency from the transaction.

- Signature

The system does not print the signature.

Data Selection

When you set your data selection for the Invoice Print with International Payment Instruction program (R03B5053), you should filter out credit memos and other non-positive invoices. You can filter out these invoices by specifying that the Amount Open (AAP) is greater than zero. You should also designate in the Payment Instrument UDC table (00/PY) the code to use for invoices with attached IPIs, and then choose that payment type in your data selection.

Note

The Invoice Print with International Payment Instruction program does not write error messages to the Work Center; however, you can view error messages in the UBE log if you use UBE logging. If the Invoice Print with International Payment Instruction program encounters errors, it prints a blank invoice.

Prerequisite

- Set up the IPI – Languages and Countries UDC (00/IL).

Processing Options for Invoice Print with International Payment Instruction (R03B5053)

Defaults Tab

1. Invoice Print Date

Blank = Current date

Use this processing option to specify the date that will appear on the invoices. If you leave this processing option blank, the system uses the current date.

2. Customer Bank Account Type

Blank = D

Use this processing option to specify the type of bank account of the ordering customer. The system uses this account type code to retrieve the bank account number of the ordering customer. The code you enter must exist in the Bank Type Code UDC (00/BT) table. If you leave this processing option blank, the system uses bank type D.

3. Customer Address Format

Blank = 00

Use this processing option to specify the IPI - Address Line Sequencing code. This code determines the combination of the values for the Postal Code, City, and Country that the system includes as the second address line of the ordering customer's address on the International Payment Instruction. The code that you enter must exist in the IPI - Address Line Sequencing (00/IA) UDC table. If you leave this processing option blank, the system uses 00 (Postal Code City).

4. Beneficiary Bank Account

Blank = Use RBxxx AAI

Use this processing option to specify the beneficiary's G/L bank account number on the International Payment Instruction. The system uses this account number to locate the corresponding bank account information from the Bank Transit Master table (F0030), including the IBAN and SWIFT bank identification code. If you leave this processing option blank, the system uses the account associated with the RB AAI.

5. Beneficiary Bank Account Format

Blank = Use the International Bank Account Number (IBAN)

1 = Use the National Bank Account Number

Use this processing option to define the beneficiary's bank account format on the International Payment Instruction (IPI). Typically, you use the International Bank Account Number format (IBAN) from the Bank Transit Master table (F0030). In some cases you can use a national account number (CBNK) from the Bank Transit Master table instead of the IBAN. Valid values are:

Blank

Use the IBAN as the bank account format.

1

Use the CBNK as the bank account format.

6. Beneficiary Bank Name

Blank = Use SWIFT Bank Identification Code (BIC)

1 = Use Bank Name

Use this processing option to define the beneficiary's bank name on the International Payment Instruction (IPI). The IPI allows you to present the bank name in one of two formats. You can either use the SWIFT Bank Identification Code (BIC), stored as SWFT in the Bank Transit Master table (F0030), or you can use the name of the bank. Valid values are:

Blank

Use the BIC code.

1

Use the bank name.

7. Details of Payment

Blank = 00

Use this processing option to specify the data that appears in the Details of Payment section on the International Payment Instruction (IPI). You choose a hard-coded value from the IPI - Details of Payment UDC table (00/IP). If you leave this processing option blank, the system uses 00. Valid values are:

00

Unstructured - DOC. The system writes the value from the DOC field in the Customer Ledger (F03B11) table to the Details of Payment section of the IPI.

01

Unstructured - DOC, DCT, & CO. The system concatenates the values in the DOC, DCT, and CO fields in the Customer Ledger table and writes the concatenated string to the Details of Payment section of the IPI.

02

Unstructured - DOC & AN8. The system concatenates the values in the DOC and AN8 fields in the Customer Ledger table and writes the concatenated string to the Details of Payment section of the IPI.

8. Charges Paid By

Blank = 0

Use this processing option to specify the entity responsible for paying the bank charges associated with the International Payment Instruction (IPI). The value that you enter must exist in the IPI - Charges Paid By UDC table (00/IC). If you leave this processing option blank, the system uses 0 (Ordering Customer). Valid values are:

0

Ordering Customer

1

Beneficiary

2

Shared/Both

9. IPI Form Type

Blank = 03

Use this processing option to specify the type of preformed International Payment Instruction form to use. The value that you enter must exist in the IPI - Form Types UDC table (00/IF). If you leave this processing option blank, the system uses 03 (Black - Unstructured). Valid values are:

00

Blind Colour - Structured

01

Blind Colour - Unstructured

02

Black - Structured

03

Black - Unstructured

04

Drop Out - Structured

05

Drop Out - Unstructured

Print Tab

1. Tax Amounts

Blank = Do not print tax amounts.

1 = Print tax amounts.

Use this processing option to specify whether tax amounts appear on the invoices. Valid values are:

Blank

Tax amounts do not appear on invoices.

1

Tax amounts appear on invoices.

2. Attachments

Blank = Do not print attachments on the invoice.

1 = Print attachments on the invoice.

Use this processing option to specify whether generic text that is associated with the invoice appears on the invoice. Valid values are:

Blank

Do not include generic text attachment.

1

Include generic text attachment.

3. Customer Bank Account Number

Blank = Do not print the customer's bank account number.

1 = Print the customer's bank account number.

Use this processing option to specify whether the customer's bank account number appears on the International Payment Instruction portion of the invoice. Valid values are:

Blank

Do not include the customer's bank account number.

1

Include the customer's bank account number.

4. Customer Name and Address

Blank = Do not print the customer's name and address.

1 = Print the customer's name and address.

Use this processing option to specify whether the name and address of the customer appears on the International Payment Instruction portion of the invoice. Valid values are:

Blank

Do not include the customer's name and address.

1

Include the customer's name and address.

5. Details of Payment

Blank = Do not print the details of payment.

1 = Print the details of payment.

Use this processing option to specify whether the system completes the payment details section on the International Payment Instrument portion of the invoice. Valid values are:

Blank

Do not complete the payment details section.

1

Complete the payment details section. The system prints in the payment details section the data that you specified in the Details of Payment processing option on the Defaults tab.

6. Charges To Be Paid By

Blank = Do not print the charges to be paid by information.

1 = Print the charges to be paid by information.

Use this processing option to specify whether the system completes the charges to be paid section on the International Payment Instrument portion of the invoice. Valid values are:

Blank

Do not complete the charges to be paid section.

1

Complete the charges to be paid section.

7. IPI Currency and Currency Amounts

Blank = Do not print the currency and related amount on the IPI.

1 = Print the currency and related amount on the IPI.

Use this processing option to specify whether the currency and amount appear on the International Payment Instruction portion of the invoice. Valid values are:

Blank

Do not print the currency and amount.

1

Print the currency and amount.

Process Tab

1. Maximum IPI Amount

Blank = 999999,99

Use this processing option to specify the maximum amount allowed for an International Payment Instruction (IPI). If the IPI is greater than this amount, the system will not generate an IPI. If you leave this field blank, the system uses 999,999.99 as the maximum IPI amount.

Accounts Receivable Processes – Sweden

The system provides three standard bank receipt formats for Sweden.

Working with Bank Formats for Automatic Receipts – Sweden

Use one of the following navigations:

From the Swedish Localization menu (G74W), choose Automatic Receipts Sweden BG OCR.

From the Swedish Localization menu (G74W), choose Automatic Receipts Sweden PG OCR.

From the Swedish Localization menu (G74W), choose Automatic Receipts Sweden BG AA.

These menu options access the following Swedish bank formats:

R74W001	Sweden	Bankgirot, Inbetalningsservice (OCR)	Automatic Receipts BG OCR
R74W002	Sweden	Postgirot, Inbetalningsservice (OCR)	Automatic Receipts PG OCR
R74W003	Sweden	Bankgirot, Automatisk Avprickning (LM)	Automatic Receipts BG AA

You can use the Swedish bank format programs to upload a text file containing bank-supplied receipt information to the Text Processor Header table (F007101) and Text Processor Detail Table (F007111), and then transfer the information from those tables to the Electronic Receipts Input table (F03B13Z1).

If you use the Copy Bank File to Interface file A/R - Sweden program (R74W0010) to load information from the bank file to tables F007101 and F007111, you use these bank format programs only to transfer receipt information from tables F007101 and F007111 to table F03B13Z1. You use a processing option to specify whether the bank format programs should upload information to tables F007101 and F007111 before transferring information from those tables to the F03B13Z1 table.

Processing Options for Automatic Receipts Sweden BG OCR (R74W001), Automatic Receipts Sweden PG OCR (R74W002), and Automatic Receipts Sweden BG AA (R74W003)

Note

The processing options on the Select tab do not apply to the Automatic Receipts Sweden BG AA program (R74W003).

Defaults Tab

These processing options let you specify various setting that are used by the bank format program.

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Payment Instrument

Use this processing option to specify the payment instrument to be applied to the payments. This processing option is optional.

4. G/L Bank Account

Use this processing option to specify the short account ID of the default G/L bank account, if the short account ID field is blank in the Electronic Receipts Input table (F03B13Z1).

A valid short account ID must exist for the system to process records. Enter the short account ID as an eight-digit number starting with zeros. For example, 00000108.

5. Bank File

Blank = Bank file is loaded

1= Bank file is not loaded

Use this processing option to specify whether the bank file has already been loaded to the Text Processor Header table (F007101) and the Text Processor Detail table (F007111).
Valid values are:

Blank

The bank file has already been loaded.

1

The bank file has not been loaded.

If you enter 1, the system loads the bank file to the F007101 and F007111 tables, and then populates the Electronic Receipts Input table (F03B13Z1) with information from the F007101 and F007111 tables.

If you leave this processing option blank, the system populates the F03B13Z1 table with information already in the F007101 and F007111 tables. Leave this processing option blank only if the F007101 and F007111 tables are already loaded with payment information.

6. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format:
c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format:
c//bankdata//bankfile.txt

If you are running this program on an AS/400 server, enter the path in the following format: bankdata/bankfile

Process Tab

This processing option lets you specify whether to purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111).

1. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = Purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

1

Purge the text processor tables.

Select Tab

These processing options let you specify the position of the customer and invoice numbers in the reference number.

1. Starting Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 4 in this processing option because the customer number starts at position 4.

2. End Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The bank file reference number is displayed as 00010011234.

You enter 7 in this processing option because the customer number ends at position 7.

3. Starting Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 8 in this processing option because the invoice number starts at position 8.

4. End Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 11 in this processing option because the invoice number ends at position 11.

Accounts Receivable Processes – Norway

The system provides one standard bank receipt format for Norway.

Working with Bank Formats for Automatic Receipts – Norway

From the Norwegian Localization menu (G74O), choose Automatic Receipts Norway.

This menu option accesses the following Norwegian bank format:

R74O001	Norway	Standard, OCRGiro (OCR)	Automatic Receipts OCR
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You can use this program to upload a text file containing bank-supplied receipt information to the Text Processor Header table (F007101) and Text Processor Detail Table (F007111), and then transfer the information from those tables to the Electronic Receipts Input table (F03B13Z1).

If you use the Copy Bank File to Interface file A/R program (R74W0010) to load information from the bank file to tables F007101 and F007111, you use the Automatic Receipts Norway program only to transfer receipt information from tables F007101 and F007111 to table F03B13Z1. You use a processing option to specify whether the Automatic Receipts Norway program should upload information to tables F007101 and F007111 before transferring information from those tables to table F03B13Z1.

Processing Options for Automatic Receipts Norway (R74O001)

Defaults Tab

These processing options let you specify various settings that are used by the bank format program.

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Payment Instrument

Use this processing option to specify the payment instrument to applied to the payments. This processing option is optional.

4. G/L Bank Account

Use this processing option to specify the short account ID of the default G/L bank account, if the short account ID field is blank in the Electronic Receipts Input table (F03B13Z1).

A valid short account ID must exist for the system to process records. Enter the short account ID as an eight-digit number starting with zeros. For example, 00000108.

5. Bank File

Blank = Bank file is loaded

1 = Bank file is not loaded

Use this processing option to specify whether the bank file has already been loaded to the Text Processor Header table (F007101 and the Text Processor Detail table (F007111).
Valid values are:

Blank

The bank file has already been loaded.

1

The bank file has not been loaded.

If you enter 1, the system loads the bank file to the F007101 and F007111 tables, and then populates the Electronic Receipts input table (F03B13Z1) with information from the F007101 and F007111 tables.

If you leave this processing option blank, the system populates the F03B13Z1 table with information already in the F007101 and F007111 tables. Leave this processing option blank only if the F007101 and F007111 tables are already loaded with payment information.

6. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format:
c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format:
c//bankdata//bankfile.txt

If you are running this program on an AS/400 server, enter the path in the following format: bankdata/bankfile

Process Tab

This processing option lets you specify whether to purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111).

1. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

Purge the text processor tables.

Select Tab

These processing options let you specify the position of the customer and invoice numbers in the reference number.

1. Starting Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 4 in this processing option because the customer number starts at position 4.

2. End Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The bank file reference number is displayed as 00010011234.

You enter 7 in this processing option because the customer number ends at position 7.

3. Starting Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 8 in this processing option because the invoice number starts at position 8.

4. End Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 11 in this processing option because the invoice number ends at position 11.

Accounts Receivable Processes – Denmark

The system provides one standard bank receipt format for Denmark.

Working with Bank Formats for Automatic Receipts - Denmark

From the Danish Localization menu (G74M), choose Automatic Receipts Denmark.

This menu option accesses the following Danish bank format:

R74M001	Denmark	Faelles Indbetalningskort (OCR)	Automatic Receipts OCR
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You can use this program to upload a text file containing bank-supplied receipt information to the Text Processor Header table (F007101) and Text Processor Detail Table (F007111), and then transfer the information from those tables to the Electronic Receipts Input table (F03B13Z1).

If you use the Copy Bank File to Interface file A/R program (R74W0010) to load information from the bank file to tables F007101 and F007111, you use the Automatic Receipts Denmark program only to transfer receipt information from tables F007101 and F007111 to table F03B13Z1. You use a processing option to specify whether the Automatic Receipts Denmark program should upload information to tables F007101 and F007111 before transferring information from those tables to table F03B13Z1.

Processing Options for Automatic Receipts Denmark (R74M001)

Defaults Tab

These processing options let you specify various setting that are used by the bank format program.

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Payment Instrument

Use this processing option to specify the payment instrument to applied to the payments. This processing option is optional.

4. G/L Bank Account

Use this processing option to specify the short account ID of the default G/L bank account, if the short account ID field is blank in the Electronic Receipts Input table (F03B13Z1).

A valid short account ID must exist for the system to process records. Enter the short account ID as an eight-digit number starting with zeros. For example, 00000108.

5. Bank file

Blank = Bank File is Loaded

1 = Bank file is not loaded

Use this processing option to specify whether the bank file has already been loaded to the Text Processor Header table (F007101 and the Text Processor Detail table (F007111). Valid values are:

Blank

The bank file has already been loaded.

1

The bank file has not been loaded.

If you enter 1, the system loads the bank file to the F007101 and F007111 tables, and then populates the Electronic Receipts input table (F03B13Z1) with information from the F007101 and F007111 tables.

If you leave this processing option blank, the system populates the F03B13Z1 table with information already in the f007101 and F007111 tables. Leave this processing option blank only if the F007101 and F007111 tables are already loaded with payment information.

6. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format:
c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format:
c//bankdata//bankfile.txt

If you are running this program on an AS/400 server, enter the path in the following format: bankdata/bankfile

Process Tab

This processing option lets you specify whether to purge the Text Processor Header table (F0071010) and the Text Processor Detial table (F007111).

7. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = Purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

1

Purge the text processor tables.

Select Tab

These processing options let you specify the position of the customer and invoice numbers in the reference number.

1. Starting Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 4 in this processing option because the customer number starts at position 4.

2. End Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The bank file reference number is displayed as 00010011234.

You enter 7 in this processing option because the customer number ends at position 7.

3. Start Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 8 in this processing option because the invoice number starts at position 8.

4. End Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234 You enter 11 in this processing option because the invoice number ends at position 11.

Accounts Receivable Processes – Finland

The system provides one standard bank receipt format for Finland and a business function that you can use to create Finnish reference numbers.

Working with Bank Formats for Automatic Receipts - Finland

You can use the Automatic Receipts Finland program (R74V001) to upload a text file containing bank-supplied receipt information to the Text Processor Header table (F007101) and Text Processor Detail table (F007111), and then transfer the information from those tables to the Electronic Receipts Input table (F03B13Z1).

If you use the Copy Bank File to Interface file A/R program (R74W0010) to load information from the bank file to tables F007101 and F007111, you use the Automatic Receipts Finland program only to transfer receipt information from tables F007101 and F007111 to table F03B13Z1. You use a processing option to specify whether the Automatic Receipts Finland program should upload information to tables F007101 and F007111 before transferring information from those tables to table F03B13Z1.

Reference Numbers

The standard reference number that is used for payments in Finland is limited to twenty characters, with one character used as a check digit. You must include one or more of the following numbers in the reference number:

- Customer number
- Invoice number
- Company number

You use the processing options on the Automatic Receipts Finland program (R74V001) to specify the format of the reference number.

The fields in the reference number are limited to the following maximum lengths:

- Customer number – 8 characters
- Invoice number – 8 characters
- Company number – 3 characters

Processing Options for Automatic Receipts Finland (R74V001)

Defaults Tab

These processing options let you specify various setting that are used by the bank format program.

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Payment Instrument

Use this processing option to specify the payment instrument to apply to the payments. This processing option is optional.

4. G/L Bank Account

Use this processing option to specify the short account ID of the default G/L bank account, if the short account ID field is blank in the Electronic Receipts Input table (F03B13Z1).

A valid short account ID must exist for the system to process records. Enter the short account ID as an eight-digit number starting with zeros. For example, 00000108.

6. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format:

c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format:

c//bankdata//bankfile.txt

If you are running this program on an As/400 server, enter the path in the following format:

bankdata/bankfile

7. Receipt Number

Use this processing option to specify how you want to generate receipt numbers. Valid values are:

1

Use the invoice number as the receipt number.

Blank

Use Next Numbers to generate the receipt number.

Note: If you leave this processing option blank to use Next Numbers, you must set up Next Numbers for system 74V in the Next Numbers table.

Process Tab

This processing option lets you specify whether to purge the Text Processor Header table (F0071010) and the Text Processor Detail table (F007111).

1. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = Purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

1

Purge the text processor tables.

Select Tab

These processing options let you specify the position of the customer and invoice numbers in the reference number.

1. Starting Position of Customer Number

Use this processing option to specify the position in the reference number at which the customer number starts. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 1 in this processing option because the customer number starts at position 1.

2. End Position of Customer Number

Use this processing option to specify the position in the reference number at which the customer number ends. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 8 in this processing option because the customer number ends at position 8.

3. Starting Position of Invoice Number

Use this processing option to specify the position in the reference number at which the invoice number starts. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 9 in this processing option because the invoice number starts at position 9.

4. End Position of Invoice Number

Use this processing option to specify the position in the reference number at which the invoice number ends. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 16 in this processing option because the invoice number ends at position 16.

5. Starting Position of Company Number

Use this processing option to specify the position in the reference number at which the company number starts. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 17 in this processing option because the company number starts at position 17.

6. End Position of Company Number

Use this processing option to specify the position in the reference number at which the company number ends. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 19 in this processing option because the company number ends at position 19.

Generating Finnish Reference Numbers

The system provides a business function that you can use to calculate Finnish reference numbers. For example, you might launch this business function when you want to print reference numbers on the invoices that you create in the Accounts Receivable system or Sales Order system.

Note

Implementing the reference number functionality requires customization.

See Also

- Calculation of the Finnish Reference Number* in the *Global Solutions Nordic Guide*

Accounts Payable Processes - Common

The system provides a variety of country-specific processes to meet Accounts Payable requirements in Nordic countries.

International Bank Account Numbers

The International Organization for Standardization (ISO) and the European Committee for Banking Standards (ECBS) developed the International Bank Account Number (IBAN) to assist companies with account identification. ISO standard 12616:1997 defines the IBAN.

The IBAN is used internationally to uniquely identify the account of a customer at a participating financial institution. The IBAN allows for validation checks through the use of international 2-character country codes as established by ISO 3166. Additional validation is performed through the use of an algorithm/check-digit process. The account-administering bank is responsible for calculating the IBAN and providing it to its customers.

The IBAN format differs, depending on whether it is transmitted electronically or printed on paper. The variance is only in its presentation; the IBAN number remains the same whether in electronic or print format. The IBAN consists of the following:

Country code	A two-letter country code as specified in ISO 3166. The country code used in the IBAN is the code of the country in which the bank or branch that is servicing the IBAN resides.
Check digits	Two digits that are assigned according to an algorithm.
Basic Bank Account Number (BBAN)	An alphanumeric string of characters of up to 30 characters that includes 0-9 and A-Z in upper-case letters only. The electronic format cannot contain separators or country-specific characters. The length of the BBAN is determined by the country of origin, and includes an explicit identification code of the bank or branch servicing the account at a fixed position within the BBAN.

When transmitted electronically, the IBAN is one string of characters. When printed, the IBAN is preceded by the text string "IBAN" and is split into groups of four characters that are separated by a space. The last group might contain fewer than four characters.

The following table shows examples of IBANs:

	Belgium	France
Account Number	510-0075470-61	20041 01005 0500013M026 06
Electronic IBAN format	BE62510007547061	FR1420041010050500013M02606
Print IBAN format	IBAN BE62 5100 0754 7061	IBAN FR14 2004 1010 0505 0001 3M02 606

The ECBS specifies that the IBAN appear on the International Payment Instruction (IPI) form in the print format but without the term IBAN. For example, the IBAN for the Belgian account number in the above table would appear on an IPI as BE62 5100 0754 7061.

You can link the IBAN number with a bank address in the Address Book application. When you link the IBAN with a bank address, the Auto Payment process can identify the correct country for suppliers and customers who have bank accounts in multiple countries. You enter the IBAN in the Bank Accounts by Address (P0030A) and the G/L Bank Accounts (P0030G) programs in the electronic format. The system stores the IBAN in the electronic format in the Bank Transit Master table (F0030).

See Also

- Setting Up Multiple Bank Accounts for Suppliers* in the *Accounts Payable Guide*
- Setting Up Bank Account Information* in the *Accounts Payable Guide* or *Accounts Receivable Guide*

Setting Up Automatic Payments

This section describes the additional setup that is required for automatic payments in Nordic countries. You must complete these tasks in addition to the setup tasks that are described in the *Accounts Payable Guide*.

Setting Up Address Book Information for Your Company

You must set up an address book record for your own company.

Note

The search type for companies is O.

See Also

- Creating and Revising Address Book Records* in the *Address Book Guide* for information about entering address book records

Setting Up Bank Account Information

You must set up bank account information for all bank accounts from which you make payments, whether by check or electronic funds transfer (EFT). Both the Accounts Payable and Accounts Receivable systems use bank account information to specify the originating bank account on bank tapes or bank files. You must also set up BACS (Bank Automated Clearing System) information.

Bank account information is maintained in the Bank Transit Master table (F0030).

See Also

- *Entering Bank Information for Suppliers* in the *Global Solutions Nordic Guide* for information about assigning bank accounts to suppliers

► To set up G/L bank account information

Use one of the following navigations:

From the Automatic Payment Setup menu (G04411), choose Bank Account Information.

From the Accounts Receivable Setup menu (G03B41), choose Bank Account Information.

From the Automatic Debiting menu (G03B131), choose G/L Bank Accounts

1. On Work With G/L Bank Accounts, click Find to display all bank account records.
2. To add a new bank account record, click Add.

The screenshot shows the 'Bank Account Information - Set Up G/L Bank Account' window. At the top, there is a toolbar with icons for OK, Cancel, Form, Tools, and a magnifying glass. Below the toolbar, the 'G/L Bank Account' field contains '1.1110.BEAR' and the 'Description' field contains 'Bear Creek National Bank'. In the 'Payment Information' section, the 'Next Payment Number' is '5048' and the 'Next Autodebit Number' is '2'. Under 'Default Print Options', the 'Number of Alignment Forms' is '2' and the 'Detail Lines Per Stub' is '10'.

3. On Set Up G/L Bank Account, complete the following fields:

- G/L Bank Account
 - Description
4. Complete the following optional field for Accounts Payable payment processing:
- Next Payment Number
5. Complete the following optional field for the Accounts Receivable system:
- Next Autodebit Number
6. To set up default print options for Accounts Payable payments, complete the following fields:
- Number of Alignment Forms
 - Detail Lines Per Stub
7. Click OK, and then click Cancel.
8. On Work With G/L Bank Accounts, to enter additional bank account information, locate and choose your bank account, and then choose Bank Info from the Row menu.

The screenshot shows the 'Bank Account Information - Revise Bank Information' window. At the top, there is a toolbar with buttons for OK, Cancel, Form, Tools, and a magnifying glass icon. Below the toolbar, the 'G/L Bank Account' field contains '1.1110.BEAR' and the 'Description' field contains 'Bear Creek National Bank'. In the main area, there are several input fields: 'Bank Address Number' (with a search icon), 'Bank Transit Number' (containing '107004381'), 'Bank Account Number' (containing '3664831509'), 'IBAN' (empty), 'Control Digit' (empty), 'Checking or Savings Account' (checkbox checked, labeled 'Checking account'), 'SWIFT Code' (empty), and 'Bank Country Code' (empty). To the right of these fields is a 'Float Days' section with two boxes: 'Receivables' and 'Payables', both currently empty. At the bottom left is a checkbox for 'Override Supplier Pre-Note Code'.

9. On Revise Bank Information, complete the following fields:

- Bank Address Number

This is the bank's address book number.

- Bank Transit Number

You can leave this field blank.

- Bank Account Number
- Control Digit
- Checking or Savings Account
- SWIFT Code

10. To avoid the use of the pre-note code that is assigned to the supplier, verify that the following option is turned on:

- Override Supplier Pre-Note Code

Note

Some payment instruments are hard-coded to produce a paper check if insufficient information is provided, regardless of whether this option is turned on.

11. Complete the following options if you use float days:

- Receivables

This field is used only in Accounts Receivable draft processing.

- Payables

12. Click OK.

13. On Work With G/L Bank Accounts, if you use A/P drafts or BACS, choose BACS Info from the Row menu.

14. On Revise BACS Information, complete the following fields and click OK:

- Bank User Number
- Reference/Roll Number
- Bank Reference Name

15. On Work With G/L Bank Accounts, to enter account information for CTX bank tapes used in A/P payment processing, choose X12 Info from the Form menu.

16. On Work With Bank Account X12 Information, click Add.

17. On Set Up Bank Account X12 Information, complete the following fields and click OK:

- Authorization Info Qualifier
- Authorization Information
- Security Info Qualifier
- Security Information
- Interchange Sender ID

- Interchange Receiver ID
- Application Sender's Code
- Application Receiver's Code

Setting the Print Sequence for Payments

Nordic payments do not use a print sequence for payments. However, the system requires that a print sequence be set up. You should use the DEMO sequence to set up Nordic payments.

Setting Up Supplier Information

You enter information for the supplier on the Supplier Master Revision form following the standard PeopleSoft EnterpriseOne procedure.

Note

Before you assign a payment instrument to a supplier, verify that the payment instrument is set up in the A/P Payments – Default Print and Update table (F0417). The payment instrument tells how the supplier is going to be paid (for example, by Bankgiro, Postgiro, or bank payment).

See Also

- *Setting Up Payment Instruments* in the *Global Solutions Nordic Guide*

Entering Supplier Master Records

Each supplier master record is uniquely identified in the system by a number called the address book number. An address book record for a customer must exist in the system before you can create a supplier record. You can create an address book record directly using the Supplier Master Information program (P04012) or you can use the Address Book Revisions program (P01012).

Considerations for Finnish Suppliers

When you enter Finnish suppliers, use the Add'l Ind Tax ID field on the Supplier Master Revision form to enter the payee business code. This code is required only for domestic payments in Finland.

The following graphic shows an example of a business code:



Supplier Master Information - Supplier Master Revision

Work With Supplier Master **Supplier Master Revision**

OK Cancel Form Previous Next Tools

Supplier Number Finnish Supplier
Long Number

Vouchers Purchasing 1 Purchasing 2 G/L Distribution **Tax Information** EDI Information

Tax Expl Code
Tax Rate / Area
Person/Corporation Non-corporate entity
Tax ID
Add'l Ind Tax ID
Tax Authority
Withholding Percent

► To enter supplier master records

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, click Add.
2. On Supplier Master Revision, complete the following field:
 - Supplier Number

If you leave this field blank and click OK, the system displays the Address Book Revision form and you can create an address book record for the supplier.

Caution

You must verify that an address book record does not exist for the supplier before you create it. No mechanism exists for merging address book records and their corresponding transactions.

3. Complete the following optional field:
 - Long Number
4. On Supplier Master Revision, click the Vouchers tab and complete the following optional fields:
 - Credit Message
 - Payment Terms - A/P
 - Payment Instrument
 - Factor/Special Payee
 - Parent Number

The parent/child relationship that is created by entering a value in this field is used for reporting purposes only in the Accounts Payable system. Voucher and payment processing do not use the parent number field or a parent/child relationship.

 - Approver Number
 - Hold Payment

The Hold Payment code applies only to the supplier on a voucher. The hold payment code does not apply when the supplier is a payee on a different supplier's account.

 - Float Days
5. If applicable, turn on the following option:
 - Pre-Note Code
6. To determine how the system processes payments, turn on one of the following options:
 - By Supplier
 - The system creates one payment for all eligible vouchers for this supplier.
 - By Pay Item
 - The system creates a separate payment for each pay item on this supplier's vouchers.
 - By Voucher
 - The system creates a separate payment for each voucher for this supplier.

- By Contract

The system creates a separate payment per contract for this supplier.

7. Click the G/L Distribution tab and complete the following optional fields:

- G/L Offset
- Model JE Doc Type/No/Co
- Default Expense Account

8. Click the Tax Information tab and complete the following fields to enter tax information:

- Tax Expl Code
- Tax Rate / Area

9. To enter 1099 information, complete the following fields:

- Person/Corporation
- Tax ID
- Add'l Ind Tax ID

10. To enter withholding information, complete the following fields.

- Tax Authority
- Withholding Percent

11. If you need to enter 1099 information, choose A/B Revision from the form menu.

The Address Book Revision form appears. Complete the steps to enter information for 1099 reporting.

12. If you need to enter bank account information, complete the steps to assign bank accounts to suppliers

13. If you do not need to enter 1099 information or bank account information, click OK.

Entering Bank Information for Suppliers

After you enter supplier address book information and supplier master information, you can assign bank accounts to suppliers. Businesses that use bank tape processing to transmit payments electronically must assign bank accounts to their suppliers. The system uses this information to identify the supplier's bank account when you pay vouchers by electronic funds transfer.

Considerations for Bank Transit Numbers

For suppliers in Germany, Great Britain, the United States, and Canada, enter the bank transit number using an asterisk and the two-letter code followed by the numeric code; for example, enter *BL12345. For other foreign suppliers, enter the code without an asterisk.

For domestic suppliers with Bankgiro or Postgiro accounts, enter an asterisk. For domestic suppliers whom you want to pay directly to a bank account, enter the bank transit number (clearingnummer) for the bank.

The routing or transit number is normally a part of the bank account number. Sometimes the number cannot be distinguished from the bank account number. If so, use the *address number* for the supplier, and include an asterisk before the figures. Enter the full account number (including the bank transit number) in the Bank Account Number field.

Example: Bank Transit Number

Bank Transit Number: *3480

Bank Account Number: 5479203984800

PeopleSoft.

Supplier Master Information - Set Up Bank Accounts By Address

OK	Cancel	Form	Tools																				
Address Number		740002	Finnish Supplier																				
Record Type <input checked="" type="radio"/> Supplier <input type="radio"/> Customer <input type="radio"/> A/R Drafts, Auto Debit <input type="radio"/> Auto Receipts Payor																							
Bank Information <table border="1"> <tr> <td>Bank Transit Number</td> <td>*3480</td> </tr> <tr> <td>Bank Account Number</td> <td>5479203984800</td> </tr> <tr> <td>Control Digit</td> <td><input type="text"/></td> </tr> <tr> <td>IBAN</td> <td><input type="text"/></td> </tr> <tr> <td>Description</td> <td>Bear Creek National Bank</td> </tr> <tr> <td>Checking or Savings Account</td> <td>0 <input type="checkbox"/> Checking account</td> </tr> <tr> <td>SWIFT Code</td> <td><input type="text"/></td> </tr> <tr> <td>Reference/Roll Number</td> <td><input type="text"/></td> </tr> <tr> <td>Bank Address Number</td> <td><input type="text"/></td> </tr> <tr> <td>Bank Country Code</td> <td><input type="text"/></td> </tr> </table>				Bank Transit Number	*3480	Bank Account Number	5479203984800	Control Digit	<input type="text"/>	IBAN	<input type="text"/>	Description	Bear Creek National Bank	Checking or Savings Account	0 <input type="checkbox"/> Checking account	SWIFT Code	<input type="text"/>	Reference/Roll Number	<input type="text"/>	Bank Address Number	<input type="text"/>	Bank Country Code	<input type="text"/>
Bank Transit Number	*3480																						
Bank Account Number	5479203984800																						
Control Digit	<input type="text"/>																						
IBAN	<input type="text"/>																						
Description	Bear Creek National Bank																						
Checking or Savings Account	0 <input type="checkbox"/> Checking account																						
SWIFT Code	<input type="text"/>																						
Reference/Roll Number	<input type="text"/>																						
Bank Address Number	<input type="text"/>																						
Bank Country Code	<input type="text"/>																						

Suppliers Bank Information by Country

The following table lists the required bank information for suppliers in different countries:

Payment To Country	Bank Transit Number	Account Number	Control Digit	SWIFT Code
Germany	*BL + code	Account Number	BL	Required
Great Britain	*SC + code	Account Number	SC	Required
USA	*FW + code	Account Number	FW	Required

Payment To Country	Bank Transit Number	Account Number	Control Digit	SWIFT Code
Canada	*CC + code	Account Number	CC	Required
Other foreign suppliers	Code	Account Number	Blank	
Domestic suppliers Bank Finland	Machine Account Number	Account Number	Blank	
Domestic suppliers Bankgiro/Postgiro	*	Bankgiro or Postgiro Number	Blank	
Domestic suppliers Bank Account - Sweden	Code	Account Number	Blank	

Note

All numbers must be entered consecutively without spaces. Avoid blanks or symbols such as dashes or dots.

Considerations for Machine Account Numbers – Finland

For domestic payments in Finland, a special relationship exists between the account number and the bank transit number. The last digit of the bank account number is a check-digit for the account number. If the account number is entered correctly, the program creates a “machine account number” in the Bank Transit Number field.

This special modification for domestic payments in Finland is invoked when both the user’s country code in User Preferences and the supplier’s country code in the Supplier Master is Finland.

► To assign bank accounts to suppliers

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, locate the supplier and choose Select.
2. On Supplier Master Revision, do one of the following:
 - If a processing option is set to automatically display the Work with Bank Accounts by Address form, click OK.
 - Choose Bank Account from the Row menu.
3. On Work With Bank Accounts by Address, click Add.

PeopleSoft.

Supplier Master Information - Set Up Bank Accounts By Address

OK Cancel Form Tools

Address Number 740002 Finnish Supplier

Record Type

Supplier Customer A/R Drafts, Auto Debit Auto Receipts Payor

Bank Information

Bank Transit Number	*3480
Bank Account Number	5479203984800
Control Digit	<input type="text"/>
IBAN	<input type="text"/>
Description	Bear Creek National Bank
Checking or Savings Account	<input type="checkbox"/> <i>Checking account</i>
SWIFT Code	<input type="text"/>
Reference/Roll Number	<input type="text"/>
Bank Address Number	0
Bank Country Code	<input type="text"/>

4. On Set Up Bank Accounts By Address, complete the following fields:
 - Address Number
 - Bank Transit Number
 - Bank Account Number
 - Checking or Savings Account
5. Click one of the following Record Type options:
 - Supplier
 - Customer
 - A/R Drafts, Auto Debit
 - Auto Receipts Payor
6. Complete the following optional fields:
 - Control Digit
 - Description
 - SWIFT Code

- Reference/Roll Number
7. Click OK, and then click Close.

See Also

- Assigning Multiple Bank Accounts to Suppliers* in the *Accounts Payable Guide* for information about assigning more than one bank account to a supplier

Considerations for Fields on the Set Up Bank Accounts by Address Form

The following table provides Nordic-specific information about the fields on the Set Up Bank Accounts by Address form:

Field	Description
Record Type	For Nordic payments, select Supplier.
Bank Transit Number	<p>The bank transit number for a particular bank account, if required. Special information is required for suppliers in Germany, Great Britain, Canada and USA.</p> <p>This field is not used for domestic Bankgiro/Postgiro payments. For these payments, enter an asterisk “*”.</p> <p>In Finland, this field is used in connection with the account number field. The system populates this field automatically when you enter the account number.</p>
Bank Account Number	Enter the bank account number of the Bankgiro/Postgiro account number.
Control Digit	Required control digits for specific countries are: <ul style="list-style-type: none"> • Germany (BL) • Great Britain (SC) • United States (FW) • Canada (CC)
SWIFT Code	Enter the SWIFT Code for the supplier’s bank, if required.
Reference/Roll Number	This field is not used for Nordic payments.

See Also

- Suppliers Bank Information by Country* in the *Global Solutions Nordic Guide*

Processing Options for Supplier Master Information (P04012)

Entry Tab

This processing option controls the display of the Tax ID field.

1. Tax ID

Blank = Display this field

1 = Hide this field

2 = Disable this field

Use this processing option to specify whether to display the Tax ID field when you add a supplier record. You can specify whether to disable this field. When you disable a field, the system displays it as gray and the user cannot enter data in it. Valid values are:

Blank

Display this field.

1

Hide this field.

2

Disable this field.

Defaults Tab

These processing options specify the default search types and currency codes for the Supplier Master Information form.

1. Search Type

Use this processing option to specify the default value that is used in the Search Type field on the Work with Supplier Master form. Use the Visual Assist for a list of valid search types. If you leave this processing option blank, the system uses V (Suppliers) as the default value.

2. Amount Currency Code

Use this processing option to specify the default currency code for the A/B Amount Code field. If you leave this processing option blank and the A/B Amount Code field on the Supplier Master Revision form is blank, the system uses the currency code of the company assigned to the Business Unit field on the Address Book Revision form.

The A/B Amount Code field appears on the Supplier Master Revision form only if multicurrency is activated in the General Accounting Constants program.

Versions Tab

These processing options specify the version of the Supplier Master MBF and the Address Book Revisions program (P01012) that you want to use when entering supplier master information. The Address Book Revisions program also contains a processing option that allows you to specify a version of the Supplier Master MBF. You should verify that the Address Book Revisions program and the Supplier Master Information program (P0401) are using the same version of the Supplier Master MBF.

1. Supplier Master MBF (P0100043) Version

Blank = Version ZJDE0001

Use this processing option to specify the version for the Supplier Master MBF (Master Business Function). If you leave this processing option blank, the system uses the default version ZJDE0001.

2. Address Book (P01012) Version

Blank = Version ZJDE0001

Use this processing option to specify the version of the Address Book program (P01012) the system will use. If you leave this processing option blank, the system uses the default version, ZJDE0001.

Processing Options for Supplier Master MBF – PO (P0100043)

Outbound Tab

Use these processing options to determine the transaction type and transaction image that will be used for outbound processing.

1. Transaction Type

Use this processing option to enter the transaction type when using the interoperability feature. If you leave this field blank, the system will not perform outbound interoperability processing. Use the Visual Assist to locate Transaction Type codes.

2. Change Transaction Image

Blank = Write the " after image "

1 = Write the " before" and " after image"

Use this processing option to indicate whether you want the system to write a Before Image for a change transaction. The Before Image is the record before the change. The After Image is the record after the change. Valid values are:

Blank Write the After image.

1 Write the Before and After image.

Setting Up a Bank Account Cross-Reference

For foreign payments, you must set up a cross-reference between the bank address in the Address Book Master table (F0101) and the bank account number in the Bank Transit Master table (F0030). The bank transit number is a key that links the bank address to the address number of the bank account. This cross-reference is used to print the name and address of the bank on the payment.

► To set up a bank account cross-reference

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, complete any fields that are necessary to narrow your search, and then click Find.
2. Choose a supplier record in the detail area and click Select.
3. On Supplier Master Revision, choose Bank Accounts from the Form menu.
4. On Work With Bank Accounts by Address, choose Bank Transit from the Form menu.
5. On Work With Bank Transit Addresses, click Add.

6. On Set Up Bank Transit Address, complete the following fields and click OK:

- Bank Transit

Enter the bank transit number in this field. The number is the same one that you entered in the Set Up Bank Accounts by Address form. If the number contains an asterisk, the asterisk is a part of the number and is also entered. If the bank has not been set up in the address book, use the Address Book program (P01012) to set up the bank. The default search type in the Address Book for banks is V (vendors).

- Address Number

Working With Additional Bank Information for Foreign Suppliers

Foreign payments made by Nordic companies require additional bank information. If you use a foreign payment format, you must enter this additional bank information for each foreign supplier.

You can use the Automatic Payment Groups program (P04571) to override the additional bank information for a specific payment, if necessary.

Prerequisite

- ❑ Create an address book record for each bank, ensuring that both the name of the bank and the name of the local office are entered in the Alpha Name field. See *Creating and Revising Address Book Records* in the *Address Book Guide*.
- ❑ Set up your user preferences with one of the following country preference codes:
 - SE (Sweden)
 - NO (Norway)
 - DK (Denmark)
 - FI (Finland)

See *Setting Up User Display Preferences* in the *Global Solutions Nordic Guide*.

► To enter additional bank information for foreign suppliers

From the Swedish Localization menu (G74W), choose Swedish Supplier Inf. Foreign Payments.

1. On Work With Supplier Info. Foreign, click Add.
2. On Revise Supplier Info. Foreign, complete the following fields and click OK:

- Address Number
- Account flag
- Fee code
- Payment Method

The system populates the Supplier Number field with a system-generated number that the bank uses to identify the supplier. This number is not the same as the supplier's address book number.

► To override additional bank information

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, click Find.
2. Choose the payment group for which you want to override additional bank information, and then choose Payments from the Row menu.
3. On Work With Payment Group – Write Status, choose a payment in the detail area, and then choose Regional Info from the Row menu.



4. On Foreign Supplier Info Override, complete the following fields and click OK:
 - Account flag
 - Fee code
 - Payment Method

Working with Payment Instruments

You can specify various output formats for automatic payments by assigning the programs that generate the formats to user-defined payment instruments. Payment formats can be printed or electronic; and can include checks, magnetic tapes, and drafts. You must set up a payment instrument for each payment format that you use.

The programs that you assign to your payment instruments determine the formats for payments and any additional output that the system generates when you process payment groups. The additional output components can include one or more of the following:

- Payment registers
- A printed list of payments.

- Attachments
A printed report that contains the detail information which does not fit on a payment stub.
- Debit statements
A printed list of debit balances. This printed list is debit balances that indicates that you have overpaid a supplier. It shows net amounts that are either a credit or that zero out on a voucher.

To assign formats to payment instruments, you specify a format generation program for each component of a payment instrument. For example, you could assign the Auto Payment Detail program (P04573), which is for standard attachments, to the attachments component of your payment instrument for drafts. Then, when you generate drafts, the system accesses this program to produce the appropriate type of attachment.

You can also define the specific uses for a payment instrument by assigning a specific bank account to the instrument. For example, you can set up two types of payment instruments for drafts with each type of instrument drawn on a different bank account.

Payment Instrument Codes

You set up payment instrument codes in UDC 00/PY, and then use the Set Up Payment Instrument Defaults form to associate payment instruments with each payment instrument code.

Note

You can use any digit or letter as a payment instrument code except for the letters B, C, D, G, and M. These letters are hard-coded for use in the Bank Type Code field and might cause problems if you use them for payment instruments.

You designate a payment instrument code using the Supplier Master Information program (P04012). When you create payment groups, the system creates a different payment control group for each payment instrument.

If you assign a bank account to a payment instrument, the system uses the payment instrument default, or the combination of the payment instrument and the bank account, to produce payments in a specific default format.

Working with Nordic Payment Formats

Assign the following programs to payment instruments for the Nordic countries:

Payment Formats	Specify the following programs to generate payment formats for the Nordic countries: <ul style="list-style-type: none"> • P04572SE1 for Bankgiro – Domestic • P04572SE2 for Bankgiro - Foreign • P04572SE3 for Postgiro - Domestic • P04572DK1 for DDB - Domestic • P04572DK2 for DDB - Foreign • P04572DK5 for Girobank - Domestic • P04572NO1 for Norway Standard - Domestic
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	<ul style="list-style-type: none"> • P04572NO2 for Norway Standard - Foreign • P04572FI1 for Finland Domestic – LM02 • P04572FI2 for Finland Standard – Foreign • P04572FI3 for Finland Domestic – LM03
Register Format	P04576 for Payment Register – Standard
Attachment Format	P04573 for Print Attachments – Standard
Debit Statement Format	Select the same program as the Write program (payment format).

Note

Do not confuse the P04572xx object name with the R04572xx object name. You enter the P04572xx version on the Set Up Payment Instrument Defaults form. The P04572xx version launches the R04572xx version when you process payments. For example, P04572SE1 launches the R04572SE1 program. If you want to make any changes to these programs, access them from the Batch Versions program (P98305), entering R instead of P in the first position of the name of the payment format program.

Prerequisites

- Set up a code in user defined codes table 00/PY for each payment instrument that you use.
 - Set up your payment programs in user defined codes table 04/PP.
-

Setting Up Payment Instruments

Payment instruments can be checks, tapes, drafts, BACS (Bank Automated Clearing System), and so on. You must define the payment instruments that your business uses. Clients outside the U.S. must set up payment instruments that are country specific for their automatic payments. You control the format of each payment instrument by choosing programs and versions of the programs that produce each component of a payment. These components include the following:

- Payment. This is the printed copy or tape table for the payment.
- Payment register. This is the printed list of payments.
- Attachment. This is a printed report that contains the detail information that does not fit on a payment stub.
- Debit statement. This is a printed list of debit balances that indicates that you have overpaid a supplier. It shows net amounts that are either a credit or that zero out a voucher.

The Payment Instrument Defaults program (P0417) includes all of the default programs associated with each component. The default program information is stored in the A/P Payments - Default Print and Update table (F0417).

You assign a program number to each component of a payment instrument. For example, you might assign program P04573 (for print standard attachments) to the attachments component of a payment instrument. The system accesses this program and produces the appropriate type of attachment.

You are not limited to using the preassigned programs for each payment instrument. For example, if the default method of payment for your company is to print a check that is in a Canadian format, you can change the payment print program for the blank payment instrument from Print Payments – Standard (P04572) to Print Payments - Canada (P04572C).

You are able to narrow your selections for each component even further by selecting a version of each program that will write the components. The advantage of this is that you can use different processing options or data selection in the versions, based on your needs.

A debit statement is another type of payment instrument and is used to notify suppliers when you have overpaid them. By assigning a program to the debit statement component, you can print a separate debit statement form with a payment. A debit statement is automatically generated if debit memos and open vouchers for a supplier net to zero. The system assigns a debit statement number as the payment number for the payment record, clears the open amounts of all records, and changes the pay status to paid.

You can limit the use of a payment instrument by assigning it a specific bank account. For example, you can set up two types of payment instruments for drafts with each type drawn on a different bank account.

See Also

- Working with Payment Groups* in the *Accounts Payable Guide* for more information about the payment process

Prerequisite

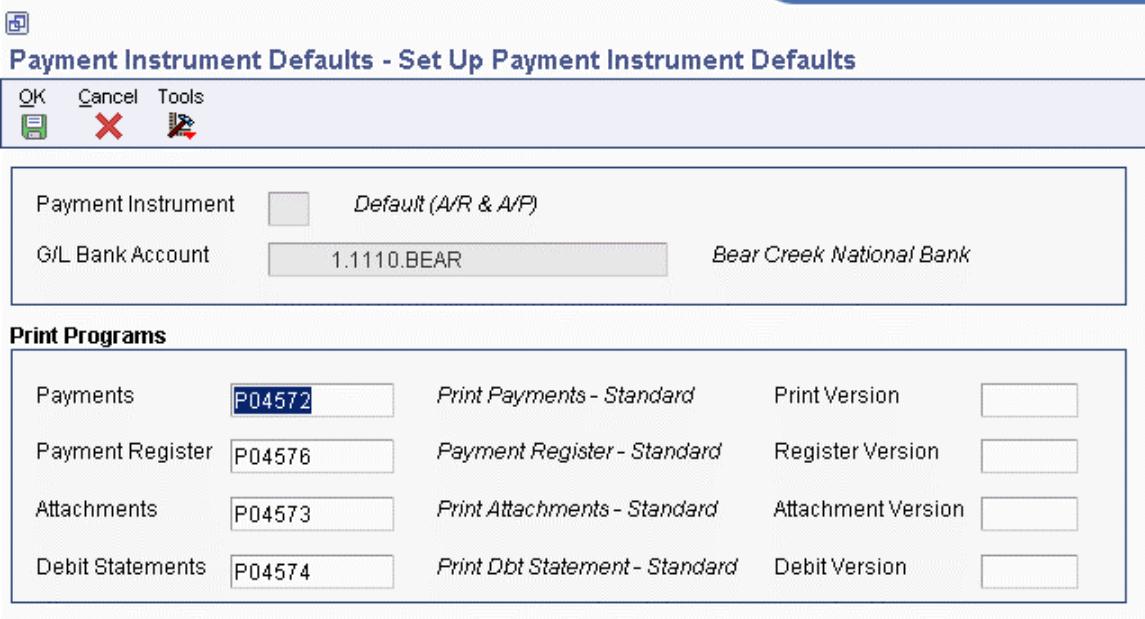
- Determine what payment instruments you use.
- Set up additional codes in UDC 00/PY for payment instruments, if necessary.

► To assign programs to a payment instrument

From the Automatic Payment Setup menu (G04411), choose Payment Instrument Defaults.

1. On Work With Payment Instrument Defaults, click Find to display payment instruments.
2. Choose the payment instrument and click Select.

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3. On Set Up Payment Instrument Defaults, enter a program number in the following fields:
 - Payments
 - Payment Register
 - Attachments
 - Debit Statements
4. Enter a version number in any of the following optional fields for the corresponding print program:
 - Print Version
 - Register Version
 - Attachment Version
 - Debit Version
5. Click OK.

See Also

- ❑ *Processing Options for Create Payment Control Groups (R04570)* in the *Accounts Payable Guide* for information about how to prevent a debit balance from generating a debit statement

► To revise processing options for payment instrument formats

Some of the programs associated with a payment instrument have processing options that further define the format of each component of a payment instrument. Review and, if necessary, revise these processing options before using each program.

The payment instrument formats use the Rxxxx convention (where xxxx equals the program number), whereas the program format used in the payment instrument defaults is Pxxxx. For example, to access

the format for P04572, the standard print payment format, you enter R04572 in the Batch Application field, and click Find.

From the System Administration Tools menu (GH9011), choose Batch Versions.

1. On Work With Batch Versions - Available Versions, enter the program number in the following field and click Find:
 - Batch Application
2. Choose the version.
3. From the Row menu, choose Processing Options.
4. Revise the processing options, as necessary.

► **To assign a payment instrument to a supplier**

When you print payments, the system uses the payment instrument assigned to the voucher. Typically, you set up the most commonly used payment instrument as the default, so you do not have to define a payment instrument for each supplier. The system uses the payment instrument assigned to the supplier, unless you override it when you enter a voucher.

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, locate and choose the supplier.
2. Click Select.
3. On Supplier Master Revision, click the Vouchers tab and complete the following field:
 - Payment Instrument
4. You can also select the following optional box:
 - Pre-Note Code
5. Click OK.

To assign or change a payment instrument associated with vouchers entered previously, use Speed Status Change.

Processing Options for Payment Instruments

The following subsections include processing options for the payment instrument formats.

Processing Options for Print Automatic Payments – Standard Format (R04572)

Translation Tab

1. Translation Program

Use this processing option to specify the translation program to use when translating the amount of the payment into words. Enter a valid program from UDC 98/CT. If you leave this processing option blank, the system uses the translation program that is associated

with the payment currency.

Defaults Tab

1. Address Format (FUTURE)

Use this processing option to specify a different address format for the payee and company addresses. This option applies only if you enter 1 in the Company Information and Payee Information processing options. If you leave this processing option blank, the system uses the country format that is associated with the payment currency.

Select Tab

1. Company Information

Blank = Do not print

1 = Print

Use this processing option to specify whether to print the company name and address on the payment stub.

Valid values are:

Blank

Do not print the company name and address on the payment stub.

1

Print the company name and address on the payment stub.

2. Payee Information

Blank = Do not print

1 = Print

Use this processing option to specify whether to print the payee name and number on the payment stub.

Valid values are:

Blank

Do not print the payee name and number on the payment stub.

1

Print the payee name and number on the payment stub.

3. Purchase Order

Blank = Supplier invoice number

1 = Purchase order number

Use this processing option to specify whether to print the supplier invoice number or the purchase order number on the payment stub. Valid values are:

Blank

The system prints the supplier invoice number.

1

The system prints the purchase order number.

4. Alternate Stub Information

Blank = Remark

1 = Supplier name

2 = Supplier invoice number

Use this processing option to specify alternate information for the system to print on the payment stub.

Valid values are:

Blank

Remark

1

Supplier name

2

Supplier invoice number

Print Tab

1. Form Type (FUTURE)

Use this processing option to specify the form type for the payment spool file. If you leave this processing option blank, the system uses form type APCHECKS.

Processing Options for Print Automatic Payments – Draft Format (R04572N)

Address

1. Enter an override address format. If left blank, the address number's country format will be used.

Address Format (FUTURE)

Payment

1. Choose one of the following to print on the stub: '' - Remark, '1' - Supplier Name (useful if paying alternate payee for several vendors), '2' - Supplier Invoice Number

Print Information

Print

1. Enter the Forms Type for the Payments Spool File. If left blank, the default is 'APCHECKS'

Form Type (FUTURE)

Processing Options for Create A/P Bank Tape – CTX Format (R04572T2)

Process Tab

1. File ID Modifier

Use this processing option to specify the one-character file identification modifier. This value is used to differentiate between multiple files created on the same date on the tape. You can enter any alphanumeric character. If you enter more than one character, only the first character is used. The default value is 1.

2. Tape Payment Detail Description

Use this processing option to specify the tape payment detail description of the tape. You can enter up to 10 characters. For example, enter EXP REIMB to indicate that the payment is an expense reimbursement. The bank might print this description on the supplier's bank account statement.

3. Immediate Origin

Use this processing option to specify the 10-character immediate origin. The system populates this value in positions 14-23 of Header Record 1. If you enter only 9 characters or digits, the system right justifies the information and places a blank space in the first position of this field. If you leave this processing option blank, the system uses the tax identification number contained in the address book record for the bank account's company. If you leave this processing option blank and the address book record for the bank account's company does not contain a tax identification number, the clearing house rejects the tape.

4. Identification Code Designator

Use this processing option to specify the 10-character company identification number. The system populates this value in positions 41-50 of Record 5 and positions 45-54 of Record 8. For the identification code designators (ICDs), you can enter either a user defined value or enter one of the following values to precede the company identification number:

1

Internal Revenue Service employer identification number (EIN)

3

Data universal number system (DUNS)

9

User assigned number

If you leave this processing option blank, the system uses the tax identification number contained in the address book record for the bank account's company. If you leave this processing option blank and the address book record for the company does not contain a tax identification number or is less than 10 characters, the clearing house rejects the tape.

5. Discretionary Data

Use this processing option to specify the value for the system to use in the discretionary data field on the company/batch header record in positions 21-40 of header record 5. If you leave this processing option blank, the system leaves the discretionary data field blank. Enter any alphanumeric value.

Print Tab

1. Print Program

Use this processing option to specify the payment print program for the system to use if the Pre-Note Code option on the supplier master record is turned on.

Tape Tab

1. Device Name

Use this processing option to specify the type of device to be used when copying data to a tape.

2. Tape Density

Use this processing option to specify the density of the tape, such as 1600 or 6250. The system populates the KMTDEN field in the A/P Payment Tape table (F0457) with this value. This field is used only for information purposes.

3. Label Name

Use this processing option to specify the label for the copied tape.

4. Block Size

Use this processing option to specify the block length to be used when copying data to a tape.

5. New Volume Name

Use this processing option to specify the new volume name to be used when copying data to a tape.

6. New Owner ID

Use this processing option to specify the new owner ID to be used when copying data to a tape.

7. File Name

Use this processing option to specify the name of the flat file as it is identified by the program that reads the file.

Processing Options for Create A/P Bank Tape - EDI Format (R47052T)

Defaults Tab

1. EDI Transaction Set

Use this processing option to specify the default electronic data interchange (EDI) transaction set. Enter a valid value from UDC 40/ST.

2. EDI Translation Format

Use this processing option to specify the electronic data interchange (EDI) translation format. Enter a valid value from UDC 40/ST.

3. EDI Document Type

Use this processing option to specify the electronic data interchange (EDI) document type. Enter any alphanumeric value. The system populates the EDI - Document Type field (EDCT) in the following tables with this value:

EDI Payment Order Header - Outbound (F47056)

EDI Payment Order Bank N & A - Outbound (F470561)

EDI Payment Order Vendor N & A - Outbound (F470562)

EDI Payment Order Payee N & A - Outbound (F470563)

EDI Payment Order Remittance Advice - Outbound (F47057)

4. EDI Trading Partner ID

Use this processing option to specify the electronic data interchange (EDI) trading partner ID. The system populates the Trading Partner ID field (PNID) in the EDI Payment Order Header - Outbound (F47056) and EDI Payment Order Remittance Advice - Outbound (F47057) tables with this value.

5. EDI Transaction Handling Code

Use this processing option to specify the electronic data interchange (EDI) transaction handling code. Enter a valid code from UDC 47/TH.

6. Identification Code Designator

Use this processing option to specify the company identification number. This number is 10 characters in length. It is the identification code designator (ICD) followed by a 9 digit identification number. Valid ICDs are:

1

Internal Revenue Service (IRS) Employer Identification Number (EIN)

3

Data Universal Number System (DUNS)

9

User Assigned Number

If you leave this processing option blank, the system uses the tax identification number for the company of the bank account. If this field is blank on the tape, the banking clearing house rejects the tape.

7. File Name

Use this processing option to specify the file name for the system to use when populating the File Name field (FILE) in the A/P Payment Tape table (F0457).

Print Tab

1. Print Program

Use this processing option to specify the payment print program to use if the status of the Pre-Note code in the supplier master is on, requiring the system to print a check.

Processing Options for Print Automatic Payments – Subcontract Processing (R04572J)

Translation

1. Enter the program name to translate payment amount from numbers to words. (See User Defined Codes system code '98', record type 'CT' for program names.) If left blank, the traslation program associated with the payment currency code will be used.

Translation Program

Address

2. Enter an override address format to use for the payee and/or company addresses. If left blank, the country format will be used.

Address

Payment

3. Enter a '1' if you would like to print the company name and address on the payment. If left blank, no company information will print.

Company Name

Print

4. Enter the Forms Type for the Payments Spool File. If left blank, the default is 'SUBCHECKS'

Form Type

See Also

- Localization guides for country-specific payment formats

Entering Vouchers

You must enter foreign payment information for the Central Bank during standard voucher entry. For Finnish domestic payments, you must also enter a reference number.

See Also

- Entering Vouchers* in the *Accounts Payable Guide*

Entering Foreign Payment Information for the Central Bank

The Central Bank requires that an identification code be included on foreign payments. The Central Bank issues a list of valid identification codes for foreign payments. You enter the appropriate identification code in the Remark field during voucher entry. If you do not enter an identification code, the system assigns one of the following values when you create the automatic payment file:

Sweden %101

Denmark %0006

Norway %14

Finland %999

You can change this default value by using the processing options for the various Write programs (for example, P04572SE2).

Prerequisite

- You should be familiar with the steps for entering vouchers. See *Entering Standard Vouchers* or *Entering Speed Vouchers* in the *Accounts Payable Guide* for information about entering vouchers.

► To enter foreign payment information for the Central Bank

Use one of the following navigations:

From the Supplier & Voucher Entry menu (G0411), choose Speed Voucher Entry.

From the Supplier & Voucher Entry menu (G0411), choose Standard Voucher Entry.

1. Enter a standard voucher or a speed voucher.

The screenshot shows the PeopleSoft Standard Voucher Entry interface. At the top, there's a toolbar with buttons for OK, Delete, Cancel, Form, Row, and Tools. Below the toolbar, the document number is set to 1035 and the batch number to 9893. The main entry area contains fields for Company (00001), Supplier Number (740000), Invoice Number (G7413), Invoice Date (06/15/05), Currency (USD), and various payment terms like Pymt Terms (001), Discount Available (45.00), and Remark (%101). Below this, a table titled "Records 1 - 2" displays two rows of data. The first row has Pay Item 001, Gross Amount 500.00, Pymt Terms 001, and a Remark of %101. The second row has Pay Item 2.0. At the bottom, there are summary fields for Gross (500.00), Disc, Tax, and Taxable.

2. On Enter Voucher – Payment Information, enter a percent sign (%) followed by the foreign payment information code (Riskankskod) from the codes list, including an explanation for Denmark and Norway in the following field:
 - Remark
3. When you have finished entering voucher information, click OK.

Entering Reference Numbers for Finnish Domestic Payments

In Finland, vouchers are identified by a reference number. For domestic payments in Finland, you enter the reference number in the Remark field during voucher entry.

Prerequisite

- You should be familiar with the steps for entering vouchers. See *Entering Standard Vouchers* or *Entering Speed Vouchers* in the *Accounts Payable Guide* for information about entering vouchers.

► To enter reference numbers for Finnish domestic payments

Use one of the following navigations:

From the Supplier & Voucher Entry menu (G0411), choose Speed Voucher Entry.

From the Supplier & Voucher Entry menu (G0411), choose Standard Voucher Entry.

1. Enter a standard voucher or a speed voucher.

The screenshot shows the 'Standard Voucher Entry - Enter Voucher - Payment Information' window. At the top, there is a toolbar with buttons for OK, Delete, Cancel, Form, Row, and Tools. Below the toolbar, the document number is set to 1036, PV, and the batch number is 9894. The company is listed as 'Financial Company' with ID 00001. The supplier number is 740000, marked as a Nordic Supplier. The business unit is 1. Invoice number G7413, invoice date 06/15/05, G/L date 06/15/05, service/tax date 06/15/05. The currency is USD, exchange rate is 1.00, and base currency is USD. The records section shows one record with Pay Item 001, Gross Amount 4,500.00, Pymnt Terms 001, Discount Available 45.00, Remark *123456780, Due Date 06/25/05, and Pay Status A. At the bottom, there are summary fields for Gross (4,500.00), Disc (45.00), Tax (0.00), and Taxable (0.00).

2. On Enter Voucher – Payment Information, complete the following field with an asterisk (*) followed by the reference number:
 - Remark
3. When you have finished entering voucher information, click OK.

Preparing Vouchers and Credit Notes for Automatic Payments

Businesses in Nordic Countries use a credit note, if one exists, for payments before using the company's bank account. If you use due date processing in automatic payments, which is common in Nordic countries, the base system requires you to manually match the due dates for a credit note and a voucher. In this localization, the system can automatically match the due dates of credit notes and vouchers.

If a supplier offers payment terms with a discount, the system sets the payment date to the discount due date. If the discount due date has passed, you might want to change the due date to the net due date. In the base system, the change to net due date has to be done manually. This localization allows you to automatically change the due date.

Revising Due Dates for Credit Notes

Use the Enhanced Due Date Processing Sweden program (R74W0020) to automatically change the due date of a credit note to the due date of a matching voucher. The program creates a report that specifies the new due date for the credit note. The program can be run in proof or final mode.

You can run Enhanced Due Date Processing Sweden program from the Create Payment Control Groups program (R04570), or you can run it as a stand-alone program. PeopleSoft recommends that you first submit this program as a stand-alone program in proof mode. Use processing options to specify whether the program runs as a stand-alone program or is launched from the Create Payment Control Groups program.

To run this program as a stand-alone program, you need to set up a menu selection for the Enhanced Due Date Processing Sweden program.

Caution

The Enhanced Due Date Processing Sweden program retrieves pay items from the Accounts Payable Ledger table (F0411). If a voucher contains both negative and positive pay items, this program might change the due date for a negative pay item that is a part of a voucher; if it does so, the action results in the negative and positive amounts on the same voucher having different due dates.

Sequence for Enhanced Due Date Processing

The program matches credit notes to vouchers in the following sequence:

- Payment ID
- G/L Bank Account
- Business Unit (only if the Process by Business Unit processing option is set to 1)
- Currency
- Payee Address Number (only if the Process by Payee processing option is set to 1)
- Company
- Address Number
- Due Date

Example: Credit Note Equal to Voucher Amount

In this example, a supplier has a credit note for the amount of -500 with a due date of 2001-07-15 and a voucher for the amount of 500 with a due date of 2001-07-30.

If you use due date processing without changing the due date, the voucher is paid in full; and the credit is not used because the due dates for the credit note and the voucher are different.

The following form shows the voucher and the credit note with different due dates:

PeopleSoft.



Standard Voucher Entry - Supplier Ledger Inquiry

Select	Find	Add	Copy	Delete	Close	Form	Row	Tools	
<input checked="" type="checkbox"/>									
Supplier Number * <input type="text"/>									
Date From <input type="text"/> Thru <input type="text"/>				<input checked="" type="radio"/> Invoice <input type="radio"/> G/L <input type="checkbox"/> Recurring <input type="checkbox"/> Summarize <input type="radio"/> Paid <input type="radio"/> Open <input type="radio"/> Withheld <input checked="" type="radio"/> All					
Batch Number <input type="text" value="9903"/>		Currency Code * <input type="text"/>							
Records 1 - 3									
<input type="checkbox"/>		Document Number	Doc Type	Doc Co	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount
<input type="checkbox"/>		17	PD	00001	07/15/05	07/15/05	07/15/05	500.00-	500.00-
<input type="checkbox"/>		1040	PV	00001	06/03/05	06/03/05	07/03/05	500.00	500.00
<input type="checkbox"/>									

When you run the Enhanced Due Date Processing Sweden program (R74W0020) in proof mode, the system produces a report that shows that the due date of the credit note can be changed to match the due date of the voucher.

R74W0020	Worldwide Company	3/22/2004 18:37:44
	Enhanced Due Date Processing	Page - 1
Proof Mode		
Due Date Total Open Amount 7/3/2005		
Moving credit note to new due date: 17 PD 001 of 7/15/2005 moved to 7/3/2005		
Document 17 PD 00001 Payee 740000 Due Date 7/3/2005 Pay Item 001 extension no Supplier 740000 Currency Code USD Open Amount 500.00- GL Bank Account 00008154 Payment Instrument Payment Handling Code		

When you run the Enhanced Due Date Processing Sweden program in final mode, the system changes the due date of the credit note to 2001-07-30. Because the due dates of the credit note and the voucher are now the same, the system reduces the payment amount by the amount of the credit note in the next automatic payment to the supplier.

R74W0020	Worldwide Company Enhanced Due Date Processing	3/22/2004 16:39:35
		Page - 1
Final Mode		
Due Date Total Open Amount 7/3/2005 500.00		
Moving credit note to new due date: 17 PD 001 of 7/15/2005 moved to 7/3/2005 .00		
Document 17 PD 00001 Payee 740000 Due Date 7/3/2005 G/L Bank Account 00008154	Pay Item 001 extension no Supplier 740000 Currency Code USD Payment Instrument	Open Amount 500.00- Payment Handling Code

The Supplier Ledger Inquiry form now displays the voucher and credit note with matching due dates:



Standard Voucher Entry - Supplier Ledger Inquiry

Select	Find	Add	Copy	Delete	Close	Form	Row	Tools	
<input checked="" type="checkbox"/>									
Supplier Number *									
Date From			Thru			<input checked="" type="radio"/> Invoice	<input type="radio"/> G/L		
<input type="checkbox"/> Recurring			<input type="checkbox"/> Summarize			<input type="radio"/> Paid	<input type="radio"/> Open	<input type="radio"/> Withheld	<input checked="" type="radio"/> All
Batch Number 9903			Currency Code *						
Records 1 - 3									
		Document Number	Doc Type	Doc Co	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount
<input type="checkbox"/>		17 PD	00001		07/15/05	07/15/05	07/03/05	500.00-	500.00-
<input type="checkbox"/>		1040 PV	00001		06/03/05	06/03/05	07/03/05	500.00	500.00
<input type="checkbox"/>									

Example: Credit Note in Excess of Voucher Amount

In this example, a supplier has a credit note for the amount of -1200 with a due date of 2005-07-14 and a voucher for the amount of 1000 with a due date of 2005-07-06. The amount of the credit exceeds that which is needed to pay the voucher.

The following form shows the voucher and credit note with different amounts and different due dates:

PeopleSoft.

Select	Find	Add	Copy	Delete	Close	Form	Row	Tools	
<input checked="" type="checkbox"/>									
Supplier Number * <input type="text"/>									
Date From <input type="text"/> Thru <input type="text"/>				<input type="radio"/> Invoice <input type="radio"/> G/L <input type="checkbox"/> Recurring <input type="checkbox"/> Summarize <input type="radio"/> Paid <input type="radio"/> Open <input type="radio"/> Withheld <input checked="" type="radio"/> All					
Batch Number <input type="text" value="9904"/>		Currency Code * <input type="text"/>							
Records 1 - 3									
<input type="checkbox"/>		Document Number	Doc Type	Doc Co	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount
<input type="checkbox"/>		18	PD	00001	07/14/05	07/14/05	07/14/05	1,200.00-	1,200.00-
<input type="checkbox"/>		1041	PV	00001	06/06/05	06/06/05	07/06/05	1,000.00	1,000.00
<input type="checkbox"/>								200.00-	200.00-

When you run Enhanced Due Date Processing Sweden (R74W0020) in final mode, the system uses part of the credit note to pay the voucher. The system creates a new pay item for the remaining part of the credit note. The matching pay item has the same due date as that of the voucher. The remaining amount on the credit note has an unchanged due date.

The system generates the following report, which shows the new due date of the credit note and the newly created pay item.

R74W0020	Worldwide Company	3/22/2004 18:43:22						
	Enhanced Due Date Processing	Page - 1						
Final Mode								
Due Date Total Open Amount 7/6/2005								
Moving credit note to new due date: 17 PD 001 of 7/3/2005 moved to 7/6/2005								
Document	17	PD 00001	Payee	740000	Due Date	7/8/2005	G/L Bank Account	00008154
Pay Item	001	extension no	Supplier	740000	Currency Code	USD	Payment Instrument	
					Open Amount	500.00-	Payment Handling Code	
New credit note split payment created: Created 18 PD 002 of 7/6/2005 at open amount -500 of -1200.00			.00					
Document	18	PD 00001	Payee	740000	Due Date	7/8/2005	G/L Bank Account	00008154
Pay Item	002	extension no	Supplier	740000	Currency Code	USD	Payment Instrument	
					Open Amount	500.00-	Payment Handling Code	
Credit note open amount adjusted: 18 PD 001 of 7/14/2005 updated open amount from -1200.00 to -700			.00					
Document	18	PD 00001	Payee	740000	Due Date	7/14/2005	G/L Bank Account	00008154
Pay Item	001	extension no	Supplier	740000	Currency Code	USD	Payment Instrument	
					Open Amount	700.00-	Payment Handling Code	

The Supplier Ledger Inquiry form now displays the new pay item that offsets the voucher:

PeopleSoft.

Standard Voucher Entry - Supplier Ledger Inquiry

Select	Find	Add	Copy	Delete	Close	Form	Row	Tools	
<input checked="" type="checkbox"/>									
Supplier Number * <input type="text"/>									
Date From <input type="text"/> Thru <input type="text"/>				<input checked="" type="radio"/> Invoice <input type="radio"/> G/L					
<input type="checkbox"/> Recurring <input type="checkbox"/> Summarize				<input type="radio"/> Paid <input type="radio"/> Open <input type="radio"/> Withheld <input checked="" type="radio"/> All					
Batch Number <input type="text" value="9904"/>		Currency Code * <input type="text"/>							
Records 1 - 4									
<input type="checkbox"/>		Document Number	Doc Type	Doc Co	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount
<input type="checkbox"/>		18	PD	00001	07/14/05	07/14/05	07/14/05	700.00-	700.00-
<input type="checkbox"/>		18	PD	00001	07/14/05	07/14/05	07/06/05	500.00-	500.00-
<input type="checkbox"/>		1041	PV	00001	06/06/05	06/06/05	07/06/05	1,000.00	1,000.00
<input type="checkbox"/> <input type="checkbox"/>									

Processing Options for Enhanced Due Date Processing Sweden (R74W0020)

Select Tab

These processing options let you specify dates that are connected with the selection of credit notes.

1. Pay Thru Date

Use this processing option to specify the due date through which you want to process credit notes. All credit notes with due dates up to and including the date that you enter are processed. For example, if you want to process a group consisting of credit notes with due dates through March 15, 2005, enter 03/15/05. Enter the date in this processing option, or leave the processing option blank to select credit notes using the Displacement Days processing option.

Note: if you leave the Pay Through Date field blank and the Displacement Days processing option as zero, the system date is used as the Pay Through Date.

2. Displacement Days

Use this processing option to specify the number of days from today's date through which you want to process credit notes. For example, if today's date is March 10 and you specify three displacement days, the system processes vouchers with due dates through March 13. Enter the number of days in this processing option, or leave this processing option blank and use the Pay Through Date processing option to select credit notes.

Note: If you leave the Displacement Days processing option as zero and leave the Pay Through Date processing option blank, the system date is used as the Pay Through Date.

3. Discount Cutoff Date

Use this processing option to enter the final date for which you allow discounts. Pay items with a due date prior to the date that you enter are not eligible for discounts, so the system sets the discount amounts of these pay items to zero. If you leave this processing option blank, the program takes all discounts currently available for the selected pay items.

Process Tab

These processing options let you specify how payments should be grouped, whether the Enhanced Due Date Processing Sweden program (R74W0020) should run stand-alone or inline, and whether the program should run in proof or final mode.

1. Company

Use this processing option to specify whether to create separate payments based on the company. Valid values are:

Blank

Do not create separate payments based on company.

1

Create separate payments based on company.

2. Due Date

Use this processing option to specify whether to create payments separately, based on due date. If you leave this processing option blank, the Enhanced Due Date Processing program will not run. Valid values are:

Blank

Do not create payments separately, based on due date.

1

Create payments separately, based on due date.

3. Payee

Use this processing option to specify whether to create payments separately based on payee, regardless of the supplier. Valid values are:

Blank

Do not create payments separately based on payee.

1

Create payments separately based on payee.

For example, the following table illustrates one possible voucher, supplier, and payee combination:

Voucher 1, Supplier 1001, Payee 1001

Voucher 2, Supplier 1001, Payee 1002

Voucher 3, Supplier 1001, Payee 1002

Voucher 4, Supplier 1002, Payee 1002

Voucher 5, Supplier 1003, Payee 1001

If you leave the Payee processing option blank in the Create Payment Control Groups program, the system generates four payments, based on the payee and then on the supplier:

Payee 1001: Supplier 1001, Voucher 1

Payee 1001: Supplier 1003, Voucher 5

Payee 1002: Supplier 1001, Vouchers 2 and 4

Payee 1002: Supplier 1002, Voucher 4

If you set the Payee processing option to 1, you have two payments based only on the payee:

Payee 1001: Supplier 1001, Voucher 1, and Supplier 1003, Voucher 5

Payee 1002: Supplier 1001, Vouchers 2 and 3, and Supplier 1002, Voucher 4

4. Business Unit

Use this processing option to specify whether to create payments separately based on business unit. Valid values are:

Blank

Do not create payments separately based on business unit.

1

Create payments separately based on business unit.

5. Inline Execution from within R04570

Blank = No

1 = Yes

Use this processing option to run the Enhanced Due Date Processing Sweden program (R74W0020) from the Create Payment Control Groups program (R04570) prior to generating payments. Running the Enhanced Due Date Processing Sweden program from the Create Payment Groups program produces the best match of debit and credit

documents. However, running this program online may slow down processing. If you rarely use the enhanced due date processing feature, you might want to run this program standalone. Valid values are:

Blank

Do not run the Enhanced Due Date Processing Sweden program from the Create Payment Control Groups program.

1

Run the Enhanced Due Date Processing Sweden program from the Create Payment Control Groups program.

6. Stand-Alone Execution from Menu Item

Blank = No

1 = Yes

Use this processing option to run the Enhanced Due Date Processing Sweden program (R74W0020) standalone from a menu item. Running the Enhanced Due Date Processing Sweden program standalone allows you to reorganize credit invoices to produce best matching against debit documents at any time. Valid values are:

Blank

Do not allow the Enhanced Due Date Processing Sweden program to run standalone.

1

Run the Enhanced Due Date Processing Sweden program standalone.

7. Mode

Blank = Proof

1 = Final

Use this processing option to specify whether to run the report in proof or final mode. If you choose proof mode, the system generates a report of possible changes, but no changes are made in the database. If you choose final mode, the system generates a report and updates the invoices specified on the report. Valid values are:

Blank

Run the report in proof mode.

1

Run the report in final mode.

Defaults Tab

This processing option lets you specify the minimum payment amount.

1. Payment Amount

Blank = Minimum payment amount will be zero

Use this processing option to specify the smallest possible value of a payment. Specify an amount to avoid creating zero amounts when matching vouchers and credit notes.

What You Should Know About Processing Options for Enhanced Due Date Processing Sweden (R74W0020)

If you set the processing options to run the Enhanced Due Date Processing Sweden program (R74W0020) from the Create Payment Control Groups program (R04570), the processing options on the Select tab and the first four processing options on the Process tab use the values of the corresponding processing options from the Create Payment Control Groups program.

If you set the processing options to run the Enhanced Due Date Processing Sweden program as a stand-alone version, you need to review all of the processing options.

Revising Due Dates for Discounted Vouchers

Use the Enhanced Due Date Processing – Discounts Sweden - 04 program (R74W0021) to automatically change the payment date of a voucher from the discount due date to the net due date if the discount due date has passed. The program creates a report that lists the new due date. The program can be run in proof or final mode.

You can run the Enhanced Due Date Processing – Discounts Sweden – 04 program from the Create Payment Control Group program (R04570), or you can run it as a stand-alone version. PeopleSoft recommends that you first submit this program as a stand-alone version in proof mode. Use processing options for this program to control whether the program runs as a stand-alone version or runs from the Create Payment Control Group program.

To run this program as a stand-alone version, you need to set up a menu selection for the Enhanced Due Date Processing – Discounts Sweden – 04 program.

Example: Discount Due Date Has Passed

In this example, a supplier has a voucher with payment terms that offer a discount if paid within ten days of the invoice date. The invoice date is 2004-02-15; thus, the due date is 2004-02-25.

The following form shows the invoice date and due date for the voucher:

PeopleSoft.

Standard Voucher Entry - Supplier Ledger Inquiry

Select Find Add Copy Delete Close Form Row Tools

Supplier Number * []

Date From [] Thru [] Invoice G/L

Recurring Summarize Paid Open Withheld All

Batch Number 9911 Currency Code * []

Records 1 - 2

	Document Number	Doc Type	Doc Co	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount
<input type="checkbox"/>	1045	PV	00001	02/15/04	02/15/04	02/25/04	500.00	500.00
							500.00	500.00

When you run Enhanced Due Date Processing – Discounts Sweden (R74W0021) in final mode after the discount due date has passed, the system changes the due date of the voucher from the discount due date to the net due date, which is 2004-03-16 — 30 days after the invoice date.

The following report shows that the due date of the voucher has been changed:

R74W0021	Worldwide Company	3/22/2004 17:00:16
	Enhanced Due Date Processing -	Page - 1
Final Mode		
Document 00001 1045 PV 001	Payee 740000 Nordic Supplier Vendor 740000 Nordic Supplier Payment Terms 001 1/10 Net 30	Invoice Date 2/15/2004 Original Due Date 2/25/2004 New Due Date 3/16/2004

The Supplier Ledger Inquiry form now displays the new due date:

PeopleSoft.

Standard Voucher Entry - Supplier Ledger Inquiry

Select	Find	Add	Copy	Delete	Close	Form	Row	Tools																																							
<input checked="" type="checkbox"/>																																															
Supplier Number * <input type="text"/> Date From <input type="text"/> Thru <input type="text"/> <input checked="" type="radio"/> Invoice <input type="radio"/> G/L <input type="checkbox"/> Recurring <input type="checkbox"/> Summarize <input type="radio"/> Paid <input type="radio"/> Open <input type="radio"/> Withheld <input checked="" type="radio"/> All Batch Number <input type="text" value="9911"/> Currency Code * <input type="text"/>																																															
Records 1 - 2 <table border="1"> <thead> <tr> <th></th> <th></th> <th>Document Number</th> <th>Doc Type</th> <th>Doc Co</th> <th>Invoice Date</th> <th>G/L Date</th> <th>Due Date</th> <th>Gross Amount</th> <th>Open Amount</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td></td> <td>1045</td> <td>PV</td> <td>00001</td> <td>02/15/04</td> <td>02/15/04</td> <td>03/16/04</td> <td>500.00</td> <td>500.00</td> </tr> <tr> <td><input type="checkbox"/></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>500.00</td> <td>500.00</td> </tr> <tr> <td colspan="9"></td> </tr> </tbody> </table>											Document Number	Doc Type	Doc Co	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount	<input type="checkbox"/>		1045	PV	00001	02/15/04	02/15/04	03/16/04	500.00	500.00	<input type="checkbox"/>								500.00	500.00									
		Document Number	Doc Type	Doc Co	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount																																						
<input type="checkbox"/>		1045	PV	00001	02/15/04	02/15/04	03/16/04	500.00	500.00																																						
<input type="checkbox"/>								500.00	500.00																																						

Processing Options for Enhanced Due Date Processing – Discounts Sweden - 04 (R74W0021)

Process Tab

These processing options let you specify whether the Enhanced Due Date Processing – Discounts Sweden – 04 (R74W0021) should run stand-alone or inline, and whether the program should run in proof or final mode.

1. Inline Execution from within R04570

Blank = No

1 = Yes

Use this processing option to run the Enhanced Due Date Processing - Discounts Sweden program (R74W0021) from the Create Payment Control Groups program (R04570) prior to generating payments. Running this program online can slow down processing. If you rarely use the enhanced due date processing - discounts feature, you might want to run this program standalone. Valid values are:

Blank

Do not run the Enhanced Due Date Processing - Discounts Sweden program from the Create Payment Control Groups program.

1

Run the Enhanced Due Date Processing - Discounts Sweden program from the Create Payment Control Groups program.

2. Stand-Alone Execution from Menu Item

Blank = No

1 = Yes

Use this processing option to run the Enhanced Due Date Processing - Discounts Sweden program (R74W0021) standalone from a menu item. Valid values are:

Blank

Do not allow the Enhanced Due Date Processing - Discounts Sweden program to run standalone.

1

Run the Enhanced Due Date Processing - Discounts Sweden program standalone.

3. Mode

Blank = Proof

1 = Final

Use this processing option to specify whether to run the report in proof or final mode. If you choose proof mode, the system generates a report of possible changes but makes no changes in the database. If you choose final mode, the system generates a report and updates the invoices specified on the report. Valid values are:

Blank

Run the report in proof mode.

1

Run the report in final mode.

Processing Automatic Payments

This section includes an overview of the entire automatic payments process. Processing automatic payments for the Nordic countries differs from the standard process in that the Nordic localizations include a different form for updating payments. This form allows you to update payments from different payment control groups.

Calculating Withholding Taxes

The Calculate Withholding program (R04580) deducts withholding tax from payments to suppliers. This step is optional in the automatic payment process.

See Also

- Supplier Withholding Taxes* in the *Accounts Payable Guide* for information about withholding taxes

Printing the Cash Requirements Report

The Cash Requirements Report (P04431) prints all open vouchers in the Accounts Payable Ledger table (F0411) with a total for each supplier. You can use this report to find the total amount that is necessary to pay open vouchers and decide which vouchers you want to approve for payment. This step is optional in the automatic payment process.

See Also

- Determining Cash Requirements* in the *Accounts Payable Guide* for more information about the Cash Requirements Report

Approving Vouchers for Payment

The Speed Status Change program (P0411S) lets you approve or hold voucher pay items. You can use a variety of options to choose open vouchers and change their pay status to A (approved) or H (hold). You can also use this program to change the due date, G/L Bank account, payment instrument, and approver address. If your invoices have a pay status of hold, approving vouchers for payment is a required step in the payment process.

See Also

- Releasing Vouchers* in the *Accounts Payable Guide* for more information about the Speed Status Change program

Creating Payment Control Groups

Before you can generate automatic payments, you must create groups of payments called payment control groups. Vouchers with the same bank account and payment instrument become part of the same payment control group. You use the payment control groups when you review and write payments. Creating payment control groups is a required step in the automatic payment process.

See Also

- Working With Payment Groups* in the *Accounts Payable Guide*

Considerations for Creating Payment Control Groups

You should be aware of the following considerations when you create payment control groups:

- If any vouchers are missing from a payment control group, you can use the Speed Status Change program (P0411S) or the A/P Standard Voucher Entry program (P0411) to change the pay status of those vouchers, and then re-run the Create Payment Control Groups program (R04570).
- After the pay status of a voucher has been changed to # (Check being Written), you cannot make changes to the vouchers until the payment process has been completed or until the voucher has been removed from the payment control group.
- Generally, you run the Create Payment Control Groups program once for each payment run. The program typically creates more than one payment control group. If you need to include additional vouchers in a payment control group, you can remove the entire payment control group and re-run this program. After you update the payment control groups to the Accounts Payable Ledger table (F0411), you can no longer work with the payment control groups.

Printing the Payment Analysis Report

After you create payment control groups, you can print the Payment Analysis Report (R04578). This report shows all payments in all of the payment control groups so that you can see whether payments are ready to be written or ready to be updated to the Accounts Payable tables. This report allows you to identify payments that you want to remove from a payment control group before you write payments. Printing the Payment Analysis Report is an optional step in the automatic payment process.

See Also

- Printing the Payment Analysis Report* in the *Accounts Payable Guide* for more information about the Payment Analysis Report

Working with Payment Control Groups

After you have created payment control groups (and printed the Payment Analysis Report), you then review and write payments. You can use the Automatic Payment Groups program (P04571) to write some or all of the payments. You can also use this program to remove vouchers from a payment group, change the payment value date, decrease the amount of a discount, and split a voucher pay item. Writing payments is a required step in the automatic payment process.

After you write payments, you can re-run the Payment Analysis Report so that you can identify payments that you want to remove.

Note

When you remove a payment, you must reset all other payments and create a new bankfile.

When you write payments with the Automatic Payment Groups program, the system assigns a payment number and creates the payment, creating a bankfile for payment printing. The system updates the workfiles with payment information, but it does not yet change the payment status. At this point you can still reverse the process.

You can also:

- Change payment and voucher information.
- Change payment group control information.
- Remove vouchers, payments, and payment control groups.
- Reset payment processing.

Work With Payment Groups Form

The Work With Payment Groups form is the first in a group of forms. From this form, you can access other forms to work with individual payments and payment control groups.

Records 1 - 5					
	Bank Account	Version	Group Total	Pay Inst	Next Status
<input type="checkbox"/>	1.1110.BEAR	XJDEDOC1	850.00	T	UPD
<input type="checkbox"/>	70.1110.BEAR	XJDEDOC001	1,320.40		UPD
<input type="checkbox"/>	1.1110.BEAR	XJDEDOC1	24,776.00		WRT
<input type="checkbox"/>	1.1110.FRANCE	XJDEDOC1	4,230.00		WRT
<input type="checkbox"/>	70.1110.BEAR	XJDEDOC1	1,600.00		WRT

Use this form to review and work with payment control groups as a whole. Individual payment control groups might have a "next status" of WRT (write, which means that they are ready to be written) or UPD (update, which means that they are ready to be updated to the A/P tables).

From this form, you can:

- Review information about a payment control group.
- Write all payments within a payment control group.
- Update the Accounts Payable Ledger table (F0411) and payment files.

- Change payment group control information, such as where and in what format the payments prints.
- Remove a payment control group and reset the pay status of the vouchers back to A (approved).
- Reset payment processing, changing the next status of a group from UPD (Update) back to WRT (Write).

Work With Payment Group – Write Status Form

The screenshot shows the 'Work with Payment Groups - Work With Payment Group - Write Status' form in PeopleSoft. At the top, there's a toolbar with icons for Select, Find, Close, Regional Info, Form, Row, and Tools. Below the toolbar, the form header is 'Work with Payment Groups - Work With Payment Group - Write Status'. The main area contains fields for Bank Account (1.1110.BEAR), Version (XJDED0C1), Total Amount (24,776.00), Number of Payments (2), and Currency (USD). Below these fields are 'Amount From' and 'Through' date pickers. A table titled 'Records 1 - 2' lists two payees: 1001 AB Common and 4344 Universal Incorporated, along with their payment amounts and other details.

Payee Number	Payee Name	Payment Amount	Discount Taken	Value Date	Stub Total	Company
1001	AB Common	10,000.00			1	00001
4344	Universal Incorporated	14,776.00	124.00		1	00001

Use this form to work with payments that have a next status of WRT (write).

WRT is the initial status of a payment control group after it has been created by the Create Payment Groups program. The payments in this group are ready to be written. From this form, you can:

- Review payment information.
- Write individual payments within a payment control group.
- Change certain payment information.
- Change payment group control information.
- Remove a payment from the payment control group.
- Access the Review Voucher Detail form.
- Override additional bank information at the payment level.

Work With Payment Detail Form

The screenshot shows a PeopleSoft application window titled "Work with Payment Groups - Work With Payment Detail". The top menu bar includes "Select", "Find", "Close", "Regional Info", "Row", and "Tools". Below the menu are several icons: a green checkmark, a magnifying glass, a red X, a gear, a grid, and a double arrow. The main area displays payment details for a payee (4344, Universal Incorporated) with a bank account (1.1110.BEAR, Bear Creek National Bank) and a payment amount of 14,776.00 USD. A table below lists eight voucher items (Document Number, Doc Type, Doc Co, Pay Item, Payment Amount, Discount Taken) associated with the payment.

Records 1 - 8						
	Document Number	Doc Type	Doc Co	Pay Item	Payment Amount	Discount Taken
<input type="checkbox"/>	1565	PV	00001	001	2,500.00	
<input type="checkbox"/>	1570	PV	00001	001	2,970.00	30.00
<input type="checkbox"/>	1571	PV	00001	001	2,673.00	27.00
<input type="checkbox"/>	1572	PV	00001	001	4,950.00	50.00
<input type="checkbox"/>	1573	PV	00001	001	1,188.00	12.00
<input type="checkbox"/>	1577	PV	00001	001	99.00	1.00
<input type="checkbox"/>	1577	PV	00001	002	99.00	1.00
<input type="checkbox"/>	1577	PV	00001	003	297.00	3.00

Use this form to review and work with the voucher pay items that are associated with one unprocessed payment. From this form, you can:

- Review voucher information.
- Change certain voucher information.
- Remove a voucher from a payment.

See Also

- ❑ *Working with Payment Groups* in the *Accounts Payable Guide* for more information about the Work with Payment Groups program

Writing Payments

You can write payments for all payment control groups, for individual payment control groups, or for individual payments. Writing payments includes printing payments or drafts, or creating bank tape files for electronic funds transfer.

When you write payments, the system sets the next status of these payments to UPD (update). These entries will no longer appear on the Review Payment Group - Write form.

Bank File Report

When you write payments for Nordic countries, the system produces the A/P Bank File Report - Nordic Countries (R0474N1). This report lists every voucher in the payment group or groups that have been written. To access this report, view submitted jobs.

See Also

- Writing Payments* in the *Accounts Payable Guide* for more information about writing payments

Prerequisite

- Review the processing options for Work With Payment Groups (P04571). These processing options determine how payments and payment control groups are processed.
- Review the Payment Group Edit Report, which is generated by the Create Payment Control Groups program (R04570), to ensure that all payments are correct.

Processing Options for A/P Bank File Report - Nordic Countries (R0474N1)

Default

1 Exchange rate will be based on the payment's G/L date unless you
specify an effective date

or enter '1' to use the voucher's rate
2. Summary record for Finland

Enter a '1' to print a summary record for Finland with information about number of payments.

Copying the Bank Tape File to Tape

Note

The features that are described here are currently deactivated. A small customization is required within the system to activate this functionality.

If you create tape files using the Automatic Payment Groups program (P04571), you must copy those files to tape, diskette, or a file before you can send the information to a financial institution.

Use the Copy Bank Tape File to Tape form to review, copy, and delete tape files. You can also use this form to recopy a bank file to tape if, for example, your financial institution loses the original tape or file. From this form, you can:

- Review tape file status and detail.
- Copy a tape file to tape or diskette.
- Delete a tape file.

The system does not automatically delete records in the bank file after you copy the file to tape. Use the Copy Bank Tape File to Tape form to delete a record after you verify that your bank has received the bank tape.

Information in tape files is written in a standard bank tape format. Instead of copying a tape file to tape or diskette, you can upload a tape file to a financial institution via modem.

See Also

- ❑ *Copying Payments to Tape* in the *Accounts Receivable Guide* for more information about creating tape files

Considerations for Copying a Bank Tape File to Tape

The file members in the Copy Bank Tape to File form are created when you write payments. You find the Member ID in the detail area. Use the Member ID in the detail area as a key to the Bank File Report in which you find the invoices in the Bank Type File. The files that you send to the bank might contain one or several payment groups, depending on how many groups you have included when writing payments.

The Date Updated field indicates when the payment group or groups were written. The Date Copied field indicates when the file was copied.

If you want to copy several file members, select every member for copy, and choose the Replace option for the first one and the Add option for the others.

Considerations for Recopying a Bank File

If you need to transmit a new file to the bank, you can make a new copy in the Copy Bank Tape File to Tape form. The Date Copied field is updated with the system date when you create the new bank file.

Prerequisite

- ❑ Verify that the write program for your payment instrument is set up to use the correct format. See *Setting Up Payment Instruments* in the *Global Solutions Nordic Guide* for more information about using payment formats.
- ❑ Use the Automatic Payment Groups program (P04571) to create the file that you want to copy.
- ❑ View the tape file (optional). To do this review, you can use the Universal Table Browser. See *Viewing the Data in Tables* in the *Development Tools Guide* for more information about the Universal Table Browser.

Receiving Debit Advice Notes

In the Nordic countries, the bank sends a debit advice note to the company after the bank has made electronic payments on behalf of the company. The most common types of debit advice notes are:

- Notice of Delivery – Indicates that the bank has received the payments file
- Confirmation of Payment – Indicates that the bank has made the payments, and the payment groups can be updated
- Error message – Contains information about payments that have not been made

The debit advice notes contain the following information regarding the payments that were made:

- Paid amount
- Payment date
- Reference number
- Actual currency rate used for foreign payments

- Error message

You can upload the debit advice note information into the following tables:

- F74W001 – Supplier Info. Foreign Payments per Payment
- F74W201 – Debit Advice Header
- F74W202 – Debit Advice Payment File
- F74W203 – Debit Advice Invoice File
- F74W204 – Debit Advice Error File

You can review the debit advice note information in these tables, and then update or reset the payments. You can also update or reset the payments when you upload the debit advice note information without reviewing the information.

Loading the Payment Return File

Run the Load Payments Return File program (R74W210) from Batch Version.

The Load Payments Return File program uploads the debit advice file to the Text Processor Header table (F007101) and the Text Processor Detail Table (F007111), and then calls the Debit Advice Payment Driver program (R74W211), which calls a debit advice format program. The debit advice format program writes the debit advice information to the following tables:

- F74W001 – Supplier Info. Foreign Payments per Payment
- F74W201 – Debit Advice Header
- F74W202 – Debit Advice Payment File
- F74W203 – Debit Advice Invoice File
- F74W204 – Debit Advice Error File

The following debit advice format program is currently available:

- Debit Advice - Format program, DNB (R74O212)

Note

If the debit advice file has already been loaded in table F007101 and table F007111, you can set up the Load Payments Return File program (R74W210) to call the Debit Advice Payment Driver program (R74W211) without first loading the debit advice file. For this action, leave the Path to the Bank File processing option on the Load Payments Return File program blank.

You use a processing option on the Debit Advice Payment Driver program (R74W211) to specify whether the program should automatically update or reset the payments. If the program does not automatically update or reset the payments, you can review the debit advice information in the Work with Debit Advice program (P74W200), and then update or reset the payments.

If you specify in processing option 1 that the program should automatically update or reset the payments, the program uses the status of the file and the value in processing option 2 (individual update) to determine whether to update, reset, or take no action for each payment group as follows:

File Status	Value in Processing Option 2	Action
0 – Debit Advice no errors	1	Update
	0	Update
1 – Notice of Delivery no errors	1	None
	0	None
2 – Debit Advice with errors	1	Update passed groups, reset the others
	0	Reset all groups
3 – Severe Error	1	None
	0	None
4 – Notice of Delivery with errors	1	Reset
	0	Reset

Processing Options for Load Payments Return File (R74W210)

Defaults Tab

These processing options let you specify default settings for the Load Payments Return File program (R74W210).

1. Company

Use this processing option to specify the company for which you are loading the payments return file.

2. Payment Instrument

Use this processing option to specify the payment instrument that is assigned to the payment return file.

3. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format:
c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format:
c//bankdata//bankfile.txt

If you are running this program on an AS/400 server, enter the path in the following format: bankdata/bankfile

4. Version to use when calling R74W211 Payment Driver

Process Tab

This processing option lets you specify whether to purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111).

1. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = Purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

Purge the text processor tables.

Processing Options for Debit Advice Payment Driver (R74W211)

Defaults

1. Enter 'Y' if you want the program to automatically RESET/UPDATE the payments received.
2. Enter '1' if you want the program to update/reset payments individually.
- Enter '0' if you want to reset the whole file if it contains error.
3. Enter the name of the format program that will extract data from the received file.
4. Enter a version number for the format program, or leave blank to use version ZJDE0001

Update

1. Enter a version number for the register program, or leave blank to use version ZJDE0001.
 2. Enter '1' to post void payments to G/L
 3. Enter '1' to automatically submit the A/P payment post program after payments have been updated.
-

Processing Options for Debit Advice - Format program, DNB (R74O212)

Update

1. Spot Rate Allow Update (Y/N)

If you want the program to update the files for Spot Rate
please select 'Y'. Otherwise select 'N'

Working with Debit Advice Notes

If you do not automatically update or reset payments when you load the payment return file, you can review the debit advice information in the Work with Debit Advice program (P74W200), and then update or reset the payments.

You can update payments using any of the following programs:

- Work with Payment Groups (P04571)
- Work with Debit Advice (P74W200)
- Work with Payments (P0474N5)

You can reset payments by using the Work with Debit Advice program or the Work with Payment Groups program.

If you want to change the G/L date of the payment or payments, use the Work with Payments program. If you want to review debit advice information, use the Work with Debit Advice program. Otherwise, use the Work with Payment Groups program.

The following steps explain how to update and reset payments by using the Work with Debit Advice program.

► To review debit advice notes and update or reset payments

Access the Work with Debit Advice program (P74W200).

1. On Work with Debit Advice, complete the following field and click Find to locate debit advice records:
 - From Date file was loaded
 2. To review debit advice information, choose a payment record in the detail area and click Select.
 3. On Work with Invoices, review the information.
 4. To review error information, choose a row and click Select.
 5. On Display Errors, review the information and click Close.
 6. On Work with Invoices, click Close.
 7. On Work with Debit Advice, choose a payment record in the detail area.
-

Note

You can choose multiple rows to update or reset multiple payments.

8. To update the selected payments, choose Update from the Row menu and complete the steps to submit a batch version.
 9. To reset the selected payments, choose Reset from the Row menu.
 10. On Reset Payments, click OK.
-

Note

The Delete option on the Row menu deletes debit advice information from the following tables:

- F74W201 – Debit Advice Header
- F74W202 – Debit Advice Payment File
- F74W203 – Debit Advice Invoice File
- F74W204 – Debit Advice Error File

It does not undo the payment group.

Updating Payments

After you write payments, you must update the Accounts Payable ledger. When you update payments to the Accounts Payable ledger, the system changes the pay status of the original (underlying) voucher from # (payment in-process) to P (paid). It also updates the following accounts payable ledger tables:

- Accounts Payable Ledger (F0411)
- Accounts Payable - Matching Document (F0413)

- Accounts Payable Matching Document Detail (F0414)

Beginning with release B73.3, you can update payments using a Nordic-specific process. If you are using an earlier release, you can use the base programs Automatic Payment Groups (P04571) and Auto Payments - Update Status (P04572U).

The Nordic Work with Payments program (P0474N5) gives you the ability to change the G/L date for single or multiple payments, and to update payments from different payment control groups.

See Also

- *Updating the Accounts Payable Ledger* in the *Accounts Payable Guide* for information about updating payments and for instructions on using the base programs

Changing the G/L Date

You can change the G/L date for a single payment or for multiple payments before you update payments.

► To change the G/L date

Use one of the following navigations:

From the Danish Localization menu (G74M), choose Work with Payments.

From the Norwegian Localization menu (G74O), choose Work with Payments.

From the Finnish Localization menu (G74V), choose Work with Payments.

From the Swedish Localization menu (G74W), choose Work with Payments.

1. On Revise Payments, complete any necessary fields in the header area to narrow your search and click Find.

Records 1 - 2							
	Payee Number	Payee Name	G/L Date	Payment Amount	Cur Cod	Bank Transit	Cust Bank Acct #
<input type="checkbox"/>	4003	Alpine Industries	07/15/05	1,320.40	USD		
<input type="checkbox"/>	4345	E&D World Wide Company	07/30/05	850.00	USD	10698731	6597003110

2. To change the G/L date for a single payment, enter the new date in the following field in the detail area and click OK:

- G/L Date

3. To change the G/L Date for multiple payments, load the detail area using a query for those payments that you want to change.

For example, you can base the search criteria on payee number or currency code.

4. Choose the payments for which you want to change the payment G/L date.
5. Enter the new G/L date in the second G/L Date field in the header area.
6. Choose Load Date from the Row menu, and then click OK.

The date change is not saved until you click OK.

Updating Payments from Different Payment Control Groups

You can update payments from different payment control groups. For example, you might want to update all payments for a single payee number.

► To update payments from different payment control groups

Use one of the following navigations:

From the Danish Localization menu (G74M), choose Work with Payments.

From the Norwegian Localization menu (G74O), choose Work with Payments.

From the Finnish Localization menu (G74V), choose Work with Payments.

From the Swedish Localization menu (G74W), choose Work with Payments.

1. On Revise Payments, complete any of the fields in the QBE line to locate the payments that you want to update, and then click Find.

For example, to update all payments for a single payee number, complete the Payee Number field in the QBE line.

2. Choose the payments that you want to update, and then choose Update from the Row menu.

Processing Options for Work with Payments (P0474N5)

Update

1. Enter a version number for the register program, or leave blank to use version ZJDE0001.
 2. Enter '1' to post void payments to G/L.
 3. Enter '1' to automatically submit the A/P payment post program after payments have been updated.
-

Reviewing and Approving Payments

You use the Batches program (P0011) to review and approve entries for posting. You can do this process only if you have not set the processing options for Automatic Payment Groups (P04571) or Work with Payments (P0474N5) to automatically post payments to the Accounts Payable ledger.

See Also

- ❑ *Reviewing and Approving Automatic Payments* in the *Accounts Payable Guide* for more information about the Automatic Payment Review program

Posting Payments to the General Ledger

After a payment has been updated to the Accounts Payable ledger tables, it can be posted to the general ledger. The system creates journal entries that debit the accounts payable trade accounts and credit the payables bank account. Posting payments to the general ledger is a required step in the automatic payment process.

See Also

- Posting Automatic Payments* in the *Accounts Payable Guide* for more information about posting payments to the general ledger

Voiding Payments

Use the A/P Manual Payments program (P0413M) to void a posted or unposted payment, and some or all of its associated vouchers.

See Also

- Voiding Automatic Payments and Vouchers* in the *Accounts Payable Guide* for more information about the Void Payment Entry program

Accounts Payable Processes – Sweden

The system provides country-specific programs for Sweden that work with the standard accounts payable programs.

Entering Enterprise Information for Sweden

To transmit bank files, you must enter additional information for the financial institution for security and identification reasons. For example, you can seal the bank file before transmitting it to Postgirot/Bankgirot.

The information that is required depends on the financial institution that you use for electronic payments. You receive the required information, such as the seal (sigill) and customer number, from your bank.

► To enter enterprise information for Sweden

From the Swedish Localization menu (G74W), choose Swedish Enterprise Information for BG/PG.

1. On Work With Enterprise Info., click Add.
2. On Revise Enterprise Info., complete the following fields and click OK:
 - Bank Account Number
 - Seal Date
 - Seal (Y/N)

If you are transmitting from a PC, enter No in the Seal (Y/N) field. In this situation, the seal (sigill) is entered in the PC communications program.

- Seal Key
- Client Number

Client number is used for Swedish Postgiro.

Working with Swedish Payment Formats

PeopleSoft EnterpriseOne provides the following payment format programs for Sweden:

- Create A/P Bank Tape – Sweden BG–Domestic (R04572SE1)
- Create A/P Bank Tape – Sweden BG – Foreign (R04572SE2)
- Create A/P Bank Tape – Sweden PG – Domestic (R04572SE3)

These programs correspond to the programs that you assign to payment instruments.

Note

To access the processing options for these programs, use the Batch Versions program (P98305).

If you enter 1 for the first processing option on the Payment Date tab to use the due date as the payment date and G/L date, you must also set the Create Payment Control Groups program (R04570) to process payments by the due date. You do this task by setting the Due Date processing option on the Process By tab of the Create Payment Groups program to 1.

See Also

- Setting Up Payment Instruments* in the *Global Solutions Nordic Guide* for information about setting up these payment format programs

Processing Options for Create A/P Bank Tape – Sweden BG Domestic (R04572SE1)

Tape

1 Device Name

2 Tape Density

3 Label Name

4 Block Size

5 New Volume

Tape (more)

6 New Owner ID

7 File Name

Payment Date

8 Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1' to allow warnings for Due Date.

NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Swedish Chars

10 Enter the last char in the Swedish alphabet

Processing Options for Create A/P Bank Tape – Sweden BG-Foreign (R04572SE2)

Tape

1 Device Name

2 Tape Density

3 Label Name

4 Block Size

5 New Volume

Tape (more)

6 New Owner ID

7 File Name

Paymet Date

8 Enter '1' to use the Due date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1' to allow warnings for Due Date.

Note: This Processing Option is ignored if NOT Due Date as payment Date and G/L Date is used.
Payment Cat.

10 Enter the default Payment Category Code for the Central Bank of Sweden.

What You Should Know About Processing Options for Create A/P Bank Tape - Sweden BG - Foreign (R04572SE2)

You can determine the payment category code for the Central Bank at the following levels:

- You can accept the default value for each country that is hard-coded in the print program (for example, Sweden = %101).
- You can use the processing option on the Payment Cat. Tab to override the default value from the program. The value that you enter becomes the new default value.
- When you enter a voucher, you can override the default value from the program and the processing option. Use the Remark field to enter the Central Bank code.

Processing Options for Create A/P Bank Tape – Sweden PG – Domestic (R04572SE3)

Tape

1. Device Name

2. Tape Density

3. Label Name

4. Block Size

5. New Volume

Tape (more)

6. New Owner ID

7. File Name

Payment Date

8. Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank the date entered during the write process will be used as Payment Date and G/L Date.

9. Enter a '1' to allow warnings for Due Date. NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Accounts Payable Processes – Norway

The system provides country-specific programs for Norway that work with the standard accounts payable programs.

Entering Enterprise Information for Norway

To transmit bank files, you must enter additional information about the financial institution for security and identification reasons. For example, you can seal the bank file before transmitting it to Postgirot/Bankgirot.

The information that is required depends on the financial institution that you use for electronic payments. You receive the required information, such as the seal (sigill) and customer number, from your bank.

► To enter enterprise information for Norway

From the Norwegian Localization menu (G74O), choose Enterprise Information for DNB-Domestic.

1. On Work With Enterprise Info - Norway DNB, click Add.
2. On Revise Enterprise Info. - Norway DNB, complete the following fields and click OK:
 - Enterprise Number
 - Division
 - Password 1Norwegian banks require a password.
 - Operator No
 - Proc. Count Date
 - Date Proc. Count
 - Proc. Counter

Working with Norwegian Payment Formats

The system provides the following payment format programs for Norway:

- Create A/P Bank Tape – Norway DNB – Domestic (R04572NO1)
- Create A/P Bank Tape – Norway DNB – Foreign (R04572NO2)

These programs correspond to the programs that you assign to payment instruments.

See Also

- Setting Up Payment Instruments* in the *Global Solutions Nordic Guide* for information about setting up these payment format programs

Processing Options for Create A/P Bank Tape - Norway DNB - Domestic (R04572NO1)

Tape

1. Device Name

2. Tape Density

3. Label Name

4. Block Size

5. New Volume

Tape (more)

6. New Owner ID

7. File Name

Payment Date

8. Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9. Enter a '1' to allow warnings for Due Date. NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

BankFormat

10. Enter '1' Den Norske Bank

'2' KreditKassen

What You Should Know About Processing Options for Create A/P Bank Tape - Norway DNB - Domestic (R04572NO1)

Although Norway has a standard for writing bank payments, differences in formatting exist between banks. On the Bank Format tab, use processing option 10 to choose format DNB or KreditKassen.

Processing Options for Create A/P Bank Tape - Norway DNB - Foreign (R04572NO2)

Tape

1. Device Name

2. Tape Density

3. Label Name

4. Block Size

5. New Volume

Tape(more)

6. New Owner ID

7. File Name

Payment Date

8. Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9. Enter a '1' to allow warnings for Due Date. NOTE: This Processing Options is ignored if NOT Due Date as Payment Date and G/L Date is used.

Bank Format

10. Enter '1' Den Norske Bank.

'2' KreditKassen

11 Enter the default Payment Category Code for the Central Bank of Norway.

12. Enter the description of goods.

What You Should Know About Processing Options for Create A/P Bank Tape - Norway DNB - Foreign (R04572NO2)

Although Norway has a standard for writing bank payments, small differences in formatting exist between banks. On the Bank Format tab, use processing option 10 to choose format DNB or KreditKassen.

You can determine the payment category code for the Central Bank at the following levels:

- You can accept the default value, which is hard-coded in the print program, for each country (for example, Norway = %14).
- You can use processing option 11 on the Payment Cat. tab to override the default value from the program. The value that you enter becomes the new default value.
- When you enter a voucher, you can override the default value from the program and the processing option. Use the Remark field to enter the Central Bank code.

Accounts Payable Processes – Denmark

The system provides country-specific programs for Denmark that work with the standard accounts payable programs.

Working with Danish Payment Formats

The system provides the following payment format programs for Denmark:

- Create A/P Bank Tape - Denmark DDB – Domestic (R04572DK1)
- Create A/P Bank Tape - Denmark DDB Foreign (R04572DK2)
- Create A/P Bank Tape - Denmark GiroBank (R04572DK5)

These programs correspond to the programs that you assign to payment instruments.

See Also

- *Setting Up Payment Instruments* in the *Global Solutions Nordic Guide*

Processing Options for Create A/P Bank Tape – Denmark DDB – Domestic (R04572DK1)

Tape

1 Device Name

2 Tape Density

3 Label Name

4 Block Size

5 New Volume

More Tape

6 New Owner ID

7 File Name

Payment Date

8 Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1' to allow warnings for Due Date.

NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Text

10 For this format it is not possible to explicitly specify all vouchers that are included in a payment. The format allows you to include up to 39 text records. These text records are used to specify vouchers and external attachments for a payment.

Enter '1' if no external attachments should be included in the Bank File, only supplier invoice number and invoice amount will be included in the Bank File.

Enter '2' if external attachments should be included if the payment consist of one voucher. If the payment consist of more then one voucher no external attachments will be included in the Bank file, only supplier invoice number and invoice amount will be included in the Bank File.

Enter '3' if external attachments should be included for all vouchers in the payment. When the 41 text records are consumed a list will be printed listing all vouchers and the external attachments.

NOTE: If this processing option is left blank the default value will be '1'.

What You Should Know About Processing Options for Create A/P Bank Tape - Denmark DDB - Domestic (R04572DK1)

The processing option on the Text tab is for future use.

Processing Options for Create A/P Bank Tape – Denmark DDB Foreign (R04572DK2)

Tape

1 Device Name

2 Tape Density

3 Label Name

4 Block Size

5 New Volume

More Tape

6 New Owner ID

7 File Name

Payment Date

8 Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1' to allow warnings for Due Date.

NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Payment Cat.

10 Enter the default Payment Category Code for the Central Bank of Sweden.

11 Enter the type of goods the payment concerns.

What You Should Know About Processing Options Create A/P Bank Tape - Denmark DDB Foreign (R04572DK2)

You can determine the payment category code for the Central Bank at the following levels:

1. You can accept the default value, which is hard-coded in the print program, for each country (for example, Denmark = %0006).
2. You can use processing option 10 on the Payment Cat. tab to override the default value from the program. The value that you enter becomes the new default value.

3. When you enter a voucher, you can override the default value from the program and the processing option. Use the Remark field to enter the Central Bank code.

Processing Options for Create A/P Bank Tape – Denmark GiroBank (R04572DK5)

Tape
Device Name
Tape Density
Label Name
Block Size
New Volume
More Tape
New Owner ID
File Name
Payment Date

8 Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1' to allow warnings for Due Date.

NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Text

For this format it is not possible to explicitly specify all vouchers that are included in a payment. The format allows you for each payment to include 41 text records. These text records are used to specify vouchers and external attachments for a payment.

Enter '1' if no external attachments should be included in the Bank File, only supplier invoice number and invoice amount will be included in the Bank File.

Enter '2' if external attachments should be included if the payment consists of one voucher. If the payment consists of more than one voucher no external attachments will be included in the Bank file, only supplier invoice number and invoice amount will be included in the Bank File.

Enter '3' if external attachments should be included for all vouchers in the payment. When the 41 text records are consumed a list will be printed listing all vouchers and the external attachments.

NOTE: If this processing option is left blank the default value will be '1'.

What You Should Know About Processing Options Create A/P Bank Tape - Denmark GiroBank (R04572DK5)

The processing option on the Text tab is for future use.

Accounts Payable – Finland

PeopleSoft EnterpriseOne provides country-specific programs for Finland that work with the standard accounts payable programs.

Working with Finnish Payment Formats

The system provides the following payment format programs for Finland:

- Create A/P Bank Tape - Finland-Domestic (R04572FI1)
- Create A/P Bank Tape - Finland Foreign (R04572FI2)
- Create A/P Bank Tape - Finland-Domestic LM03 (R04572FI3)

These programs correspond to the programs that you assign to payment instruments.

See Also

- Setting Up Payment Instruments* in the *Global Solutions Nordic Guide* for information about setting up payment formats

Processing Options for Create A/P Bank Tape – Finland – Domestic (R04572FI1)

Tape
Device Name
Tape Density
Label Name
Block Size
New Volume
Tape (more)
New Owner ID
File Name
Payment date

8. Enter a 1 to use the Due Date as Payment day and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date

9. Enter a 1 to allow warnings for Due Date.

NOTE: This processing option is ignored if not Due Date as Payment Day and G/L Date is used.

Processing Options for Create A/P Bank Tape – Finland Foreign (R04572FI2)

Tape
1 Device Name
2 Tape Density
3 Label Name

4 Block Size
5 New Volume
More Tape
6 New Owner ID
7 File Name
Payment Date
8 Enter a '1' to use Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.
9 Enter a '1' to allow warnings for Due Date.

NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used Payment Cat.

10 Enter the default Payment Category Code for the Central Bank of Finland.

11 Enter the type of goods the payment concerns.

Service charge

12 Enter the service charge code.

J= Foreign bank's service charges are deducted from the payment.

T= Remitter also pays the foreign bank's service charges.

What You Should Know About Processing Options for Create A/P Bank Tape - Finland Foreign (R04572FI2)

You can determine the payment category code for the Central Bank at the following levels:

1. You can accept the default value, which is hard-coded in the print program, for each country (for example, Finland = %999).
2. You can use processing option 10 on the Payment Cat. tab to override the default value from the program. The value that you enter becomes the new default value.
3. When you enter a voucher, you can override the default value from the program and the processing option. Use the Remark field to enter the Central Bank code.

On the Service charge tab, processing option 12 is used in Finland to determine who pays the service charges for the payment.

Processing Options for Create A/P Bank Tape - Finland-Domestic LM03 (R04572FI3)

Tape
Device Name
Tape Density
Label Name
Block Size
New Volume
Tape (more)

New Owner ID

File Name

Payment date

8. Enter a 1 to use the Due Date as Payment day and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date

9. Enter a 1 to allow warnings for Due Date.

NOTE: This processing option is ignored if not Due Date as Payment Day and G/L Date is used.

General Accounting Processes – Finland

Finnish banks can support their corporate customers with electronic account statements. Electronic account statements are obtained from the bank's information system. Customers receive the statements by using a bank transfer program that is separate from the EnterpriseOne system. The bank transfer program allows a user to add account information to transactions, such as bank charges, that are created in the banking system.

The system provides the ability to upload transactions from the electronic account statement to the general ledger.

Uploading Journal Entries to the Server

Access the Automatic Debit Statements input Finland program (R74V002) using Batch Versions (P98305).

You can use the Automatic Debit Statements input Finland program to upload the electronic account statement, which you receive from the bank, to the Text Processor Header table (F007101) and Text Processor Detail Table (F007111), and to transfer journal entries from these tables to the Journal Entry Transactions - Batch File table (F0911Z1).

Alternatively, you can use the Copy Bank File to Interface file A/R - Sweden program (R74W0010) to load the electronic account statement to tables F007101 and F007111, and then use the Automatic Debit Statements input Finland program only to transfer journal entries from tables F007101 and F007111 to table F0911Z1.

You use a processing option to specify whether the Automatic Debit Statements input Finland program should upload data to tables F007101 and F007111 before transferring journal entries from those tables to the Electronic Receipts Input table (F03B13Z1).

Uploading the information into the text file processing system allows data to be managed with automatic maintenance of the processing status of each tape record, including purging capability.

When you upload these journal entries into the General Accounting system, they are stored in batch tables. You can review and revise the transactions prior to processing them.

Note

All transactions in the bank file are uploaded to one document in the General Accounting system. Therefore, the bank file should contain only transactions with the same currency. However, if the bank file contains transactions for different companies, the system creates a journal entry for each company.

Bank File Format

The following table describes the format of the bank file:

Description	Length	Position
Transaction type	2	1–2
Document number	8	3–10
G/L date	6	11–16
Business unit	11	17–27
Object account	6	28–33
Subsidiary	8	34–41
Subledger	8	42–49
Account type	1	50–50
Not in use	7	51–57
Not in use	2	58–59
Name alpha explanation	30	60–89
Debit/credit	1	90–90
Amount	14	91–104
Currency code	3	105–108
Currency amount	14	109–122
Not in use	14	123–136
Company number	4	137–140
Not in use	11	141–151

Processing Options for Automatic Debit Statements input Finland (R74V002)

Defaults Tab

These processing options let you specify settings that are used during the processing of the bank file.

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type, if left blank 'JE' is used.

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Enter the Subledger Type to use, if left blank 'X' is used.

Use this processing option to enter the subledger type that the system uses for the transactions. If you use subledgers, you must complete this processing option.

4. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format:

c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format:

c//bankdata//bankfile.txt

If you are running this program on an As/400 server, enter the path in the following format:

bankdata/bankfile

5. Bank File

Blank = Bank file is loaded.

'1' = Bank file is NOT loaded.

Use this processing option to specify whether the bank file has already been loaded to the Text Processor Header table (F007101) and the Text Processor Detail table (F007111).
Valid values are:

Blank

The bank file has already been loaded.

1

The bank file has not been loaded.

If you enter 1, the system loads the bank file to the F007101 and F007111 tables, and then populates the Electronic Receipts input table (F03B13Z1) with information from the F007101 and F007111 tables.

If you leave this processing option blank, the system populates the F03B13Z1 table with information already in the F007101 and F007111 tables. Leave this processing option blank only payment information has already been loaded to the F007101 and F007111 tables.

Process Tab

This processing option lets you specify whether to purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111).

1. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = Purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

1

Purge the text processor tables.

Processing Batch Journal Entries

From the Batch Journal Entry Processing menu (G09311), choose Journal Entries Batch Processor.

After your custom program loads the transaction information into the Journal Entry Transaction - Batch File table (F0911Z1), run the Journal Entries Batch Processor program (R09110Z). Running this program processes the information in the F0911Z1 table and loads it into the Account Ledger table (F0911).

Any additional information that is necessary for a completed transaction is loaded from other sources or calculated from existing information. For example, the system uses the following sources:

- The document number originates from the Next Numbers program (P0002).
- The Journal Entry MBF Processing Options (P0900049) provide the default document type.
- The fiscal year and period are calculated from the G/L date and Companies program (P0010).
- The company number from the Account Ledger table (F0911) is assigned based on the business unit from the first line of the account distribution.

You can run the Journal Entries Batch Processor program in either proof or final mode.

In proof mode, the system does the following:

- Verifies the data and identifies errors. These errors are written to a workflow message in the Employee Work Center program (P012501). Processing in proof mode does not affect your ledgers.
- Allows you to correct errors from the workflow messages before you process them in final mode.

In final mode, the system does the following:

- Creates journal entries in the Account Ledger table (F0911).
- Assigns document and batch numbers if you leave them blank in the Journal Entry Transactions - Batch File table (F0911Z1).
- Supplies information for the fields that you leave blank.
- Produces a report that shows the number of correct and incorrect transactions. Specific errors are written to a workflow message in the Work Center program.
- Purges journal entries that have been processed (if you set the appropriate processing option).

Errors in Processing

If any errors occur during processing, they appear on the edit report. You can correct the errors and reprocess the batch. If one or more transactions in the batch are in error, the batch does not process. After the batch has been successfully processed, the system updates the value in the VNEDSP field from 0 to 1. These records remain in the Journal Entry Transactions - Batch File table (F0911Z1) until they are purged. Alternatively, you can set up a processing option to purge this table automatically.

The following tips might help you to reduce the number of error messages or identify and resolve them when they occur:

- Initially process a small number of records in a batch. Most errors that occur on one record also occur on all records. Correct the errors on the smaller number of records and then follow the same sequence of steps when you process a larger number of records in a batch.
- Remember that only errors prevent a batch from processing. Warning messages alert you to nonstandard events but do not prevent processing. You can turn off warning messages with the processing options on the Messages tab.
- Remember that you might not need to run the batch in proof mode because you have the option to review and delete the transactions before you post them. Also, any error prevents the batch from processing.
- Review error messages to help you identify the cause and the resolution of errors.

Note

See *Messages and Queues* in the *Foundation Guide* for more information about workflow messages.

- If errors exist that you cannot resolve, enter a transaction manually using the Store & Forward Journal Entry - Revision program (P0911Z1) and process it successfully. Then compare the F0911Z1 transaction that you converted to the F0911Z1 transaction that you entered through the Journal Entry Revisions program (P0911Z1). Comparing the differences assists you in locating discrepancies and resolving the errors.

Processing Options for Journal Entries Batch Processor (R09110Z)

Version Tab

These processing options specify the version of the Journal Entry Master Business Function (P0900049) and the General Ledger Post Report program (R09801) that the system uses. If you specify a version of the General Ledger Post Report program, the version must exist on the server.

1. Journal Entry Version

Blank = ZJDE0001

Enter a version of journal entry processing (P0900049) to execute.

Use this processing option to specify a version of Journal Entry MBF Processing Options (P0900049). If you leave this processing option blank, the standard version will be run.

2. Post Version

Blank = Post not submitted

Enter a version of the post program (R09801) to execute.

Use this processing option to specify a version of the General Ledger Post Report program (R09801) to use to automatically post to the Account Balances table (F0902). If you leave this processing option blank, the post will not be submitted.

Process Tab

These processing options specify whether the Journal Entries Batch Processor program runs in proof or final mode, whether the system processes out-of-balance transactions, and whether the system automatically purges processed transactions.

1. Process Mode

Blank = Proof Mode

1 = Final Mode

Use this processing option to specify whether to process the batch in proof or final mode. Valid values are:

1

Process the batch in final mode. Files will be updated.

Blank

Process the batch in proof mode. Files will not be updated.

2. Out of Balance

Blank = Will not allow out of balance transactions to process

1 = Allow out of balance transactions to process

Use this processing option to specify whether to allow G/L transactions that are out of balance to process. (Amounts do not net to zero.) Valid values are:

1

Allow G/L transactions that are out of balance to be processed.

Blank

Do not allow transactions that are out of balance to be processed.

3. Purge

Blank = No purge

1 = Purge

Use this processing option to specify whether to automatically purge processed transactions from the batch file. Valid values are:

1

Processed transactions will automatically be purged from the batch file.

Blank

Processed transactions will only be flagged as processed and will not be purged from the batch file.

Messages Tab

These processing options specify whether the system suppresses warning messages and the user ID to which the system sends electronic messages.

1. Warning Message

Blank = Warning message in work center

1 = No warning message in work center

Use this processing option to specify whether to suppress the creation of warning messages in the work center. Valid values are:

1

Suppress warning messages.

Blank

Do not suppress warning messages.

2. Electronic Message

Enter a valid User ID

Use this processing option to specify a user to receive electronic messages. If you leave this processing option blank, the user who entered the transactions receives the message in the work center. Valid values are:

User ID

The user specified receives the messages.

Blank

The user who entered the transactions receives the messages.

Edits Tab

These processing options specify whether the system creates all batches with a status of approved or uses the status that appears in the general accounting constants.

1. Batch Approval

Blank = General Accounting Constants Default

1 = Approved

Use this processing option to have the status on all batches created set to a status of approved. If you leave this processing option blank, the system sets batch status according to the general accounting constants. Valid values are:

1

The status on all batches created will be set to a status of approved.

Blank

The batch status will be set according to the general accounting constants.

Working with Batch Journal Entries

After running the Journal Entries Batch Processor program (R09110Z), you might find that some records ended in error. You must review the error messages in the work center, revise the records, and then run the Journal Entries Batch Processor program again.

Use the Journal Entry Revisions program (P0911Z1) to review your records. You can use the Journal Entry Revisions program to revise your unprocessed records, but we recommend that you make the revisions in your spreadsheet instead, as this program does not perform all of the same edits as the Journal Entry program (P0911).

Note

You cannot use the Journal Entry Revisions program to revise successfully processed records. You must use the Journal Entry program (P0911) to revise them because they have been processed to the Account Ledger table (F0911).

You can also use the Journal Entry Revisions program to add records to the Journal Entry Transactions -Batch File table (F0911Z1). Typically, you should not need to add batch journal entries. An exception is when you experience difficulties processing transactions. To correct a discrepancy, you can add a journal entry manually using the Journal Entry Revisions program and process the transaction. If it is processed successfully, compare it with the other records that you are trying to process.

You cannot use the Journal Entry Revisions program to delete batch journal entries. Instead, you must purge them using the Purge Batch Journal Entries program (R0911Z1P).

► To work with batch journal entries

From the Batch Journal Entry Processing menu (G09311), choose Journal Entry Revisions.

1. On Work With Store & Forward Journal Entries, click Find to display all batch journal entries, or complete any of the following options and fields to limit your search, and then click Find:
 - Processed
 - Batch Number
 - From Date
 - Thru Date
2. To display batch journal entries by date, turn on one of the following options:
 - Transmission Date
 - G/L

Delete a Batch Journal Entry

3. To delete a batch journal entry, choose the batch journal entry and click Delete.

You can delete only unprocessed batch journal entries from this form. If the batch journal entry has been successfully processed, you must purge it using the Purge Batch Journal Entries program (R0911Z1P).

4. On Confirm Delete, click OK.

Add a Batch Journal Entry

5. To add a batch journal entry, click Add.
6. On Store & Forward Journal Entry Revisions, either accept the system defaults for the following fields or complete the fields:
 - User ID
 - Transaction Number
7. Follow the steps for entering journal entries and click OK.

Review or Revise a Batch Journal Entry

8. To review or revise an individual batch journal entry, on Work With Store & Forward Journal Entries, choose the batch journal entry and click Select.
9. On Store & Forward Journal Entry Revisions, review the fields and then click Cancel to return to Work With Store & Forward Journal Entries.
10. To revise a batch journal entry, change the information in any of the available fields and click OK.

See Also

- Entering Journal Entries* in the *General Accounting Guide* for more information about how to enter a basic journal entry

Processing Options for Journal Entry Revisions (P0911Z1)

Entry Type Tab

This processing option specifies whether the journal entries that this program entered are store and forward journal entries.

1. Entry Type

Blank = Store and Forward

1= Non Store and Forward

Use this processing option to have Store and Forward transactions write control records to the F0041Z1 table. A blank will cause transaction control records to be written and a value of 1 will not write control records.

Valid values are:

Blank

Create store and forward records

1

Do not create store and forward records

Calculation of the Finnish Reference Number

In Finland, companies use reference numbers to identify the invoices sent to customers. The customers then include the reference numbers on their payments, which allows the payments to be transferred to the invoicing company's bank account that is reserved for payments with a reference number.

Invoicing companies can formulate their own reference numbers. The reference number must include one or more of the following numbers:

- Company number
- Invoice number
- Customer number

You do not need to include all three numbers, but you must include at least one of these numbers in the reference number. PeopleSoft recommends that you use the invoice number.

Note

For periodically recurring payments, such as rents, the item number should not form part of the reference number.

A short reference number reduces the risk of entry errors. However, a reference number should not be shorter than four digits (three digits plus the check digit). The maximum length for a reference number is 20 digits (19 digits plus the check digit).

Check Digits

The last digit of the reference number is always a check digit. The check digit provides a means of validating the reference number to prevent erroneous data from being entered.

The check digit is calculated in the following manner:

1. Each digit in the basic reference number (for example, the invoice number) to be verified is multiplied by the weights 7, 3, and 1 from right to left. That is, the right-most digit is multiplied by 7, the next digit to the left is multiplied by 3, the next digit to the left is multiplied by 1, the next digit to the left is multiplied by 7, and so on until the first digit has been multiplied.
2. The results of the multiplications are added together.
3. The sum is rounded up to the nearest ten, and then the sum is subtracted from the rounded number.

The resulting difference is the check digit, which becomes the last digit of the reference number. If the resulting difference is 10, the check digit is 0.

Example: Calculation of the Check Digit

The following example illustrates the calculation of a check digit:

Reference number (invoice number)	4	5	3	2	1	2	3	4
Weights from right to left	3	7	1	3	7	1	3	7

Multiply each digit of the reference number by the corresponding weight.

Add the resulting numbers.

$$12 + 35 + 3 + 6 + 7 + 2 + 9 + 28 = 102$$

Round up the sum to the nearest 10.

$$110$$

Subtract the sum from the rounded number.

$$\begin{array}{r} -102 \\ \hline \end{array}$$

The difference is the check digit.

$$8$$

Check digit 8

Full reference number 4 5 3 2 1 2 3 4 8

Reference Number Business Function

The system provides the following business function that calculates Finnish reference numbers, including the check digit:

Object Name	N74V0001
Description	Generate Reference Number Finland
Object Type	Minor business rule
Location	Client/Server
Language	NER

This business function is not attached to any program. To use this business function, you must add a call to the business function from the program with which you want the reference number to be calculated.

Data Structure

The following table specifies the data structure of the Generate Reference Number Finland business function:

Name	Description	Req/Opt	I/O/Both
szCompany	Company	Opt	Input
mnAddressNumber	Customer number	Opt	Input
MnDocVoucherInvoiceE	Invoice number	Opt	Input
xzReferenseNumber	Reference number	Req	Output
mnLengthCompanyNumber	Length of company number (1–3 characters)	Opt	Input
mnLengthAddressNumber	Length of customer number (1–8 characters)	Opt	Input
mnLengthInvoiceNumber	Length of invoice number (1–8 characters)	Opt	Input
szErrorMessage	Error text	Req	Output
DocumentPosInRefNumber	Position of company number in the reference number	Opt	Input
AddressPosInRefNumber	Position of customer number in the reference number	Opt	Input
InvoicePosInRefNumber	Position of the invoice number in the reference number	Opt	Input

Note

Although the following items are optional, the reference number must include at least one of these items:

- Company
 - Customer number
 - Invoice number
-

EnterpriseOne PeopleBooks Glossary

“as of” processing	A process that is run at a specific point in time to summarize item transactions.
52 period accounting	A method of accounting that uses each week as a separate accounting period.
account site	In the invoice process, the address to which invoices are mailed. Invoices can go to a different location or account site from the statement.
active window	The window that contains the document or display that will be affected by current cursor movements, commands, and data entry in environments that are capable of displaying multiple on-screen windows.
ActiveX	A technology and set of programming tools developed by Microsoft Corporation that enable software components written in different languages to interact with each other in a network environment or on a web page. The technology, based on object linking and embedding, enables Java applet-style functionality for Web browsers as well as other applications (Java is limited to Web browsers at this time). The ActiveX equivalent of a Java applet is an ActiveX control. These controls bring computational, communications, and data manipulation power to programs that can “contain” them—for example, certain Web browsers, Microsoft Office programs, and anything developed with Visual Basic or Visual C++.
activity	In Advanced Cost Accounting, an aggregation of actions performed within an organization that is used in activity-based costing.
activity driver	A measure of the frequency and intensity of the demands that are placed on activities by cost objects. An activity driver is used to assign costs to cost objects. It represents a line item on the bill of activities for a product or customer. An example is the number of part numbers, which is used to measure the consumption of material-related activities by each product, material type, or component. The number of customer orders measures the consumption of order-entry activities by each customer. Sometimes an activity driver is used as an indicator of the output of an activity, such as the number of purchase orders that are prepared by the purchasing activity. See also cost object.
activity rule	The criteria by which an object progresses from a given point to the next in a flow.
actual cost	Actual costing uses predetermined cost components, but the costs are accumulated at the time that they occur throughout the production process.
adapter	A component that connects two devices or systems, physically or electronically, and enables them to work together.
add mode	The condition of a form where a user can enter data into it.
advanced interactive executive	An open IBM operating system that is based on UNIX.
agent	A program that searches through archives or other repositories of information on a topic that is specified by the user.
aging	A classification of accounts by the time elapsed since the billing date or due date. Aging is divided into schedules or accounting periods, such as 0-30 days, 31-60

	days, and so on.
aging schedule	A schedule that is used to determine whether a payment is delinquent and the number of days which the payment is delinquent.
allegato IVA clienti	In Italy, the term for the A/R Annual VAT report.
allegato IVA fornitori	In Italy, the term for the A/P Annual VAT report.
application layer	The seventh layer of the Open Systems Interconnection Reference Model, which defines standards for interaction at the user or application program level.
application programming interface (API)	A set of routines that is used by an application program to direct the performance of procedures by the computer's operating system.
AS/400 Common	A data source that resides on an AS/400 and holds data that is common to the co-existent library, allowing PeopleSoft EnterpriseOne to share information with PeopleSoft World.
assembly inclusion rule	A logic statement that specifies the conditions for using a part, adjusting the price or cost, performing a calculation, or using a routing operation for configured items.
audit trail	The detailed, verifiable history of a processed transaction. The history consists of the original documents, transaction entries, and posting of records and usually concludes with a report.
automatic return	A feature that allows a user to move to the next entry line in a detail area or to the first cell in the next row in several applications.
availability	The expression of the inventory amount that can be used for sales orders or manufacturing orders.
available inventory	The quantity of product that can be promised for sale or transfer at a particular time, considering current on-hand quantities, replenishments in process, and anticipated demand.
back office	The set of enterprise software applications that supports the internal business functions of a company.
backhaul	The return trip of a vehicle after delivering a load to a specified destination. The vehicle can be empty or the backhaul can produce less revenue than the original trip. For example, the state of Florida is considered a backhaul for many other states—that is, many trucking companies ship products into the state of Florida, but most of them cannot fill a load coming out of Florida or they charge less. Hence, trucks coming out of Florida are either empty or produce less revenue than the original trip.
balance forward	The cumulative total of inventory transactions that is used in the Running Balance program. The system does not store this total. You must run this program each time that you want to review the cumulative inventory transactions total.
balance forward receipt application method	A receipt application method in which the receipt is applied to the oldest or newest invoices in chronological order according to the net due date.
bank tape (lock box) processing	The receipt of payments directly from a customer's bank via customer tapes for automatic receipt application.

base location	[In package management] The topmost location that is displayed when a user launches the Machine Identification application.
basket discount	A reduction in price that applies to a group or “basket” of products within a sales order.
basket repricing	A rule that specifies how to calculate and display discounts for a group of products on a sales order. The system can calculate and display the discount as a separate sales order detail line, or it can discount the price of each item on a line-by-line basis within the sales order.
batch job	A job submitted to a system and processed as a single unit with no user interaction.
batch override	An instruction that causes a batch process to produce output other than what it normally would produce for the current execution only.
batch process	A type of process that runs to completion without user intervention after it has been started.
batch program	A program that executes without interacting with the user.
batch version	A version of a report or application that includes a set of user-defined specifications, which control how a batch process runs.
batch/lot tracking	The act of identifying where a component from a specific lot is used in the production of goods.
batch/mix	A manufacturing process that primarily schedules short production runs of products.
batch-of-one processing	A transaction method that allows a client application to perform work on a client workstation, and then submit the work all at once to a server application for further processing. As a batch process is running on the server, the client application can continue performing other tasks. See also direct connect, store-and-forward.
binary large object (BLOB)	A collection of binary data stored as a single entity in a [file].
binder clip	See paper clip.
black products	Products that are derived from the low or heavy end of the distillation process—for example, diesel oils and fuel oils. See also white products.
blend note	Document that authorizes a blending activity, and describes both the ingredients for the blend and the blending steps that occur.
blend off	Reworking off-specification material by introducing a small percentage back into another run of the same product.
blind execution	The mode of execution of a program that does not require the user to review or change the processing options set for the program, and does not require user intervention after the program has been launched.
boleto	In Brazil, the document requesting payment by a supplier or a bank on behalf of a supplier.
bolla doganale	VAT-Only Vouchers for Customs. In Italy, a document issued by the customs

	authority to charge VAT and duties on extra-EU purchasing.
bookmark	A shortcut to a location in a document or a specific place in an application or application suite.
bordero & cheque	In Brazil, bank payment reports.
broker	A program that acts as an intermediary between clients and servers to coordinate and manage requests.
BTL91	In the Netherlands, the ABN/AMRO electronic banking file format that enables batches with foreign automatic payment instructions to be delivered.
budgeted volume	A statement of planned volumes (capacity utilization) upon which budgets for the period have been set.
bunkering	A rate per ton or a sum of money that is charged for placing fuel on board; can also mean the operation itself.
business function	An encapsulated set of business rules and logic that can normally be re-used by multiple applications. Business functions can execute a transaction or a subset of a transaction (check inventory, issue work orders, and so on). Business functions also contain the APIs that allow them to be called from a form, a database trigger, or a non-EnterpriseOne application. Business functions can be combined with other business functions, forms, event rules, and other components to make up an application. Business functions can be created through event rules or third-generation languages, such as C. Examples of business functions include Credit Check and Item Availability.
business function event rule	Encapsulated, reusable business logic that is created by using through event rules rather than C programming. Contrast with embedded event rule. See also event rule.
business object library	[In interoperability] The repository that stores EnterpriseOne business objects, which consist of Java or CORBA objects.
business unit	A financial entity that is used to track the costs, revenue, or both, of an organization. A business unit can also be defined as a branch/plant in which distribution and manufacturing activities occur. Additionally, in manufacturing setup, work centers and production lines must be defined as business units; but these business unit types do not have profit/loss capability.
business view	Used by EnterpriseOne applications to access data from database tables. A business view is a means for selecting specific columns from one or more tables with data that will be used in an application or report. It does not select specific rows and does not contain any physical data. It is strictly a view through which data can be handled.
business view design aid (BDA)	An EnterpriseOne GUI tool for creating, modifying, copying, and printing business views. The tool uses a graphical user interface.
buy-back crude	In foreign producing oil countries, that portion of the host government's share of "participation crude" which it permits the company holding a concession to "buy back."
CAB	In Italy, the bank branch code or branch ID. A five-digit number that identifies any agency of a specific bank company in Italy.

cadastro de pessoas físicas	Cadastro de pessoas físicas. In Brazil, the federal tax ID for a person.
category code	A code that identifies a collection of objects sharing at least one common attribute.
central object	A software component that resides on a central server.
central objects merge	A process that blends a customer's modifications with the objects in a current release with objects in a new release.
central server	A computer that has been designated to contain the originally installed version of the software (central objects) for deployment to client computers.
certificate input	See direct input.
certificate of analysis (COA)	A document that is a record of all of the testing which has been performed against an item, lot, or both, plus the test results for that item and lot.
change management	[In software development] A process that aids in controlling and tracking the evolution of software components.
change order	In PeopleSoft, an addendum to the original purchase order that reflects changes in quantities, dates, or specifications in subcontract-based purchasing. A change order is typically accompanied by a formal notification.
chargeback	A receipt application method that generates an invoice for a disputed amount or for the difference of an unpaid receipt.
chart	EnterpriseOne term for tables of information that appear on forms in the software. See forms.
check-in location	The directory structure location for the package and its set of replicated objects. This location is usually \\deploymentserver\\release\\path_code\\package\\packagename. The subdirectories under this path are where the central C components (source, include, object, library, and DLL file) for business functions are stored.
checksum value	A computed value that depends on the contents of a block of data, and that is transmitted or stored with the data to detect whether errors have occurred in the transmission or storage.
class	[In object-oriented programming] A category of objects that share the same characteristics.
clean cargo	Term that refers to cargoes of gasoline and other refined products. See also dirty cargo.
client access	The ability to access data on a server from a client machine.
client machine	Any machine that is connected to a network and that exchanges data with a server.
client workstation	A network computer that runs user application software and is able to request data from a server.
ClieOp03	In the Netherlands, the euro-compliant uniform electronic banking file format that enables batches with domestic automatic direct debit instructions and batches with domestic payment instructions to be delivered.

ClieOp2	In the Netherlands, the uniform electronic banking file format that enables batches with domestic automatic direct debit instructions and batches with domestic payment instructions to be delivered.
cluster	Two or more computers that are grouped together in such a way that they behave like a single computer.
co-existence	A condition where two or more applications or application suites access one or more of the same database tables within the same enterprise.
cold test	The temperature at which oil becomes solid. Generally considered to be 5 degrees F lower than the pour point.
commitment	The number of items that are reserved to fill demand.
common object request broker architecture	An object request broker standard that is endorsed by the Object Management Group.
compa-ratio	An employee's salary divided by the midpoint amount for the employee's pay grade.
component changeout	See component swap.
component object model (COM)	A specification developed by Microsoft for building software components that can be assembled into programs or add functionality to existing programs running on Microsoft Windows platforms. COM components can be written in a variety of languages, although most are written in C++, and can be unplugged from a program at runtime without having to recompile the program.
component swap	In Equipment/Plant Management, the substitution of an operable component for one that requires maintenance. Typically, you swap components to minimize equipment downtime while servicing one of the components. A component swap can also mean the substitution of one parent or component item for another in its associated bill of material.
conference room pilot environment	An EnterpriseOne environment that is used as a staging environment for production data, which includes constants and masters tables such as company constants, fiscal date patterns, and item master. Use this environment along with the test environment to verify that your configuration works before you release changes to end-users.
configurable network computing (CNC)	An application architecture that allows interactive and batch applications that are composed of a single code base to run across a TCP/IP network of multiple server platforms and SQL databases. The applications consist of re-usable business functions and associated data that can be configured across the network dynamically. The overall objective for businesses is to provide a future-proof environment that enables them to change organizational structures, business processes, and technologies independently of each other.
configurable processing engine	Handles all "batch" processes, including reporting, Electronic Data Exchange (EDIt) transactions, and data duplication and transformation (for data warehousing). This ability does not mean that it exists only on the server; it can be configured to run on desktop machines (Windows 95 and NT Workstation) as well.
configuration management	A rules-based method of ordering assemble-to-order or make-to-order products in which characteristics of the product are defined as part of the Sales Order Entry

	process. Characteristics are edited by using Boolean logic, and then translated into the components and routing steps that are required to produce the product. The resulting configuration is also priced and costed, based on the defined characteristics.
configured item segment	A characteristic of a configured item that is defined during sales order entry. For example, a customer might specify a type of computer hard drive by stating the number of megabytes of the hard drive, rather than a part number.
consuming location	The point in the manufacturing routing where a component or subassembly is used in the production process. In kanban processing, the location where the kanban container materials are used in the manufacturing process and the kanban is checked out for replenishment.
contra/clearing account	A G/L account used by the system to offset (balance) journal entries. For example, you can use a contra/clearing account to balance the entries created by allocations.
contribution to profit	Selling price of an item minus its variable costs.
control table	A table that controls the program flow or plays a major part in program control.
control table workbench	During the Installation Workbench process, Control Table Workbench runs the batch applications for the planned merges that update the data dictionary, user defined codes, menus, and user overrides tables.
control tables merge	A process that blends a customer's modifications to the control tables with the data that accompanies a new release.
corrective work order	A work order that is used to formally request unscheduled maintenance and communicate all of the details pertaining to the requested maintenance task.
corrective work order	A work order that is used to formally request unscheduled maintenance and communicate all of the details pertaining to the requested maintenance task.
cost assignment	Allocating resources to activities or cost objects.
cost component	An element of an item's cost—for example, material, labor, or overhead.
cost object	Any customer, product, service, contract, project, or other work unit for which you need a separate cost measurement.
cost rollup	A simulated scenario in which work center rates, material costs, and labor costs are used to determine the total cost of an item.
costing elements	The individual classes of added value or conversion costs. These elements are typically materials, such as raw and packaging; labor and machine costs; and overhead, such as fixed and variable. Each corporation defines the necessary detail of product costs by defining and tracking cost categories and subcategories.
credit memo	A negative amount that is used to correct a customer's statement when he or she is overcharged.
credit notice	The physical document that is used to communicate the circumstances and value of a credit order.
credit order	A credit order is used to reflect products or equipment that is received or returned so that it can be viewed as a sales order with negative amounts. Credit orders

	usually add the product back into inventory. This process is linked with delivery confirmation.
cross segment edit	A logic statement that establishes the relationship between configured item segments. Cross segment edits are used to prevent ordering of configurations that cannot be produced.
crude oil assay	A procedure for determining the distillation curve and quality characteristics of a crude oil.
cumulative update	A version of software that includes fixes and enhancements that have been made since the last release or update.
currency relationships	When converting amounts from one currency to another, the currency relationship defines the from currency and the to currency in PeopleSoft software. For example, to convert amounts from German marks to the euro, you first define a currency relationship between those two currencies.
currency restatement	The process of converting amounts from one currency into another currency, generally for reporting purposes. It can be used, for example, when many currencies must be restated into a single currency for consolidated reporting.
current cost	The cost that is associated with an item at the time a parts list and routing are attached to a work order or rate schedule. Current cost is based on the latest bill of material and routing for the item.
customer pricing rules	In Procurement, the inventory pricing rules that are assigned to a supplier. In Sales, inventory pricing rules that are assigned to a customer.
D.A.S. 2 Reporting (DAS 2 or DADS 1)	In France, the name of the official form on which a business must declare fees and other forms of remuneration that were paid during the fiscal year.
data dictionary	A dynamic repository that is used for storing and managing a specific set of data item definitions and specifications.
data source workbench	During the Installation Workbench process, Data Source Workbench copies all of the data sources that are defined in the installation plan from the Data Source Master and Table and Data Source Sizing tables in the Planner data source to the System - release number data source. It also updates the Data Source Plan detail record to reflect completion.
data structure	A description of the format of records in a database such as the number of fields, valid data types, and so on.
data types	Supplemental information that is attached to a company or business unit. Narrative type contains free-form text. Code type contains dates, amounts, and so on.
datagram	A self-contained packet of information that is forwarded by routers, based on their address and the routing table information.
date pattern	A period of time that is set for each period in standard and 52-period accounting and forecasting.
DCE	See distributed computing environment.
DEB	See déclaration d'échange de biens.

debit memo	In Accounts Payable, a voucher that is entered with a negative amount. Enter this type of voucher when a supplier sends you a credit so that you can apply the amount to open vouchers when you issue payment to the supplier.
debit memo	A form that is issued by a customer, requesting an adjustment of the amount, which is owed to the supplier.
debit statement	A list of debit balances.
de-blend	When blend off does not result in a product that is acceptable to customers. The further processing of product to adjust specific physical and chemical properties to within specification ranges. See also blend off.
déclaration d'échange de biens (DEB)	The French term that is used for the Intrastat report.
delayed billing	The invoicing process is delayed until the end of a designated period.
delta load	A batch process that is used to compare and update records between specified environments.
denominated-in currency	The company currency in which financial reports are based.
deployment server	A server that is used to install, maintain, and distribute software to one or more enterprise servers and client workstations.
detail	The specific information that makes up a record or transaction. Contrast with summary.
detail information	Information that primarily relates to individual lines in a sales or purchase order.
direct connect	A transaction method in which a client application communicates interactively and directly with a server application. See also batch-of-one immediate, store-and-forward.
direct input	The system calculates the net units when you enter gross volume, temperature, and gravity or density. This data is generally entered during product receiving from the certificate that is prepared by an independent inspector.
direct ship orders	A purchase order that is issued to a third-party supplier who designates the destination as the customer. A direct ship sales order is also created for the customer. Direct ship orders occur when a product is not available from a company-owned or company-operated source, so the system creates an order to ship the product from a third-party source directly to the customer. Sometimes referred to as a drop ship or third-party supply.
direct usage	Consumption of resources that are attributable to specific production runs because the resources were directly issued to the schedule/order.
director	An EnterpriseOne user interface that guides a user interactively through an EnterpriseOne process.
dirty cargo	Term that refers to crude oil cargoes or other non-refined petroleum cargoes. See also clean cargo.
dispatch planning	Efficient planning and scheduling of product deliveries. Considerations include: Dispatch groups

	<p>Scheduled delivery date</p> <p>Scheduled delivery time</p> <p>Preferred delivery date</p> <p>Preferred delivery time</p> <p>Average delivery time for that geographical location</p> <p>Available resources</p> <p>Special equipment requirements at the product's source or destination.</p>
displacement days	The number of days that are calculated from today's date by which you group vouchers for payment. For example, if today's date is March 10 and you specify three displacement days, the system includes vouchers with a due date through March 13 in the payment group. Contrast with pay-through date.
display sequence	A number that the system uses to re-order a group of records on the form.
distributed computing environment (DCE)	A set of integrated software services that allows software which is running on multiple computers to perform seamless and transparently to the end-users. DCE provides security, directory, time, remote procedure calls, and files across computers running on a network.
distributed data processing	Processing in which some of the functions are performed across two or more linked facilities or systems.
distributed database management system (DDBMS)	A system for distributing a database and its control system across many geographically dispersed machines.
do not translate (DNT)	A type of data source that must exist on the AS/400 because of BLOB restrictions.
double-byte character set (DBCS)	A method of representing some characters by using one byte and other characters by using two bytes. Double-byte character sets are necessary to represent some characters in the Japanese, Korean, and Chinese languages.
downgrade profile	A statement of the hierarchy of allowable downgrades. Includes substitutions of items, and meeting tighter specifications for those products with wider or overlapping specification ranges.
DTA	Datenträgeraustausch. A Swiss payment format that is required by Telekurs (Payserv).
dual pricing	To provide prices for goods and services in two currencies. During the euro transition period, dual pricing between the euro and Economic and Monetary Union (EMU) member currencies is encouraged.
dynamic link library (DLL)	A set of program modules that are designed to be invoked from executable files when the executable files are run, without having to be linked to the executable files. They typically contain commonly used functions.
dynamic partitioning	The ability to dynamically distribute logic or data to multiple tiers in a client/server architecture.
economy of scale	A phenomenon whereby larger volumes of production reduce unit cost by distributing fixed costs over a larger quantity. Variable costs are constant; but fixed costs per unit are reduced, thereby reducing total unit cost.

edit mode	A processing mode or condition where the user can alter the information in a form.
edit rule	A method that is used for formatting user entries, validating user entries, or both, against a predefined rule or set of rules.
embedded event rule	An event rule that is specific to a particular table or application. Examples include form-to-form calls, hiding a field that is based on a processing option value, or calling a business function. Contrast with business function event rule. See also event rule.
employee work center	A central location for sending and receiving all EnterpriseOne messages (system and user-generated), regardless of the originating application or user. Each user has a mailbox that contains workflow and other messages, including Active Messages. With respect to workflow, the Message Center is MAPI compliant and supports drag-and-drop work reassignment, escalation, forward and reply, and workflow monitoring. All messages from the message center can be viewed through EnterpriseOne messages or Microsoft Exchange.
Emulator	An item of software or firmware that allows one device to imitate the functioning of another.
encapsulation	The ability to confine access to and manipulation of data within an object to the procedures that contribute to the definition of that object.
engineering change order (ECO)	A work order document that is used to implement and track changes to items and resulting assemblies. The document can include changes in design, quantity of items required, and the assembly or production process.
enhanced analysis database	A database containing a subset of operational data. The data on the enhanced analysis database performs calculations and provides summary data to speed generation of reports and query response times. This solution is appropriate when external data must be added to source data, or when historical data is necessary for trend analysis or regulatory reporting. See also duplicated database, enterprise data warehouse.
enterprise server	A computer containing programs that collectively serve the needs of an enterprise rather than a single user, department, or specialized application.
EnterpriseOne object	A re-usable piece of code that is used to build applications. Object types include tables, forms, business functions, data dictionary items, batch processes, business views, event rules, versions, data structures, and media objects. See also object.
EnterpriseOne process	Allows EnterpriseOne clients and servers to handle processing requests and execute transactions. A client runs one process, and servers can have multiple instances of a process. EnterpriseOne processes can also be dedicated to specific tasks (for example, workflow messages and data replication) to ensure that critical processes do not have to wait if the server is particularly busy.
EnterpriseOne web development computer	A standard EnterpriseOne Windows developer computer with the additional components installed: Sun's JDK 1.1. JFC (0.5.1). Generator Package with Generator.Java and JDECOM.dll.

	R2 with interpretive and application controls/form.
environment workbench	During the Installation Workbench process, Environment Workbench copies the environment information and Object Configuration Manager tables for each environment from the Planner data source to the System release number data source. It also updates the Environment Plan detail record to reflect completion.
equivalent fuel	A barrel of equivalent fuel supplies six million BTUs of heat. Fuel gas quantities are usually calculated as equivalent fuel barrels in economic calculations for refinery operations.
escalation monitor	A batch process that monitors pending requests or activities, and restarts or forwards them to the next step or user after they have been inactive for a specified amount of time.
ESR	Einzahlungsschein mit Referenznummer. A pay slip with a reference number.
event rule	[In EnterpriseOne] A logic statement that instructs the system to perform one or more operations that are based on an activity that can occur in a specific application, such as entering a form or exiting a field.
exit bar	[In EnterpriseOne] The tall pane with icons in the left portion of many EnterpriseOne program windows.
facility	An entity within a business for which you want to track costs. For example, a facility might be a warehouse location, job, project, work center, or branch/plant. Sometimes referred to as a business unit.
fast path	[In EnterpriseOne] A command prompt that allows the user to move quickly among menus and applications by using specific commands.
file handle	A temporary reference (typically a number) that is assigned to a file which has been opened by the operating system and is used throughout the session to access the file.
file server	A computer that stores files to be accessed by other computers on the network.
find/browse	A type of form used to: Search, view, and select multiple records in a detail area. Delete records. Exit to another form. Serve as an entry point for most applications.
firm planned order (FPO)	A work order that has reached a user defined status. When this status is entered in the processing options for the various manufacturing programs, messages for those orders are not exploded to the components.
fiscal date pattern	A representation of the beginning date for the fiscal year and the ending date for each period in that year.
fix/inspect	A type of form used to view, add, or modify existing records. A fix/inspect form has no detail area.
fixed quantity	A term that indicates the bill of material relationship between a parent item and its components or ingredients. When a bill of material component has a fixed quantity relationship to its parent, the amount of the component does not change

	when the software calculates parts list requirements for different work order quantities. Contrast with variable quantity.
flexible account numbers	The format of account numbers for journal entries. The format that you set up must be the three segments: Business unit. Object. Subsidiary.
form design aid (FDA)	The EnterpriseOne GUI development tool for building interactive applications and forms.
form exit	[In EnterpriseOne] An option that is available as a button on the Form Exit bar or as a selection in the Form menu. It allows users to open an interconnected form.
form interconnection	Allows one form to access and pass data to another form. Form interconnections can be attached to any event; however, they are normally used when a button is clicked.
form type	The following form types are available in EnterpriseOne: Find/browse. Fix/inspect. Header detail. Headerless detail. Message. Parent/child. Search/select.
form-to-form call	A request by a form for data or functionality from one of the connected forms.
framework	[In object-oriented systems] A set of object classes that provide a collection of related functions for a user or piece of software.
frozen cost	The cost of an item, operation, or process after the frozen update program is run; used by the Manufacturing Accounting system.
frozen update program	A program that freezes the current simulated costs, thereby finalizing them for use by the Manufacturing Accounting system.
globally unique identifier (GUID)	A 16-byte code in the Component Object Model that identifies an interface to an object across all computers and networks.
handle	[In programming] A pointer that contains the address of another pointer, which, in turn, contains the address of the desired object.
hard commitment	The number of items that are reserved for a sales order, work order, or both, from a specific location, lot, or both.
hard error	An error that cannot be corrected by a given error detection and correction system.
header	Information at the beginning of a table or form. Header information is used to

	identify or provide control information for the group of records that follows.
header information	Information that pertains to the entire order.
hover help	A help function that provides contextual information or instructions when a cursor moves over a particular part of the interface element for a predefined amount of time.
ICMS	Imposto sobre circulação de mercadoria e serviços. In Brazil, a state tax that is applied to the movement of merchandise and some services.
ICMS Substituto	Imposto sobre circulação de mercadoria e serviços substituto. In Brazil, the ICMS tax that is charged on interstate transactions, or on special products and clients.
ICMS Substituto-Markup	See imposto sobre circulação de mercadoria e serviços substituto-markup.
imposto de renda (IR)	Brazilian income tax.
imposto sobre produtos industrializados	In Brazil, a federal tax that applies to manufactured goods (domestic and imported).
imposto sobre services (ISS)	In Brazil, tax on services.
inbound document	A document that is received from a trading partner using Electronic Data Interface (EDI). This document is also referred to as an inbound transaction.
indented tracing	Tracking all lot numbers of intermediates and ingredients that are consumed in the manufacture of a given lot of product, down through all levels of the bill of material, recipe, or formula.
indexed allocations	A procedure that allocates or distributes expenses, budgets, adjustments, and so on, among business units, based on a fixed percentage.
indirect measurement	Determining the quantity on-hand by: Measuring the storage vessels and calculating the content's balance quantity. or Theoretically calculating consumption of ingredients and deducting them from the on-hand balance.
indirect usage	Determining what should have been used by multiplying receipt quantity of the parent times the quantity per statement in the formula, recipe, or bill of material. This transaction typically affects both consumption on schedule as well as issue from on-hand balances.
in-process rework	Recycling a semi processed product that does not meet acceptable standards. Further processing takes the product out of a given operation and sends it back to the beginning of that operation or a previous operation (for example, unreacted materials). Rework that is detected prior to receipt of finished goods and corrected during the same schedule run.
INPS withholding tax	Instituto Nazionale di Previdenza Sociale withholding tax. In Italy, a 12% social security withholding tax that is imposed on payments to certain types of contractors. This tax is paid directly to the Italian social security office.

inscrição estadual	ICMS tax ID. In Brazil, the state tax ID.
inscrição municipal	ISS tax ID. In Brazil, the municipal tax ID.
integrated toolset	Unique to EnterpriseOne is an industrial-strength toolset that is embedded in the already comprehensive business applications. This toolset is the same toolset that is used by PeopleSoft to build EnterpriseOne interactive and batch applications. Much more than a development environment, however, the EnterpriseOne integrated toolset handles reporting and other batch processes, change management, and basic data warehousing facilities.
integrity test	A process that is used to supplement a company's internal balancing procedures by locating and reporting balancing problems and data inconsistencies.
interbranch sales order	A sales order that is used for transactions between branch/plants other than the selling branch/plant.
Interoperability	The ability of different computer systems, networks, operating systems, and applications to work together and share information.
inventory pricing rule	A discount method that is used for purchases from suppliers and sales to customers. The method is based on effectivity dates, up-to quantities, and a factor by which you can mark up or discount the price or cost.
inventory turn	The number of times that the inventory cycles, or turns over, during the year. A frequently used method to compute inventory turnover is to divide the annual costs of sales by the average inventory level.
invoice	An itemized list of goods that are shipped or services that are rendered, stating quantities, prices, fees, shipping charges, and so on. Companies often have their invoices mailed to a different address than where they ship products. In such cases, the bill-to address differs from the ship-to address.
IP	See imposto sobre produtos industrializados.
IR	See imposto de renda.
IIServer Service	Developed by PeopleSoft, this Internet server service resides on the Web server and is used to speed up delivery of the Java class files from the database to the client.
ISS	See imposto sobre serviços.
jargon	An alternate data dictionary item description that EnterpriseOne or PeopleSoft World displays, based on the product code of the current object.
java application server	A component-based server that resides in the middle-tier of a server-centric architecture and provides middleware services for security and state maintenance, along with data access and persistence.
JDBNET	A database driver that allows heterogeneous servers to access each other's data.
jde.ini	A PeopleSoft file (or member for AS/400) that provides the runtime settings that are required for EnterpriseOne initialization. Specific versions of the file or member must reside on every machine that is running EnterpriseOne, including workstations and servers.
JDE.LOG	The main diagnostic log file of EnterpriseOne. Always located in the root

	directory on the primary drive. Contains status and error messages from the startup and operation of EnterpriseOne.
JDEBASE Database Middleware	<p>PeopleSoft proprietary database middleware package that provides two primary benefits:</p> <ol style="list-style-type: none"> 1. Platform-independent APIs for multidatabase access. These APIs are used in two ways: <ol style="list-style-type: none"> a. By the interactive and batch engines to dynamically generate platform-specific SQL, depending on the data source request. b. As open APIs for advanced C business function writing. These APIs are then used by the engines to dynamically generate platform-specific SQL. 2. Client-to-server and server-to-server database access. To accomplish this access, EnterpriseOne is integrated with a variety of third-party database drivers, such as Client Access 400 and open database connectivity (ODBC).
JDECallObject	An application programming interface that is used by business functions to invoke other business functions.
JDEIPC	Communications programming tools that are used by server code to regulate access to the same data in multiprocess environments, communicate and coordinate between processes, and create new processes.
JDENET	PeopleSoft proprietary middleware software. JDENET is a messaging software package.
JDENET communications middleware	PeopleSoft proprietary communications middleware package for EnterpriseOne. It is a peer-to-peer, message-based, socket-based, multiprocess communications middleware solution. It handles client-to-server and server-to-server communications for all EnterpriseOne supported platforms.
just in time installation (JITI)	EnterpriseOne's method of dynamically replicating objects from the central object location to a workstation.
just in time replication (JITR)	EnterpriseOne's method of replicating data to individual workstations. EnterpriseOne replicates new records (inserts) only at the time that the user needs the data. Changes, deletes, and updates must be replicated using Pull Replication.
Kagami	In Japan, summarized invoices that are created monthly (in most cases) to reduce the number of payment transactions.
latitude	The X coordinate of the location of an item in the warehouse. The system can use latitude, longitude, and height when suggesting locations for putaway, replenishment, and picking.
laytime (or layhours)	<p>The amount of time that is allotted to a tanker at berth to complete loading or discharging cargo. This time is usually expressed in running hours, and is fixed by prior agreement between the vessel owner and the company that is chartering the vessel. Laytime is stipulated in the charter, which states exactly the total of number of hours that are granted at both loading and unloading ports, and indicates whether such time is reversible. A statement of "Seventy-Two Hours, Reversible" means that a total of 72 hours is granted overall at both ports, and any time saved at one port can be applied as a credit at the other port.</p> <p>For example, if the vessel uses only 32 hours instead of 36 hours to load cargo, it can apply an additional four hours to the 36 hours allotted at the discharge port.</p>

	Such considerations are important for purposes of computing demurrage.
leading zeros	A series of zeros that certain facilities in PeopleSoft systems place in front of a value that is entered. This situation normally occurs when you enter a value that is smaller than the specified length of the field. For example, if you enter 4567 in a field that accommodates eight numbers, the facility places four zeros in front of the four numbers that you enter. The result appears as 00004567.
ledger type	A code that designates a ledger which is used by the system for a particular purpose. For example, all transactions are recorded in the AA (actual amounts) ledger type in their domestic currency. The same transactions can also be stored in the CA (foreign currency) ledger type.
level break	The position in a report or text where a group of similar types of information ends and another one begins.
livro IVA	Monthly VAT report. In Italy, the term for the report that contains the detail of invoices and vouchers that were registered during each month.
line of business	A description of the nature of a company's work; also a tool to control the relationship with that customer, including product pricing.
linked service type	A service type that is associated with a primary service type. Linked service types can be cancelled, and the maintenance tasks are performed when the primary service type to which they are linked comes due. You can specify whether the system generates work orders for linked service types, as well as the status that the system assigns to work orders that have already been generated. Sometimes referred to as associated service types. See also primary service type and service type.
livro razao	In Brazil, a general ledger report.
load balancing	The act of distributing the number of processes proportionally to all servers in a group to maximize overall performance.
location workbench	During the Installation Workbench process, Location Workbench copies all locations that are defined in the installation plan from the Location Master table in the Planner data source to the System data source.
log files	Files that track operations for a process or application. Reviewing log files is helpful for troubleshooting problems. The file extension for log files is .LOG.
logic data source	Any code that provides data during runtime.
logical compartment	One of two ways that is identified in the transportation constants to display compartments on vehicles. Logical display numbers the compartments sequentially. For example, if two vehicles are on a trip and each vehicle has three compartments, the logical display is 1,2,3,4,5,6.
logical file	A set of keys or indices that is used for direct access or ordered access to the records in a physical file. Several logical files can have different accesses to a physical.
logical shelf	A logical, not physical, location for inventory that is used to track inventory transactions in loan/borrow, or exchange agreements with other companies. See also logical warehouse.

logical warehouse	Not a physical warehouse containing actual inventory, but a means for storing and tracking information for inventory transactions in loan/borrow, or exchange agreements with other companies.
longitude	The Y coordinate of the location of an item in the warehouse. The system can use latitude, longitude, and height when suggesting locations for putaway, replenishment, and picking.
LSV	Lastschriftverfahren. A Swiss auto debit format that is required by Telekurs (Payserv).
mail merge	A mass-mail facility that takes names, addresses, and (sometimes) pertinent facts about recipients and merges the information into a form letter or a similarly basic document.
mailmerge workbench	[In EnterpriseOne] An application that merges Microsoft Word 6.0 (or higher) word-processing documents with EnterpriseOne records to automatically print business documents.
main fuels	Usually refers to bulk fuel products, but sometimes includes packaged products.
maintenance loop	See maintenance route.
maintenance route	A method of performing PMs for multiple pieces of equipment from a single preventive maintenance work order. A maintenance route includes pieces of equipment that share one or more identical maintenance tasks which can be performed at the same time for each piece of equipment. Sometimes referred to as maintenance loop.
maintenance work order	In PeopleSoft EnterpriseOne systems, a term that is used to distinguish work orders created for the performance of equipment and plant maintenance from other work orders, such as manufacturing work orders, utility work orders, and engineering change orders.
manufacturing and distribution planning	Planning that includes resource and capacity planning, and material planning operations. Resource and capacity planning allows you to prepare a feasible production schedule that reflects your demand forecasts and production capability. Material Planning Operations provides a short-range plan to cover material requirements that are needed to make a product.
mapping	A set of instructions that describes how one data structure passes data to another.
master business function	An interactive master file that serves as a central location for adding, changing, and updating information in a database.
master business function	A central system location for standard business rules about entering documents, such as vouchers, invoices, and journal entries. Master business functions ensure uniform processing according to guidelines that you establish.
master table	A database table that is used to store data and information that is permanent and necessary to the system's operation. Master tables might contain data such as paid tax amounts, supplier names, addresses, employee information, and job information.
matching document	A document that is associated with an original document to complete or change a transaction. For example, a receipt is the matching document of an invoice.

media object	An electronic or digital representation of an object.
media storage objects	Files that use one of the following naming conventions that are not organized into table format: Gxxx, xxxGT, or GTxxx.
memory violation	An error that occurs as the result of a memory leak.
menu selection	An option on a menu that initiates a software function directly.
message center	A central location for sending and receiving all EnterpriseOne messages (system- and user-generated), regardless of the originating application or user.
messaging application programming interface (MAPI)	An architecture that defines the components of a messaging system and how they behave. It also defines the interface between the messaging system and the components.
metal content	A series of properties of a blended product that help to determine its suitability for a prescribed purpose.
metals management	The process of maintaining information about the location and status of durable product containers such as liquid petroleum gas (LPG) cylinders.
mobile inventory	Inventory that is transferred from a depot to a barge or truck for milk-run deliveries.
modal	A restrictive or limiting interaction that is created by a given condition of operation. Modal often describes a secondary window that restricts a user's interaction with other windows. A secondary window can be modal with respect to its primary window or to the entire system. A modal dialog box must be closed by the user before the application continues.
model work order	For scheduled preventive maintenance or for a condition-based alert, a model work order functions as a template for the creation of other work orders. You can assign model work orders to service types and condition-based alerts. When the service type comes due or the alert is generated, the system automatically generates a work order that is based on information from the model work order.
modeless	Not restricting or limiting interaction. Modeless often describes a secondary window that does not restrict a user's interaction with other windows. A modeless dialog box stays on the screen and is available for use at any time, but also permits other user activities.
multiple stocking locations	Authorized storage locations for the same item number at locations, in addition to the primary stocking location.
multitier architecture	A client/server architecture that allows multiple levels of processing. A tier defines the number of computers that can be used to complete some defined task.
named event rules (NER)	Also called business function event rules. Encapsulated, re-usable business logic that is created by using event rules, rather than C programming.
national language support (NLS)	Mechanisms that are provided to facilitate internationalization of both system and application user interfaces.
natureza da operação	Transaction nature. In Brazil, a code that classifies the type of commercial transaction to conform to the fiscal legislation.
negative pay item	An entry in an account that indicates a prepayment. For example, you might

	prepay a supplier before goods are sent or prepay an employee's forecasted expenses for a business trip. The system stores these pending entries, assigning them a minus quantity as debit amounts in a designated expense account. After the prepaid goods are received or the employee submits an expense report, entering the actual voucher clears all of the negative pay items by processing them as regular pay items. Note that a negative pay item can also result from entering a debit memo (A/P) or a credit memo (A/R).
net added cost	The cost to manufacture an item at the current level in the bill of material. Thus, for manufactured parts, the net added cost includes labor, outside operations, and cost extras applicable to this level in the bill of material, but not materials (lower-level items). For purchased parts, the net added cost also includes the cost of materials.
next status	The next step in the payment process for payment control groups. The next status can be either WRT (write) or UPD (update).
node	A termination point for two or more communications links. A node can serve as the control location for forwarding data among the elements of a network or multiple networks, as well as performing other networking and, in some cases, local processing.
non-inventory items	See non-stock items.
non-list price	A price for bulk products that is determined by its own algorithms, such as a rolling average or commodity price plus.
non-prime product	A manufactured product with revenue potential that is less than the product planned for, or scheduled to be produced.
non-stock items	Items that the system does not account for as part of the inventory. For example, office supplies, or packaging materials can be non-stock items.
nota fiscal	In Brazil, a legal document that must accompany all commercial transactions.
nota fiscal fatura	In Brazil, a nota fiscal and invoice information.
notula	In Italy, the process whereby a business does not recognize value added tax until the payment of a voucher.
object configuration manager (OCM)	EnterpriseOne's object request broker and the control center for the runtime environment. It keeps track of the runtime locations for business functions, data, and batch applications. When one of these objects is called, the Object Configuration Manager directs access to it by using defaults and overrides for a given environment and user.
object embedding	When an object is embedded in another document, an association is maintained between the object and the application that created it; however, any changes made to the object are also only kept in the compound document. See also object linking.
object librarian	A repository of all versions, applications, and business functions that are re-usable in building applications.
object linking	When an object is linked to another document, a reference is created with the file in which the object is stored, as well as with the application that created it. When the object is modified, either from the compound document or directly through the file in which it is saved, the change is reflected in that application as well as

	anywhere it has been linked. See also object embedding.
object linking and embedding (OLE)	A technology for transferring and sharing information among applications by allowing the integration of objects from diverse applications, such as graphics, charts, spreadsheets, text, or an audio clip from a sound program. OLE is a compound document standard that was developed by Microsoft Corporation. It enables you to create objects with one application, and then link or embed them in a second application. Embedded objects retain their original format and links to the application that created them. See also object embedding, object linking.
object management workbench (OMW)	The change management system that is used for EnterpriseOne development.
object-based technology (OBT)	A technology that supports some of the main principles of object-oriented technology: Classes. Polymorphism. Inheritance. Encapsulation.
object-oriented technology (OOT)	Brings software development past procedural programming into a world of reusable programming that simplifies development of applications. Object orientation is based on the following principles: Classes. Polymorphism. Inheritance. Encapsulation.
offsetting account	An account that reduces the amount of another account to provide a net balance. For example, a credit of 200 to a cash account might have an offsetting entry of 200 to an A/P Trade (liability) account.
open database connectivity (ODBC)	Defines a standard interface for different technologies to process data between applications and different data sources. The ODBC interface comprises set of function calls, methods of connectivity, and representation of data types that define access to data sources.
open systems interconnection (OSI)	The OSI model was developed by the International Standards Organization (ISO) in the early 1980s. It defines protocols and standards for the interconnection of computers and network equipment.
order detail line	A part of an order that contains transaction information about a service or item being purchased or sold, such as quantity, cost, price, and so on.
order hold	A flag that stops the processing of an order because it has exceeded the credit or budget limit, or has another problem.
order-based pricing	Pricing strategy that grants reductions in price to a customer. It is based upon the contents and relative size (volume or value) of the order as a whole.
outbound document	A document that is sent to a trading partner using EDI. This term is also referred to as an outbound transaction.
outturn	The quantity of oil that is actually received into a buyer's storage tanks when a

	<p>vessel is unloaded. For various reasons (vaporization, clingage to vessel tank walls, and so on), the amount of a product pumped into shore tankage at unloading is often less than the quantity originally loaded onto the vessel, as certified by the Bill of Lading. Under a delivered or CIF outturn transaction, the buyer pays only for the barrels actually “turned out” by the vessel into storage.</p> <p>When a buyer is paying CIF Bill of Lading figures, a loss of 0.5% of total cargo volume is considered normal. Losses in excess of 0.5%, however, are either chargeable to the seller or are covered by specialized insurance that covers partial, as well as total, loss of the cargo.</p>
overhead	In the distillation process, that portion of the charge that leaves the top of the distillation column as vapor. This definition is strictly as it relates to ECS.
override conversion method	A method of calculating exchange rates that is set up between two specific currencies. For those specific currencies, this method overrides the conversion method in General Accounting Constants and does not allow inverse rates to be used when calculating currency amounts.
package / package build	A collection of software that is grouped into a single entity for modular installation. EnterpriseOne objects are installed to workstations in packages from the deployment server. A package can be compared to a bill of material or kit that indicates the necessary objects for that workstation and where the installation program can find them on the deployment server. It is a point-in-time “snapshot” of the central objects on the deployment server.
package location	The directory structure location for the package and its set of replicated objects. This location is usually \\deployment server\\release\\path_code\\package\\ package name. The replicated objects for the package are placed in the subdirectories under this path. This location is also where the package is built or stored.
package workbench	During the Installation Workbench process, Package Workbench transfers the package information tables from the Planner data source to the System - release number data source. It also updates the Package Plan detail record to reflect completion.
packaged products	Products that, by their nature, must be delivered to the customer in containers which are suitable for discrete consumption or resale.
pane/panel	A resizable subarea of a window that contains options, components, or other related information.
paper clip	An icon that is used to indicate that a media object is attached to a form or record.
parent/child form	<p>A type of form that presents parent/child relationships in an application on one form:</p> <p>The left portion of the form presents a tree view that displays a visual representation of a parent/child relationship.</p> <p>The right portion of the form displays a detail area in browse mode. The detail area displays the records for the child item in the tree.</p> <p>The parent/child form supports drag and drop functionality.</p>
parent/child relationship	See parent/component relationship.
parent/component relationship	1. In Capital Asset Management, the hierarchical relationship of a parent piece of equipment to its components. For example, a manufacturing line could be a parent

	<p>and the machinery on the line could be components of the line. In addition, each piece of machinery could be a parent of still more components.</p> <p>2. In Product Data Management, a hierarchical relationship of the components and subassemblies of a parent item to that parent item. For example, an automobile is a parent item; its components and subassemblies include: engine, frame, seats, and windows.</p> <p>Sometimes referred to as parent/child relationship.</p>
partita IVA	In Italy, a company fiscal identification number.
pass-through	A process where data is accepted from a source and forwarded directly to a target without the system or application performing any data conversion, validation, and so on.
pay on consumption	The method of postponing financial liability for component materials until you issue that material to its consuming work order or rate schedule.
payment group	A system-generated group of payments with similar information, such as a bank account. The system processes all of the payments in a payment group at the same time.
PeopleSoft database	See JDEBASE Database Middleware.
performance tuning	The adjustments that are made for a more efficient, reliable, and fast program.
persistent object	An object that continues to exist and retains its data beyond the duration of the process that creates it.
pervasive device	A type of intelligent and portable device that provides a user with the ability to receive and gather information anytime, from anywhere.
planning family	A means of grouping end items that have similarity of design or manufacture.
plug-in	A small program that plugs into a larger application to provide added functionality or enhance the main application.
polymorphism	A principle of object-oriented technology in which a single mnemonic name can be used to perform similar operations on software objects of different types.
portal	A Web site or service that is a starting point and frequent gateway to a broad array of on-line resources and services.
Postfinance	A subsidiary of the Swiss postal service. Postfinance provides some banking services.
potency	Identifies the percent of an item in a given solution. For example, you can use an 80% potent solution in a work order that calls for 100% potent solution, but you would use 25% more, in terms of quantity, to meet the requirement ($100 / 80 = 1.25$).
preference profile	The ability to define default values for specified fields for a user defined hierarchy of items, item groups, customers, and customer groups. In Quality Management setup, this method links test and specification testing criteria to specific items, item groups, customers, or customer groups.
preflush	A work order inventory technique in which you deduct (relieve) materials from inventory when the parts list is attached to the work order or rate schedule.

preventive maintenance cycle	The sequence of events that make up a preventive maintenance task, from its definition to its completion. Because most preventive maintenance tasks are commonly performed at scheduled intervals, parts of the preventive maintenance cycle repeat, based on those intervals.
preventive maintenance schedule	The combination of service types that apply to a specific piece of equipment, as well as the intervals at which each service type is scheduled to be performed.
primary service type	A service type to which you can link related service types. For example, for a particular piece of equipment, you might set up a primary service type for a 1000-hour inspection and a linked service type for a 500-hour inspection. The 1000-hour inspection includes all of the tasks performed at 500 hours. When a primary service type is scheduled to be performed, the system schedules the linked service type. See also linked service type.
pristine environment	An EnterpriseOne environment that is used to test unaltered objects with PeopleSoft demonstration data or for training classes. You must have this environment so you can compare pristine objects that you modify.
processing option	A data structure that allows users to supply parameters that regulate the execution of a batch program or report.
product data management (PDM)	In PeopleSoft EnterpriseOne software, the system that enables a business to organize and maintain information about each item which it manufactures. Features of this system, such as bills of material, work centers, and routings, define the relationships among parents and components, and how they can be combined to manufacture an item. PDM also provides data for other manufacturing systems including Manufacturing Accounting, Shop Floor Management, and Manufacturing and Distribution Planning.
product line	A group of products with similarity in manufacturing procedures, marketing characteristics, or specifications that allow them to be aggregated for planning; marketing; and, occasionally, costing.
product/process definition	A combination of bill of material (recipe, formula, or both) and routing (process list). Organized into tasks with a statement of required consumed resources and produced resources.
production environment	An EnterpriseOne environment in which users operate EnterpriseOne software.
program temporary fix (PTF)	A representation of changes to PeopleSoft software that your organization receives on magnetic tapes or diskettes.
project	[In EnterpriseOne] A virtual container for objects being developed in Object Management Workbench.
projected cost	The target expenditure in added value for material, labor, and so on, during manufacture. See also standard cost.
promotion path	The designated path for advancing objects or projects in a workflow.
protocollo	See registration number.
PST	Provincial sales tax. A tax that is assessed by individual provinces in Canada.
published table	Also called a “Master” table, this is the central copy to be replicated to other machines and resides on the “publisher” machine. The Data Replication Publisher Table (F98DRPUB) identifies all of the published tables and their associated

	publishers in the enterprise.
publisher	The server that is responsible for the published table. The Data Replication Publisher Table (F98DRPUB) identifies all of the published tables and their associated publishers in the enterprise.
pull replication	One of the EnterpriseOne methods for replicating data to individual workstations. Such machines are set up as pull subscribers that use EnterpriseOne's data replication tools. The only time that pull subscribers are notified of changes, updates, and deletions is when they request such information. The request is in the form of a message that is sent, usually at startup, from the pull subscriber to the server machine that stores the Data Replication Pending Change Notification table (F98DRPCN).
query by example (QBE)	Located at the top of a detail area, this area is used to search for data to display in the detail area.
rate scheduling	A method of scheduling product or manufacturing families, or both. Also a technique to determine run times and quantities of each item within the family to produce enough of each individual product to satisfy demand until the family can be scheduled again.
rate type	For currency exchange transactions, the rate type distinguishes different types of exchange rates. For example, you can use both period average and period-end rates, distinguishing them by rate type.
real-time	Pertaining to information processing that returns a result so rapidly that the interaction appears to be instantaneous.
receipt routing	A series of steps that is used to track and move items within the receipt process. The steps might include in-transit, dock, staging area, inspection, and stock.
referential integrity	Ensures that a parent record cannot be deleted from the database when a child record exists.
regenerable	Source code for EnterpriseOne business functions can be regenerated from specifications (business function names). Regeneration occurs whenever an application is recompiled, either for a new platform or when new functionality is added.
register types and classes	In Italian VAT Summary Reporting, the classification of VAT transactions.
relationship	Links tables together and facilitates joining business views for use in an application or report. Relationships that are created are based on indexes.
rélevé d'identité bancaire (RIB)	In France, the term that indicates the bank transit code, account number, and check digit that are used to validate the bank transit code and account number. The bank transit code consists of the bank code and agency code. The account number is alphanumeric and can be as many as 11 characters. PeopleSoft supplies a validation routine to ensure RIB key correctness.
remessa	In Brazil, the remit process for A/R.
render	To include external data in displayed content through a linking mechanism.
repasse	In Brazil, a discount of the ICMS tax for interstate transactions. It is the adjustment between the interstate and the intrastate ICMS tax rates.

replenishment point	The location on or near the production line where additional components or subassemblies are to be delivered.
replication server	A server that is responsible for replicating central objects to client machines.
report design aid (RDA)	The EnterpriseOne GUI tool for operating, modifying, and copying report batch applications.
repost	In Sales, the process of clearing all commitments from locations and restoring commitments, based on quantities from the Sales Order Detail table (F4211).
resident	Pertaining to computer programs or data while they remain on a particular storage device.
retorno	In Brazil, the receipt process for A/R.
RIB	See <i>rélevé d'identité bancaire</i> .
ricevute bancarie (RiBa)	In Italy, the term for accounts receivable drafts.
riepilogo IVA	Summary VAT monthly report. In Italy, the term for the report that shows the total amount of VAT credit and debit.
ritenuta d'acconto	In Italy, the term for standard withholding tax.
rollback	[In database management] A feature or command that undoes changes in database transactions of one or more records.
rollup	See cost rollup.
row exit	[In EnterpriseOne] An application shortcut, available as a button on the Row Exit bar or as a menu selection, that allows users to open a form that is related to the highlighted grid record.
runtime	The period of time when a program or process is running.
SAD	The German name for a Swiss payment format that is accepted by Postfinance.
SAR	See software action request.
scalability	The ability of software, architecture, hardware, or a network to support software as it grows in size or resource requirements.
scripts	A collection of SQL statements that perform a specific task.
scrub	To remove unnecessary or unwanted characters from a string.
search/select	A type of form that is used to search for a value and return it to the calling field.
selection	Found on PeopleSoft menus, selections represent functions that you can access from a menu. To make a selection, type the associated number in the Selection field and press Enter.
serialize	To convert a software object into a stream of bytes to store on a disk or transfer across a network.
server map	The server view of the object configuration mapping.
server workbench	During the Installation Workbench process, Server Workbench copies the server

	configuration files from the Planner data source to the System release number data source. It also updates the Server Plan detail record to reflect completion.
service interval	The frequency at which a service type is to be performed. Service intervals can be based on dates, periods, or statistical units that are user defined. Examples of statistical units are hours, miles, and fuel consumption.
service type	An individual preventive maintenance task or procedure, such as an inspection, lubrication, or overhaul. Service types can apply to a specific piece of equipment or to a class of equipment. You can specify that service types come due based on a predetermined service interval, or whenever the task that is represented by the service type becomes necessary.
servlet	A [small] program that extends the functionality of a Web server by generating dynamic content and interacting with Web clients by using a request-response paradigm.
share path	The network node under which one or more servers or objects reside.
shop floor management	A system that uses data from multiple system codes to help develop, execute, and manage work orders and rate schedules in the enterprise.
silent mode	A method for installing or running a program that does not require any user intervention.
silent post	A type of post that occurs in the background without the knowledge of the user.
simulated cost	After a cost rollup, the cost of an item, operation, or process according to the current cost scenario. This cost can be finalized by running the frozen update program. You can create simulated costs for a number of cost methods—for example, standard, future, and simulated current costs. See also cost rollup.
single-byte character set (SBCS)	An encoding scheme in which each alphabetic character is represented by one byte. Most Western languages, such as English, can be represented by using a single-byte character set.
single-level tracking	Finding all immediate parents where a specific lot has been used (consumed).
single-voyage (spot) charter	An agreement for a single voyage between two ports. The payment is made on the basis of tons of product delivered. The owner of the vessel is responsible for all expenses.
slimer	A script that changes data in a table directly without going through a regular database interface.
smart field	A data dictionary item with an attached business function for use in the Report Design Aid application.
SOC	The Italian term for a Swiss payment format that is accepted by Postfinance.
soft commitment	The number of items that is reserved for sales orders or work orders in the primary units of measure.
soft error	An error from which an operating system or program is able to recover.
software action request (SAR)	An entry in the AS/400 database that is used for requesting modifications to PeopleSoft software.

SOG	The French term for a Swiss payment format that is accepted by Postfinance.
source directory	The path code to the business function source files belonging to the shared library that is created on the enterprise server.
special period/year	The date that determines the source balances for an allocation.
specification merge	The Specification merge is comprised of three merges: Object Librarian merge (via the Object Management Workbench). Versions List merge. Central Objects merge. The merges blend customer modifications with data that accompanies a new release.
specification table merge workbench	During the Installation Workbench process, Specification Table Merge Workbench runs the batch applications that update the specification tables.
specifications	A complete description of an EnterpriseOne object. Each object has its own specification, or name, which is used to build applications.
spot charter	See single-voyage charter.
spot rates	An exchange rate that is entered at the transaction level. Spot rates are not used on transactions between two EMU member currencies because exchange rates are irrevocably fixed to the euro.
stamp tax	In Japan, a tax that is imposed on drafts payable, receipts over 30000 Japanese yen, and all contracts. The party that issues any of the above documents is responsible for this tax.
standalone	Operating or capable of operating independently of certain other components of a computer system.
standard cost	The expected, or target cost of an item, operation, or process. Standard costs represent only one cost method in the Product Costing system. You can also calculate, for example, future costs or current costs. However, the Manufacturing Accounting system uses only standard frozen costs.
standard costing	A costing method that uses cost units that are determined before production. For management control purposes, the system compares standard costs to actual costs and computes variances.
subprocess	A process that is triggered by and is part of a larger process, and that generally consists of activities.
subscriber table	The Subscriber table (F98DRSUB), which is stored on the Publisher Server with the Data Replication Publisher table (F98DRPUB), that identifies all of the subscriber machines for each published table.
summary	The presentation of data or information in a cumulative or totaled manner in which most of the details have been removed. Many systems offer forms and reports that summarize information which is stored in certain tables. Contrast with detail.
super backflush	To create backflush transactions for material, labor, or both, against a work order at predefined pay points in the routing. By doing so, you can relieve inventory

	and account for labor amounts at strategic points throughout the manufacturing process.
supersession	Specification that a new product is replacing an active product on a specified effective date.
supplemental data	Additional types of data for customers and suppliers. You can enter supplemental data for information such as notes, comments, plans, or other information that you want in a customer or supplier record. The system maintains this data in generic databases, separate from the standard master tables (Customer Master, Supplier Master, and Address Book Master).
supplying location	The location from which inventory is transferred once quantities of the item on the production line have been depleted. In kanban processing, the supplying location is the inventory location from which materials are transferred to the consuming location when the containers are replenished.
system code	A numeric or alphanumeric designation that identifies a specific system in EnterpriseOne software.
system function	[In EnterpriseOne] A named set of pre-packaged, re-usable instructions that can be called from event rules.
table access management (TAM)	The EnterpriseOne component that handles the storage and retrieval of user defined data. TAM stores information such as data dictionary definitions; application and report specifications; event rules; table definitions; business function input parameters and library information; and data structure definitions for running applications, reports, and business functions.
table conversion workbench	During the Installation Workbench process, Table Conversion Workbench runs the table conversions that change the technical and application tables to the format for the new release of EnterpriseOne. It also updates the Table Conversions and Controls detail records to reflect completion.
table design aid (TDA)	An EnterpriseOne GUI tool for creating, modifying, copying, and printing database tables.
table event rules	Use table event rules to attach database triggers (or programs) that automatically run whenever an action occurs against the table. An action against a table is referred to as an event. When you create an EnterpriseOne database trigger, you must first determine which event will activate the trigger. Then, use Event Rules Design to create the trigger. Although EnterpriseOne allows event rules to be attached to application events, this functionality is application-specific. Table event rules provide embedded logic at the table level.
table handle	A pointer into a table that indicates a particular row.
table space	[In relational database management systems] An abstract collection of containers in which database objects are stored.
task	[In Solution Explorer and EnterpriseOne Menu] A user defined object that can initiate an activity, process, or procedure.
task view	A group of tasks in Solution Explorer or EnterpriseOne Menu that are arranged in a tree structure.
termo de abertura	In Brazil, opening terms for the transaction journal.

termo de encerramento	In Brazil, closing terms for the transaction journal.
three-tier processing	The task of entering, reviewing, approving, and posting batches of transactions.
three-way voucher match	The process of comparing receipt information to supplier's invoices to create vouchers. In a three-way match, you use the receipt records, the purchase order, and the invoice to create vouchers.
threshold percentage	In Capital Asset Management, the percentage of a service interval that you define as the trigger for maintenance to be scheduled. For example, you might set up a service type to be scheduled every 100 hours with a threshold percentage of 90 percent. When the equipment accumulates 90 hours, the system schedules the maintenance.
throughput agreement	A service agreement in which a business partner agrees to store and manage product for another business partner for a specified time period. The second partner actually owns the stock that is stored in the first partner's depot, although the first partner monitors the stock level; suggests replenishments; and unloads, stores, and delivers product to the partner or its customers. The first partner charges a fee for storing and managing the product.
throughput reconciliation	Reconcile confirmed sales figures in a given period with the measured throughput, based on the meter readings. This process is designed to catch discrepancies that are due to transactions not being entered, theft, faulty meters, or some combination of these factors. This reconciliation is the first stage. See also operational reconciliation.
token	[In Object Management Workbench] A flag that is associated with each object which indicates whether you can check out the object.
tolerance range	The amount by which the taxes that you enter manually can vary from the tax that is calculated by the system.
TP monitor	Transaction Processing monitor. A monitor that controls data transfer between local and remote terminals and the applications that originated them. TP monitors also protect data integrity in the distributed environment and can include programs that validate data and format terminal screens.
tracing	The act of researching a lot by going backward, to discover its origin.
tracking	The act of researching a lot by going forward, to discover where it is used.
transaction set	An electronic business transaction (EDI Standard document) composed of segments.
transclude	To include the external data in the displayed content through a linking mechanism.
transfer order	An order that is used to ship inventory between branch/plants within your company and to maintain an accurate on-hand inventory amount. An interbranch transfer order creates a purchase order for the shipping location and a sales order for the receiving location.
translation adjustment account	An optional G/L account used in currency balance restatement to record the total adjustments at a company level.
translator software	The software that converts data from an application table format to an EDI Standard Format, and from EDI Standard Format to application table format. The

	data is exchanged in an EDI Standard, such as ANSI ASC X12, EDIFACT, UCS, or WINS.
tree structure	A type of graphical user interface that displays objects in a hierarchy.
trigger	Allows you to attach default processing to a data item in the data dictionary. When that data item is used on an application or report, the trigger is invoked by an event which is associated with the data item. EnterpriseOne also has three visual assist triggers: Calculator. Calendar. Search form.
two-way voucher match	The process of comparing purchase order detail lines to the suppliers' invoices to create vouchers. You do not record receipt information.
universal batch engine (UBE)	[In EnterpriseOne] A type of application that runs a noninteractive process.
unnormalized	Data that is a random collection of data elements with repeating record groups scattered throughout. Also see Normalized.
user overrides merge	The User Overrides merge adds new user override records into a customer's user override table.
user-defined code (UDC)	A value that a user has assigned as being a valid entry for a given or specific field.
utility	A small program that provides an addition to the capabilities which are provided by an operating system.
variable numerator allocations	A procedure that allocates or distributes expenses, budgets, adjustments, and so on, among business units, based on a variable.
variable quantity	A term that indicates the bill of material relationship between a parent item and its components or ingredients. When a bill of material component has a variable quantity relationship to its parent, the amount of the component changes when the software calculates parts list requirements for different work order quantities. Contrast with fixed quantity.
variance	1. In Product Costing and Manufacturing Accounting, the difference between the frozen standard cost, the current cost, the planned cost, and the actual cost. For example, the difference between the frozen standard cost and the current cost is an engineering variance. Frozen standard costs come from the Cost Components table, and the current costs are calculated by using the current bill of material, routing, and overhead rates. 2. In Capital Asset Management, the difference between revenue that is generated by a piece of equipment and costs that are incurred by the equipment.
versions list merge	The Versions List merge preserves any non-XJDE and non-ZJDE version specifications for objects that are valid in the new release as well as their processing options data.
VESR	Verfahren Einzahlungsschein mit Referenznummer. The processing of an ESR pay slip with reference line through accounts receivable and accounts payable.
visual assist	Forms that can be invoked from a control to assist the user in determining what

	data belongs in the control.
voucher logging	The process of entering vouchers without distributing amounts to specific G/L accounts. The system initially distributes the total amount of each voucher to a G/L suspense account, where it is held until you redistribute it to the correct G/L account.
wareki date format	In Japan, a calendar format, such as Showa or Heisei. When a new emperor begins to reign, the government chooses the title of the date format and the year starts over at one. For instance, January 1, 1998, is equal to Heisei 10, January 1st.
wash down	A minor cleanup between similar product runs. Sometimes used in reference to the sanitation process of a food plant.
wchar_t	An internal type of a wide character. Used for writing portable programs for international markets.
web server	A server that sends information as requested by a browser and uses the TCP/IP set of protocols.
work order life cycle	In Capital Asset Management, the sequence of events through which a work order must pass to accurately communicate the progress of the maintenance tasks that it represents.
workfile	A system-generated file that is used for temporary data processing.
workflow	According to the Workflow Management Coalition, workflow means “the automation of a business process, in whole or part, during which documents, information, or tasks are passed from one participant to another for action, according to a set of procedural rules.”
workgroup server	A network server usually containing subsets of data that are replicated from a master network server.
WorldSoftware architecture	The broad spectrum of application design and programming technology that PeopleSoft uses to achieve uniformity, consistency, and complete integration throughout its software.
write payment	A step in processing payments. Writing payments includes printing checks, drafts, and creating a bank tape table.
write-off	A method for getting rid of inconsequential differences between amounts. For example, you can apply a receipt to an invoice and write off the difference. You can write off both overpayments and underpayments.
Z file	For store and forward (network disconnected) user, EnterpriseOne store-and-forward applications perform edits on static data and other critical information that must be valid to process an order. After the initial edits are complete, EnterpriseOne stores the transactions in work tables on the workstation. These work table are called Z files. When a network connection is established, Z files are uploaded to the enterprise server; and the transactions are edited again by a master business function. The master business function then updates the records in your transaction files.
z-process	A process that converts inbound data from an external system into an EnterpriseOne software table or converts outbound data into an interface table for

	an external system to access.
zusammenfassende melding	In Germany, the term for the EU Sales Listing.

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