

Oracle Artificial Intelligence

Using AI Apps for Financials

March 2024



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Author: Oracle AI Apps Information Development

Contents

Get Help	i
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1 Overview	1
Welcome to Adaptive Intelligence for Financials	1
User Administration	1
Accessibility	1
Privacy and Cookies	2
Implementation Workflow	2
2 Features for Payables	3
Early Payment Discounts	3
Intelligent Account Combination Defaulting	4
3 Supplier Opportunities	7
Overview of Supplier Opportunities	7
Supplier Categories and Filter Criteria	8
Filter Suppliers	10
Compare Suppliers	10
4 Campaigns	11
Campaigns and Standing Offers	11
Create Campaigns	11
Add Suppliers into a Campaign	12
Working With Campaigns	13
Edit Campaigns	15
Selecting APR Values	15
Changing Campaigns	15
5 Standing Offers	17
Site Assignments	17

Enroll Suppliers for Standing Offers	17
Manage Enrollments	18
View Enrollments	18

6 Currency and APR Settings **21**

Set Conversion Currency	21
Set the APR Threshold for Recommendations	21

Get Help

Here's an introduction to some information sources that can help you use the application and this guide.

Get Support

You can get support at [My Oracle Support](#). For accessible support, visit [Oracle Accessibility Learning and Support](#).

Learn About Accessibility

For information about Oracle's commitment to accessibility, visit the [Oracle Accessibility Program](#).

Share Your Feedback

We welcome your feedback about Oracle Applications user assistance. If you need clarification, find an error, or just want to tell us what you found helpful, we'd like to hear from you.

You can email your feedback to oracle_aiapps_doc_feedback_grp@oracle.com.

Thanks for helping us improve our user assistance!

1 Overview

Welcome to Adaptive Intelligence for Financials

AI Apps for Financials delivers AI and machine-learning capabilities directly embedded in Oracle Financials Cloud applications. Read this guide to learn how to use AI Apps with Oracle Financials.

Note: AI Apps for ERP is supported on desktop devices with a minimum native screen resolution of 1280 x 1024. For detailed information on Oracle's browser support policy, see <https://www.oracle.com/system-requirements/>.

User Administration

The roles in Oracle Identity Cloud Service (IDCS) determine which tasks users can perform in the application. If you have the appropriate privileges, you can manage users in IDCS and assign them to specific roles.

See [Roles for AI Apps for ERP Users](#) for more information about AI roles and user administration in the application.

Accessibility

You can use assistive technology products, such as screen readers, while you work in the application. You can also use the keyboard instead of the mouse. The following table lists the supported accessibility features for AI Apps for ERP.

Feature	Description
Zoom	You can resize text up to two hundred percent without loss of content or functionality. This is a browser feature and is not available within the application.
Contrast	Large-scale text, and images of large-scale text have a contrast ratio of at least 3:1. Other text and images of text have a contrast ratio of at least 4.5:1.
Screen Reader	You can use screen readers. No special mode is required to enable it.
Timing Adjustable	If you experience problems being timed out of the application, your administrator can extend the session expiration period in the settings in Oracle Identity Cloud Service.

Privacy and Cookies

All personal information data is anonymized and secured in Oracle Cloud. AI Apps for ERP doesn't use any tracking technologies, such as cookies and device fingerprinting.

Implementation Workflow

Follow these high-level steps to get started with your AI Apps service, and click the links to get more detailed instructions where you need them.

Step 1: Create users and assign roles

Create the users and roles in Oracle Financials Cloud to enable communication and data exchange for AI Apps. Create the user to access the administrator tasks in Oracle AI Apps for ERP. See [Create Users and Assign Roles](#).

Step 2: Set up AI Apps

On the Connections page in AI Apps for ERP, make the connections for your integrations with your Oracle Cloud Financials service. If you use the early payment discounts feature, choose your preferred conversion currency settings and the APR range for discount offers. See [Set Up AI Apps](#) to start the setup process.

Step 3: Opt in for AI Apps for Financials features

In the Setup and Maintenance work area of Oracle Financials Cloud, enable the applicable features. See [Opt In for AI Apps Features](#).

Step 4: Configure the campaign email template

You can configure the email template for early payment discount offers according to your requirements, including the email layout, email title, sender name and address. If you don't use campaigns to offer discounts to suppliers, you can skip this step. See [Email Campaigns](#).

2 Features for Payables

Early Payment Discounts

Payments managers in Oracle Payables can use the APR recommendations to offer dynamic early payment discounts to their suppliers for single payments on an ad hoc basis. Through the integration with Oracle AI Apps for ERP, they can also use early payment discounts through campaigns and automated payment processing.



Supplier categories help you identify target suppliers for early payment discount programs and provide APR recommendations for an early payment discount offer. Payables discount managers in AI Apps for ERP can create campaigns that define offer terms and send early payment offers to these targeted suppliers.

As a payables discounts manager, you control and manage different discounts to offer to your suppliers in exchange for paying their invoices early. Here are the ways to offer early payment discounts to your suppliers:

- Through campaigns and automated processing of offer responses, for both standing offers and one-time offers
- Through standing offer enrollments
- Through dynamic offers (on an ad hoc basis) for single payments

Campaign Management

To send discount offers using campaigns, you need Supplier Portal, Sourcing, or Supplier Qualification. Identify suppliers that you intend to target for an early payment discount campaign by applying selection criteria on the Payment Discounts page in Oracle AI Apps for ERP. Use criteria filters to add multiple suppliers to an early payment discount campaign and define your offer terms. Use the campaign to send early payment offers to applicable suppliers. Responses to these early payment offers are automatically processed and applied in your payment process requests.

Standing Offers

When you enroll suppliers into standing offers, you're creating a set of criteria for recurring offers over an agreed time period. Standing offers use a combination of AI recommendations with manual overrides that you specify, such as APR and site assignment. Use the categories on the Payment Discounts page as a starting place to view and identify suitable suppliers and manage their enrollments manually or through an email offer from campaign management. In your payment process request, select the options to take early payment discounts based on standing offers.

Dynamic Offers

Oracle Financials Cloud uses AI models to calculate discount recommendations for single payments. When you create payments, you can accept or override the recommended APR for the selected transactions. The combination of the accepted discount rate and the number of days paid early determines the actual discount and payment amounts. Dynamic offers are helpful when managing an ad hoc early payment request.

Intelligent Account Combination Defaulting

As an accounts payable analyst, you can use the default values for account combinations that AI and machine-learning algorithms provide on the accounts payable invoice lines.



AI and machine-learning algorithms predict and automatically default segment values of the account code combination on no-PO accounts payable invoice lines. For these predictions, AI and machine-learning algorithms use historic data patterns and other influencing factors. Segment values are defaulted if they exceed the dynamically calculated confidence score threshold for each segment to maintain a high level of prediction accuracy. If the confidence score threshold isn't met, these segments remain blank and require manual input.

When a distribution combination segment value is defaulted and then edited to a different value, the AI and machine-learning algorithms use these corrections to improve the prediction accuracy.

Here are some benefits of using this feature:

- Reduced entry time and accelerate the process of making invoices ready for payment
- Reduced “think time”
- Focus on data accuracy rather than data entry

Note: It's best practice that at least 3 months of invoice history is available for satisfactory rendering of predictions by the AI models. Additional invoice history would further improve the prediction performance.

Activate the Feature

As a user with the Application Implementation Consultant role, here's how you can activate the Intelligent Account Combination Defaulting feature:

1. Create the Business Intelligence User for data ingestion. See [Create the Business Intelligence User and Role](#).
2. Connect AI Apps to Business Intelligence to enable data ingestion and model training. See [Connect AI Apps to Business Intelligence](#).
3. After the model is trained, download the evaluation report. See [Train Models for AI Apps Features and Download Evaluation Reports](#).
4. Opt in for the feature using the promotion code in the evaluation report. See [Opt In for Intelligent Account Combination Defaulting](#).

FAQs for Intelligent Account Combination Defaulting

When does the Intelligent Account Combination Defaulting feature predict values?

For the feature to predict segment values, you need to complete all the steps required to activate it. See Activate the Feature section in [Intelligent Account Combination Defaulting](#).

How do I know that the feature is predicting values?

The feature predicts values when you click or navigate to the distribution combination fields at the invoice line level. The prediction service has a time-out of 2 seconds. Usually, the segment values are defaulted in less than 2 seconds. After the default segment values are predicted, the distribution combination fields are highlighted for your review. If you don't see predictions within 2 seconds, you can continue entering values in the fields.

What's the prediction coverage and accuracy rate of the feature?

The number of times a segment defaults with predictions and the accuracy of the predictions depend on the invoice data and the segment. Some segments like Account and Cost Center are more difficult to predict and might have a lower prediction coverage and accuracy. On an average, you can expect 60% to 70% prediction coverage and 97% to 98% accuracy rate in the predictions.

How can I improve prediction coverage and accuracy?

The machine learning models make better predictions when the input data is consistent. The models use invoice header and line information such as the supplier name, supplier site, amounts, and descriptions to predict different segment values. Prediction accuracy is better with patterns of consistency. Using Oracle Intelligent Document Recognition, IDR, helps in better data consistency which helps in better prediction results.

What are the things I need to check in my invoices to increase the number of defaulted segments?

Check these in your invoices so that the feature can predict more defaulted segments:

- Enter all invoice information at the header and line level. You need not capture additional data but enter all the usual data attributes. Predictions done with fewer data attributes will impact the confidence of the prediction and fewer segments are defaulted.
- In your invoice, if the description and other fields are after the Distribution Combination field, it's best practice to reorder the invoice layout and move the description and other fields to appear before the Distribution Combination field. By default, the line description is displayed after the Distribution Combination field.

What data does the machine learning model use for providing predictions using Intelligent Account Combination Defaulting?

The Intelligent Account Combination Defaulting feature leverages multiple input attributes from the invoice header and invoice line level to develop an efficient algorithm. These attributes include Supplier, Supplier Site, Business Unit, Legal Entity, Amounts, Currency, Descriptions, Requester and Invoice Source, and Line Source.

The list of attributes that the model uses might change over time as the algorithm is enhanced. The algorithm decides which attributes are the most relevant to make a prediction for each segment and uses them. Consistency in data patterns helps the algorithm enhance faster and provide better predictions.

Does the Intelligent Account Combination Defaulting feature support the Invoice Coding Workflow?

Intelligent Account Combination Defaulting currently doesn't support the Invoice Coding Workflow. These code combinations are entered at the invoice distribution level and the predictions are only made at the invoice line level.

If the invoices are routed for coding which uses the invoice approval workflow, the coding is performed at the invoice line level and the feature predicts segment values.

Can I change the values predicted and defaulted by the feature?

Yes, you can change the values defaulted by the feature. If you delete the predicted value and enter a different value, the feature doesn't overwrite it. Instead, the model uses it as an input to enhance the algorithm.

If you want the feature to provide predictions after you overwrite the defaulted values, delete all the segment values, click anywhere else on the screen, and then navigate back to the distribution combination field.

I corrected the code combination that was predicted and defaulted by the feature after a few weeks. Will the model take the new values as an input?

Yes, the machine learning model algorithm takes the corrected values as an input and is trained on the latest valid data recorded in Payables.

What are the best practices to test the Intelligent Account Combination Defaulting feature?

In a test environment, we recommend that you validate the feature on data that's similar to production data since the algorithms are trained on data that's copied from production. In the test environment, the algorithms don't continue to be trained on new data that's entered after the P2T Refresh date and hence the accuracy or coverage won't change significantly based on the new transactions that you entered.

When you implement the feature in a test environment, the best way is to use test invoices that use the same invoice attributes as production invoices. It's best practice to not use test data such as 1 USD invoice value and a description value such as Test.

If the Chart of Accounts definitions change, how long does the model take to learn the new definitions and predict values?

If you change a default segment value, the algorithm recognizes and starts to modify the model, but it needs more examples to predict default values based on the changed definitions. The algorithm defaults a value when the confidence score of the prediction crosses the threshold value for that segment. Each change you make to a defaulted value modifies the confidence score of the model. After the model receives enough examples and the confidence score crosses the threshold value, the new value will be defaulted.

The time that the model needs to learn the new pattern depends on the number of invoices and the consistency of data. High volumes of invoices with consistent data can result in accurate predictions within days.

Why can't I access the My Enterprise section in Oracle Financials Cloud?

To activate the feature, you need to have the Implementation Consultant role assigned to you with these privileges:

- ASM_REVIEW_APPLICATIONS_OFFERINGS_PRIV
- ASM_CONFIGURE_OFFERING_PRIV

After you add these privileges to the Implementation Consultant role, you can access the My Enterprise section and complete the activation of the feature.

3 Supplier Opportunities

Overview of Supplier Opportunities

Learn about your suppliers by viewing all the data collected about them, including past history of payments, pending invoices, and potential discounts offered.



Use this data to refine supplier selection for early payment programs and supplier negotiation. You can also view performance and predict how potential discounts affect your overall business.

On the Suppliers tab of the Payment Discounts page, you can view these overall values for all suppliers in the business units you select:

- The current balance of all unpaid invoices
- The potential savings based on recommended discounts
- The total payments disbursed to all suppliers
- The total savings based on accepted early payment discounts to date

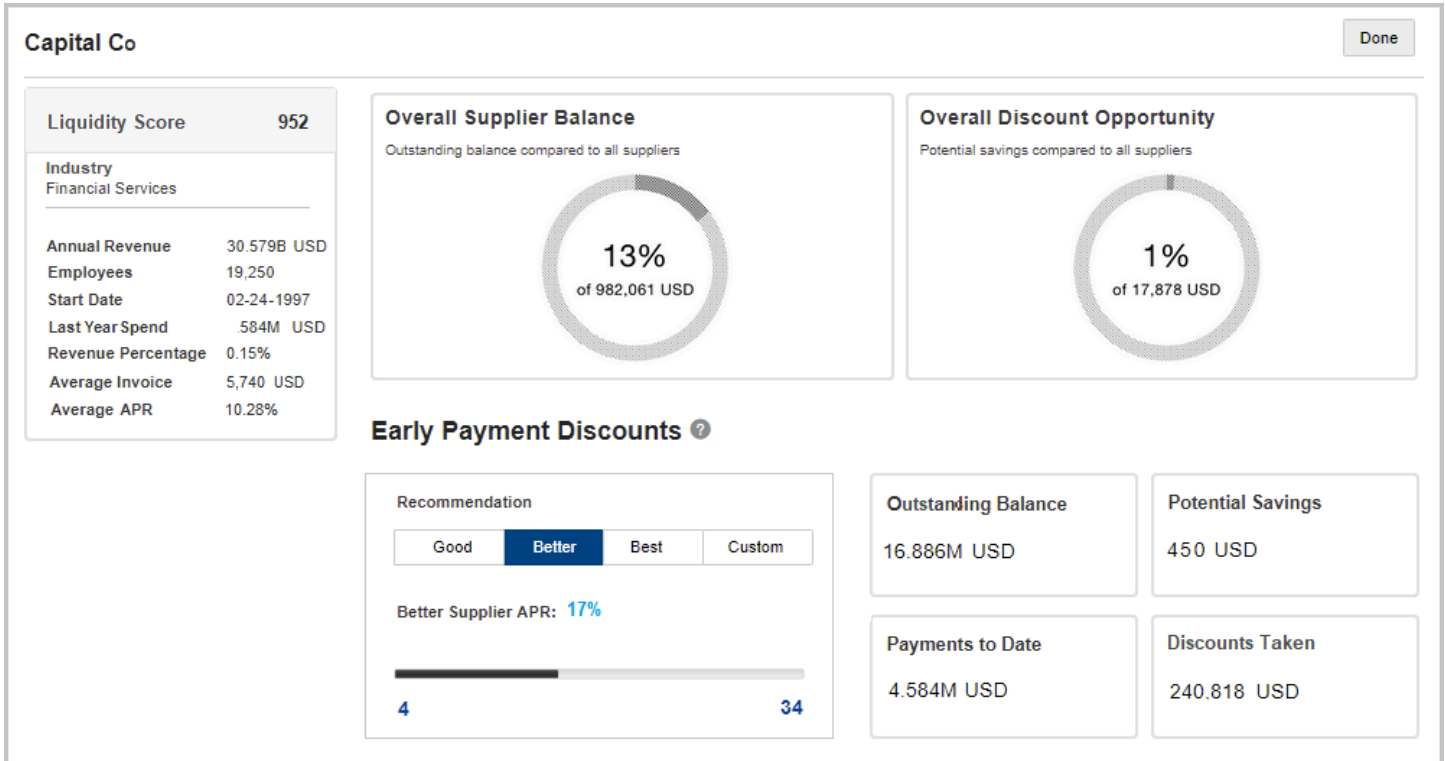
The screenshot displays the 'Payment Discounts' interface. At the top, there are tabs for 'Suppliers' and 'Campaigns'. Below this is a 'Business Unit' dropdown menu and a 'Refresh' button. The main area is divided into two sections: 'Opportunity' and 'History'. The 'Opportunity' section shows 'Outstanding Balance' at 10T USD and 'Potential Savings' at 141M USD. The 'History' section shows 'Payments to Date' at 7M USD and 'Discounts Taken' at 0. Below these are 'Suppliers' filters, including 'Categories' (In Campaign: 69, Not In Campaign: 6,457, Limited Working Capital: 0, Greatest Spend: 6,526, Most Dependent: 0) and 'Criteria' (Total Spend (USD), Number of Invoices, Vendor Type, Industry Code, Dependency). At the bottom, there is a search bar for 'Supplier Name', a 'Display Order Balance' dropdown, and a refresh icon.

You can view suppliers that match the categories you select, and filter the results by selecting more criteria. The available ranges may change dynamically based on the business unit and category.

On the details page for a single supplier, you can do these tasks:

- Compare the supplier balance with the balance of all suppliers

- View the impact of potential discounts compared to discounts already achieved
- Assess the supplier balance and discount opportunity
- Compare the supplier's available discounts with those of all suppliers
- Create and manage early payment offers



Supplier Categories and Filter Criteria

When you view all suppliers, you can filter them by category to focus on a subset of suppliers. This table describes the categories you can use to narrow results based on specific criteria.

Category	Description
In Campaign	One or more supplier site assignments is in an active campaign

Category	Description
Not In Campaign	No supplier site assignments are in an active campaign
Limited Working Capital	Suppliers with a quick ratio below 2:1
Greatest Spend	Top ten percent of suppliers with the highest aggregated monetary value of invoices
Most Dependent	Suppliers that have a high dependency on your business, based on your annual spend with them compared to their total annual revenue
Newly Added	Suppliers added within the past year
High Volume	Top ten percent of suppliers with the greatest number of current and past invoices

You can use additional criteria to filter the results. This table describes the criteria and where their data values come from. Not all criteria apply to all categories.

Criteria	Description	Source
Total Spend	Total value of current and past paid invoices within the last 3 years	Aggregation of payables data
Number of Invoices	Range of the total number of invoices	Aggregation of payables data
Vendor Type	Specific vendor category, such as supplier, tax authority, and federal vendor	The supplier record in Oracle Financials Cloud
Industry Code	Specific code if available that represents the primary industry for suppliers	Oracle DataFox
Dependency	Your annual spend with the supplier divided by their annual revenue. A higher number means that the supplier is more dependent on your business.	Aggregation of payables data and Oracle DataFox data
Annual Revenue (USD)	Range of publicly reported revenue for the most recent fiscal year	Oracle DataFox
Number of Employees	Range of the total employees to indicate the size of the supplier's organization	Oracle DataFox
Year Founded	Specific calendar year that the supplier's organization was established. This value is useful to gauge whether a supplier is new to the market.	The supplier record in Oracle Financials Cloud
Payment Terms	Time period of number of days until the payment is due.	The supplier record in Oracle Financials Cloud
Payment Method	Type of payment instrument used to pay supplier invoices.	The supplier record in Oracle Financials Cloud
Payment Currency	Default payment currency used to pay supplier invoices.	The supplier record in Oracle Financials Cloud

Filter Suppliers

Filter suppliers by selecting a category, such as Newly Added. Refine results further by selecting other criteria.

To filter suppliers:

1. On the Payment Discounts page, select a category.
2. Select other filter criteria values.

The selections you see depend on the data stored for each supplier. If you don't see any criteria for the category you selected, that means there's no data for suppliers in that category.

To clear a single filter value, select **All** from the top of its list.

To clear all filters including categories, click the **Clear Filters** button.

Note: If you refresh the page after selecting criteria for your filters, only the categories will remain selected. You will need to select the criteria again.

Compare Suppliers

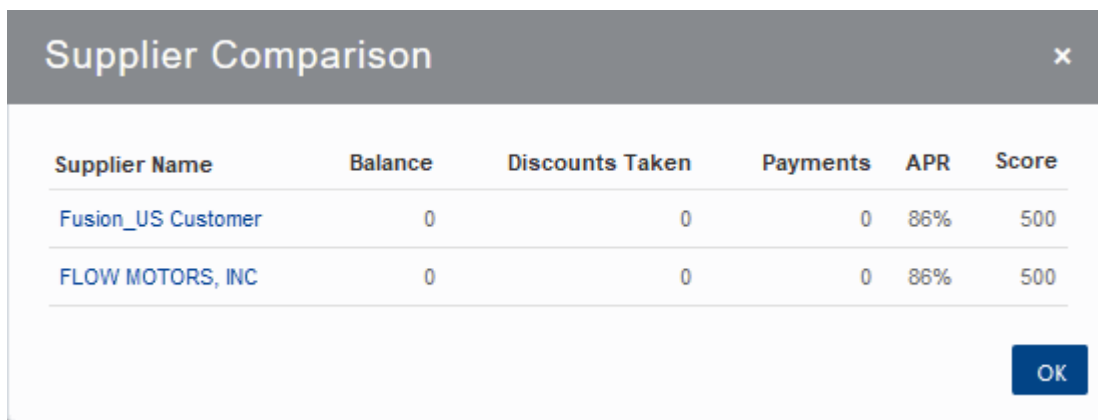
You can learn more about suppliers by comparing these values: outstanding balance, discounts taken from early payment offers, total payments disbursed, recommended APR, and liquidity score.

1. On the Payment Discounts page, select a category and optional filters to narrow the results to the suppliers you want to compare.

The results show all suppliers matching your criteria displayed in the grid view.

2. Click the **List** icon to change the display of suppliers and expose the Compare button.
3. In the Select column, select the suppliers you want to compare.
4. Click **Compare**.

Here's an example of the Supplier Comparison dialog box where you can compare outstanding balance, discount and payment amounts, APR, and liquidity score.



Supplier Name	Balance	Discounts Taken	Payments	APR	Score
Fusion_US Customer	0	0	0	86%	500
FLOW MOTORS, INC	0	0	0	86%	500

4 Campaigns

Campaigns and Standing Offers

A standing offer is a way of extending ongoing early payment discounts to your suppliers through enrollments and campaigns.



Watch video

You can apply discounts in a payment process request for all applicable invoices that are ready for payment before their due date. The amount of discount offered is dynamically adjusted over time based on the APR and the number of days paid early.

Each standing offer must be associated with a campaign before you can add enrollment details, such as supplier site, APR, and effective date range. Use campaigns to group standing offers in a way that suits how you work with your suppliers.

This table shows a few different ways to use campaigns.

Functional Grouping	Scenario
Geography	Australia's interest rate is higher than your suppliers' other countries. To account for that difference, you use a campaign that has a built-in increase for the standing offer.
Supply chain vs. indirect spend	A critical supply chain supplier might benefit from preferential terms. Therefore, you use a campaign that can help them cash in early and potentially reduce lead time.
Small or local business	To show support for local small businesses, you use a campaign to offer special rates.

Create Campaigns

You can create campaigns to send early payment offers to applicable suppliers. When creating a campaign, you can define the target APR to use as a guideline along with the campaign start and end dates.

1. On the Payment Discounts page, click the Campaigns tab.
2. Click **Create Campaign**.
3. Enter a name for the campaign.
4. Enter a target APR for the campaign.
5. Select the start date and end date for the campaign.

Tip: For an open-ended campaign, leave the end date blank.

6. Click **Create**.

After you create a campaign, you can add multiple suppliers to a campaign using the Add to Campaign button when viewing a list of suppliers on the Suppliers tab.

Add Suppliers into a Campaign

You can select multiple suppliers to target for an early payment discount campaign by applying selection criteria, and then defining your offer terms. A campaign must exist before you can add suppliers.

1. On the Payment Discounts page, click the Suppliers tab.
- 2.

Click the List View icon  .

This lets you select multiple suppliers to add together in a single action.

3. To filter the resulting list of suppliers:

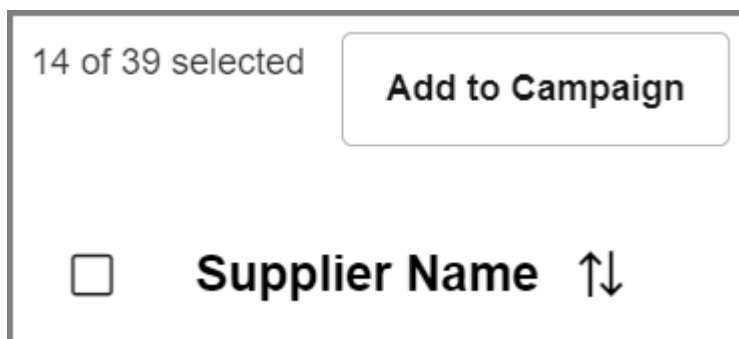
- o Select one of the categories.

For example, you might want to find suppliers not already in a campaign or suppliers that were newly added.

- o Use the criteria filters to refine your results.
- o To clear a single filter value, select **All** from the top of its list.
- o To clear all filters including categories, click the **Clear Filters** button.

Note: If you refresh the page after selecting criteria for your filters, only the categories will remain selected. You'll need to select the criteria again.

4. Select the check box of each supplier that you want to add to the campaign.



Use the pagination arrows to browse to select more suppliers. The selected count updates as your selections change.

5. Click **Add to Campaign**.

6. In the dialog box, select the campaign that you want to use, then click **Add to Campaign**.

It might take a moment before the application completes this action.

- o If there are no issues, you'll see an acknowledgment message summarizing your action. Click **Go to campaign**, or just click the Campaigns tab.
- o If there are any overlapping date ranges, you can view details to see which supplier site assignment were skipped and not added to the campaign. After you're finished viewing, close in the details dialog box and then click the Campaigns tab.

You can view the campaign on the Campaigns tab.

Working With Campaigns

You can create as many campaigns as you want and use them across multiple business units and work with them as need on the Campaigns tab of the Payment Discounts page. From there, you can use any of these features:

- Search for a campaign by name
- Filter campaigns by current, past, future or all statuses
- Create a campaign
- Sort campaigns by attribute, such as name, APR, number of discounts taken, number of suppliers, number of enrolled suppliers, and last date offers were sent

Payment Discounts [?]

Suppliers Campaigns

2 Campaigns

Search Campaign Name

Status: Current

Create Campaign

Campaign Name	APR	Discounts Taken	Total Suppliers	Enrolled Suppliers	Status	Last Offer Sent	Actions
CAMPAIGN_1	22%	0	1	0	Current	8/16/2022	
CAMPAIGN_A2	40%	0	13	0	Current		

Page 1 of 1 (1-2 of 2 items) | < 1 >

Other things you can do:

- Send emails to suppliers notifying them of early payment discount offers and other options.

All suppliers with eligible invoices will receive emails. Responses to these early payment offers are automatically processed and applied in payment process requests.

Note: The application prevents you from sending too many offers. You can only send offers once a day per campaign.

- Click a campaign to view details about its activity, such as which suppliers have taken discounts, enrolled, or unsubscribed.
- Click a campaign to update values like recipients and end dates.

Edit Campaigns

After you create a campaign and add suppliers to it, you can make changes to the campaign default values or update related supplier site assignments.

1. On the Campaigns tab, click the campaign name you want to edit.
2. To change the APR or end date for a campaign, click the **Edit** icon and save your changes.

Changes will affect the default values for new supplier assignments that are assigned to this campaign.

3. To update the APR for multiple suppliers:
 - a. Select the suppliers to update, and then click **Edit APR**.
 - b. Select the new APR value, and then click **Apply**.
4. To update the end date for multiple suppliers:
 - a. Select the suppliers to update, and then click **Edit End Date**.
 - b. Select the new end date and then click **Apply**.

Only future end dates will be updated.

5. To update the email recipient for a single supplier:
 - a. Select the supplier to update, and then click **Edit Recipient**.
 - b. Select the new recipient from the list and then click **Apply**.
6. To edit just one supplier, click the Edit icon on its row.

Selecting APR Values

The allowable APR range that limits what you can select when creating campaigns and enrolling suppliers is controlled by payables discounts administrators. This limitation ensures that the APR is within the parameters of the program.

Here's an example of why this is a good thing. Say that your company arranges financing to cover the additional funding requirements for the accelerated payments. The APR on the loan is 6%, so the administrator sets the minimum APR as 10%. This prevents you from offering any discounts that aren't lucrative for your company.

Changing Campaigns

You can't change campaigns for any existing standing offers. But you can end-date all active enrollments and then create enrollments using the campaign you want.

5 Standing Offers

Site Assignments

Before you enroll suppliers in standing offers, it's good to understand what site assignments do. When setting up a new supplier record, a supplier manager assigns the supplier site to an existing business unit.

The site assignment controls which business unit can transact with which supplier site. But in standing offers, the site assignment is what gives you the freedom to enroll a supplier site for one business unit and not another. For example, you might want a different APR rate for standing offers based on geography.

On the details page for a supplier, you can view all the site assignments for that supplier related to one or more business units. Site assignments display in alphabetical order. This table describes more information about them.

Component	Description
Site assignment name	Name or code for the site assignment
Business unit	Name of the business unit that the site is assigned to
Enrollment status	Label indicating whether the supplier has ever been enrolled using this site assignment. Values are Past, Future, Current, and None.
Number of invoices	Total number of invoices processed for this site assignment
Site balance	Total outstanding balance pending for the supplier relative to this site assignment
Payments to date	Total amount of payments disbursed to the supplier relative to this site assignment

Enroll Suppliers for Standing Offers

A standing offer defines the APR and effective date range for dynamic early payment discounts. Each standing offer is applied to one or more supplier site assignments. You create standing offers by enrolling a supplier.

1. On the Suppliers tab of the Payment Discounts page, search for or filter for the supplier you want to enroll.
2. Click the supplier name in the results.
3. Compare potential savings using the Good, Better, and Best APR recommendations.

Tip: The APR recommendations are for comparison only. They can help you understand potential savings through any discounts offered so you can be sure you want to enroll the supplier.

4. Click **Create** in the Early Payment Offers area.

Note: If the **Create** button is disabled, that means no campaigns exist. Create a campaign before you can create an enrollment.

5. Select the campaign to use for all enrollments for this supplier, then click **Next**.

6. Select the site assignments you want to include.

All site assignments are selected by default, so you might want to clear all and then select only the site assignments you want.

7. To change the APR from the recommended value, select the value to apply to the selected site assignments.
8. To change the effective date range, select the date range you want to apply to the selected site assignments.
9. Examine all the start and end dates and make any necessary adjustments so that there are no overlaps in date ranges.

Tip: Expand the Supplier Site Assignments with Enrollments section to see site assignments that are hidden from view to help prevent duplicate enrollments.

10. Click **Next**.

If there are errors, you may need to go back to resolve any overlapping dates, and click **Next** again.

11. Review your selections, and then click **Submit**.

Manage Enrollments

You can update existing standing offer enrollments to extend the end dates of site assignments or end the site assignments you select. To stop offering early payment discounts to a supplier, you must end-date enrollments for each business unit where there are active site assignments.

1. On the Payment Discounts page, search for or filter for the supplier, and then click the supplier name in the results.
2. In the Early Payment Offers area, click **Manage**.
3. Make the changes you want to individual rows.
4. To mass update the end date, select the site assignments to update, and then click **Edit End Date**. Enter the new date and then click **Apply**.
5. Examine all the start and end dates and make any necessary adjustments so that there are no overlaps in date ranges.
6. Click **Next**.
7. If there are errors, click **Back** to go back and adjust any overlapping dates, and then click **Next**.
You might need to repeat this step until there are no errors.
8. Review your selections, then click **Submit**.

View Enrollments

You can view details about all offers for a specific supplier site assignment. These enrollment details also provide an audit trail, for example, to investigate why some invoices were discounted.

You can view these enrollment details:

- Campaign name
- APR value
- Start date

- End date
- Offer type, such as standing offer or one-time offer
- Recipient
- Status, such as current, past, and future
- Creation date

To view a supplier's standing offer enrollment details:

1. On the Payment Discounts page, select the business unit for the enrollments you want to view.
2. Search for or filter for the supplier, and then click the supplier name in the results.
3. In the Site Assignments section, search for the site assignment for the enrollments you want to view.
4. Click **View Offers**.
5. After you finish viewing the details, click **Back** to return to the supplier detail page.

6 Currency and APR Settings

Set Conversion Currency

The application uses the reporting currency to display monetary values in a single currency. Values in a different currency than the reporting currency are converted using the conversion rate type, such as Corporate.

This conversion is for display purposes only. No accounting values are changed or saved based on these settings, but they're required for viewing purposes.

The conversion currency and preferred conversion rate type are specified on the Settings page by payables administrators.

Set the APR Threshold for Recommendations

The AI model uses the APR range that you specify on the Settings page when calculating early payment discounts offered to enrolled suppliers.

The range setting also controls the APR range on a supplier page that helps users analyze supplier discount opportunities.

Tip: As an Oracle Financials Cloud user, the APR that's recommended using AI should reflect the business goals of your buying organization. These goals can include your expected return rate on working capital as a floor and can provide control over a ceiling rate to constrain recommendations. The Discounts Threshold Percentage range should reflect your organization's minimum expected return and maximum discount allowed. These minimum and maximum values establish your business goals through the AI models for APR recommendations. By default, the range is set as 0% to 100%. It should be a priority to establish a range that's appropriate for your organization. A typical industry benchmark for APR ranges would be a minimum of 8% and a maximum of 50%. This range would deliver discount ranges from .2% to 12.5% based on days paid early.

The minimum and maximum values for the APR range are specified on the Settings page by payables administrators.

