

Oracle® Enterprise Install Base

User Guide

Release 11*i*

Part No. B12031-01

December 2003

Oracle Enterprise Install Base User Guide, Release 11i

Part No. B12031-01

Copyright © 2001, 2003, Oracle. All rights reserved.

The Programs (which include both the software and documentation) contain proprietary information; they are provided under a license agreement containing restrictions on use and disclosure and are also protected by copyright, patent, and other intellectual and industrial property laws. Reverse engineering, disassembly, or decompilation of the Programs, except to the extent required to obtain interoperability with other independently created software or as specified by law, is prohibited.

The information contained in this document is subject to change without notice. If you find any problems in the documentation, please report them to us in writing. This document is not warranted to be error-free. Except as may be expressly permitted in your license agreement for these Programs, no part of these Programs may be reproduced or transmitted in any form or by any means, electronic or mechanical, for any purpose.

If the Programs are delivered to the United States Government or anyone licensing or using the Programs on behalf of the United States Government, the following notice is applicable:

U.S. GOVERNMENT RIGHTS Programs, software, databases, and related documentation and technical data delivered to U.S. Government customers are "commercial computer software" or "commercial technical data" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, use, duplication, disclosure, modification, and adaptation of the Programs, including documentation and technical data, shall be subject to the licensing restrictions set forth in the applicable Oracle license agreement, and, to the extent applicable, the additional rights set forth in FAR 52.227-19, Commercial Computer Software--Restricted Rights (June 1987). Oracle Corporation, 500 Oracle Parkway, Redwood City, CA 94065.

The Programs are not intended for use in any nuclear, aviation, mass transit, medical, or other inherently dangerous applications. It shall be the licensee's responsibility to take all appropriate fail-safe, backup, redundancy and other measures to ensure the safe use of such applications if the Programs are used for such purposes, and we disclaim liability for any damages caused by such use of the Programs.

The Programs may provide links to Web sites and access to content, products, and services from third parties. Oracle is not responsible for the availability of, or any content provided on, third-party Web sites. You bear all risks associated with the use of such content. If you choose to purchase any products or services from a third party, the relationship is directly between you and the third party. Oracle is not responsible for: (a) the quality of third-party products or services; or (b) fulfilling any of the terms of the agreement with the third party, including delivery of products or services and warranty obligations related to purchased products or services. Oracle is not responsible for any loss or damage of any sort that you may incur from dealing with any third party.

Oracle is a registered trademark of Oracle Corporation and/or its affiliates. Other names may be trademarks of their respective owners.

Contents

| | |
|---|-----|
| Send Us Your Comments | vii |
| Preface | ix |
| 1 Understanding Oracle Enterprise Install Base | |
| 1.1 Overview of Oracle Enterprise Install Base..... | 1-1 |
| 1.1.1 Summary of Oracle Processes that Track Internal Products and Assets | 1-1 |
| 1.1.2 Oracle Install Base Integration | 1-2 |
| 1.2 Inventory Item and Asset Tracking | 1-3 |
| 1.2.1 Functions Supported by Oracle Enterprise Install Base | 1-3 |
| 1.2.2 Usage Codes..... | 1-4 |
| 1.3 Item Parameters in Oracle Inventory | 1-4 |
| 1.3.1 Normal versus Depreciable Inventory Items..... | 1-5 |
| 1.3.2 Asset Processing for Normal and Depreciable Inventory Items..... | 1-5 |
| 1.4 The Messaging Architecture | 1-6 |
| 2 Understanding Inventory Integration | |
| 2.1 Item Instance and Transaction Records | 2-1 |
| 2.1.1 Transaction Types in Oracle Inventory..... | 2-1 |
| 2.1.2 Item Instance Creation and Update..... | 2-3 |
| 2.1.3 Item Instance Processing in Oracle Inventory Transactions..... | 2-3 |
| 2.2 Purchase Order Receipt into Inventory | 2-4 |
| 2.3 Receiving Items into Asset Subinventories | 2-4 |
| 2.4 Move Orders | 2-5 |

| | | |
|-------|---|------|
| 2.4.1 | Parts of a Move Order | 2-6 |
| 2.4.2 | Move Order Approval Governed by Time-Out and Item Planner | 2-6 |
| 2.4.3 | Creating a Move Order | 2-6 |
| 2.4.4 | Transacting a Move Order | 2-8 |
| 2.5 | Miscellaneous Transactions | 2-9 |
| 2.5.1 | Miscellaneous Receipts..... | 2-9 |
| 2.5.2 | Miscellaneous Receipts from Projects | 2-10 |
| 2.5.3 | Miscellaneous Issues..... | 2-11 |
| 2.5.4 | Miscellaneous Issues to Projects..... | 2-12 |
| 2.6 | Subinventory Transfers | 2-12 |
| 2.6.1 | Items with a Serial Number | 2-13 |
| 2.6.2 | Items without a Serial Number | 2-13 |
| 2.7 | Inter-Organization Transfers | 2-13 |
| 2.7.1 | Direct versus In-Transit Transactions | 2-13 |
| 2.7.2 | Inter-Organization Transfers Tied to Oracle Inventory..... | 2-14 |
| 2.7.3 | Initial Step to Processing Inter-organization Transfers | 2-14 |
| 2.7.4 | Inter-Organization Transfers of Items with Serial Numbers..... | 2-14 |
| 2.7.5 | Inter-Organization Transfers of Items without Serial Numbers..... | 2-15 |
| 2.7.6 | To and From Subinventory Type Must Be Compatible..... | 2-15 |
| 2.8 | Physical Cycle Counts..... | 2-15 |

3 Understanding Workforce Management

| | | |
|-------|--|-----|
| 3.1 | Workforce Management..... | 3-1 |
| 3.1.1 | Workforce Management Transactions | 3-2 |
| 3.1.2 | Partial Installation and In-Service Conditions | 3-4 |
| 3.1.3 | Selecting the Location for the Item Instance..... | 3-4 |
| 3.1.4 | Setting Item Instance Usage Code to Installed..... | 3-5 |
| 3.1.5 | Setting Item Instance Usage Code to In-Service | 3-6 |
| 3.1.6 | Setting Item Instance Usage Code to Uninstalled | 3-7 |
| 3.1.7 | Setting Item Instance Usage Code to Out-of-Service | 3-7 |
| 3.1.8 | Moving the Item | 3-8 |
| 3.1.9 | Resetting Item Instance Usage Code to In-Service..... | 3-9 |

4 Understanding Projects Integration

| | | |
|-----|--|-----|
| 4.1 | Purchase Order Receipt into Project..... | 4-1 |
|-----|--|-----|

| | | |
|-------|---|-----|
| 4.1.1 | Receiving Items Directly into an Oracle Project | 4-2 |
| 4.2 | Transaction Sources for Project Import..... | 4-4 |
| 4.3 | Expenditure Inquiry..... | 4-4 |
| 4.4 | Asset Creation..... | 4-5 |
| 4.4.1 | PRC: Generate Asset Lines for a Single Project | 4-5 |
| 4.4.2 | PRC: Interface Assets to Oracle Asset..... | 4-6 |

5 Understanding the Fixed Asset Architecture

| | | |
|-------|---|------|
| 5.1 | Asset Processing in Oracle Enterprise Install Base..... | 5-1 |
| 5.2 | Asset-Related Processes in Oracle Enterprise Install Base..... | 5-2 |
| 5.2.1 | Depreciable Items - Asset Creation Program..... | 5-2 |
| 5.2.2 | EIB: Create Assets for Normal Items Request Set | 5-4 |
| 5.2.3 | Interface Move Transaction to Fixed Assets - Report Program..... | 5-5 |
| 5.3 | Asset Impact of a Miscellaneous Issue | 5-7 |
| 5.4 | Asset Impact of Subinventory Transfers..... | 5-7 |
| 5.5 | Asset Impact of Inter-Organizational Transfers/Item Moves..... | 5-8 |
| 5.6 | Asset Impact of Physical Inventory and Cycle Count Adjustments..... | 5-9 |
| 5.7 | Case Study | 5-9 |
| 5.7.1 | Case Study Item Transaction Details | 5-9 |
| 5.7.2 | Asset Processing Options..... | 5-11 |
| 5.7.3 | Case Study Asset Processing..... | 5-11 |
| 5.8 | Understanding the CLEI | 5-12 |
| 5.9 | Overview of Retirements | 5-12 |

6 Using Oracle Enterprise Install Base

| | | |
|-------|--|-----|
| 6.1 | Performing an Inquiry in Oracle Install Base..... | 6-1 |
| 6.2 | Understanding an Oracle Install Base Inquiry..... | 6-2 |
| 6.3 | Viewing Inventory Details | 6-2 |
| 6.4 | Viewing Assets | 6-3 |
| 6.5 | Submitting a Request..... | 6-4 |
| 6.5.1 | Viewing Request Results..... | 6-4 |
| 6.6 | Requesting an Assumed Loss Rate Report..... | 6-4 |
| 6.7 | Requesting a Bill of Lading Report..... | 6-5 |
| 6.8 | Invoice Price Variance | 6-7 |
| 6.8.1 | PRC: Interface Payables Invoice Cost Adjustments to Assets Report..... | 6-8 |

| | | |
|-------|--|------|
| 6.8.2 | PRC: Interface Payables Invoice Cost Adjustments to Projects Report..... | 6-9 |
| 6.9 | Finding Personal Profile Values | 6-10 |

Send Us Your Comments

Oracle Enterprise Install Base User Guide, Release 11i

Part No. B12031-01

Oracle welcomes your comments and suggestions on the quality and usefulness of this document. Your input is an important part of the information used for revision.

- Did you find any errors?
- Is the information clearly presented?
- Do you need more information? If so, where?
- Are the examples correct? Do you need more examples?
- What features did you like most?

If you find any errors or have any other suggestions for improvement, please indicate the document title and part number, and the chapter, section, and page number (if available). You can send comments to us in the following ways:

- Electronic mail: appsdoc_us@oracle.com
- FAX: (650) 506-7200 Attn: Oracle Applications Documentation Manager
- Postal service:
Oracle Corporation
Oracle Applications Documentation Manager
500 Oracle Parkway
Redwood Shores, CA 94065
USA

If you would like a reply, please give your name, address, telephone number, and (optionally) electronic mail address.

If you have problems with the software, please contact your local Oracle Support Services.

Preface

Welcome to the Oracle Enterprise Install Base User Guide, Release 11*i*.

This guide assumes you have a working knowledge of the following:

- The principles and customary practices of your business area.
- The Oracle Applications graphical user interface.

To learn more about the Oracle Applications graphical user interface, read the *Oracle Applications User's Guide*.

See Other Information Sources for more information about Oracle Applications product information.

How To Use This Guide

This document contains the information you need to understand and use Oracle Enterprise Install Base.

- Chapter 1, "Understanding Oracle Enterprise Install Base," provides overviews of the application and its components, explanations of key concepts, features, and functions, as well as the application's relationships to other Oracle or third-party applications.
- Chapter 2, "Understanding Inventory Integration," provides an overview of the transactions and the processes in Oracle Inventory that are associated with Oracle Enterprise Install Base.
- Chapter 3, "Understanding Projects Integration," provides an overview of the transactions and the processes in Oracle Projects that are associated with Oracle Enterprise Install Base.
- Chapter 4, "Understanding Workforce Management," describes how Workforce Management is integrated with Oracle Enterprise Install Base, and how you can use Workforce Management to track your products and assets.
- Chapter 5, "Understanding the Fixed Asset Architecture," provides of the transactions and the processes in Oracle Assets that are associated with Oracle Enterprise Install Base.
- Chapter 6, "Using Oracle Enterprise Install Base," provides process-oriented, task based procedures for using the Oracle Enterprise Install Base to perform essential business tasks.

Documentation Accessibility

Our goal is to make Oracle products, services, and supporting documentation accessible, with good usability, to the disabled community. To that end, our documentation includes features that make information available to users of assistive technology. This documentation is available in HTML format, and contains markup to facilitate access by the disabled community. Standards will continue to evolve over time, and Oracle is actively engaged with other market-leading technology vendors to address technical obstacles so that our documentation can be accessible to all of our customers. For additional information, visit the Oracle Accessibility Program Web site at <http://www.oracle.com/accessibility/>

Accessibility of Code Examples in Documentation

JAWS, a Windows screen reader, may not always correctly read the code examples in this document. The conventions for writing code require that closing braces should appear on an otherwise empty line; however, JAWS may not always read a line of text that consists solely of a bracket or brace.

Accessibility of Links to External Web Sites in Documentation

This documentation may contain links to Web sites of other companies or organizations that Oracle does not own or control. Oracle neither evaluates nor makes any representations regarding the accessibility of these Web sites.

Other Information Sources

You can choose from many sources of information, including documentation, training, and support services, to increase your knowledge and understanding of Oracle Enterprise Install Base.

If this guide refers you to other Oracle Applications documentation, use only the Release 11*i* versions of those guides.

Online Documentation

All Oracle Applications documentation is available online (HTML or PDF).

- **PDF Documentation** - See the Documentation CD provided with each release for current PDF documentation for your product. This Documentation CD is also available on Oracle*MetaLink* and is updated frequently.
- **Online Help** - iReceivables is part of the suite of Oracle Self-Service applications, which has an intuitive interface designed to guide users without end user documentation. Oracle iReceivables does not have an end user guide, or separate online HTML help.
- **11i Release Content Document** - Refer to the Release Content Document for new features listed release. The Release Content Document is available on Oracle*MetaLink*.
- **About document** - Refer to the About document for patches that you have installed to learn about new documentation or documentation patches that you can download. The new About document is available on Oracle*MetaLink*.

Related Guides

Oracle Enterprise Install Base shares business and setup information with other Oracle Applications products. Therefore, you may want to refer to other guides when you set up and use Oracle Enterprise Install Base.

You can read the guides online by choosing Library from the expandable menu on your HTML help window, by reading from the Oracle Applications Document Library CD included in your media pack, or by using a Web browser with a URL that your system administrator provides.

If you require printed guides, you can purchase them from the Oracle Store at <http://oraclestore.oracle.com>.

Guides Related to All Products

Oracle Applications User's Guide

This guide explains how to enter data, query, run reports, and navigate using the graphical user interface (GUI). This guide also includes information on setting user profiles, as well as running and reviewing reports and concurrent processes.

You can access this user's guide online by choosing "Getting Started with Oracle Applications" from any Oracle Applications help file.

Guides Related to This Product

Oracle Enterprise Install Base Implementation Guide

This guide provides information required for implementing and setting up Installation and System Administration.

Oracle Inventory User's Guide

This guide provides overviews of the Oracle Inventory application and its components, explanations of key concepts and features.

Oracle Projects User's Guide

This guide provides overviews of the Oracle Projects application and its components, explanations of key concepts and features.

Oracle Assets User's Guide

This guide provides overviews of the Oracle Assets application and its components, explanations of key concepts and features.

Oracle Purchasing User's Guide

This guide provides overviews of the Oracle Purchasing application and its components and features and functions.

Oracle Payables User's Guide

This guide provides overviews of the Oracle Payables application and its components, explanations of key concepts and features.

Installation and System Administration

Oracle Applications Concepts

This guide provides an introduction to the concepts, features, technology stack, architecture, and terminology for Oracle Applications Release 11*i*. It provides a useful first book to read before an installation of Oracle Applications. This guide also introduces the concepts behind Applications-wide features such as Business Intelligence (BIS), languages and character sets, and Self-Service Web Applications.

Installing Oracle Applications

This guide provides instructions for managing the installation of Oracle Applications products. In Release 11*i*, much of the installation process is handled using Oracle Rapid Install, which minimizes the time to install Oracle Applications and the Oracle technology stack by automating many of the required steps. This guide contains instructions for using Oracle Rapid Install and lists the tasks you need to perform to finish your installation. You should use this guide in conjunction with individual product user guides and implementation guides.

Oracle Applications Implementation Wizard User Guide

If you are implementing more than one Oracle product, you can use the Oracle Applications Implementation Wizard to coordinate your setup activities. This guide describes how to use the wizard.

Upgrading Oracle Applications

Refer to this guide if you are upgrading your Oracle Applications Release 10.7 or Release 11.0 products to Release 11*i*. This guide describes the upgrade process and lists database and product-specific upgrade tasks. You must be either at Release 10.7 (NCA, SmartClient, or character mode) or Release 11.0, to upgrade to Release 11*i*. You cannot upgrade to Release 11*i* directly from releases prior to 10.7.

“About” Document

For information about implementation and user documentation, instructions for applying patches, new and changed setup steps, and descriptions of software updates, refer to the “About” document for your product. “About” documents are available on *OracleMetaLink* for most products starting with Release 11.5.8.

Maintaining Oracle Applications

Use this guide to help you run the various AD utilities, such as AutoUpgrade, AutoPatch, AD Administration, AD Controller, AD Relink, License Manager, and others. It contains how-to steps, screenshots, and other information that you need to run the AD utilities. This guide also provides information on maintaining the Oracle applications file system and database.

Oracle Applications System Administrator's Guide

This guide provides planning and reference information for the Oracle Applications System Administrator. It contains information on how to define security, customize menus and online help, and manage concurrent processing.

Oracle Alert User's Guide

This guide explains how to define periodic and event alerts to monitor the status of your Oracle Applications data.

Oracle Applications Developer's Guide

This guide contains the coding standards followed by the Oracle Applications development staff and describes the Oracle Application Object Library components that are needed to implement the Oracle Applications user interface described in the *Oracle Applications User Interface Standards for Forms-Based Products*. This manual also provides information to help you build your custom Oracle Forms Developer forms so that the forms integrate with Oracle Applications.

Oracle Applications User Interface Standards for Forms-Based Products

This guide contains the user interface (UI) standards followed by the Oracle Applications development staff. It describes the UI for the Oracle Applications products and how to apply this UI to the design of an application built by using Oracle Forms.

Other Implementation Documentation

Oracle Applications Product Update Notes

Use this guide as a reference for upgrading an installation of Oracle Applications. It provides a history of the changes to individual Oracle Applications products

between Release 11.0 and Release 11*i*. It includes new features, enhancements, and changes made to database objects, profile options, and seed data for this interval.

Oracle Workflow Administrator's Guide

This guide explains how to complete the setup steps necessary for any Oracle Applications product that includes workflow-enabled processes, as well as how to monitor the progress of runtime workflow processes.

Oracle Workflow Developer's Guide

This guide explains how to define new workflow business processes and customize existing Oracle Applications-embedded workflow processes. It also describes how to define and customize business events and event subscriptions.

Oracle Workflow User's Guide

This guide describes how Oracle Applications users can view and respond to workflow notifications and monitor the progress of their workflow processes.

Oracle Workflow API Reference

This guide describes the APIs provided for developers and administrators to access Oracle Workflow.

Oracle Applications Flexfields Guide

This guide provides flexfields planning, setup and reference information for the Oracle Enterprise Install Base implementation team, as well as for users responsible for the ongoing maintenance of Oracle Applications product data. This guide also provides information on creating custom reports on flexfields data.

Oracle eTechnical Reference Manuals

Each eTechnical Reference Manual (eTRM) contains database diagrams and a detailed description of database tables, forms, reports, and programs for a specific Oracle Applications product. This information helps you convert data from your existing applications, integrate Oracle Applications data with non-Oracle applications, and write custom reports for Oracle Applications products. Oracle eTRM is available on Oracle *Metalink*

Oracle Applications Message Manual

This manual describes all Oracle Applications messages. This manual is available in HTML format on the documentation CD-ROM for Release 11*i*.

Support

Support

From on-site support to central support, our team of experienced professionals provides the help and information you need to keep Oracle Enterprise Install Base working for you. This team includes your technical representative, account manager, and Oracle's large staff of consultants and support specialists with expertise in your business area, managing an Oracle server, and your hardware and software environment.

Do Not Use Database Tools to Modify Oracle Applications Data

*Oracle STRONGLY RECOMMENDS that you never use SQL*Plus, Oracle Data Browser, database triggers, or any other tool to modify Oracle Applications data unless otherwise instructed.*

Oracle provides powerful tools you can use to create, store, change, retrieve, and maintain information in an Oracle database. But if you use Oracle tools such as SQL*Plus to modify Oracle Applications data, you risk destroying the integrity of your data and you lose the ability to audit changes to your data.

Because Oracle Applications tables are interrelated, any change you make using Oracle Applications can update many tables at once. But when you modify Oracle Applications data using anything other than Oracle Applications, you may change a row in one table without making corresponding changes in related tables. If your tables get out of synchronization with each other, you risk retrieving erroneous information and you risk unpredictable results throughout Oracle Applications.

When you use Oracle Applications to modify your data, Oracle Applications automatically checks that your changes are valid. Oracle Applications also keeps track of who changes information. If you enter information into database tables using database tools, you may store invalid information. You also lose the ability to track who has changed your information because SQL*Plus and other database tools do not keep a record of changes.

About Oracle

Oracle develops and markets an integrated line of software products for database management, applications development, decision support, and office automation, as well as Oracle Applications, an integrated suite of more than 160 software modules for financial management, supply chain management, manufacturing, project systems, human resources and customer relationship management.

Oracle products are available for mainframes, minicomputers, personal computers, network computers and personal digital assistants, allowing organizations to integrate different computers, different operating systems, different networks, and even different database management systems, into a single, unified computing and information resource.

Oracle is the world's leading supplier of software for information management, and the world's second largest software company. Oracle offers its database, tools, and applications products, along with related consulting, education, and support services, in over 145 countries around the world.

Your Feedback

Thank you for using Oracle Enterprise Install Base and this user guide.

Oracle values your comments and feedback. In this guide is a reader's comment form that you can use to explain what you like or dislike about Oracle Enterprise Install Base or this user guide. Mail your comments to the following address or call us directly at (650) 506-7200.

Oracle Applications Documentation Manager
Oracle Corporation
500 Oracle Parkway
Redwood Shores, CA 94065
U.S.A.

Or, send electronic mail to appsdoc_us@oracle.com.

Understanding Oracle Enterprise Install Base

This topic group provides overviews of Oracle Enterprise Install Base and its components; explanations of key concepts, features, and functions; and explanation of the application's relationships to other Oracle or third-party applications.

1.1 Overview of Oracle Enterprise Install Base

Oracle Enterprise Install Base is a fully integrated solution in the Oracle E-Business suite designed to deploy and track internal products and assets at internal or customer sites, while providing the ability to capture financial transactions with back-office automation.

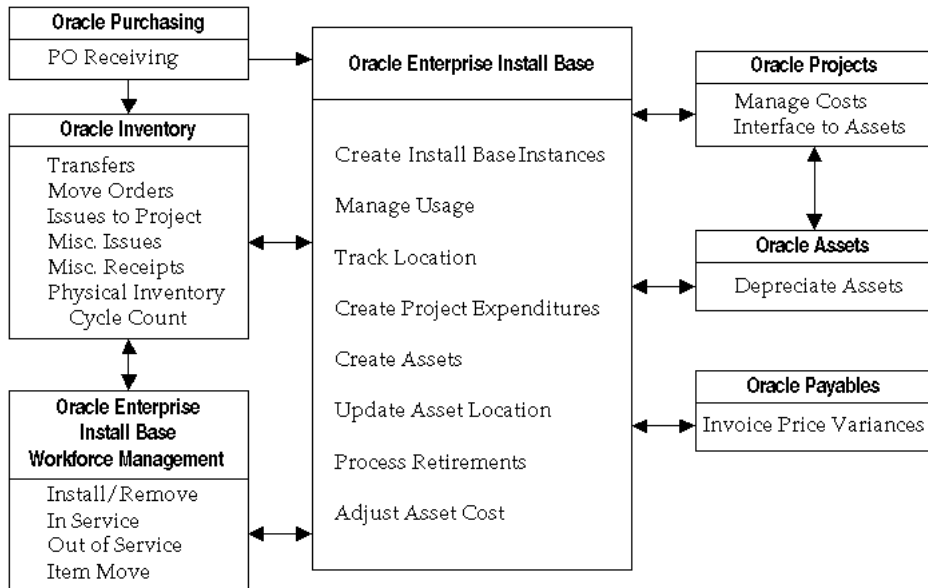
With Oracle Enterprise Install Base, you can give users access to tracking information without allowing them access to sensitive processes related to assets and purchasing. You can also track inventory items after they have been installed and link financial transactions to the physical movement of equipment.

Oracle Enterprise Install Base integrates with Oracle Inventory, Oracle Purchasing, Oracle Projects, Oracle Assets, Oracle Payables, and Oracle Install Base, and stores information collected from them.

1.1.1 Summary of Oracle Processes that Track Internal Products and Assets

The following diagram shows a summary of the Oracle application modules and the transactions associated with Oracle Enterprise Install Base.

Figure 1–1 Summary of Oracle processes that track internal products and assets



1.1.2 Oracle Install Base Integration

The Oracle Install Base platform uses the Service Fulfillment Manager application to integrate Oracle Purchasing, Oracle Payables, Oracle Inventory, Oracle CRL Projects, Oracle CRL Assets, and legacy systems to synchronize and manage material flow in a company. The Oracle Enterprise Install Base platform minimizes data entry by using customer-definable business rules to send messages to all other related applications to perform the appropriate update when a business event occurs.

Oracle Enterprise Install Base utilizes Oracle Install Base as its data repository. Every transaction that Oracle Enterprise Install Base tracks is recorded in the Oracle Install Base transaction table, and each record affected by such transactions is recorded in the instance and instance history tables.

All setups are done through windows in Oracle Install Base or other products, including the setups for locations and parties.

1.2 Inventory Item and Asset Tracking

To track inventory items and assets, Oracle Enterprise Install Base must interact with several enterprise resource planning (ERP) applications. It sends to and receives messages from these applications about the status and location of the items that you want to track.

Oracle Enterprise Install Base provides an enterprise tracking and asset management system where all inventory, project, and asset-related material information is stored, providing a 360-degree view of your assets. You can locate materials anywhere in the system—in warehouses, on trucks, installed in the network, or on project sites—facilitating financial transactions using physical movements of material and equipment. In addition, Oracle Enterprise Install Base can provide a life-cycle history of all activity for that equipment.

An asset comprises a collection of items. The items may be trackable or not trackable. During implementation, items are designated as Oracle Enterprise Install Base-trackable at the master level in Oracle Inventory. Oracle Enterprise Install Base tracks the activity of the trackable items through inventory and projects, and into fixed assets.

In Oracle Assets you perform the Mass Additions concurrent process to create assets.

As an example of message flows involving Oracle Enterprise Install Base, when a field service technician enters a report that equipment has been placed into service, the workforce management system may send a message to Oracle Enterprise Install Base. This message updates the status of the equipment to In Service and gives its in-service date to Oracle Projects. The asset is now ready to be created in Oracle Assets.

1.2.1 Functions Supported by Oracle Enterprise Install Base

This application supports the standard functions found in Oracle Inventory, Oracle Purchasing, Oracle CRL-Financials Enabled Assets, and Oracle CRL-Financials Enabled Projects.

Oracle Enterprise Install Base supports the following functions:

- Purchase order receipt of items into Inventory
- Purchase order receipt of items into operating projects
- Move orders
- Miscellaneous issue to a project

- Miscellaneous receipt from a project
- Installation and un-installation of equipment
- In-service/Out-of-service of equipment
- Subinventory transfers
- Inter-organization transfers
- Miscellaneous receipts and issues
- Placement of assets into or out of service
- Retirement and reinstatement of the partial or full cost of an asset
- Asset item moves and asset item transfers
- Physical counts

1.2.2 Usage Codes

Oracle Install Base uses a number of location attributes to track the physical location of an item instance. The following are the values that are meaningful for Oracle Enterprise Install Base

- In Inventory
- In Process
- In Transit
- Installed
- In Service
- Out of Service

1.3 Item Parameters in Oracle Inventory

Items are created in Oracle Inventory. In order that items can be tracked by Oracle Enterprise Install Base, you must set some parameters at the time you create the item in Oracle Inventory.

The main item parameters to set are:

- Install Base Trackable

This is a checkbox parameter. When set, it enables items to be tracked by transactions in and related to Oracle Install Base and Oracle Enterprise Install Base.

- **Asset Creation**

This parameter determines if an item is normal or depreciable. This parameter determines how an asset can be created from the item.

Set the value to "Create depreciable inventory asset" to define a depreciable item, otherwise leave the value blank to define a normal item.

1.3.1 Normal versus Depreciable Inventory Items

For a **normal** item, the asset is created after an item is put in service. The asset is created through Oracle CRL Projects based on standard inventory cost.

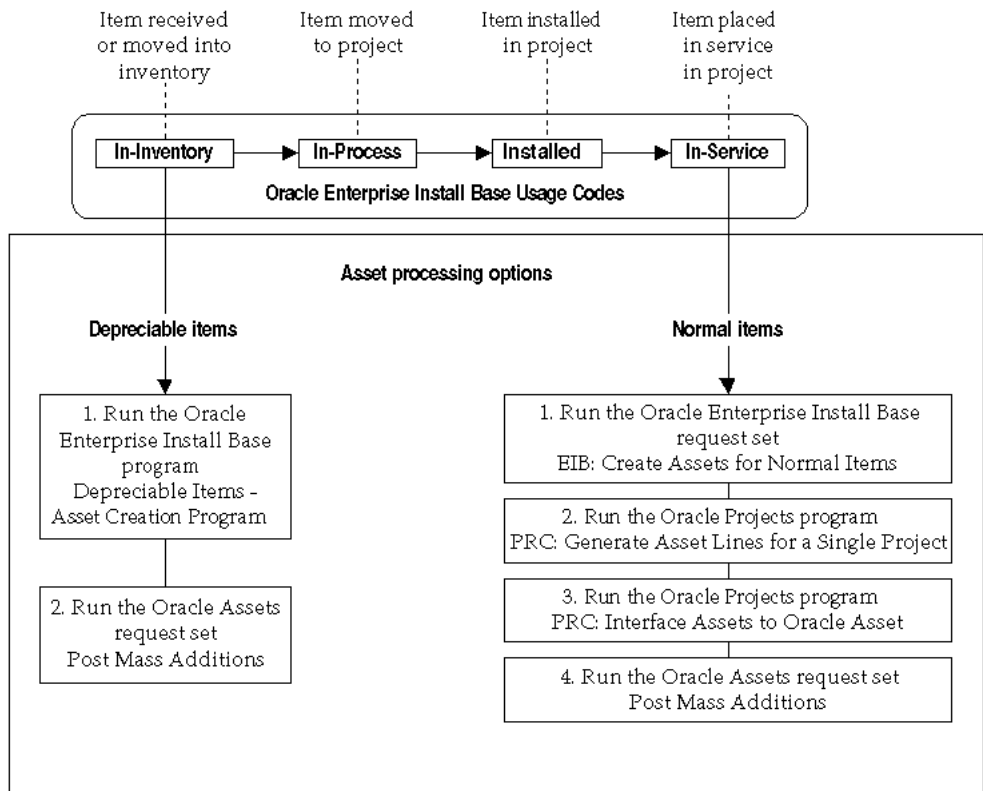
For a **depreciable** item, the asset is created when an item is received, either in Oracle Inventory or Oracle Projects. The asset is created by Oracle Enterprise Install Base with the purchase order cost, which can be adjusted later after the invoice is matched the purchase order.

The following diagram an overview of the asset processing options for normal and depreciable inventory items and their dependence on the Oracle Enterprise Install Base usage codes.

1.3.2 Asset Processing for Normal and Depreciable Inventory Items

The following diagram shows an overview of the asset processing options for normal and depreciable inventory items and their dependence on the Oracle Enterprise Install Base usage codes.

Figure 1–2 Asset processing for normal and depreciable inventory items



For more information, see Chapter 4, "Understanding Projects Integration", Chapter 5, "Understanding the Fixed Asset Architecture", and Chapter 6, "Using Oracle Enterprise Install Base".

1.4 The Messaging Architecture

The messaging architecture receives requests from external publishing systems in XML (eXtensible Markup Language) format. Based on the input requirements, the application updates the status and keeps a history of transactions for the trackable unit. Subsequently, the application publishes outgoing requests to the subscribing systems for further processing. The publishing and subscribing systems include:

Install Base, inventory, purchasing, payables, assets, projects, workforce management, and other legacy system.

Understanding Inventory Integration

This topic group provides information about interaction between Oracle Enterprise Install Base and Oracle Inventory and discusses the functionality of transactions in Inventory.

2.1 Item Instance and Transaction Records

When an item is initially received, typically by a purchase order, a receipt transaction occurs. The initial receipt transaction creates an instance record for the item. A receipt transaction record is associated with the item instance record. Subsequent transactions against this item will also be associated with the instance record and will compose the history for that record.

2.1.1 Transaction Types in Oracle Inventory

Oracle Enterprise Install Base supports the following inventory transactions types, for both normal and depreciable items:

- Purchase order receipt in inventory
- Move order and transact move order
- Miscellaneous issue to a project
- Miscellaneous receipt from a project
- Miscellaneous receipt and miscellaneous issue
- Subinventory transfer
- Inter-organization transfer
- Physical cycle count

Oracle Enterprise Install Base supports the following inventory transaction types, for normal items only:

- Internal Sales Order
 - Sales Order Issue
 - Internal Order Direct Shipment
 - Sales Order Pick
 - Internal Order Pick
 - Internal Requisition In-Transit Receipt
 - Internal Order In-Transit Shipment
- Project Contract Issue
- Return to Vendor
- Account Issue
- Account Alias Issue
- Project Borrow
- Project Transfer
- Project Payback
- Cycle Count Transfer
- Physical Inv Transfer
- Backflush Transfer
- Account Receipt
- WIP Component Return
- Account Alias Receipt
- RMA Receipt
- PO Rcpt Adjust
- Int Req Rcpt Adjust
- Shipment Rcpt Adjust
- WIP Assy Completion
- WIP Assembly Return

- WIP Neg Comp Issue
- WIP Neg Comp Return

For more information, see the *Oracle Install Base User Guide*.

2.1.2 Item Instance Creation and Update

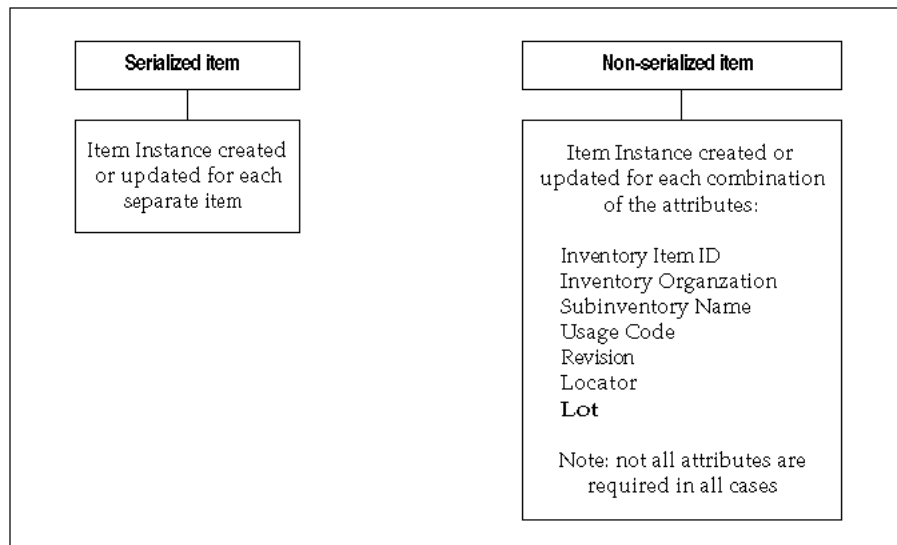
In many transactions, item instances are created or updated. The number of item instances depends on whether the master item in Oracle Inventory is designated to be a serialized or a non-serialized item.

2.1.3 Item Instance Processing in Oracle Inventory Transactions

If an item is a serialized item, then an item instance is created for each separate item. If an item is a non-serialized item, an item instance is created which depends on a number of item attributes.

The following diagram shows the factors that determine how an item instance is created or updated during the Oracle Inventory transactions which affect Oracle Enterprise Install Base.

Figure 2-1 Item Instance Processing in Oracle Inventory transactions



2.2 Purchase Order Receipt into Inventory

Purchase order receipt flow is initiated by the creation of a purchase order. The items are then received into inventory against the purchase order when the shipment arrives from the vendor.

The Receipt into Inventory package validates the data against the Install Base repository and creates or update the unit record.

- If an item is serialized, then a new instance will always be created.
- If an item is non-serialized, then Oracle Enterprise Install Base searches for the existing record. The search criteria are as follows: Inventory Item, Inventory Organization, Subinventory, Units of Measure, Instance Usage Code, Revision, Inventory Locator, Lot Number (if applicable). If the exact record is found, then the record will be updated with the new quantity. If not, then a new instance will be created.

See also Section 2.1.3, "Item Instance Processing in Oracle Inventory Transactions".

- Every receipt builds transaction history.

2.3 Receiving Items into Asset Subinventories

Use the following procedure to receive an item into an asset subinventory. If the item is not received in asset subinventory, then expenditures items will not be created in Oracle Projects

Prerequisites

At least one subinventory must exist. The item number must be defined in Oracle Inventory. The purchase order must exist in Oracle Purchasing with a status of Approved.

Steps

1. From the Inventory responsibility, navigate to Transactions > Receiving > Receipts.

The Organizations window opens.

2. Choose your organization from the Organizations window, and click Find.

3. In the Find Expected Receipts window, enter criteria that identifies the items that you are receiving, such as the purchase order number.
4. In the Receipt header, enter the packing slip number and any other pertinent information.
5. In the Receipt lines, verify the quantity to be received.
You may receive a partial line quantity.
6. Verify that the destination subinventory entered on the purchase order is not depreciable.
7. Click Lot-Serial.
If the item is under lot control, then enter the equipment code (CLEI) in the Lot field.

If the items are under serial control, then enter individual serial numbers or a range of consecutive numbers. You can also enter corresponding vendor serial numbers in the Manufacturing Serial Number field.
8. Choose File > Save to complete the receipt.

2.4 Move Orders

A move order transfers inventory:

- From one stocking location to another
- From a stocking location to a project

To create a move order, you manually create a move order requisition. After the move order requisition is approved, it becomes a move order. If the organization does not require approval, then the manual request automatically becomes a move order.

You must define certain transaction types in Oracle Inventory for move orders, and you may define others. Two examples of Oracle Inventory transaction types for move orders are as follows:

- **Enterprise Install Base Move Order Issue to Project:** creates a document for moving material from inventory to a project.
- **Enterprise Install Base Move Order Subinventory Transfer:** creates a document for moving material from one subinventory to another subinventory. For more information, see Section 2.6, "Subinventory Transfers".

Of the two transaction types shown, the Issue to Project transaction type is a required transaction type, and the Subinventory Transfer is optional.

For more information, see the section "Define User-definable Transaction Types" in the *Oracle Enterprise Install Base Implementation Guide*.

2.4.1 Parts of a Move Order

A move order comprises three parts:

- The **Move Order Header** holds the move order number, an optional description of the move order, and information to default to the individual move order lines.
- The **Move Order Lines** are the actual move requests, including the item number, requested quantity, completed quantity, the source, and destination information.
- The **Line Details** are the inventory transactions that occur to fulfill a move order line, including equipment code, serial number, quantity moved, source, and destination details (such as locators).

2.4.2 Move Order Approval Governed by Time-Out and Item Planner

At the organization level, three attributes—Move Order Time-out Period, Time-out Action, and Item Planner item—affect how move order requisitions are approved. If the move order requisition is not approved before the time-out period passes, then Oracle Workflow sends a reminder notice to the item planner. If the move order requisition is still not approved within a second time-out interval, then the requisition is automatically approved or rejected based on the Time-out Action setting. If no item planner is specified for the item, then the requisition line is approved automatically.

2.4.3 Creating a Move Order

Create a move order when you need to transfer inventory across subinventories or into a project account.

Prerequisites

Inventory setups such as item, subinventory definition must be complete.

You must have defined transaction types for move orders in Oracle Inventory.

If you use an Oracle Workflow process to route move order requisitions for approval, then the item must be assigned to an item planner.

Steps

1. From the Inventory responsibility, navigate to Move Orders > Move Orders.

2. In the Move Orders window, enter an order number in the Number field.

If you do not insert a value, then the application fills the Number field. You can also enter a description of the order in the Description field.

3. In the Default region, enter the following information:

Transaction Type: Select a transaction type.

This is one of the transaction types for move orders which you defined as user-defined transactions in Oracle Inventory.

Note: the transaction Issue to Project must be Project based.

For more information, see the section "Define User-definable Transaction Types" in the chapter "Dependency Module Setup", in the *Oracle Enterprise Install Base Implementation Guide*.

Date Required: Enter the requested delivery date. Also enter Ship-to Location, and Source and Destination subinventories.

4. Enter the following information on the lines on each of the tabs:

- **Item:** the item number, item revision (if under revision control), and quantity to move.
- **Project and Task**
- **Source:** source subinventory (if different from the default value), locator (if locator control is enabled), equipment code (CLEI), and serial numbers. If you do not know from what subinventory the item should be transferred, then click On Hand at the bottom of the window to search for material locations.

Note: You do not have to enter Source details in the Creating a Move Order procedure. If you do not enter Source details in the Creating a Move Order procedure, you must enter them in the Transacting a Move Order procedure. See Section 2.4.4, "Transacting a Move Order".

- **Destination:** the destination subinventory or account, if different from the default value and the destination locator for a subinventory transfer type move order.
- **Control:** the move order transaction type, if different from the default value, a predefined reason code, or alphanumeric reference information.

If approval is required, then the item planner receives a Workflow notification that there are move order requisition order lines awaiting approval. The planner uses Oracle Workflow to approve the orders.

The item planner chooses Approve or Reject for each move order requisition line. If one requisition line on a move order is rejected, then other lines of the same move order can be approved.

2.4.4 Transacting a Move Order

After a move order is approved, you transact the move order by performing the action described on the approved lines. Use this procedure to perform the approved transaction.

Prerequisites

The move order must be approved.

Steps

1. In the Inventory responsibility, navigate to Move Orders > Transact Move Orders.

2. Locate move orders that have been approved.

You can query by header, line, source, or destination information.

3. To add details to the move order line, select the checkbox for each line that you wish to detail, and click Allocate.

Information is automatically entered on the transaction lines of the move order, based on the inventory picking rules and transaction defaults defined within the organization.

4. Click View/Update Allocations to view the detailed lines.

You can manually update any information that is incorrect. Add missing information, such as equipment code (CLEI) and serial numbers.

5. If you do not require a pick slip, then click Transact to execute the detailed lines.

If you need to print a pick slip, then save the transaction at this point. When the pick slip is ready, return to the Transact Move Orders window, select the line or lines to be executed, and click Transact.

2.5 Miscellaneous Transactions

Oracle Enterprise Install Base supports the miscellaneous transactions (receipts and issues) used by Oracle Inventory. Each transaction in Oracle Inventory triggers a message to Oracle Enterprise Install Base.

In Oracle Inventory, the value of an item quantity can be a negative number, such as when a miscellaneous issue from inventory causes the quantity of an item to fall below zero. For depreciable items, if a transaction causes a negative inventory balance, Oracle Enterprise Install Base adjusts asset units in Oracle Assets to zero, but it will not set the value in Oracle Assets to a negative number.

The topics in this section are as follows:

- Section 2.5.1, "Miscellaneous Receipts"
- Section 2.5.3, "Miscellaneous Issues"
- Section 2.5.3, "Miscellaneous Issues"
- Section 2.5.4, "Miscellaneous Issues to Projects"

For more information, see *Oracle Inventory User's Guide*: "Performing Miscellaneous Transactions" and *Oracle Assets User's Guide*: "Defining Locations and Defining Distributions."

2.5.1 Miscellaneous Receipts

Use miscellaneous receipts to receive material without a purchase order. In addition, you may also need to enter an equipment code (CLEI) in the Lot field, or a serial number.

- If the item is serialized, then a new instance always is created.
- If the item is non-serialized, then Oracle Enterprise Install Base searches for the existing record. The search criteria are as follows: Inventory Item, Inventory Organization, Subinventory, Units of Measure, Instance Usage Code, Revision, Inventory Locator, Lot Number (if applicable). If the exact record is found, then the record is updated with the new quantity. If not, then a new instance is created.

See also Section 2.1.3, "Item Instance Processing in Oracle Inventory Transactions". The following table summarizes the actions performed during the processing of the Miscellaneous Receipt transaction:

Table 2-1 Miscellaneous Receipt transaction processing

| Serialized item | Non-serialized item |
|---|---|
| Check if item instance usage is Out of Service. If Yes, update location. If No, create new item instance. | Always create new item instance or update existing item instance. |

For a non-serialized item, Oracle Enterprise Install Base processes a miscellaneous receipt using the same procedures as those for a new receipt.

Note: The Miscellaneous Receipt transaction cannot be used to move the existing non-serialized item instances back to inventory.

2.5.2 Miscellaneous Receipts from Projects

The Miscellaneous Receipt from Project transaction is used to transfer material from Oracle Projects back to Oracle Inventory.

You must have defined the Miscellaneous Receipt from Project transaction in Oracle Inventory as part of the implementation of Oracle Enterprise Install Base. For more information, see the section "Define User-definable Transaction Types" in the *Oracle Enterprise Install Base Implementation Guide*.

The main considerations for the Miscellaneous Receipt from Project transaction are as follows:

- For a serialized item, the instance record is updated. The instance usage code changes to IN INVENTORY.
- For a non-serialized item, a new instance is created with instance code = IN_INVENTORY. If the record exists for the same instance, then that record is updated with the appropriate quantity. The search criteria are as follows: Inventory Item, Inventory Organization, Subinventory, Units of Measure, Instance Usage Code, Revision, Inventory Locator, Lot Number (if applicable).

See also Section 2.1.3, "Item Instance Processing in Oracle Inventory Transactions".

- Project expenditures are reversed by running the Cost Collection Manager program from Oracle Inventory and the transaction import from Oracle Project. This reduces the project cost with the transacted item cost.

The following table summarizes the actions performed during the processing of the Miscellaneous Receipt from Project transaction:

Table 2–2 Miscellaneous Receipt from Project transaction processing

| Serialized item | Non-serialized item |
|--|---|
| Check if item instance is In Process. If Yes, update location, change usage to In Inventory. If No, error. | Check if item instance is In Process. If Yes, and if quantity is sufficient, then deduct quantity + item expenditure from the project item instance, and add quantity to the inventory item instance. If No, error. |

2.5.3 Miscellaneous Issues

For miscellaneous issues, you can enter a lot number in the Lot field and a serial number for serial-controlled and lot-controlled items.

- If the item is serialized, then the instance record is updated to zero quantity.
- If the item is non-serialized, then Oracle Enterprise Install Base searches for the existing record. The search criteria are as follows: Inventory Item, Inventory Organization, Subinventory, Units of Measure, Instance Usage Code, Revision, Inventory Locator, Lot Number (if applicable). The record is updated to the appropriate quantity.

See also Section 2.1.3, "Item Instance Processing in Oracle Inventory Transactions".

The following table summarizes the actions performed during the processing of the Miscellaneous Issue transaction:

Table 2–3 Miscellaneous Issue transaction processing

| Serialized item | Non-serialized item |
|---|------------------------------|
| Set quantity to zero. (Item instance will no longer appear in item instance searches.) | Reduce the on-hand quantity. |

2.5.4 Miscellaneous Issues to Projects

You must have defined the Miscellaneous Issue to Project transaction in Oracle Inventory as part of the implementation of Oracle Enterprise Install Base. For more information, see the section "Define User-definable Transaction Types" in the *Oracle Enterprise Install Base Implementation Guide*.

The Miscellaneous Issue to Project transaction works exactly the same way as the standard Move Order.

- For a serialized item, the instance record is updated. The instance usage code changes to IN PROCESS.
- For a non-serialized item, a new instance is created with instance code = IN PROCESS. If the record exists for the same instance, then that record is updated. The search criteria are as follows: Inventory Item, Inventory Organization, Subinventory, Units of Measure, Instance Usage Code, Revision, Inventory Locator, Lot Number (if applicable).

See also Section 2.1.3, "Item Instance Processing in Oracle Inventory Transactions".

The following table summarizes the actions performed during the processing of the Miscellaneous Issue to Project transaction:

Table 2–4 Miscellaneous Issue to Project transaction processing

| Serialized item | Non-serialized item |
|---|--|
| Change location. Set usage code to IN PROCESS. | Reduce quantity from the inventory item instance, and increase quantity for the project item instance. |

2.6 Subinventory Transfers

A subinventory transfer moves material inventory between subinventories. A subinventory is a unique physical or logical separation of material inventory, such as raw inventory, finished goods, or defective material. All material within an organization is held in one or more subinventories.

A move order initiates a subinventory transfer. Oracle Enterprise Install Base handles these transfers in the same manner that Oracle Inventory handles them.

The way Oracle Enterprise Install Base processes a subinventory transfer is based initially on whether or not the transferred item has a serial number.

2.6.1 Items with a Serial Number

Oracle Enterprise Install Base searches the database for the From record associated with the item. This record must have an Oracle Enterprise Install Base usage code of IN INVENTORY. After Oracle Enterprise Install Base locates the record, it updates the item's subinventory in the From record.

2.6.2 Items without a Serial Number

Oracle Enterprise Install Base searches the database for the From and To records. These records must have an Oracle Enterprise Install Base usage code of IN INVENTORY. After Oracle Enterprise Install Base locates the records, it updates the item's subinventory in both the From and To records.

- The source instance (the subinventory instance record from which the item is transferred) and the destination instance (the subinventory instance record to which the item is transferred) is searched on the following criteria: Inventory Item, Inventory Organization, Subinventory, Units of Measure, Instance Usage Code, Revision, Inventory Locator, Lot Number (if applicable).
- If both source and the destination records are found, then they are updated with transaction quantity. If either of the instance records is not found, then it is created.

See also Section 2.1.3, "Item Instance Processing in Oracle Inventory Transactions".

For more information on how subinventory transfer are processed, see *Oracle Inventory User's Guide*:

2.7 Inter-Organization Transfers

An inter-organization transfer moves items between organizations. This transfer can be either a direct or an in-transit transaction.

2.7.1 Direct versus In-Transit Transactions

In a **direct transaction**, a shipping organization transfers an item into a subinventory in the receiving organization. For this reason, the application treats a direct inter-organization transfer the same as a subinventory transfer.

For an **in-transit transaction**, the monetary value of the transferred item is deposited in an in-transit account, and the inventory account of the shipping organization receives credit for the item. Upon receipt of the transferred item, the

receiving organization must perform a receipt transaction to bring the item into its inventory. The receipt transaction credits the in-transit account and debits the inventory account of the receiving organization.

2.7.2 Inter-Organization Transfers Tied to Oracle Inventory

Oracle Enterprise Install Base uses the same process that Oracle Inventory uses to transfer materials between organizations. Before items can be transferred, items must be defined and subinventories must be created in Oracle Inventory.

If the organization from which the item is being transferred does not allow negative inventory balances, then it must contain sufficient on-hand inventory for the transaction to occur.

2.7.3 Initial Step to Processing Inter-organization Transfers

If the inter-organization transfer is a direct transaction, then the application treats it the same as a subinventory transfer.

If the inter-organization transfer is an in-transit transaction, then the application searches the database for the From record associated with the item. This record must have a status of In Inventory or In Depreciable Inventory and a transaction status of Complete. If the item fails to meet these conditions, then it generates an error message.

There is no difference, from an Oracle Enterprise Install Base perspective, between a FOB Shipment or FOB Receipt type transaction.

2.7.4 Inter-Organization Transfers of Items with Serial Numbers

For an in-transit transfer of an item with a serial number from one organization to another, the application follows these steps:

1. In-Transit Shipment

The source record for the From organization and subinventory is located. Then it is updated with the To organization and the Oracle Enterprise Install Base usage code of IN TRANSIT. The subinventory information is removed from the record. If the transaction is successfully processed, then transaction records are created to store the transaction history

2. In-Transit Receipt

When the item reaches its destination, someone enters a receipt transaction for the item. The IN TRANSIT record with the To organization is located, and it is updated with the usage code IN INVENTORY.

2.7.5 Inter-Organization Transfers of Items without Serial Numbers

For an In-Transit transfer of an item without a serial number from one organization to another, the application follows these steps:

1. In-Transit Shipment

The source record for the From organization and subinventory is located, and the quantity is subtracted by the transaction quantity. An IN TRANSIT record is then created with the destination organization and transaction quantity. No subinventory information is kept in this record. If such a record already exists, then the quantity is increased by the transaction quantity.

2. In-Transit Receipt

When the item reaches its destination, someone enters a receipt transaction for the item. The IN TRANSIT record with the To organization is located. The quantity is subtracted with the transaction quantity. The destination record is located based on the To organization and subinventory. If the record exists, then the quantity is increased by the transaction quantity. If there is no such record, then a new destination record is created. If the transaction is successfully processed, then transaction records are created to store the transaction history.

2.7.6 To and From Subinventory Type Must Be Compatible

A subinventory may have a type of either asset or expense.

For Oracle Enterprise Install Base, the only type of item transfer allowed is the following:

- From asset subinventory to asset subinventory

If the type of the From subinventory does not match the type of the To subinventory, then the application generates an error.

2.8 Physical Cycle Counts

A physical inventory occurs when a person verifies that units exist physically and that the quantities match the on-hand records in Oracle Enterprise Install Base. Based on the results of the physical inventory, Oracle Enterprise Install Base

supports adjustments that you make to your inventory balances. Depending on the type of inventory adjustment necessary, Oracle Enterprise Install Base treats these adjustments like a miscellaneous transaction. For example, if the item quantity increases after physical count, then there will be miscellaneous receipt transaction.

See also:

- Section 2.5, "Miscellaneous Transactions"

Understanding Workforce Management

This topic describes how Workforce Management is integrated with Oracle Enterprise Install Base, and how you can use Workforce Management transactions to track your products and assets.

3.1 Workforce Management

Workforce Management is a component of Oracle Enterprise Install Base. The purpose of Workforce Management is to signal the completion of operational tasks, to update item statuses in Oracle Install Base, and to initiate the asset creation and update processes in Oracle Projects and Oracle Assets.

Oracle Enterprise Install Base can be integrated with external Workforce Management systems. Oracle Enterprise Install Base provides an interface API as well as the Workforce Management Transactions Forms window for an external Workforce Management application to transmit transaction parameters to Oracle Enterprise Install Base.

For an overview of the asset operations and their dependence on Oracle Enterprise Install Base usage codes, see Section 1.3.2, "Asset Processing for Normal and Depreciable Inventory Items".

The topics in this chapter are as follows:

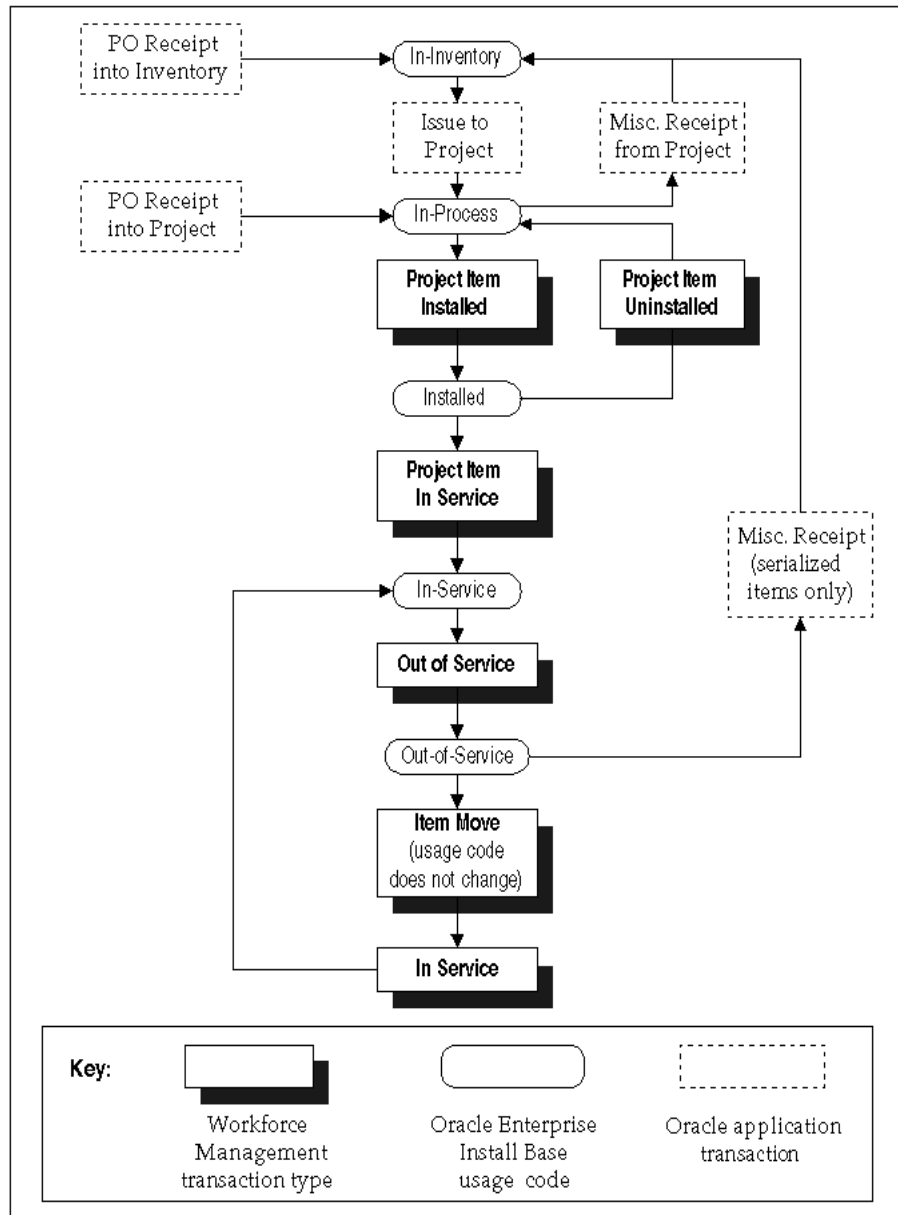
- Section 3.1.1, "Workforce Management Transactions"
- Section 3.1.2, "Partial Installation and In-Service Conditions"
- Section 3.1.3, "Selecting the Location for the Item Instance"
- Section 3.1.4, "Setting Item Instance Usage Code to Installed"
- Section 3.1.5, "Setting Item Instance Usage Code to In-Service"

- Section 3.1.6, "Setting Item Instance Usage Code to Uninstalled"
- Section 3.1.7, "Setting Item Instance Usage Code to Out-of-Service"
- Section 3.1.8, "Moving the Item"
- Section 3.1.9, "Resetting Item Instance Usage Code to In-Service"

3.1.1 Workforce Management Transactions

Figure 3–1 shows the life cycle flow of an item instance, with the Workforce Management and Oracle application transactions that change the Oracle Enterprise Install Base usage codes for the item instance. Workforce Management transactions in item instance life cycle flow.

Figure 3–1 Workforce Management actions in item instance life cycle flow



3.1.2 Partial Installation and In-Service Conditions

When material is issued from inventory to a project, a cost expenditure is created in Oracle Projects that includes the quantity and the cost of material. Oracle Enterprise Install Base creates the appropriate expenditures in Oracle Projects after the equipment is placed in service. Further processing by Oracle Projects programs creates assets based on these expenditures.

You can capitalize some or all of the material assigned to a project. For example, assume that ten items have been issued to the project. A technician installs five and then places only three items in service. This means that only three (or a cost expenditure equal to 3 times the unit cost) are capitalized immediately.

3.1.3 Selecting the Location for the Item Instance

In all the Workforce Management Transactions, to accurately track an item instance, you must select the current location of the item instance.

Note: The Item Move transaction requires you to specify information for both a From location and a To location. All the options described in this section apply to both the From location and the To location.

There are a number of options that are common to all the selections for the location of an item instance.

The value for the location can be an internal site or an external party site.

When entering location information, you must first select a Location Type from the following list:

- Party Site
- HZ Location
- Location Code

If you select Party Site for the Location Type, then you must select a party into the Party field.

If you select either HZ Location or Location Code for the Location Type, then you must select a location into the Location field. The list of values for the Location field depends on your selection of Location Type:

- If you select HZ Location, then the list of values for the Location field displays the Addresses as set up in the Trading Community Architecture (TCA) locations.
- If you select Location code, then the list of values for the Location field displays the Location Codes and Addresses as set up in the Trading Community Architecture (TCA) locations.

3.1.4 Setting Item Instance Usage Code to Installed

Material issued to the Project is installed at a specific location. The Installed operation assigns a certain physical location to the equipment. In Oracle Enterprise Install Base, this transaction changes the Oracle Enterprise Install Base usage code of the item instance to Installed. This is the prerequisite if you want to put the item in service and capitalize it further.

Prerequisites

The item instance must have been moved to the project, and have a usage code of In-Process.

Steps

1. From the Oracle Enterprise Install Base responsibility, navigate to the Workforce Management window.
2. Enter valid data for the fields Organization, Item Number, Work Order Number, Transaction Date, and Transaction By.
3. Select Project Item Installed for the Transaction Type.
4. Enter the Project Number.
5. Select the Location Type, and then select a value for either the Party or the Location Code, depending on your choice of Location Type.

For more information, see Section 3.1.3, "Selecting the Location for the Item Instance".

6. Enter the Quantity.
7. Click Apply.

The item instance record is updated with the Oracle Enterprise Install Base usage code set to Installed.

3.1.5 Setting Item Instance Usage Code to In-Service

In Oracle Enterprise Install Base an In-service transaction makes non-depreciable items eligible for capitalization. The Oracle Enterprise Install Base usage code changes to In-Service. The In-Service location must be the same as that for Installed, otherwise the transaction errors out.

If you do not want to use the same location as Installed, then perform the Project Item Uninstall transaction first and then install it at the location where you want to put it into service.

Prerequisites

The item instance must have been moved to the project, and have a usage code of Installed.

Steps

1. From the Oracle Enterprise Install Base responsibility, navigate to the Workforce Management window.
2. Enter valid data for the fields Organization, Item Number, Work Order Number, Transaction Date, and Transaction By.
3. Select Project Item In Service for the Transaction Type.
4. Enter the Project Number.
5. Select the Location Type, and then select a value for either the Party or the Location Code, depending on your choice of Location Type.

The In-Service location must be the same as the location for the Installed item , otherwise the transaction errors out.

For more information, see Section 3.1.3, "Selecting the Location for the Item Instance".

6. Enter the Quantity.
7. Click Apply.

The item instance record is updated with the Oracle Enterprise Install Base usage code set to In-Service.

3.1.6 Setting Item Instance Usage Code to Uninstalled

Projects under construction can be scrapped totally or can have extra materials. In any case, installed items are sent back to inventory. Oracle Enterprise Install Base supports these transactions.

Installed items can be uninstalled partially or fully and sent back to inventory through a miscellaneous transaction. Oracle Enterprise Install Base handles these for normal as well as depreciable items. Unit adjustments are done immediately. To reverse the expenditure items and balance the project cost, you must run the Cost Collection Manager program in Oracle Inventory. It creates the negative expenditures for uninstalled items.

Prerequisites

The item instance must have been moved to the project, and have a usage code of Installed.

Steps

1. From the Oracle Enterprise Install Base responsibility, navigate to the Workforce Management window.
2. Enter valid data for the fields Organization, Item Number, Work Order Number, Transaction Date, and Transaction By.
3. Select Project Item Uninstalled for the Transaction Type.
4. Enter the Project Number.
5. Select the Location Type, and then select a value for either the Party or the Location Code, depending on your choice of Location Type.

For more information, see Section 3.1.3, "Selecting the Location for the Item Instance".

6. Enter the Quantity.
7. Click Apply.

The item instance record is updated with the Oracle Enterprise Install Base usage code set to In-Process.

3.1.7 Setting Item Instance Usage Code to Out-of-Service

Equipment that is in service can be taken out of service for maintenance purposes or for can be transferred to another location. The Out of Service transaction is meant

for the same uses. Specify the location type and the location from which the item is taken out of service.

Prerequisites

The item instance must have been moved to the project, and have a usage code of In Service.

Steps

1. From the Oracle Enterprise Install Base responsibility, navigate to the Workforce Management window.
2. Enter valid data for the fields Organization, Item Number, Work Order Number, Transaction Date, and Transaction By.
3. Select Out Of Service for the Transaction Type.
4. Select the Location Type, and then select a value for either the Party or the Location Code, depending on your choice of Location Type.

Specify the location type and the location from which the item is taken out of service.

For more information, see Section 3.1.3, "Selecting the Location for the Item Instance".

5. Enter the Quantity.
6. Click Apply.

The item instance record is updated with the Oracle Enterprise Install Base usage code set to Out-of-Service.

3.1.8 Moving the Item

Use the Item Move transaction if you want to move the equipment having the usage code Out-of-Service. The application asks for the To and From locations. The Item Move transaction does not change the usage code of the item instance.

Prerequisites

The item instance must have a usage code of Out-of-Service.

Steps

1. From the Oracle Enterprise Install Base responsibility, navigate to the Workforce Management window.

2. Enter valid data for the fields Organization, Item Number, Work Order Number, Transaction Date, and Transaction By.
3. Select Item Move for the Transaction Type.
4. Select the From Location Type, and then select a value for either the From Party field or the From Location field, depending on your choice of From Location Type.
5. Select the To Location Type, and then select a value for either the To Party field or the To Location field, depending on your choice of To Location Type.

For more information on locations, see Section 3.1.3, "Selecting the Location for the Item Instance".

6. Enter the Quantity.
7. Click Apply.

The item instance record is updated, but the Oracle Enterprise Install Base usage code does not change.

3.1.9 Resetting Item Instance Usage Code to In-Service

The In Service transaction is only for the existing In-Service assets, which were moved from one location to the other. This transaction puts the asset in service again at a new location. The item instance usage code changes to In-Service again.

Prerequisites

The item instance must have been moved to the project, and have a usage code of Out of Service.

Steps

1. From the Oracle Enterprise Install Base responsibility, navigate to the Workforce Management window.
2. Enter valid data for the fields Organization, Item Number, Work Order Number, Transaction Date, and Transaction By.
3. Select In Service for the Transaction Type.
4. Enter the Project Number.
5. Select the Location Type, and then select a value for either the Party or the Location Code, depending on your choice of Location Type.

For more information, see Section 3.1.3, "Selecting the Location for the Item Instance".

6. Enter the Quantity.
7. Click Apply.

The item instance record is updated with the Oracle Enterprise Install Base usage code set to In-Service.

Understanding Projects Integration

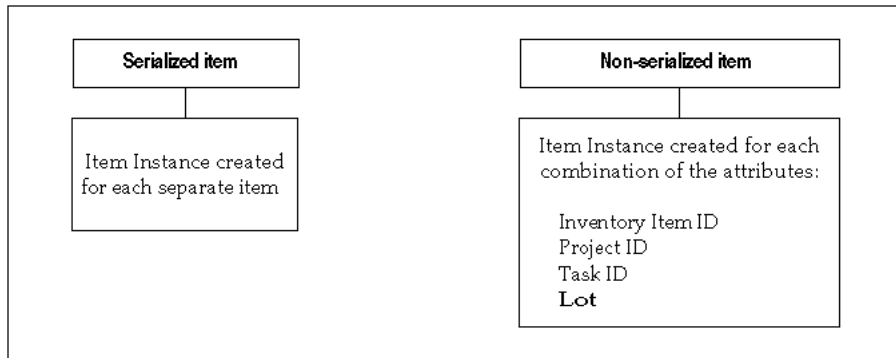
This topic provides an understanding of the interaction between Oracle Enterprise Install Base and Oracle Projects, as well as the functionality of Oracle Projects.

4.1 Purchase Order Receipt into Project

The flow of purchase order receipts starts with the creation of a purchase order. Items against the purchase order are then received into the project. The Oracle Enterprise Install Base purchase order receipt package validates the receipt data against the Oracle Install Base repository and creates or updates the repository instance depending upon the physical attributes of the instance.

- For non-serialized items, physical attributes are combinations of values for Inventory Item, Project ID, Task ID and Instance Status. If any values of these attributes are different, then the application creates a new instance in Oracle Install Base. If these attributes match, then the application adds the new receipt to the same instance.
- For serialized items, Oracle Install Base *always* creates a new instance.

Figure 4–1 shows the factors that determine how an item instance is created or updated during the Oracle Projects transactions which affect Oracle Enterprise Install Base.

Figure 4–1 Item Instance Processing in Oracle Project transactions

- During the process of creating purchase orders for expense items, that is, receipt into project, you must clear the Accrue On Receipt Flag checkbox for purchase order shipments and select the destination type as EXPENSE.
- Run the PRC Transaction Import process to create project expenditures after receipt is complete. Use the Expenditure Inquiry window in Oracle Projects to view the expenditures.
- For a depreciable item, an asset is created upon receipt. Therefore, the cost is transferred from Oracle Assets to Oracle General Ledger and not from Oracle Project.

4.1.1 Receiving Items Directly into an Oracle Project

Use the following procedure to receive an item into an operating project.

Note: A depreciable item can also be received directly into a project.

Prerequisites

The associated purchase order must exist in Oracle Purchasing with a status of Approved. The purchase order line must include:

- The project and task numbers for the item
- A cleared checkbox for Accrue Upon Receipt

- The expense destination type

The item number must be defined in Oracle Inventory. The project must be defined with a status of Active.

Steps

1. From the Inventory responsibility, navigate to Transactions >Receiving > Receipts.

The Organizations window opens.

2. Choose your organization from the Organizations window, and click Find.
3. In the Find Expected Receipts window, enter any criteria that identify the items that you are receiving such as the purchase order number and the item number, and click Find.

The Receipt Header and Receipt Lines open to display items that match the criteria entered.

4. In Receipt Header, enter the packing slip number and any other pertinent information.
5. Verify that the Receipt line has a value for Deliver-to location.

When project information has been entered on the purchase order, the Deliver-to location is defined and appears on this Receipt line.

Note: The Deliver-to location must be set up in the Oracle Enterprise Install Base Locations window and have an associated fixed asset location.

6. Click Save to receive the item into the project and commit the receipt transaction.

The application looks for an existing record for the item. If it locates a record and the receipt transaction has processed successfully, then it updates the item record with the quantity received.

If the application does not find an existing record, then it creates one for the receipt. The application sets the Oracle Enterprise Install Base usage code to In Inventory and its Oracle Install Base transaction status to Complete.

4.2 Transaction Sources for Project Import

Transaction sources identify the source of external transactions that you import into Oracle Projects using Transaction Import. For example, you can define the transaction source *Payroll* to identify expenditure items imported from an external payroll system. Transaction Import imports the transactions and creates corresponding expenditure records in the Oracle Projects expenditure tables. The following are Oracle Enterprise Install Base transaction sources:

- CSE_INV_ISSUE: Use this transaction for importing expenditures of type Issue to Project for a normal item
- CSE_INV_ISSUE_DEPR: Use this transaction for importing expenditures of type Issue to Project for a depreciable item
- CSE_IPV_ADJUSTMENT: Use this transaction for cost to be adjusted to the project
- CSE_IPV_ADJUSTMENT_DEPR: Use this transaction for cost to be adjusted to the asset
- CSE_PO_RECEIPT: Use this transaction for type Receipt into Project for a normal item
- CSE_PO_RECEIPT_DEPR: Use this transaction for type Receipt into Project for a depreciable item
- INVENTORY MISC: Use this transaction for miscellaneous transactions such as Miscellaneous Issue and Miscellaneous Receipt

4.3 Expenditure Inquiry

After the expenditure records are created through Transaction Import, use the Expenditure Inquiry window to review a project's expenditure items. You can see the amount and type of expenditure items charged to a project, how much revenue has accrued for an expenditure item, and other information about the project's expenditure items. For normal items that came through inventory, the expenditures are not created until the concurrent process PRC Distribute Usage and Miscellaneous Costs is run.

For more information, see *Oracle Projects User's Guide: Transaction Import*.

4.4 Asset Creation

After expenditures are created in projects, you can create an asset. The following steps are required for creation of an asset:

1. Run the Oracle Projects program PRC: Generate Asset Lines for a Single Project.
2. Run the Oracle Projects program PRC: Interface Assets to Oracle Asset.
3. Run the Oracle Assets request set Post Mass Additions.

See also Section 1.3.2, "Asset Processing for Normal and Depreciable Inventory Items".

The topics in this section are the following:

- Section 4.4.1, "PRC: Generate Asset Lines for a Single Project"
- Section 4.4.2, "PRC: Interface Assets to Oracle Asset"

4.4.1 PRC: Generate Asset Lines for a Single Project

Use this concurrent program to generate summary asset lines for a single project.

Prerequisites

None.

Steps

1. From the CRL 11i Projects responsibility, navigate to Projects > Other > Requests > Run.
2. Choose to run either a single report.
3. In the Name field, choose PRC: Generate Asset Lines for a Single Project
4. Click Submit.

The application assigns an ID number to your request. Use the ID number to find your request in the View Request window.

References

Section 6.5.1, "Viewing Request Results"

4.4.2 PRC: Interface Assets to Oracle Asset

Use this concurrent program to send valid asset lines to Oracle Assets to become fixed assets. The process creates one mass addition line in Oracle Assets for each asset line in Oracle Projects, assigning the asset information you entered for the CIP asset to the mass addition line in Oracle Assets.

Prerequisites

None.

Steps

1. From the CRL 11i Projects responsibility, navigate to Projects > Other > Requests > Run.
2. Choose to run either a single report.
3. In the Name field, choose PRC: Interface Assets to Oracle Asset.
4. Click Submit.

The application assigns an ID number to your request. Use the ID number to find your request in the View Request window.

References

Section 6.5.1, "Viewing Request Results"

Understanding the Fixed Asset Architecture

This topic provides an understanding of the interaction between Oracle Enterprise Install Base and Oracle Assets.

5.1 Asset Processing in Oracle Enterprise Install Base

Oracle Enterprise Install Base can interface assets directly to Oracle Assets by using concurrent programs. After an asset is created, any physical movement to the associated item automatically updates the financial records. This reduces the amount of manual intervention required to maintain your financial system.

For example, when a depreciable item is received, you run the appropriate concurrent program to create an asset. Now the asset is linked with the item. Suppose an item is moved to a different organization. Oracle Enterprise Install Base checks for necessary changes for asset location, and asset category if applicable. Oracle Enterprise Install Base makes the necessary changes to the asset, which may involve retiring an existing asset and creating a new asset in the new organization.

Oracle Enterprise Install Base also maintains the history of all the transactions performed. This gives you total visibility of all items and their related assets.

When Oracle Enterprise Install Base creates a transaction which has a financial, asset-related impact, the transaction is stored in a transaction table, with an Oracle Install Base status of Pending. Later, a concurrent program reads the transaction log and processes all the transactions in sequence.

Oracle Enterprise Install Base business logic or a client extension processes each transaction in the transaction table, determines the appropriate asset transaction, retrieves the required fixed asset data, inserts a record in to the appropriate fixed asset interface, submits the fixed asset, and changes the Oracle Install Base status to Complete. A tieback from the Oracle Assets returns the asset ID to the Oracle

Enterprise Install Base business logic or client extension and updates the Oracle Install Base Instance-Asset assignment table.

5.2 Asset-Related Processes in Oracle Enterprise Install Base

Table 5–1 shows the concurrent programs and request sets in Oracle Enterprise Install Base that interface with Oracle Assets to make the asset-related changes in Oracle Assets.

Table 5–1 Processes to Create and Update Oracle Assets

| Name of the Program/ | Description |
|---|---|
| Depreciable Items - Asset Creation | This is a concurrent program that creates an asset or cost adjustment when a depreciable item is received either in Oracle Inventory or in Oracle Projects. |
| Create Assets for Normal Items | This is a request set that creates an asset or cost adjustment when a normal item is put in service. |
| Interface Move Transaction to Fixed Assets - Report | This is a concurrent program that processes any item moves like subinventory transfer, inter-organization transfer, miscellaneous issues, and physical inventory adjustments for which an asset already exists. |

See also Section 1.3.2, "Asset Processing for Normal and Depreciable Inventory Items".

The topics in this section are the following:

- Section 5.2.1, "Depreciable Items - Asset Creation Program"
- Section 5.2.2, "EIB: Create Assets for Normal Items Request Set"
- Section 5.2.3, "Interface Move Transaction to Fixed Assets - Report Program"

5.2.1 Depreciable Items - Asset Creation Program

The Depreciable Items - Asset Creation concurrent program processes the following transactions to create an asset for a depreciable item.

Table 5–2 Transactions for the Depreciable Items Asset Creation Program

| Install Base Transaction Source | Description | Install Base Transaction Status | Meaning |
|--|--|--|---|
| PO_RECEIPT_INTO_INVENTORY | Receipt of depreciable item into Inventory | PENDING | Needs further fixed asset/project accounting processing |
| PO_RECEIPT_INTO_PROJECT | Receipt of depreciable item into Projects | PENDING | Needs further fixed asset/project accounting processing |

Process Steps:

Run the following programs after receipt of a depreciable item to create an asset.

1. Run Depreciable Items - Asset Creation from Oracle Enterprise Install Base.
2. Run Post Mass Additions from Oracle Assets.

Requirements

- For project related receipts, the billable flag is already set to NO to prevent account information from going to general ledger and thus avoid double accounting.
- Because Ship to Location is a mandatory field on a purchase order, the corresponding fixed asset location is used to create an asset. The asset category is extracted from the item definition.
- The fixed asset book type is used from the Oracle Enterprise Install Base profile option CSE:FA Book Type Code.
- Vintage pooling is available for all non-serialized depreciable items. Any receipt is added to the existing asset if the receipt year is the same. Receipt date must be defaulted to the first day of the current fiscal year. However, you can customize it through client extension.
- In the case of serialized item instances, a new asset is always created. For non-serialized item instances, a new asset is created if the asset category is different or, in case of vintage pooling, if the receipt year is different.

- If the asset already exists for that category, then the application adjusts the cost and unit.

After the post mass additions program is complete, the asset number is linked to the item instance.

5.2.2 EIB: Create Assets for Normal Items Request Set

The Create Assets for Normal Items concurrent program processes the following transactions to create an asset for normal items put in service.

Table 5–3 Transactions for the Normal Items Concurrent Program

| Install Base Transaction Source | Description | Install Base Transaction Status | Meaning |
|--|---------------------|--|--|
| PROJECT_ITEM_IN_SERVICE | Item put in service | INTERFACE_TO_PA | Needs further fixed asset/project accounting processing. |

Steps

Run the following programs after a normal item is put in service to create asset.

1. Run the concurrent request set EIB: Create Assets for Normal Items from Oracle Enterprise Install Base.
2. Run the concurrent program PRC: Generate Asset Lines for a Single Project from Oracle Projects.
3. Run the concurrent program PRC: Interface Asset to Oracle Assets from Oracle Projects.
4. Run the concurrent request set Post Mass Additions from Oracle Assets.

Guidelines:

- An item must be issued to a project or received in the project before installing and putting it in service. Also make sure to create expenditures before installing. This is a prerequisite for asset creation. Expenditures are created by running the Project Transaction Import program. The details are covered in the Projects Integration section.
- If you run this program without creating expenditures, then this program creates project expenditures but not the asset.

- In the case of serialized item instances, a new asset is always created. For non-serialized item instances, a new asset is created if asset category is different.
- If the asset already exists for that category, then the program performs cost and unit adjustment.
- A fixed asset location corresponding to the network location is used to create an asset. Asset category is extracted from the item definition.
- The fixed asset book type is used from the Oracle Enterprise Install Base profile option CSE:FA Book Type Code.

After successful completion of Post Mass Additions, the asset is created or updated for the new in-service item instance.

5.2.3 Interface Move Transaction to Fixed Assets - Report Program

The Interface Move Transaction to Fixed Assets - Report concurrent program is generally run after an asset has been created, and is used to update the asset-related information associated with Oracle Enterprise Install Base.

If the program is run, and any assets that it expects to update have not yet been created, the update transaction information is help pending, so that it can be processed later, after the necessary asset creation program or request set has been run.

The Interface Move Transaction to Fixed Assets - Report concurrent program processes the following transactions for each asset associated with the item instance that is transacted.

Table 5-4 Transactions Processed by the Move Transaction to Fixed Asset Program

| Install Base Transaction Source | Description | Install Base Transaction Status | Meaning |
|---------------------------------|--|---------------------------------|---|
| MISC_ISSUE | Miscellaneous issue of item out of inventory | PENDING | Needs further fixed asset/project accounting processing |
| PROJECT_ITEM_UNSTALLED | Item is Un-installed from the project | PENDING | Needs further fixed asset/project accounting processing |

Table 5–4 Transactions Processed by the Move Transaction to Fixed Asset Program

| Install Base Transaction Source | Description | Install Base Transaction Status | Meaning |
|--|--|--|---|
| MISC_RECEIPT_FROM_PROJECT | Item is moved from Projects into Inventory | PENDING | Needs further fixed asset/project accounting processing |
| SUBINVENTORY_TRANSFER | Transfer of an item within the organization from one subinventory to another | PENDING | Needs further fixed asset/project accounting processing |
| INTERORG_TRANSFER | Transfer of an item from one organization to the other | PENDING | Needs further fixed asset/project accounting processing |
| MOVE_ORDER_ISSUE_TO_PROJECT | Item issued to the project | PENDING | Needs further fixed asset/project accounting processing |
| PROJECT_ITEM_INSTALLED | Equipment Installed | PENDING | Needs further fixed asset/project accounting processing |
| PROJECT_ITEM_IN_SERVICE | Equipment In-service | PENDING | Needs further fixed asset/project accounting processing |
| IN_SERVICE | Asset is put in service | PENDING | Needs further fixed asset/project accounting processing |
| PHYSICAL_INVENTORY, CYCLE_COUNT | Asset adjustment when the item is adjusted in inventory in physical count | PENDING | Needs further fixed asset/project accounting processing |

Prerequisites

Generally, you must have run the two concurrent processes for asset creation, Depreciable Items - Asset Creation and EIB: Create Assets for Normal Items, to completion.

Steps

1. Run the concurrent program Interface Move Transactions to Fixed Assets - Report from Oracle Enterprise Install Base.
2. Run Post Mass Additions from Oracle Assets.

Note:

- In the case of a depreciable item, the movements listed in Table 5-4, "Transactions Processed by the Move Transaction to Fixed Asset Program" are tracked because an asset is created upon item receipt. For a normal item, only asset item move transactions are tracked.
- The program checks for any asset updates due to change in location. For example, when item is issued to the project, the location is changed from inventory to project location. If these locations belong to different fixed asset locations, then this change causes different distribution in the asset. Interface Move transactions to Fixed Asset process this change.
- All the transactions are processed sequentially, because of dependence. If any dependent transaction is pending, then this transaction is skipped

5.3 Asset Impact of a Miscellaneous Issue

For serialized items, when an item is issued out of inventory, the associated asset units and cost are both set to zero.

For non-serialized items, when an item is issued out of inventory, the associated asset units and cost will both be reduced by the equivalent values in the transaction.

5.4 Asset Impact of Subinventory Transfers

When an item is transferred from one subinventory to another, the program changes fixed asset location which, in turn, changes the fixed asset distributions. The asset, however, remains the same.

In a situation where there exists more than one source record, the First-in-first-out method is adapted. If more than one destination asset record exists, then the asset year is matched to adjust the asset. When searching for the existing asset in the system, the program always looks to see if there exists a similar record under process. If it finds an exact match, then the record is skipped.

In a business rule dictates a change in location with a change in category, then you must modify the client extension. In that case, a new set asset is created for a serialized item. The original asset cost is updated to zero, and you have to retire the asset manually. Similar unit and cost adjustments are done in source and destination assets in the case of non-serialized items.

5.5 Asset Impact of Inter-Organizational Transfers/Item Moves

When an item is transferred from one organization to another, the program changes fixed asset location which, in turn, changes the fixed asset distributions. The asset, however, remains the same. The transactions include PROJECT_ITEM_INSTALLED, PROJECT_ITEM_UNINSTALLED, IN_SERVICE, MISC_RECEIPT_FROM_PROJECT, MISC_ISSUE_TO_PROJECT, MOVE_ORDER_ISSUE_TO_PROJECT, and PROJECT_ITEM_IN_SERVICE.

- Intra-asset: If only one source asset exists, and if the destination record has the same asset but the fixed asset location is different, then that is changed.
- Inter-asset: If the source asset and the destination assets are different, then the program performs cost and unit adjustment for both assets.
- If there is no destination asset, then the program creates a new asset with the transaction quantity and appropriate cost. Then the cost and unit adjustments are done for the source asset. In the case of serialized items, the original asset cost is updated to zero, and you must retire the asset manually.

In a situation where more than one source record exists, the first-in-first-out method is adapted. If more than one destination asset record exists, then asset year is matched to adjust the asset. When searching for the existing asset in the system, the program always determines if a similar record exists under process. If it finds an exact match, then the record is skipped.

If your business rule dictates a change in location for a change in category, then you must modify the client extension. In that case, a new asset is created for a serialized item. The original asset cost is updated to zero, and you must retire the asset manually. Similar unit and cost adjustments are done in source and destination assets in the case of non-serialized items.

5.6 Asset Impact of Physical Inventory and Cycle Count Adjustments

Depending upon the physical adjustment, a Physical Inventory and Cycle Count Adjustments transaction is treated the same as Miscellaneous Issue or Miscellaneous Receipt. For example, if an item quantity increases after physical count, then a Miscellaneous receipt transaction occurs.

After this transaction, run the concurrent program Interface Move Transactions to Fixed Assets - Report program.

Finally, run the Post Mass Addition request set from Oracle Assets to complete the asset information update. In the case of quantity reduction, this request set adjusts the asset unit and cost. If the item is serialized, then the asset is retired.

5.7 Case Study

The case study scenario consists of a number of item transactions, followed by the processing used to create and update the assets associated with the items.

The topics in this section are as follows:

- Section 5.7.1, "Case Study Item Transaction Details"
- Section 5.7.2, "Asset Processing Options"
- Section 5.7.3, "Case Study Asset Processing"

5.7.1 Case Study Item Transaction Details

Table 5-5 describes the item transactions for this case study.

Table 5-5 Case study item transaction details

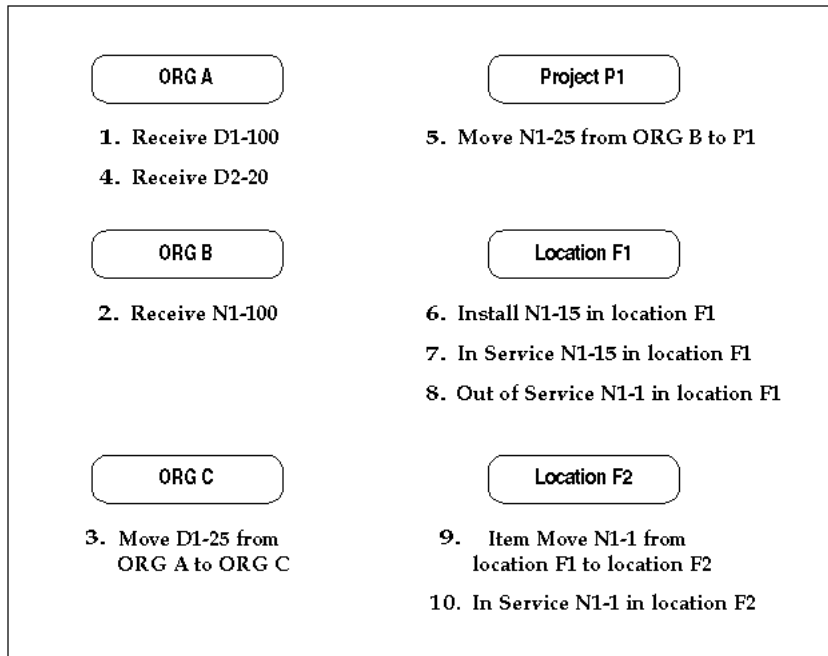
| Transaction Type | Transaction ID | Quantity | Details |
|--------------------------------|----------------|----------|--|
| Receipt of Depreciable item D1 | 1 | 100 | Item D1 in Organization A |
| Receipt of Normal item N1 | 2 | 100 | Item N1 in Organization B |
| Inter-Organization Move | 3 | 25 | Item D1 from Org A to Org C |
| Receipt of Depreciable item D2 | 4 | 20 | Item D2 in Organization A |
| Move Order Issue to Project | 5 | 25 | Item N1 from Organization B to Project P1 |
| Equipment installed | 6 | 15 | Item N1 from Project P1 installed in field location F1 |

Table 5–5 Case study item transaction details

| Transaction Type | Transaction ID | Quantity | Details |
|--------------------------------|----------------|----------|---|
| Equipment put in service | 7 | 5 | Item N1 put in service in field location F1 |
| Equipment taken out of service | 8 | 1 | Item N1 taken out of service at field location F1 |
| Item Move | 9 | 1 | Item N1 from field location F1 to field location F2 |
| Equipment put back in service | 10 | 1 | Item N1 put in service in field location F2 |

Figure 5–1 shows the case study transactions related to the item organizations, project, and locations.

Figure 5–1 Case Study transactions



5.7.2 Asset Processing Options

Oracle Enterprise Install Base processes three types of asset transaction, using the following processing units:

- Section 5.2.1, "Depreciable Items - Asset Creation Program"
This is a concurrent program which creates an asset.
- Section 5.2.2, "EIB: Create Assets for Normal Items Request Set"
This is a request set which creates an asset header that becomes an asset through CRL concurrent programs.
- Section 5.2.3, "Interface Move Transaction to Fixed Assets - Report Program"
This is a concurrent program which performs asset updates, both depreciable & normal, due to physical moves.

5.7.3 Case Study Asset Processing

1. Run the Depreciable Items - Asset Creation concurrent program. This selects transactions 1 and 4. It checks if assets already exist for items D1 and D2. If assets already exist for items D1 and D2, then the program performs unit and cost adjustments to the existing assets. Otherwise it creates new assets.
2. Now, if you run the program Interface Move Transaction to Fixed Assets - Report, then only transaction 3 is selected and will be processed to make asset updates, assuming that an asset had been previously successfully created for item D1.

Although transaction 10 is also a asset move, it is not selected this time. This is because Item N1 has not yet become an asset (you cannot create assets from normal items unless the items are in service).

3. Now, run the request set EIB: Create Assets for Normal Items. At this point, transaction 7 is selected and the asset header will be created. This will become an asset after running CRL programs for asset creation.
4. Transaction 10, where the normal item N1 was put back in service in location F2, will be selected and processed only when you run the Interface Move Transactions to Fixed Assets Report program subsequently.

To ensure the proper order of the transactions, the program skips all the failed transaction records and their subsequent dependent transaction records.

For example, in the case study, assume that for some reason an asset was not created for item D1 in transaction 1 when the Depreciable Items - Asset Creation concurrent program was run.

Transaction 3 depends on transaction 1. If transaction 1 fails to create an asset, then transaction 3 will not be processed by the program Interface Move Transaction to Fixed Assets - Report.

Transaction 3 will be processed only when you perform the following processing sequence:

1. Run the Depreciable Items - Asset Creation program, and check that you have successfully created an asset for the parent transaction 1.
2. Run the Interface Move Transaction to Fixed Assets - Report program.

5.8 Understanding the CLEI

The Common Language Equipment Identifier (CLEI) is a vendor-specific, 10-character code. It is a standard used by the telecommunications industry for identifying and describing equipment. Because Oracle Enterprise Install Base captures the CLEI code in the lot field, items that have a CLEI code must be set to full lot control. If an item has no CLEI code, then it does not need lot control.

The supplier usually provides CLEI codes for the items that you purchase. When performing transactions, you can select CLEI codes from a list of values or you can enter new CLEI values directly into the Lot field.

5.9 Overview of Retirements

The process that Oracle Enterprise Install Base uses to retire and reinstate assets is the same as the process used in Oracle Assets. you may retire or reinstate partial or whole assets.

Before you retire an asset, you must first take it out of service. If the asset being retired is in a depreciable subinventory, Oracle Enterprise Install Base generates a miscellaneous issue transaction for the item and quantity. It then updates the item's status to Retired.

An asset must have a status of retired before it can be reinstated. An asset reinstatement reverses the operation of the Oracle Enterprise Install Base retirement logic. For the reinstatement, Oracle Enterprise Install Base generates a miscellaneous receipt transaction for the item and quantity and then updates the unit record status to Out-of-Service.

Using Oracle Enterprise Install Base

This topic group provides process-oriented, task-based procedures for using the application to perform essential business tasks.

6.1 Performing an Inquiry in Oracle Install Base

Use the following procedure to review item records in Oracle Install Base that give details about inventory, assets, and projects.

Prerequisites

All inventory setups, such as organization and item creation, must be completed.

Steps

1. Click the Products tab.
The Search Products page appears.
2. Click Personalize.
The Advanced Product search appears.
3. In each basic category region, enter data in the fields.
As necessary, use generic entries and the associated Go button to populate fields with specific values.
As necessary, click Clear to clear out your test entries.
4. In the Table Personalization region, use the Move and Remove commands and arrows to move selected columns between the list of available columns and columns that you select for displays

5. In the Sort Rows region, select from the LOV the fields to be used in the sort order.
6. Use the arrows in the right-hand column of the personalization table to arrange the display sequence of your selected columns. The column titles as arranged from the top to bottom and displayed from the left to right on the Search My Products page.
7. As appropriate, click one of the following:
 - Search: Finds values that satisfy the current search criteria
 - Save As: Saves the current search criteria with a name that you enter
 - Save: Saves the search criteria under the most recently used name for search criteria
 - Save and Search: Saves the search criteria under the most recently used name for search criteria and then performs a search that uses those criteria
 - Use as Summary Page Default: Use this search as a default each time you log on.

6.2 Understanding an Oracle Install Base Inquiry

Oracle Install Base supports tracking of any unit regardless of business party relationships, location, or accounting classification. Install Base is a repository for tracking information about items. Assets can also be tracked by defining them as item instances in Install Base and establishing links between these item instances and corresponding assets in the Oracle Assets. Use the Oracle Install Base home page to see how items are distributed within the enterprise.

6.3 Viewing Inventory Details

Use the Oracle Install Base home page to view inventory information about a selected item, such as subinventory, lot number, revision, vendor serial number, and vendor name.

Prerequisites

None.

Steps

1. Click the Products tab.

The Search Products page appears.

2. Choose blank from the LOV in Saved Searches, and click Personalize.

The Advanced Product Search page appears.

3. Enter data in the Item Number field. Use % for a wildcard search.
4. Click Search.

The Search Results page appears.

5. Click the Description field to view the details of an inventory item.

6.4 Viewing Assets

Use the Oracle Install Base home page to view and define associated asset information such as asset number, date placed in service, and employee. Use this procedure to view an asset.

Prerequisites

None.

Steps

1. Click the Products tab.

The Search Products appears.

2. Choose blank from the LOV in Saved Searches, and click Personalize.

The Advanced Product Search page appears.

3. Enter data in the Item Number field. Use % for a wildcard search.
4. Click Search.

The Search Results page appears.

5. Click on the Description field to view the details of an item.
6. In the side navigation menu, select Asset.

The Asset page appears, where you can view asset information.

6.5 Submitting a Request

Use the Submit Request window to request one of the following reports and concurrent processes in Oracle Enterprise Install Base:

- Section 6.6, "Requesting an Assumed Loss Rate Report"
- Section 6.7, "Requesting a Bill of Lading Report"

6.5.1 Viewing Request Results

When you request a report, Oracle Enterprise Install Base assigns a number to your request, runs the request, and stores the report. Use this procedure to view the report that you requested.

Prerequisites

You must request a report and save the request ID number.

Steps

1. In the Oracle Enterprise Install Base responsibility, navigate to Requests > View.
2. In the Find window, click Specific Request, and enter the ID number of the report that you wish to view.
3. Click Find to retrieve the record.
4. Click View Output to see the report online.

If the report was completed with errors, then choose View Log to see a list of the errors that were encountered when your request was processed.

5. To print the report, in the Menu Bar choose Tools > Reprint.
Enter the number of copies to print, the printer, and the print style.
6. Click Save to complete the reprint request.

6.6 Requesting an Assumed Loss Rate Report

Use this procedure to generate a list of items that have been issued to projects but have never been placed in service.

Prerequisites

None.

Steps

1. In the Oracle Enterprise Install Base responsibility, navigate to Requests > Run.
2. Choose to run a single report.
3. In the Name field, choose Assumed Loss Rate Report.
4. Choose either Detail or Summary report type.

The Detail type displays all individual transactions that meet your criteria. The Summary type provides only transaction totals.

5. In the Parameters window, enter any needed information in the fields to define your search.

If you leave all optional fields blank, then the search returns all records across all organizations in the format that you requested.

Project Number: To limit your search results to those items that have been issued to a specific project, enter the project number here.

Task Number: Enter the task number to further limit your search results to those items that have been issued to a particular task for a project.

Organization: To limit your results to a particular organization, enter that organization here.

Inventory Item: To limit your search results to records for a specific item, enter the item number here.

6. Click OK to close the Parameters window.
7. Click Submit when you have finished defining the report.

The application assigns an ID number to your request. Use the ID number to find your request in the View Request window.

References

Section 6.5.1, "Viewing Request Results"

6.7 Requesting a Bill of Lading Report

Use this procedure to generate a bill of lading report, which displays the following:

- move order number
- transaction request date

- ship-to location name and address
- project number
- task number
- line item number
- item number
- item revision
- quantity requested and quantity shipped, both with totals for each item number
- CLEI
- serial number
- vendor serial number

Follow these steps to generate a bill of lading.

Prerequisites

None.

Steps

1. In the Oracle Enterprise Install Base responsibility, navigate to Requests > Run.
2. Choose to run a single report.
3. In the Name field, choose Bill of Lading Report.
4. In the Parameters window, enter any necessary information in the fields to define your search.

If you leave all fields blank, then the report will include all move orders for the current day.

Move Order Number: To limit the report to a specific move order, enter that number here.

Organization Name: Limits the report to a specific organization.

Date From: To limits the report to all move orders generated from a specific date forward, enter that date here.

Date To: To limit the report to all move orders generated before a specific date, enter that date here.

Project Number: To limit the report to only those move orders for a specific project, enter that project number here.

Task Number: To limit the report to only those move orders for a particular project task, enter that task number here.

Location: To limit the report to only those move orders for a particular physical location, enter that location here.

5. Click OK to close the Parameters window.
6. Click Submit when you have finished defining the report.

The application assigns an ID number to your request. Use the ID number to find your request in the View Request form.

References

Section 6.5.1, "Viewing Request Results"

Guidelines

To print a bill of lading for a specific range of dates, enter a date in both the Data Required From and Data Required To fields. If you do not enter any dates in these fields, then the bill of lading report shows all move orders up to the system date.

If you enter a value for Task Number, then enter a corresponding Project Number.

To keep the report results to a manageable length, enter data for as many of the parameter fields as possible.

6.8 Invoice Price Variance

For depreciable items, Oracle Enterprise Install Base creates item assets at PO cost. For normal items, Oracle Enterprise Install Base creates project expenditures with inventory cost.

After the invoice is created, any cost difference must be adjusted in project accounting or fixed asset applications. For the depreciable items, the difference is adjusted in Oracle Assets. For non-depreciable items, the adjustment is done in Oracle Projects.

For both normal and depreciable items, in Oracle Payables, the invoice must be approved, and accounting must be created. Also you need to run an Oracle Payables concurrent program to interface the transaction to Oracle General Ledger before adjusting the invoice price variance.

You need to run a concurrent program to ensure that the construction cost of the project is as close to the actual cost as possible.

Two types of invoice price variance are available:

1. Invoice Price Variance in Oracle Projects

To adjust the cost from Oracle Payables, you need to bring in invoice cost from Oracle Payables into Oracle Projects and then assign attributes to new expenditures. The steps are as follows:

- a. Run the program PRC: Interface Payables Invoice Cost Adjustments to Projects Report.
- b. Run the program PRC: Transaction Import.
- c. Assign attributes to the new expenditure in the Expenditure Inquiry window, basing your assignment on asset category, location, and product.

2. Invoice Price Variance in Oracle Assets

To adjust the cost from Oracle Payables, bring the invoice cost from Oracle Payables into Oracle Assets, and then update the Mass Addition table. The steps are as follows:

- a. Run the program PRC: Interface Payables Invoice Cost Adjustments to Assets Report.
- b. Run the Oracle Assets request set Post Mass Additions for the category book.

The topics in this section are the following:

- Section 6.8.1, "PRC: Interface Payables Invoice Cost Adjustments to Assets Report"
- Section 6.8.2, "PRC: Interface Payables Invoice Cost Adjustments to Projects Report"

6.8.1 PRC: Interface Payables Invoice Cost Adjustments to Assets Report

Prerequisites

In Oracle Payables, first approve the invoice, then create accounting for the invoice.

Run the Oracle Payables program Payables Transfer to General Ledger.

Steps

1. From the Oracle Enterprise Install Base responsibility, navigate to Requests > Run.
2. Choose to run a single report.
3. In the Name field, choose PRC: Interface Payables Invoice Cost Adjustments to Assets Report.
4. In the Parameters window, enter the parameters From Invoice Accounting Date and the To Invoice Accounting Date.
5. Click OK to close the Parameters window.
6. Click Submit when you have finished defining the report.

The application assigns an ID number to your request. Use the ID number to find your request in the View Request window.

References

Section 6.5.1, "Viewing Request Results"

6.8.2 PRC: Interface Payables Invoice Cost Adjustments to Projects Report

Prerequisites

In Oracle Payables, first approve the invoice, then create accounting for the invoice. Run the Oracle Payables program Payables Transfer to General Ledger.

Steps

1. From the Oracle Enterprise Install Base responsibility, navigate to Requests > Run.
2. Choose to run a single report.
3. In the Name field, choose PRC: Interface Payables Invoice Cost Adjustments to Projects Report.
4. In the Parameters window, enter the parameters Project ID, GL Date, and End Expenditure Item Date and the To Invoice Accounting Date.
5. Click OK to close the Parameters window.
6. Click Submit when you have finished defining the report.

The application assigns an ID number to your request. Use the ID number to find your request in the View Request window.

References

Section 6.5.1, "Viewing Request Results"

6.9 Finding Personal Profile Values

In the Find Personal Profile Values window, you can search for the personal profile values that have already been defined in other Oracle applications. Then use the Personal Profile Values window to display and make changes to your personal settings. Do not enter user values unless you require a setting that is different from the default setting.

Follow these steps to find and edit personal profile values used in the Oracle Enterprise Install Base application.

Prerequisites

Create profiles.

Steps

1. In the Oracle Enterprise Install Base responsibility, navigate to Setup > Profiles.
The Find Personal Profile Values window opens.
2. Click [...] to open the list of values.
The Organizations window appears.
3. Enter any partial search mask, if you want, in the Find field, and click Find.
The Profiles window displays the profiles for Oracle Enterprise Install Base.
4. Select the profile that you want to edit, and click OK.
The Find Personal Profile Values window displays the name of the selected profile.
5. Click Find.
The Personal Profile Values window opens and displays the selected profile.
6. Enter values in the User Value column to customize the user profile.
7. Click File > Save to save your changes.