

# **Oracle® Enterprise Install Base**

User Guide

Release 11*i*

**Part No. B14442-01**

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Oracle Enterprise Install Base User Guide, Release 11i

Part No. B14442-01

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### **Part No. B14442-01**

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.

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# Preface

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

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 Asset Deployment," describes how to perform asset deployment transactions to track your products and assets.
- Chapter 4, "Understanding Projects Integration," provides an overview of the transactions and the processes in Oracle Projects that are associated with Oracle Enterprise Install Base.
- Chapter 5, "Understanding Fixed Asset Integration," provides insights into the integration of Oracle Enterprise Install Base and Oracle Assets.
- Chapter 6, "Using Oracle Enterprise Install Base," provides process-oriented, task based procedures for using Oracle Enterprise Install Base to perform essential business tasks.

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## 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.
- **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.

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# 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.

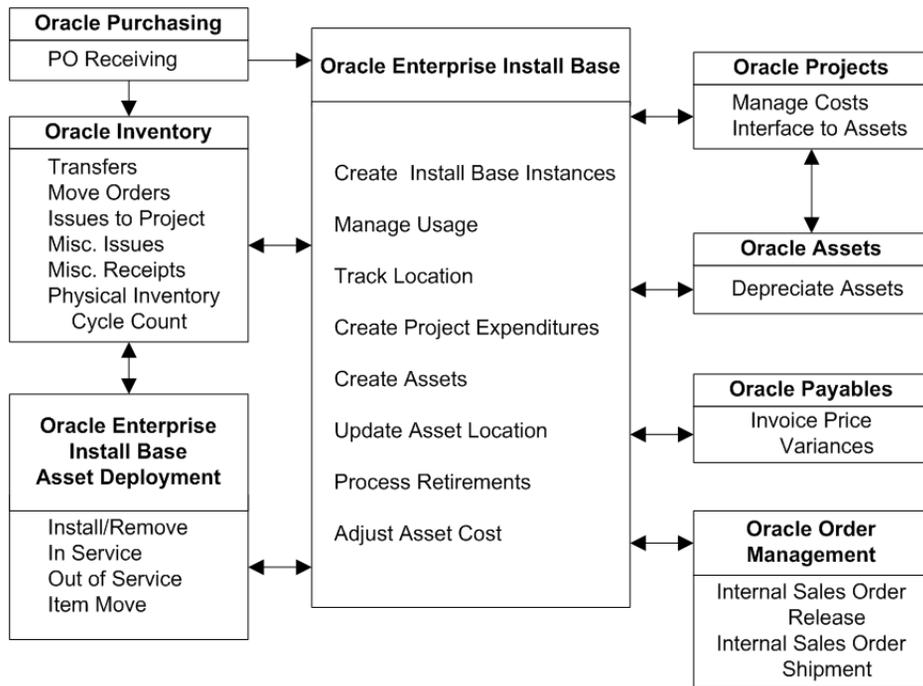
With Oracle Enterprise Install Base, you can give users access to tracking information without allowing them access to sensitive processes related to assets and purchasing. You can also track inventory items after they have been installed and link financial transactions to the physical movement of equipment.

Oracle Enterprise Install Base integrates with Oracle Inventory, Oracle Purchasing, Oracle Projects with the Capital Resource Logistics (CRL) feature, 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, CRL Projects, Oracle Assets, and can integrate with 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, party, 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 deployment transaction can 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 Assets. 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 Assets, and Oracle Projects enabled for CRL Financials.

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 to issue an item either to a project or directly to a field location
- Miscellaneous issue to a project or field location

- Miscellaneous receipt from a project or field location
- 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
- Internal sales order shipment

### 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:

- Track in Install Base

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

- Create Fixed Asset

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

If the check box is selected, then the item becomes depreciable, and the asset is created upon receipt either in Oracle Inventory or in Oracle Projects.

If the check box is left unchecked, then the item is regarded as normal, and the asset is created when put in service through an Oracle Enterprise Install Base deployment transaction.

### 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.

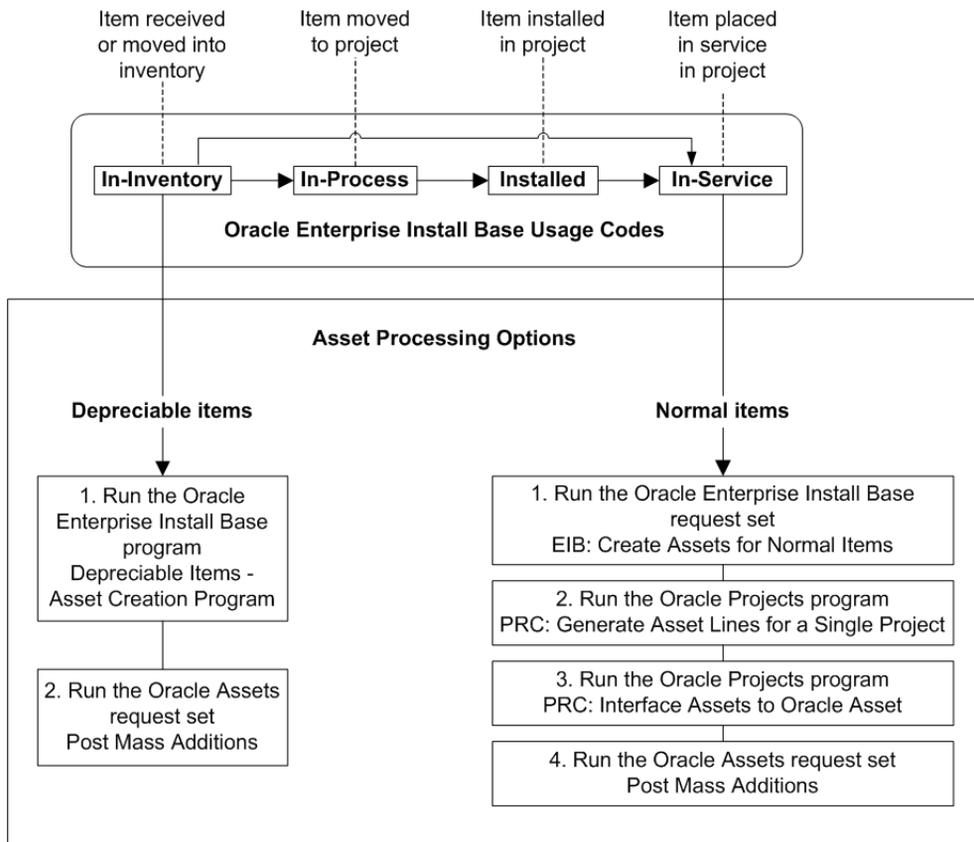
Oracle Enterprise Install Base supports the following inventory transaction types for internal sales orders:

- Sales Order Issue
- Internal Order Direct Shipment
- Sales Order Pick
- Internal Order Pick
- Internal Requisition In-Transit Receipt
- Internal Order In-Transit Shipment

### 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.



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# 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 in Oracle Enterprise Install Base. 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:

- 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

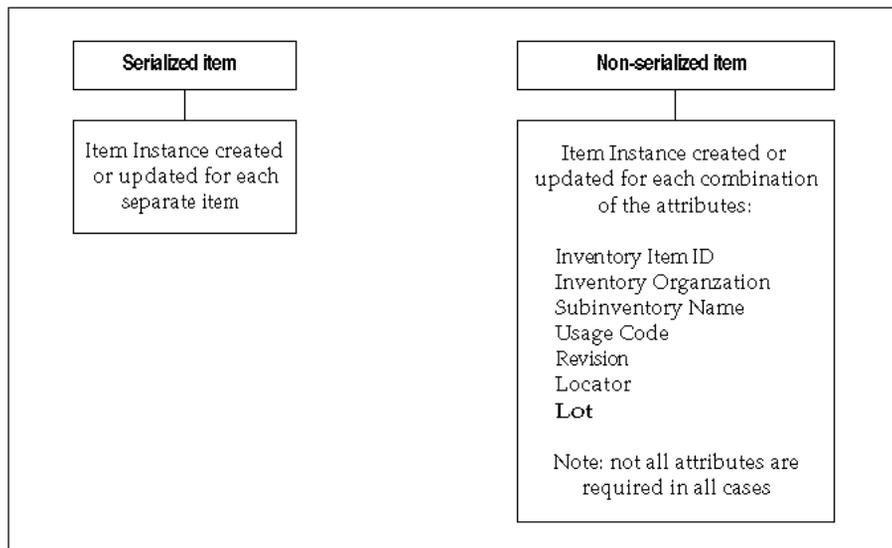
In many transactions, item instances are created or updated. The number of item instances created depends on whether the master item in Oracle Inventory is designated to be a serialized or a non-serialized item.

### 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 that 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 that 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 Oracle 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.
- 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.
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 can 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.

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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.

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**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"](#).

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- **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 check box 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, then Oracle Enterprise Install Base adjusts asset units in Oracle Assets to zero, but it does not set the value in Oracle Assets to a negative number.

The topics in this section are as follows:

- [Miscellaneous Receipts](#)
- [Miscellaneous Receipts from Projects](#)
- [Miscellaneous Receipts from Field Location](#)
- [Miscellaneous Issues](#)
- [Miscellaneous Issues to Projects](#)
- [Miscellaneous Issues to Field Location](#)

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.

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.

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

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## 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).
- 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 Receipts from Field Location

The Miscellaneous Receipt from Field location transaction is used to receive assets from the field location.

You must have defined the Miscellaneous Receipt from Field location 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 Field location 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"](#).

Use this procedure to enter a miscellaneous receipt transaction.

#### Steps

1. Navigate to the Miscellaneous Transaction window.
2. Enter the date and time of entry for the transaction.

The date you can enter is controlled by the INV: Transaction Date Validation profile option. See: Oracle Inventory Profile Options.

3. Enter a miscellaneous transaction type for the transfer. This should be the transaction you set up to receive assets from field location. See: "Defining Transaction Types" in *Enterprise Install Base Implementation Guide*.
4. Optionally, enter the source of the transaction type.
5. Optionally, enter the general ledger account against which the material is issued or received.
6. Optionally, indicate if inventory information should be defaulted from the serial number.

Use this procedure to enter the item to transfer.

### Steps

1. Choose Transaction Lines in the Miscellaneous Transaction window. The Transaction Lines Detail folder window appears.
2. Enter an asset item want to receive. If you choose to default inventory information from the serial number, enter a serial number.
3. Enter the revision for the item to issue or receive. You must enter a value in this field if the item is under revision control.
4. Enter a subinventory. For an issue transaction, you cannot enter a subinventory that does not have Quantity Tracking turned on.
5. Enter a locator. You must enter a value here if you established locator control for the item.
6. Optionally, enter a lot number for the asset item. If you want to enter multiple lot numbers, complete the remaining steps, then choose the Lot/Serial button to display the Lot Entry window.
7. Enter a unit of measure. This can be the primary unit of measure (the default) or any valid alternate unit of measure. If you enter an alternate unit of measure, then Oracle Inventory issues the quantity that you specify in this unit of measure. Oracle Inventory also converts the quantity to the primary unit of measure so that it can correctly update the on-hand quantity.
8. Enter the quantity of the asset to receive, based on the unit of measure that you specified.
9. If using average costing, enter the unit cost of the item to receive or issue. Leave this field blank to use the system average cost at the time of the transaction.

10. Enter a location from where you are receiving an asset. You must enter the location field for this transaction type.
11. Optionally, enter a reason code for the transaction. For example, you can use reason codes to allow you to mark exceptional charges to support quality data collection.
12. Optionally, enter text that describe the transaction.
13. Enter a general ledger account for the item to use in the transaction. You can change this account only for miscellaneous issue/receipt or user-defined transaction types.
14. To enter lot or serial number information, choose the Lot/Serial button.
15. Save your work to process the transaction.

## 2.5.4 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.

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.

## 2.5.5 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).

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.

## 2.5.6 Miscellaneous Issues to Field Location

Use this transaction to issue item to a field location directly from the warehouse.

Oracle Enterprise Install Base marks this transaction as an IN SERVICE transaction, and the asset can be created after the transaction is complete. The asset location of the existing assets will be changed after running Interface Move and Misc Transactions to Fixed Assets - Report.

You must have defined the Miscellaneous Issue to Field Location 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*.

For a serialized item, the instance record is updated. The instance usage code changes to IN SERVICE. For a non-serialized item, a new instance is created with instance code = IN SERVICE. 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).

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

**Table 2–5 Miscellaneous Issue to Field Location Transaction Processing**

Serialized Item	Non-Serialized Item
Change location to the specified location. Set usage code to IN SERVICE.	Reduce quantity from the inventory item instance, and increase quantity for the in-service 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.

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"](#)

## 2.9 Asset Handling for Internal Sales Orders

Oracle Enterprise Install Base performs cost and unit adjustments to assets when they are moved using internal sales orders. This handling applies to depreciable and normal items that have Oracle Assets assets associated with them.

The integration of Oracle Enterprise Install Base with Oracle Assets supports the following Oracle Inventory transactions. Item definition as Depreciable or Normal must be kept at the master organization level and must not be changed at organization level.

- Direct Inter-Organization Transfers
- In-Transit Inter-Organization Transfers

- Direct Internal Sales Order
- In-Transit Internal Sales Order

In the case of in-transit shipments, item instances are in transit until they are received into a receiving organization. Such in-transit transactions interact with Oracle Assets only upon receipt of the material or item in the receiving inventory organization.

Oracle Enterprise Install Base does *not* maintain Instance-Asset links for in-transit instances.

Oracle Enterprise Install Base performs the following updates based on the item definition:

- Depreciable Items: Update the fixed asset location if it is different from the source and destination location. If the asset category is different, then update the asset cost and units of the source asset and create or update the destination asset.
- Normal Items with Assets: In case of redeployment, serialized normal items have fixed assets associated with them. If any of the inter organization transactions are performed, then these transactions are also required to interact with Oracle Assets. Update the fixed asset location if it is different from the source and destination location. If the asset category is different, then update the asset cost and units of the source asset and create or update the destination asset.

All of the inter-organization transfer and internal sales order transactions are processed by Oracle Enterprise Install Base-Oracle Assets integration as asset move transactions.

Typically all of the transactions and various scenarios can be broadly categorized as indicated in the following table.

<b>Case #</b>	<b>Shipping Org "Inventory" Usage Code Instance Serialized or Non-Serialized</b>	<b>Receiving Org "Inventory" Usage Code Instance Serialized or Non-Serialized</b>	<b>Actions with Oracle Enterprise Install Base and Oracle Assets</b>
1	Serialized	Serialized	The application performs an Oracle Assets location change if the source and destination asset locations are different or if the source asset category is different from the destination asset category. Then it retires the source asset and creates a new asset in the destination organization.
2	Serialized	Non-Serialized	The application retires the source serialized instances. Then it creates or updates the destination asset.
3	Non-Serialized	Serialized	The application performs asset cost and unit adjustment on the source asset and creates serialized destination assets.
4	Non-Serialized	Non-Serialized	The application performs an Oracle Assets location change if the source and destination asset location are different or if the source asset category is different from the destination asset category. Then it performs negative cost adjustment on the source asset and creates or updates the destination asset.

To avoid inventory costing conflicts for assets, receive and store capitalized items in separate expense-type subinventory. In addition, keep the inventory asset flag cleared if you do not wish to create assets upon miscellaneous receipts.

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# Understanding Asset Deployment

This topic group describes how to deploy assets using Oracle Enterprise Install Base.

## 3.1 Asset Deployment

Asset deployment is a capability of Oracle Enterprise Install Base. The purpose of asset deployment 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 Asset Deployment 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:

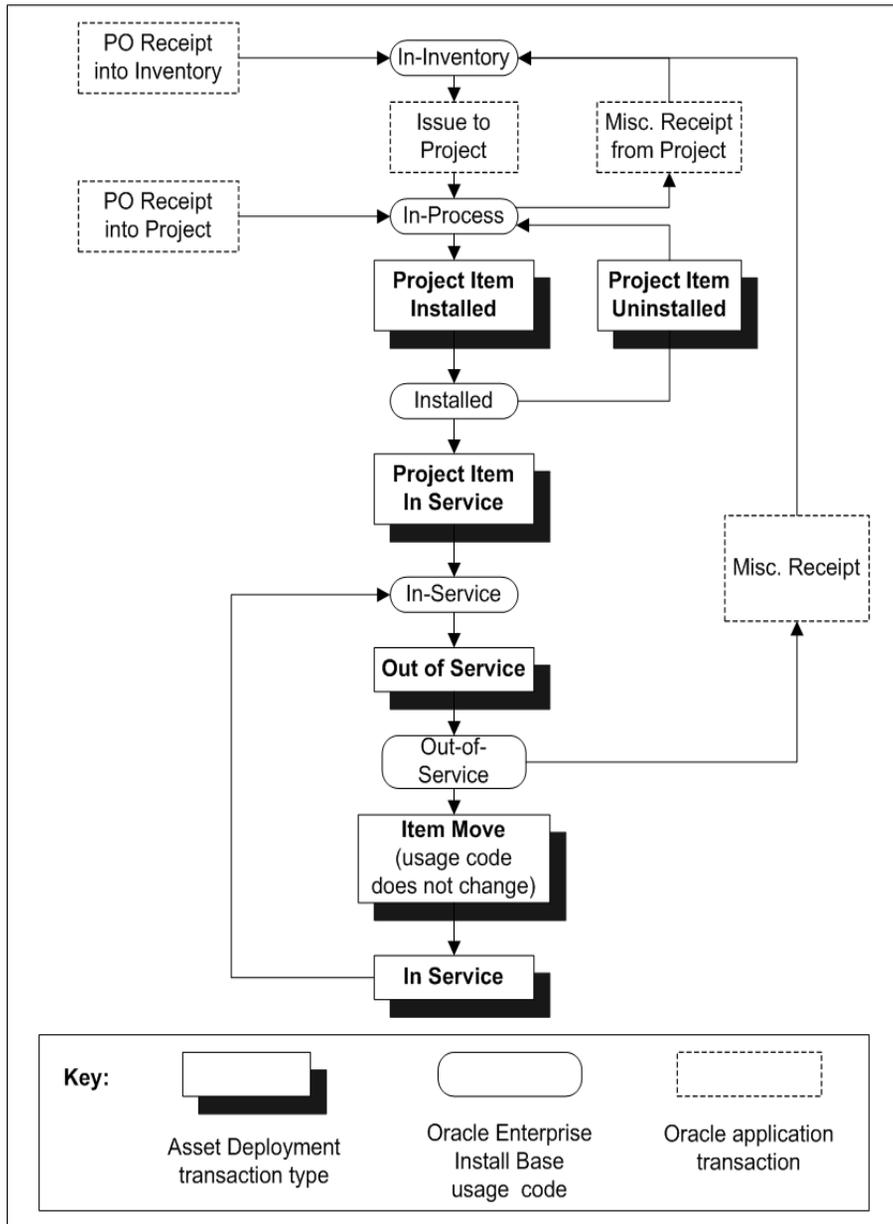
- [Section 3.1.1, "Asset Deployment Transactions"](#)
- [Section 3.1.2, "Partial Installation and In-Service Conditions"](#)
- [Section 3.1.3, "Selecting the Location for the Item Instance"](#)
- [Section 3.1.4, "The Search Item Instances Page"](#)
- [Section 3.1.5, "Setting Item Instance Usage Code to Installed"](#)
- [Section 3.1.6, "Setting Item Instance Usage Code to In Service"](#)
- [Section 3.1.7, "Setting Item Instance Usage Code to Uninstalled"](#)

- [Section 3.1.8, "Setting Item Instance Usage Code to Out-of-Service"](#)
- [Section 3.1.9, "Moving the Item"](#)
- [Section 3.1.10, "Resetting Item Instance Usage Code to In-Service"](#)

### 3.1.1 Asset Deployment Transactions

[Figure 3–1](#) shows the life cycle flow of an item instance, with the asset deployment and Oracle application transactions that change the Oracle Enterprise Install Base usage codes for the item instance. Asset deployment transactions in item instance life cycle flow.

**Figure 3-1 Asset Deployment 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. Expenditure will be capitalized only after the associated equipment (asset) is deployed in service.

### 3.1.3 Selecting the Location for the Item Instance

In all the asset deployment transactions, to accurately track an item instance, you must select the current location of the item instance.

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
- Network Location

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 Network Location 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 Network Location, then the list of values for the Location field displays the network locations and Addresses as set up in the Trading Community Architecture (TCA) locations.

### 3.1.4 The Search Item Instances Page

When you log into Oracle Enterprise Install Base, the Search Item Instances page appears. It has the following default regions:

#### **Quick Find**

Use this when you already know a unique identifier for an item instance, such as a serial number or a sales order number.

#### **Search Item Instances**

Within this region you can define and display searches according to saved criteria.

#### **Saved Searches**

Use this to create, save, and use personalized, named search criteria.

#### **Search Results (untitled)**

The untitled region below Saved Searches displays the results of your most recent search. From here you can view details of listed items and perform other operations on them.

After you have performed a search, the result list appears in the Search Item Instances page. The functions available to perform on entries on this list are as follows:

#### **Expire Item Instances button**

Marks the entry as a candidate for expiry with an end date of today, when you click Update. A list of values is displayed for update of status for the expired instance. Status choices include, for example, Returned, Terminated, and Return for Replacement.

#### **Description link**

Displays the General Attributes region of a Item Instance Details page.

For details on using the general features of these regions, refer to the *Oracle Install Base User Guide*.

### **View Configuration icon**

Displays the Item Instance Configuration page. There you can view item instance configurations by relationship type and version, expire relationships, and add and create subitems.

### **View Detail icon**

Displays the most frequently used attributes of the instance on one page.

### **Copy button**

Displays the Copy Item Instance page. There you can use the copy of the item instance definition to define another item instance. The Copy Item Instance page is very similar to the Create Item Instance page reached with the Create button. The main difference is that the Copy Item Instance page already has supplied some values. The Copy button is available only for item instances that are at a customer location.

### **Update button**

Changes the status of entries with the Remove box selected to `Expired` and puts the current date and time as the end date and end time. Changing an item instance status to `Expired` does not remove the item instance from Oracle Install Base.

### **Create button**

Displays the Create Item Instance page. There you can define a new item instance.

### **Download button**

Downloads and saves the search summary results to an Excel file.

### **View Details column**

Provides an LOV containing links for direct access to details of item category attributes. The default value in the speed menu link is populated from the profile option `CSI: UI Default Selection of View Details Dropdown`.

## **3.1.5 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. Using the Oracle Enterprise Install Base responsibility, navigate to the Search Item Instances page.
2. Search the instances using specific search criteria. Refer to [The Search Item Instances Page](#) section for more information about this page.
3. Select each instance that you want to deploy in service by selecting its corresponding Select check box.
4. Select Project Item Installed for the value of Transaction Type.

The In Service transaction type is not correct for this scenario. Use the In Service transaction type only if the item is moved and has a usage value of Item Move.

5. Click Go.

The Project Item Installed page appears. The application automatically omits the instances that do not fulfill the prerequisite. For example, any instances that are not in the In Process status are omitted in the Install transaction.

6. Enter the deployment order. Deployment order is the work order number used to deploy the item.
7. Change the value for Transaction Quantity if necessary.
8. Select the location type. The list of locations changes according to the location type selected. Party name is necessary only if the party site is selected as the location.
9. Click Submit.

The item instances are updated with the Oracle Enterprise Install Base usage code set to In Service.

### 3.1.6 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. Take out the part 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. Using the Oracle Enterprise Install Base responsibility, navigate to the Search Item Instances page.
2. Search the instances using specific search criteria. Refer to [The Search Item Instances Page](#) section for more information about this page.
3. Select each instance that you want to deploy in service by selecting its corresponding Select check box.
4. Select Project Item In Service for the value of Transaction Type.

The In Service transaction type is not correct for this scenario. Use the In Service transaction type only if the item is moved and has a usage value of Item Move.

5. Click Go.

The Project Item In Service page appears. The application automatically omits the instances that do not fulfill the prerequisite. For example, any instances that are not in the Installed status are omitted in the In Service transaction.

6. Enter the deployment order. Deployment order is the work order number used to deploy the item.
7. Change the value for Transaction Quantity if necessary.
8. Change the date placed in service if necessary.

The date placed in service has a financial significance rather than actual physical transaction. Use this date to start the depreciation of the asset. If you use a date for which asset book depreciation is not current, then the asset is not created. For example, if the current depreciation date for your asset book is July and if you put the date placed in service in August, then the asset will not be created until the asset book depreciation is open for August. It is not necessary that the date placed in service is same as the date at which the actual transaction is performed. The date at which the deployment is actually performed will be recorded as the transaction date.

9. Click Submit.

The item instances are updated with the Oracle Enterprise Install Base usage code set to In Service.

### 3.1.7 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. Using the Oracle Enterprise Install Base responsibility, navigate to the Search Item Instances page.
2. Search the instances using specific search criteria. Refer to [The Search Item Instances Page](#) section for more information about this page.
3. Select each instance that you want to deploy in service by selecting its corresponding Select check box.
4. Select Project Item Uninstalled for the value of Transaction Type.
5. Click Go.

The Project Item Uninstalled page appears. The application automatically omits the instances that do not fulfill the prerequisite. For example, any instances that are not in the Installed status are omitted in the Project Item Uninstalled transaction.

6. Enter the deployment order. Deployment order is the work order number used to uninstall the item.
7. Change the value for Transaction Quantity if necessary.

8. Click Submit.

The item instances are updated with the Oracle Enterprise Install Base usage code set to In Process. This transaction has no financial impact.

### 3.1.8 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. Using the Oracle Enterprise Install Base responsibility, navigate to the Search Item Instances page.
2. Search the instances using specific search criteria. Refer to [The Search Item Instances Page](#) section for more information about this page.
3. Select each instance that you want to deploy in service by selecting its corresponding Select check box.
4. Select Out of Service for the value of Transaction Type.
5. Click Go.

The Out of Service page appears. The application automatically omits the instances that do not fulfill the prerequisite. For example, any instances that are not in the In Service status are omitted in the Out of Service transaction.

6. Enter the deployment order. Deployment order is the work order number used to take the item out of service.
7. Change the value for Transaction Quantity if necessary.
8. Click Submit.

The item instances are updated in Oracle Enterprise Install Base with the usage code set to Out of Service. Asset depreciation does not change by taking an asset out of service.

### 3.1.9 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. Using the Oracle Enterprise Install Base responsibility, navigate to the Search Item Instances page.
2. Search the instances using specific search criteria. Refer to [The Search Item Instances Page](#) section for more information about this page.
3. Select each instance that you want to move by selecting its corresponding Select check box.
4. Select Item Move for the value of Transaction Type.
5. Click Go.

The Item Move page appears. The application automatically omits the instances that do not fulfill the prerequisite. For example, any instances that are not in the Out of Service status are omitted in the Item Move transaction.

6. Enter the deployment order. Deployment order is the work order number used to move the item.
7. Change the value for Transaction Quantity if necessary.
8. Select the location type. The list of locations changes according to the location type selected. Party name is necessary only if the party site is selected as the location.
9. Click Submit.

The item instances are updated in Oracle Enterprise Install Base, but the usage code remains set to Out of Service.

### 3.1.10 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 Search Item Instances page, search the instances using specific search criteria. Refer to [The Search Item Instances Page](#) section for more information about this page.
2. Select each instance that you want to deploy in service by selecting its corresponding Select check box.
3. Select In Service for the value of Transaction Type. Do not select Project Item In Service for the value of Transaction Type
4. Click Go.

The In Service page appears. The application automatically omits the instances that do not fulfill the prerequisite. For example, any instances that are not in the Out of Service status are omitted in the In Service transaction.

5. Enter the deployment order. Deployment order is the work order number used to uninstall the item.
6. Change the value for Transaction Quantity if necessary.
7. Click Submit.

The item instances are updated with the Oracle Enterprise Install Base usage code set to In Service.

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## Understanding Projects Integration

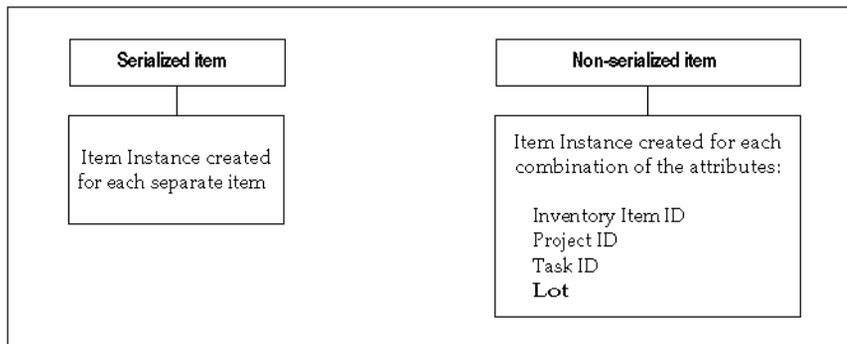
This topic provides an understanding of the interaction between Oracle Enterprise Install Base and Oracle Projects, as well as the functionality of Oracle Projects.

### 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.

The following figure 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 Projects Transactions**

- During the process of creating purchase orders for expense items, that is, receipt into project, you must clear the Accrue On Receipt Flag check box 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.

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

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#### 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 check box 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.

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

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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 6.1.1, "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 6.1.1, "Viewing Request Results"](#)

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# 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, run the Create Assets: Interface Inventory Transactions to Fixed Asset 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. Accordingly, 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 that 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. The Oracle Enterprise Install Base concurrent program processes each transaction in the transaction table one by one. The program determines the appropriate asset record if applicable, inserts a record into the fixed asset interface table, and then changes the Oracle Install Base status to Complete. If any of these processes fails, then the status reverts to the pending stage.

A user can review the asset records in the asset interface table if necessary before posting them to the asset book. For more information, refer to the section on reviewing mass additions lines in the *Oracle Assets User Guide*. A tieback from 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 or Report	Description
Create Assets: Interface Inventory transactions to Fixed Asset	This is a concurrent program with the following features: <ul style="list-style-type: none"><li data-bbox="571 781 1188 868">■ Creates an asset or cost adjustment when a depreciable item is received either in Oracle Inventory or Oracle Projects</li><li data-bbox="571 876 1188 963">■ Creates an asset or cost adjustment when a normal item is issued to a field location directly without using projects</li></ul>
Asset Header for Normal Item Report	This concurrent program creates an asset header for capitalized project expenditures. Asset creation is based on item number, asset category, book type code, project, and task.
Interface Move and Misc Transactions 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"](#) [Asset Processing for Normal and Depreciable Inventory Items](#).

The topics in this section are the following:

- [Section 5.2.1, "Create Assets: Interface Inventory Transactions to Fixed Asset"](#)
- [Section 5.2.2, "Asset Header for Normal Item Report"](#)
- [Section 5.2.3, "Interface Move and Misc Transactions to Fixed Assets - Report"](#)

## 5.2.1 Create Assets: Interface Inventory Transactions to Fixed Asset

The Create Assets: Interface Inventory Transactions to Fixed Asset concurrent program processes the following transactions to create an asset for a depreciable item.

**Table 5–2 Transactions for the Create Assets Program**

<b>Install Base Transaction Source</b>	<b>Description</b>	<b>Install Base Transaction Status</b>	<b>Meaning</b>
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
Miscellaneous/Move Order Issue to an HZ Location	Miscellaneous/move order issue to an HZ location	PENDING	Needs further fixed asset/project accounting processing

### Process Steps:

Perform the following steps after receipt of a depreciable item to create an asset:

1. Run the Create Assets: Interface Inventory Transactions to Fixed Asset 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 Asset Header for Normal Item Report

The Asset Header for Normal Item concurrent program processes the following transactions to create an asset for normal items put in service.

**Table 5-3 Transactions for the Asset Header for Normal Item 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

Perform the following steps after a normal item is put in service to create an asset:

1. Run the concurrent request set EIB: Asset Header for Normal Item concurrent program 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 and Misc Transactions to Fixed Assets - Report**

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

PROJECT  
**Table 5-4 Transactions Processed by the Interface Move and Misc Transactions to Fixed Assets Program**

<b>Install Base Transaction Source</b>	<b>Description</b>	<b>Install Base Transaction Status</b>	<b>Meaning</b>
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
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

**Table 5–4 Transactions Processed by the Interface Move and Misc Transactions to Fixed Assets Program**

<b>Install Base Transaction Source</b>	<b>Description</b>	<b>Install Base Transaction Status</b>	<b>Meaning</b>
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
ISO_SHIPMENT	Item is shipped through internal order shipment	PENDING	Needs further fixed asset 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 and Misc 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](#) 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 are both reduced by the equivalent values in the transaction.

Oracle Enterprise Install Base retires a field asset while processing a Miscellaneous Issue 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

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 IN\_SERVICE, MISC\_RECEIPT\_FROM\_PROJECT, PROJECT\_ITEM\_IN\_SERVICE, and ISO\_SHIPMENT.

- 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 a physical count, then a Miscellaneous Receipt transaction is performed, and the asset is adjusted accordingly. See [Section 2.5.1](#) and [Section 2.5.2](#) for more details.

After a Physical Inventory and Cycle Count Adjustments 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.

## 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.

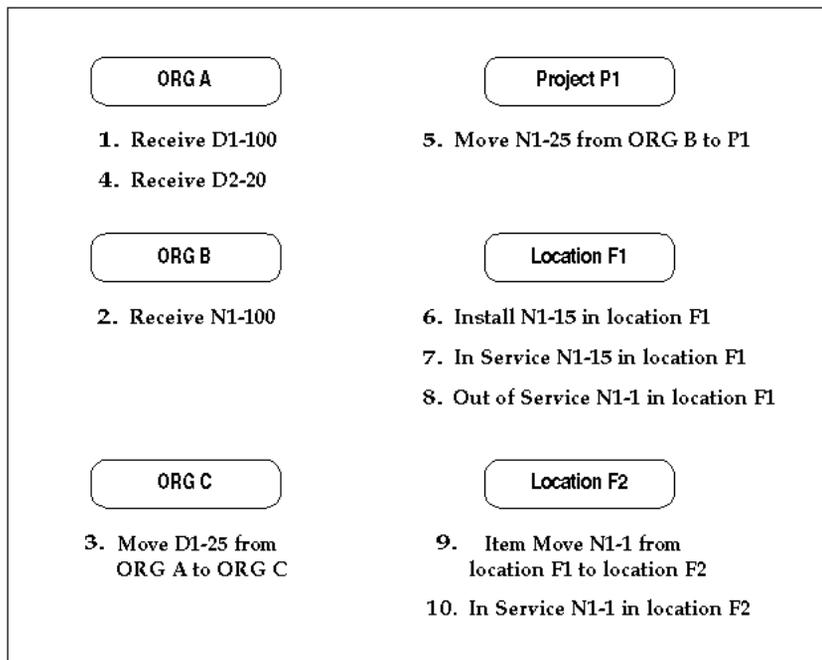
**Table 5–5 Case Study Item Transaction Details**

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, "Create Assets: Interface Inventory Transactions to Fixed Asset"](#)  
This is a concurrent program which creates an asset.
- [Section 5.2.2, "Asset Header for Normal Item Report"](#)  
This is a request set which creates an asset header that becomes an asset through CRL concurrent programs.
- [Section 5.2.3, "Interface Move and Misc Transactions to Fixed Assets - Report"](#)  
This is a concurrent program which performs asset updates, both depreciable and 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 can 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, then Oracle Enterprise Install Base updates the status of the Instance-Asset link 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 updates the the status of the Instance-Asset link to In Service.



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# 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 Submitting a Request

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

- [Section 6.2, "Requesting an Assumed Loss Rate Report"](#)
- [Section 6.3, "Requesting a Bill of Lading Report"](#)

### 6.1.1 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.

## 6.2 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 6.1.1, "Viewing Request Results"](#)

## 6.3 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 limit 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 6.1.1, "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.

## 6.4 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 6.4.1, "PRC: Interface Payables Invoice Cost Adjustments to Assets Report"](#)
- [Section 6.4.2, "PRC: Interface Payables Invoice Cost Adjustments to Projects Report"](#)

## 6.4.1 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 6.1.1, "Viewing Request Results"](#)

## 6.4.2 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 6.1.1, "Viewing Request Results"](#)

## 6.5 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.