Value-Added Reseller (VAR) Language

Oracle Retail VAR Applications

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Send Us Your Comments

Oracle Retail Allocation, User Guide, Release 11.1.10.2

Oracle welcomes customers’ comments and suggestions on the quality and usefulness of this document.

Your feedback is important, and helps us to best meet your needs as a user of our products. For example:

- Are the implementation steps correct and complete?
- Did you understand the context of the procedures?
- Did you find any errors in the information?
- Does the structure of the information help you with your tasks?
- Do you need different information or graphics? If so, where, and in what format?
- Are the examples correct? Do you need more examples?

If you find any errors or have any other suggestions for improvement, then please tell us your name, the name of the company who has licensed our products, the title and part number of the documentation and the chapter, section, and page number (if available).

Note: Before sending us your comments, you might like to check that you have the latest version of the document and if any concerns are already addressed. To do this, access the new Applications Release Online Documentation CD available on My Oracle Support and www.oracle.com. It contains the most current Documentation Library plus all documents revised or released recently.

Send your comments to us using the electronic mail address: retail-doc_us@oracle.com

Please give your name, address, electronic mail address, and telephone number (optional).

If you need assistance with Oracle software, then please contact your support representative or Oracle Support Services.

If you require training or instruction in using Oracle software, then please contact your Oracle local office and inquire about our Oracle University offerings. A list of Oracle offices is available on our Web site at www.oracle.com.
Preface

Introduction text which is in this template is hidden below this paragraph. Reveal the hidden text, select the text for the appropriate type of document you are working on and turn off the “hidden” feature. Make sure to correctly list the product name and acronym.

Related Documents

For more information, see the following documents in the Oracle Retail Allocation Release 11.1.10.2 documentation set:

- Oracle Retail Allocation Release Notes
- Oracle Retail Allocation Operations Guide
- Oracle Retail Allocation Online Help

Customer Support

To contact Oracle Customer Support, access My Oracle Support at the following URL:

https://support.oracle.com

When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- Detailed step-by-step instructions to re-create
- Exact error message received
- Screen shots of each step you take

Review Patch Documentation

When you install the application for the first time, you install either a base release (for example, 13.1) or a later patch release (for example, 13.1.2). If you are installing the base release and additional patch and bundled hot fix releases, read the documentation for all releases that have occurred since the base release before you begin installation. Documentation for patch and bundled hot fix releases can contain critical information related to the base release, as well as information about code changes since the base release.

Oracle Retail Documentation on the Oracle Technology Network

Documentation is packaged with each Oracle Retail product release. Oracle Retail product documentation is also available on the following Web site:

http://www.oracle.com/technology/documentation/oracle_retail.html

(Data Model documents are not available through Oracle Technology Network. These documents are packaged with released code, or you can obtain them through My Oracle Support.)

Documentation should be available on this Web site within a month after a product release.
Conventions

**Navigate:** This is a navigate statement. It tells you how to get to the start of the procedure and ends with a screen shot of the starting point and the statement “the Window Name window opens.”

- This is a code sample
  - It is used to display examples of code
Chapter 1 – Oracle Retail Allocation

A retailer's most important asset is their inventory. Get it right, and your business will soar. Get it wrong, and find yourself up to your ears with unhappy customers, markdowns, and product no one wants. With the whole business riding on having the "right product in the right place at the right time", retailers need an easy to use and accurate method of allocating merchandise.

Oracle Retail Allocation helps retailers determine the inventory requirements at the item and location level, resulting in an inventory allocation that optimizes your supply across all locations. Using real-time inventory information, the system calculates need based on parameters you set - whether it's the characteristics of the product, the store, or the category. The result is an allocation tailored to each store's unique need.

Oracle Retail Allocation allows you to allocate either in advance of the order's arrival or at the last minute to leverage real-time sales and inventory information. And when you do allocate, the system provides you the flexibility of basing your allocation on many different methods such as: merchandise plans, sales history or a demand forecast. Oracle Retail Allocation also includes functionality to create and reuse templates to save time and produce consistent results.

Key features and benefits

- Standardized workflow
- Determine pre-pack combinations and allocate by multiple prepacks
- Allocate by merchandise grouping, including like items
- Allocate by class, style/color, or SKU
- Individual store need and individual store allocated quantity calculated in every allocation
- Ability to exclude stores globally or by product group
- Copy, save, and what-if functionality available for every allocation
- Ability to operate in Multi-Level Distribution (MLD) mode
- Display location exception status
- Assign calculation multiples to each allocation
Chapter 2 – Personalize allocations

Home window

The Home window allows you to create new allocations, to provide a summary list of existing allocations, and allows you to edit the window settings.

The preference settings control the display elements of the Home window, tabbed panes, and other windows. Each user can configure the system to reflect their preferences. Oracle Retail Allocation retains the preference settings made by each user and makes them available each time the user logs in to the system. You may select values for a number of display elements: font sizes and colors for buttons, linked text, table headers rows, and field backgrounds. Additionally, you can determine the layout of your Home window.

The Allocation Home window is divided into three areas in the default view:

- The header area, which contains the Home link, the Log Out link, the help button, and the edit button.
- The New Allocation pane allows you to begin searching for items to allocate.
- The In Progress Allocations pane displays allocations that have already been created.

Note: Additional areas may appear depending on how you personalize the Home window.

This window uses underlined column headings to sort table data. To sort the list, click any underlined column heading. You can only sort one column at a time. An arrow indicates the column that is currently sorted, as well as the order, ascending or descending. To reverse the current sort order, click the same column heading again.

This window uses filters. A filter allows you to limit the records listed in the column to those that match your filter criteria. To select the criteria, choose from the values in the drop-down list associated with the field. You may filter multiple columns at the same time. The table displays only records that match the selected criteria. To display all records, select *All* from each drop-down list.
Search for and retrieve an existing allocation

⇒ Navigate: From the Home window:

1. Select an option from the Calc Status, Status, or Created By drop-down list to filter the records by the selected option.

2. In the Created Date, enter the date or click the calendar button and select a date.
   - To view all records again, select *All* from the drop-down list. If you do not see filters, click the "Show Search" link.

   Note: The list is sorted in the same order it was last viewed.
   - To find a specific allocation:
     a. Enter a full or partial allocation description or ID number in the Retrieve field.
     b. Click Retrieve. The Allocation Summary list opens with only the records matching the criteria you entered in the field.
   - To view all records again, leave the Retrieve field blank and click Retrieve.

3. To perform an advanced search:
   a. Click Advanced Search. The Advanced Search window opens.
   b. Select the Item Source and enter the criteria ID in the appropriate field, or click the LOV button and select the criteria.

4. To open an allocation, in the description column, click the Description link of an allocation to open the Allocation Summary Page. If a description is not linked:
   - Check the Calc Status field. A status of waiting, later, or calculating indicates the algorithm is running or waiting to run. The allocation cannot be viewed until the calculation is complete.
   - A lock icon in front of the ID number indicates that another user has the allocation open. Hold your arrow over the lock to view the name of the person using the allocation.
5. To return to the Home window from any window in the application, click the Home link in the upper left hand corner of the screen.

**Personalize the Home window layout**

⇒ **Navigate:** Click the edit button in the header area of the Home window. The Preferences window opens. Scroll to the Pane Layout area.

- To add a pane to a section of the home window:
  
  - **Note:** In the default view, the New Allocation and Allocation Summary panes are displayed in the top section. You can return to the Default Pane view at any time by clicking **Defaults**.
    
    a. Select a pane in the Available Panes area.
    
    b. In the section you would like to view the pane on the Home window Top Section, Bottom Section, Left Section, or Right Section, click the add button to add the pane to the section. The pane opens in the section and in the Available Pane area.

- To remove a pane from a section of the Home window:
  
  a. Select the pane you wish to remove from the section.
  
  b. Click the delete button to delete it from the section.

  - To change the order of the panes within a section, select the pane and click the up arrow button or the down arrow button as many times as necessary to put it the order desired.
  
  - Click **Done** to commit the changes and return to the Home window, or **Cancel** to return to the Home window without saving any changes.
Personalize system settings

⇒ Navigate: Click the edit button in the header area of the Home window. The Preferences window opens.

Preferences window

1. Select a value for the system-wide display element you want to change from the appropriate drop-down list in the following areas:
   - Header Settings
   - Pane Settings
   - Title Bar Settings
   - Control Settings

2. Click Done. Your Home window opens with preference changes you selected.

Return all settings to default value

⇒ Navigate: Click the edit button in the header area of the Home window. The Preferences window opens.

- Click Defaults. The Home window and all its tabbed panes are displayed with the original display settings.
Change from the Default Pane view to a Tabbed view

⇒ **Navigate:** Click the edit button in the header area of the Home window. The Preferences window opens. Scroll to the Pane Layout area.

1. In the Pane Layout area, remove the New Allocation and Allocation Summary panes from the top section.
2. Add the tabbed container selection from the available panes area.
3. Click **Done** to commit the changes and return to the Home window. The Tabbed Container pane opens on the Home window.
4. To edit the Tabbed Container pane, click the edit button on the Tabbed Container pane.
   a. To add a tab to the Tabbed Container pane, select a pane in the Available Pane area. Click the add button to add the pane to the section. The pane opens in the Selected Pane area and in the Available Pane area.
   b. To remove a pane from a section of the home window, select the pane you wish to remove from the section. Click the close button to delete it from the section.
   c. To change the number of records displayed on the Allocation summary tab, enter the number of records to display in the Default Page Size field.
   d. To define the table border width, enter a number in the Table Border Width field. A larger number results in a thicker table border. A smaller number results in a thinner border.

   **Note:** You can return the Tabbed Container view to the Default Tabbed Container view at any time by clicking **Defaults**.
5. Click **Done** to commit changes, or **Cancel** to return to the Home window without saving changes.
Work with the panes added to the Home window

The Delete Template pane allows you to delete the user templates that you have created for the Location or Rule Selection windows.

1. To delete a template, click List of Template(s) to Delete. The Delete Template window opens.
2. Select a template and click Delete, which is located to the right of the template information. The template is permanently deleted from the system.
3. Click Done to commit the changes, or click Cancel to return to the Home window without saving any changes.
4. Click the detach button to detach the pane and work with it in a separate window. Click the close button to close the detached window. Click the close button to close the pane and delete it from the Home window.

In progress allocations

The In Progress Allocations pane displays allocations that have already been created.

1. To change the number of records displayed in the In Progress Allocations pane, click the edit button associated with this pane.
2. In the field, enter the number of records to display.
3. Click Done to commit changes and return to the Home window, or Cancel to return to the Home window without saving changes.

Note: See the Home window overview and related procedures, and the Allocation Summary window overview and related procedures for more information on working with the In Progress Allocations pane.

4. Click the detach button to detach the pane and work with it in a separate window. Click the close button to close the detached window. Click the close button to close the pane and delete it from the Home window.

New allocation

The New Allocation pane is the starting point for creating a new allocation.

1. To begin a new allocation, click Search For Items To Allocate.
2. See the Select items for more information on creating a new allocation.
Flexible columns

You may customize your window view by clicking on the column button. You may change the columns that are hidden or displayed, or the order in which columns appear. Once you rearrange the columns, your window will maintain the view every time you open the window.

You may customize columns on the Add products to existing allocation window, the Search for products to be allocated window, the Review Products window, the Allocation Summary window, or the View Details window.

Change the column order

1. Click the column button. The Order Columns window opens.

2. Select a column heading. Use the up arrow button or down arrow button to move the column heading order.
   - Moving the column heading up on the list places it to the left side of the screen.
   - Moving the column heading down on the list places it to the right side of the screen.
   - To move a column to the top of the list, select the column heading and click the First link.
   - To move a column to the bottom of the list, select the column heading and click the Last link.

3. When the columns are in the order desired, click Apply. You are returned to your previous work area.
Hide or display a column

1. Click the column button. The Order Columns window opens.

2. Select a column heading.

3. Use the left arrow button or right arrow button to move the column heading to the Hidden Column or the Displayed Column area.

4. When the columns are in the Hidden and Displayed column area as desired, click Apply. You are returned to your previous work area.
Chapter 3 – Create an allocation

Select items

The Select Items window allows you to search for and select items to allocate.
The first step to create an allocation is to identify the source of the items to allocate.

Physical sources

- **Purchase Order**: Items ordered from a supplier.
- **Transfer (TSF)**: Items being transferred from one warehouse to another.
- **Warehouse**: Items residing in a physical warehouse.
- **Advanced Shipping Notification (ASN)**: Items from a purchase order that are in transit from a supplier.
- **Bill of Lading (BOL)**: Items from a stock order are in transit from a location.

What if source

- **What if**: A what if source allows you to create hypothetical allocations and then perform other actions, such as create a purchase order.

The set criteria area allows you to define the types of items you want to allocate.

You may customize the view of this window. Click the column button to open the flexible columns window.

This window uses underlined column headings to sort table data. To sort the list, click any underlined column heading. You can only sort one column at a time. An arrow indicates the column that is currently sorted, as well as the order, ascending or descending. To reverse the current sort order, click the same column heading again.
Search for items to allocate

⇒ Navigate: From the Home window, click **Search For Items To Allocate**. The Select Items window opens.

### Select Items window

1. In the Select Source section, choose the source of the allocation.
   - PO or ASN
   - TSF or BOL
   - Warehouse
   - What if: The Select Items window changes.
2. In the Search for Item section, enter an ID in the available field or click the LOV button and select a source.
3. Further refine your search by entering information in the available fields.
   
   **Note:** You are required to select at least one item source and one item criterion.
4. Select the item source tier from the Item Source Tier drop down to include existing warehouse inventory in the what if calculation.
   
   **Note:** The Item Source Tier drop down is only available when your system uses MLD.
5. In the Search for Item section, enter information in the available fields.
6. Click **Search** to view items that meet the criteria. Results of the search are displayed in the Select Items to be put on the Allocation area.
   
   **Note:** To perform an additional search, click **Clear** to refresh all fields in the Define Search Criteria area and the Select Item area.
7. In the Select Item section:
   - Select the check box in the Select column next to the Item ID to indicate that an item should be included in the allocation.
   - Click **Select All** to include all items on the allocation.
View document details

1. In the Select Items section, in the Doc column, click the document number hyperlink you would like to view details for. The PO Item Information window opens.

Select Item section

2. Click Close to close the window and return to the Select items window.

Finish item selection

- Click Create Allocation to create an allocation and open the Review Items window.
  - Click Cancel to close the window without creating an allocation.
**Review items**

The Review Items window allows you to view items that have been selected for allocation, the quantity available, the store calculation multiple, and source information. Here you can specify the holdback quantity/percent and the allocation release date. You can remove items from the allocation, or return to search for additional items to allocate.

You may customize the view of this window. Click the column button to open the flexible columns window.

**Review item information**

⇒ **Navigate:** From the Select Items window, click Create Allocation. The Review Items window opens.

1. In the Allocation Name field, enter the name of the allocation. By default, the name appears as the first item on the allocation.
2. In the Context field, select a reason why the allocation is being created (optional).
3. If you selected promotion in the Context field, you are required to select a promotion in the Promotion field. Enter the ID of the promotion the allocation is associated with or click the LOV button and select the promotion.
4. Select the Enforce Tier 1 Supply Chain check box to use the MLD path for the location. Clear the Enforce Tier 1 Supply Chain check box to allocate to any store from any warehouse.
5. Enter comments as necessary.

**Specify the hold back quantity or percent**

- In the Hold Back field enter the quantity or percent that you want to remain unallocated, either in the warehouse or on the purchase order. A percent symbol (%) must be entered for the number to be interpreted as a percent.
Specify the release date

- To identify the date the allocation will occur for all items, enter the date in the Release Date field, or click the calendar button and select the date. Click Set All to apply the date to all items in the allocation.

  ![Release Date field with calendar open]

- To identify the date of individual items, enter the date in the date field next to the item, or click the calendar button to select the date.
Specify the store calculation multiple

- Select the store calculation multiple from the Store Calculation Multiple drop down. Click Set All to apply the multiple to all items in the allocation. Select from:

<table>
<thead>
<tr>
<th>Store Calculation Multiple</th>
<th>Each</th>
<th>Set All</th>
<th>Release Date</th>
<th>Remove Item</th>
<th>Department</th>
<th>1414</th>
<th>Release Date</th>
<th>Set All</th>
</tr>
</thead>
<tbody>
<tr>
<td>Each</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inner</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Case</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pallet</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

To identify the store calculation multiple of individual items, select the multiple from the Store Calculation Multiple drop down next to the item.

Edit the available quantity

**Note:** This procedure applies only for What-if allocations.
- To edit the available quantity, enter the amount available to allocate in the Available Quantity field.
- If you edit the quantity for one item, you must enter the quantity for all items on the allocation.
- You can also leave the amount set to infinite (∞) on the allocation. If you leave the amount set to infinite (∞), there will be 99,999 items available to allocate.
- If you change the Available Quantity from a finite value to infinite, then the Need Type is considered as Exact for calculation purposes.
- For Fashion items, the finite value entered in the Available Quantity field for a style/color is considered as the individual Available Quantity for each SKU of the style/color.

**Note:** You must assign quantities for all items or leave all item amounts set to infinite (∞)

Add additional items to an allocation

- To add items, click Search For More Items. Follow the Select Items procedure to add more items.
Delete an item from an allocation

- To delete an item from an allocation, click Remove next to the item.

Finish item review

- Click Next to open the Select Locations window and continue creating an allocation.
  - Click Search for More Items to return to the Select Items window.
Select locations

The Select Locations window allows you to choose the stores or store groups that will be considered to receive items. By using the grouping tools in the merchandising system, Oracle Retail Allocation allows you to easily add stores or groups of stores to an allocation. Every store group is customizable in Oracle Retail Allocation.

You may create one of the following complex groups:

- A union, which includes all locations in the groups selected.
- An intersection, which includes all locations that are duplicated in the groups selected.
- An exclude intersection, which includes all locations that are not duplicated in the groups selected.
- An exclude, which excludes the locations in the groups selected.

Templates are created to apply the same location combination for multiple allocations.

Select locations

⇒ Navigate: Select and review items to be allocated. The Select Locations window opens.

1. In the Add Group section, enter the ID of the store or store group, or click the LOV button and select the group you wish to add. Click OK to display your selection.

2. Click Add. The group appears in the table.

3. Select the Enforce Supply Chain check box to use the MLD path for the location. Clear the Enforce Supply Chain check box to allocate to any store from any warehouse.

Select Location window

Note: To add all stores, click Add, located next to the All Stores option.
4. Select the Enforce Store-Warehouse relationship check box to use the store warehouse path for the location. Clear the check box to allocate to any store from any warehouse.

View/remove stores and store groups

1. Click View All Stores. The Store Details window opens.

<table>
<thead>
<tr>
<th>Group</th>
<th>Store #</th>
<th>Store Name</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duluth</td>
<td>1000000021</td>
<td>Duluth</td>
<td>Remove</td>
</tr>
<tr>
<td>Eagan</td>
<td>1000001001</td>
<td>Eagan</td>
<td>Remove</td>
</tr>
<tr>
<td>Mall of America</td>
<td>1000001002</td>
<td>Mall of America</td>
<td>Remove</td>
</tr>
</tbody>
</table>

Store Details window

2. To remove a store, click Remove, located in the Remove column. If the store is associated with a group, that group is can no longer be updated.

3. Click OK to return to the Select Locations window.

Set an in store date

- Enter the date in the In Store Date field, or click the calendar button to select the date. Click Set All to apply the date to all locations.
  - To identify the in store date for individual locations, enter the date in the In Store Date field next to the location.

Create complex groups

1. In the Complex Group column, select the check boxes next to the groups you wish to combine.

2. Click Union, Intersection, Exclude Intersection, or Exclude

Note: Groups that were used to make the complex groups are combined. They cannot be updated or edited once they are combined.
Chapter 3 – Create an allocation

Update groups

1. Click **Update Groups**. The Update Groups window opens, showing the stores added to or deleted from the selected groups in the merchandising system.

<table>
<thead>
<tr>
<th>#1102 - rain coat - Update Groups</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Details:</strong></td>
</tr>
<tr>
<td>Store(s) Added</td>
</tr>
<tr>
<td>Store(s) Deleted</td>
</tr>
<tr>
<td><strong>Summary:</strong></td>
</tr>
<tr>
<td>0 new store(s) have been added</td>
</tr>
<tr>
<td>and 0 store(s) have been deleted</td>
</tr>
</tbody>
</table>

   Accept  Reject

   **Update Groups window**

   Note: Updateable groups are indicated by a Yes in the Updateable column. If you have removed a store from a group, the group is no longer updateable.

2. Click **Accept** to update the groups, or click **Reject** to continue with the groups as selected. You are returned to the Select Locations window.

Finish location selection

- Click **Next** to open the Select Rule window and continue creating an allocation.
  - Click **Previous** to return to the Review Items window.
Apply a location template

⇒ Navigate: Select and review items to be allocated. The Select Locations window opens.

Select Location window
1. In the Apply Template field, select the name of the template you wish to use.
2. The template name appears in the Template Name field. Stores and Store Groups on the template are displayed in the table.

Create a location template

⇒ Navigate: From the Select Locations window, select the locations you wish to put on the template.
1. Click Create Location Template. The Create Location Template window opens.

Create Location Template window
2. In the Template Name field, enter the name of the template.
3. Click Save to commit the changes and return to the Select Location window, or click Cancel to return to the Select Location window without saving any changes.
Select rule

An allocation determines need by using a rule and rule modifiers. You determine how the rule gathers information by selecting Level, Calculation Type, Date Range, and Sales History Type. You can customize the level a rule is applied to by using the User Merchandise Level Selection window. Use the window to set the percentage of rules to apply to hierarchies and the time periods to constrain the rules.

The quantity limits section allows you to set parameters for the allocation at the item/store level. The section allows you to set the parameters for different stages of the allocation.

Select a rule

⇒ Navigate: Select and review items to be allocated. Select locations. Click Next. The Select Rule window opens.

1. In the Rule section, select a rule from the Rule drop down.
   - **History**: Use the item's historical sales for the date range selected to determine the gross need of item on the allocation.
   - **Forecast**: Use the item's forecast for the date range selected to determine the gross need of item on the allocation.
   - **Plan**: Use the item's plan for the date range selected to determine the gross need of the item on the allocation.
   - **History and Plan**: Use both the item's sales history and plan for the date range selected to determine the gross need of the item on the allocation.
- **Plan Re-project:** Use to compare the item's actual sales to the plan, re-forecast the plan based on performance for the date range selected, and use the re-projected plan to determine the gross need of the item on the allocation.

- **Corporate Rules:** Use custom pre-defined rules to determine the gross need of the item on the allocation.

- **Manual:** Use to allocate fixed quantities of the item on an allocation.

2. Select the Include Supply Chain On Hand checkbox to include on-hand quantities at mid tier levels.

**Note:** The Include Supply Chain On Hand check box is only available when your system uses MLD.

### Select a level

⇒ **Navigate:** Select and review items to be allocated. Select locations. Click **Next.** The Select Rule window opens.

### Allocate by hierarchy

1. In the Level section, select the Hierarchy option.
2. Select the hierarchy level to allocate by from the drop-down list.

**Note:** Item need for an allocation is determined by calculating the need for each item on the allocation from the selected rule for the organizational hierarchy level selected.

### Allocate by selected hierarchy

1. In the Level section, select the User Selection option.
2. Click **Select.** The User Merchandise Level Selection window opens.

![User Merchandise Level Selection window](Image)
3. In the User Selection section enter an ID in the appropriate field to select a merchandise hierarchy level, or click the LOV button and select hierarchies.

4. Click Add to add the merchandise hierarchy to the Selected Merchandise Hierarchy Items section.

5. In the Date Range Editing section select an option:

**Weight Percentage**

1. Select the Weight Percentage option. Additional fields appear on the User Merchandise Level Selection window.

   ![User Merchandise Level Selection with Weight Percentage option selected](image)

2. Enter the percentage of the rule to apply to the allocation in the Weight Percentage field. Click Set All to apply the weight to all items in the hierarchy.

   **Note:** You can apply more than 100% of a rule. For example, you can choose to allocate 120% of the sales history of a subclass.

   - To identify the weight of individual items, enter the weight in the Weight Percentage field next to the item.
Weight Percentage and Start and End Date

1. Select the Weight Percentage and Start and End Date option. Additional fields appear on the User Merchandise Level Selection window.

2. Enter the percentage of the rule to apply to the allocation in the Weight Percentage field. Click Set All to apply the weight to all items in the hierarchy.
   - To identify the weight of individual items, enter the weight in the Weight Percentage field next to the item.

3. Enter the start date in the 1st Period Start Date field, or click the calendar button to select the date. Click Set All to apply the date to all items in the hierarchy.
   - To identify the start date of individual items, enter the date in the 1st Period Start Date field next to the item.

   **Note:** If you enter a date for one item hierarchy, you must enter a date for all item hierarchies.

4. Enter the end date in the 1st Period End Date field, or click the calendar button to select the date. Click Set All to apply the date to all items in the hierarchy.
   - To identify the end date of individual items, enter the date in the 1st Period End Date field next to the item.

   **Note:** You may select a second time period by entering dates in the 2nd period Start and End Date fields.
Weight Percentage and Weeks from Today

1. Select the Weight Percentage and Weeks from Today option. Additional fields appear on the User Merchandise Level Selection window.

2. Enter the percentage of the rule to apply to the allocation in the Weight Percentage field. Click **Set All** to apply the weight to all items in the hierarchy.
   - To identify the weight of individual items, enter the weight in the Weight Percentage field next to the item.

3. Enter the number of weeks from today in the This Year field. Click **Set All** to apply the number to all items in the hierarchy.
   - To identify the weeks from today of individual items, enter the weeks in the This Year field next to the item.

   **Note:** If you enter a number of weeks from today for one item hierarchy, you must enter a date for all item hierarchies.

4. Enter the number of weeks from today in the Last Year field. Click **Set All** to apply the number to all items in the hierarchy.
   - To identify the weeks from today of individual items, enter the weeks in the Last Year field next to the item.

5. Click **Save**. The Select Rule window opens.
Select lead time need

Note: Lead time need is only available when your system uses MLD.
1. Select the Lead Time Need check box to account for item sales during shipping days.
2. Click the Select button. The Lead Time Need window opens.
   Type your drop-down text here.
3. Select an option to base lead time need on from the drop down:
   - History: Use the item's historical sales for the date range selected to determine lead time need.
   - Plan: Use the item's plan for the date range selected to determine lead time need.
   - Forecast: Use the item's forecast for the date range selected to determine lead time need.
4. Enter a date in the Start field, or click the calendar button and select a date.
5. Enter a date in the End field, or click the calendar button and select a date.
6. Click Save. The Select Rule window opens.

Select look ahead dates

- Select an option for look ahead dates.
  - On Order Commit Date: Enter a date in the field, or click the calendar button and select a date to indicate that all approved allocations, direct to store orders, and transfers through this date should be included as stock on hand plus future inventory at the store in the need calculation.
  
  Note: If no date is entered the system will include all stock on hand at the store and future inventory regardless of the date on the purchase orders or transfers.
  - Weeks from today: Enter a number to indicate the number of weeks all approved allocations, direct to store orders, and transfers should be included as stock on hand and future fulfillment at the store in the need calculation.
  
  Note: If no number is entered, the system will include all stock on hand at the store and future inventory regardless of the date on the purchase orders or transfers.

Set stock parameters

1. Select the Use Rule Level On Hand check box to indicate that stock on hand at the rule level is accounted for in the need calculation.
2. Select the Include Clearance Stock check box to indicate clearance stock should be included in the need calculation.
3. Select the Default Auto Presentation Minimum and Quantity Limits check box to default previously defined quantity limits.
Select a type

⇒ **Navigate**: Select and review items to be allocated. Select locations. Click **Next**. The Select Rule window opens.

1. In the Type section, in the Need drop down, select how Allocation should determine the quantity of items sent to a location, either Exact or Proportional.
2. In the Mode field, select the type of algorithm calculation, either Simple or Cascade.
3. In the Allocate To field, select the need type to calculate, either Net Need or Gross Need.

Select a date range

⇒ **Navigate**: Select and review items to be allocated. Select locations. Click **Next**. The Select Rule window opens.

- Select an option in the Date Range section.

**Start/End Dates**

1. Enter the date in the 1st Period Start field, or click the calendar button and select the date.
2. Enter the date in the 1st Period End field, or click the calendar button and select the date.

- **Note**: You may select a second time period by entering dates in the 2nd period Start and End fields.

**Weeks From Today**

- Enter the number of weeks to look back or forward, depending on the rule type selected. The system will start the search with the last completed week.
Change weights

1. Click Change Weights. The Change Weights window opens.

![Change Weights window]

**Note:** The date displayed is the end of the week selected as defined in the allocation configuration files.

2. Enter the new weights as appropriate.

3. Click OK to save changes and return to the Select Rule window or click Cancel to return to the Select Rule window without saving changes.
Select Sales History Type

⇒ **Navigate**: Select and review items to be allocated. Select locations. Click **Next**. The Select Rule window opens.

**Select Rule window**
- In the Sales History Type section, select the check boxes of the type of history to include.
Set quantity limits

⇒ Navigate: From the Select Rule window, click **Quantity Limits**. The Quantity Limits window opens.

![Quantity Limits window](image)

1. In the By Item Level field, select the item level at which you want to set the limits.
2. In the By Location Aggregate field, select the location level at which you want to limit.
3. Select Include Inventory MIN and/or Inventory MAX to include the quantity entered in the Min and Max fields in the calculation.

**Note:** The Include Inventory MIN and Inventory MAX check boxes default to selected.
4. Enter the quantity limits at the appropriate intersection for item/location and limiter.

Create a rule template

⇒ Navigate: From the Select Rule window, select the rule parameters you wish to put on the template.

1. Click **Create Rule Template**. The Create Rule Template window opens.
2. In the Template Name field, enter the name of the template.
3. Click **Save** to commit the changes and return to the Select Rule window, or click **Cancel** to return to the Select Rule window without saving changes.

Apply a rule template

⇒ Navigate: Select and review items to be allocated. Select locations. Click **Next**. The Select Rule window opens.

- In the Apply Template field, select the name of the template you wish to use. The template name appears in the Template Name field. The rule parameters on the template are displayed.
Create a size profile

⇒ **Navigate**: Select and review items to be allocated. Select locations. Click **Next**. The Select Rule window opens.

- To create a size profile, click **Size Profile**. See **Size Profile** for more information.

Calculate the allocation

⇒ **Navigate**: Select and review items to be allocated. Select locations. Click **Next**. The Select Rule window opens.

1. Select the **Now** radio button to calculate the allocation immediately, or select the **Later** radio button to calculate the allocation in the next batch process.

2. Click **Calculate**. You are returned to the Home window.

📖 **Note**: If you selected **Now** the allocation begins calculating, or if you selected **Later**, the allocation is put in a queue to calculate during the next batch process.

3. Approve the allocation.
Chapter 4 – Create and maintain size profiles

The size profile window allows you to view, edit, and create size profiles, or size curves, at any merchandise hierarchy level including department, class, subclass, style, style/color. Oracle Retail Allocation allows size profiles (curves) to be loaded from Oracle Retail Curve.

Create a size profile

⇒ Navigate: From the Home or Select Rule window, click Size Profile. The Size Profile window opens.

Size Profile window

1. In the Select a Size Profile Level to Create, select a level.

Note: If the Size Profile window is opened from an allocation, the Allocated Items and Allocated Stores checkboxes will be checked. With these checkboxes checked, the search will return only the items and locations specified on the allocation and the size profile level will be locked to Style/Color.

2. In the Department field, enter the ID of a department, or click the LOV button and select the department.

3. If necessary based on the size profile level you selected in step 1, in the Class field, enter the ID of a class, or click the LOV button and select the class.

4. If necessary based on the size profile level you selected in step 1, in the Subclass field, enter the ID of a subclass, or click the LOV button and select the subclass.

5. If necessary based on the size profile level you selected in step 1, in the Style/Color field, enter the ID of a style/color, or click the LOV button and select the style/color.
6. In the Location Selection Criteria area, select the locations the size profile will apply to by entering the ID of the location, or click the LOV button and select the location. You are required to select at least one location, unless the Allocated Stores checkbox is checked.

**Note:** If the Size Profile window is opened from an allocation, the Allocated Stores checkbox will be checked. With the checkbox checked, the search will return only the locations specified on the allocation.

7. In the Size Group Selection Criteria area, select the size group for the size profile.

**Note:** A size group must be selected if the size profile applies to the department, class, or subclass level.

8. Click **Search**. The Edit Size Profiles window opens.

## Maintain a size profile

The edit size profiles window allows you to view, edit, and copy size profiles, or size curves, at any merchandise hierarchy level including department, class, subclass, style, style/color.

### Edit a size profile

> **Navigate:** From the Size Profile window, click **Search**. The Edit Size Profiles window opens.

![Size Profile window](image)

**Size Profile window**

1. In the Style/color drop-down, select the style/color for the size profile.
2. Enter a ratio in the Ratio column for each of the items.
3. Click **Save** to save the size profile and return to the Home or Select Rule window.
Copy a style

⇒ Navigate: From the Edit Size Profiles window, click Copy Entire Style. The Style to Copy From window opens.

1. In the Style to Copy From window, enter the ID of the style, or click the LOV button and select the style.

Note: The style to copy from must have the same sizes and colors as the style being copied to.

2. Click Search. The size profile appears in the View Size Profile window.

3. Click Copy. The size profile is copied and the Size Profile window opens.
Copy a single color

⇒ **Navigate**: From the Edit Size Profiles window, click **Copy Single Color**. The Color to Copy From window opens.

**Color to Copy From window**

1. In the Style to Copy From window, enter the ID of the style, or click the LOV button and select the style.
2. Select **Search**. The color profile appears in the Color to Copy From window.
3. In the Style to Copy To window, enter the ID of the style, or click the LOV button and select the style.

   **Note**: The LOV will only contain values retrieved from the search in step 2.
4. Select **Search**. The color profile appears in the Color to Copy To window.
5. Select the color you want to copy in the Color to Copy From window.
6. Select the styles you want to copy the color to in the Color to Copy To window.
7. Select **Copy**. The color profile is copied and the Size Profile window opens.
Chapter 5 – Maintain an allocation

Allocation Summary

The Allocation Summary window displays an overview of the allocation. From the Allocation Summary window you can edit and view details of the items, locations, rule, and quantities allocated. You can edit the items on an allocation, as long as the allocation has a status of Worksheet.

Use the Allocation Summary window to calculate an allocation if it has not been calculated, or if changes have been made to the allocation.

You may customize the view of this window. Click the column button to open the flexible columns window.

Edit items

1. Click the Item link. The Review Items window opens.

   **Review Items window**
   - Follow the procedures in the Review items and Select items sections to edit items.

2. Click **Save** to commit changes and close the Review Items window, or click **Cancel** to close to the Review Items window without saving any changes.

   **Note:** The status of an allocation is changed to not calculated after a save.

**Edit locations**

⇒ **Navigate:** From the Home page, search for and retrieve an allocation. The Allocation Summary window opens.

1. Click the Location link. The Select Locations window opens.

   **Select Locations window**
   - Follow the procedures in the Select Locations section to edit locations.
2. Click **Save** to commit changes and close the Select Locations window, or click **Cancel** to close to the Select Locations window without saving any changes.

   **Note:** The status of an allocation is changed to not calculated after a save.

### Edit a rule

**⇒ Navigate:** From the Home page, search for and retrieve an allocation. The Allocation Summary window opens.

1. Click the Rule link. The Select Rule window opens.

   **Select Rule window**

   - Follow the procedures in the Select Rule section to edit rule.

2. Click **Save** to commit the changes and close the Select Rule window, or click **Cancel** to close the Select Rule window without saving changes.

   **Note:** The status of an allocation is changed to not calculated after a save.

### Calculate an allocation

**⇒ Navigate:** From the Home window, search for and retrieve an allocation. The Allocation Summary window opens.

1. Select the Now radio button to calculate the allocation immediately, or select the Later radio button to calculate the allocation in the next batch process.

2. Click **Calculate**. If you selected Now the allocation begins calculating, or if you selected Later, the allocation is put in a queue to calculate during the next batch process. You are returned to the Home window.

3. Approve the allocation.
Copy an allocation

⇒ Navigate: From the Home window, search for and retrieve an allocation. The Allocation Summary window opens.

1. Click Copy Allocation. A copy of the existing allocation is created and opened.
2. Edit the copy of the allocation as necessary.
3. Click Calculate to begin the calculation process and return to the Home window, or click Save to commit changes and return to the Home window.

Split an allocation

⇒ Navigate: From the Home window, search for and retrieve an allocation. The Allocation Summary window opens.

2. In the Select Item field, select the items you would like to put on a separate allocation.
3. Click OK to save changes and open the new allocation for the selected items, or click Cancel to return to the Allocation Summary window without saving changes.

Refresh future retail

⇒ Navigate: From the Home window, search for and retrieve an allocation. The Allocation Summary window opens.

- Click Refresh Future Retail. The Future Retail column is refreshed.

Note: Future retail price is defined by the allocated item/location retail on the release date and is based on active clearances or promotions. Mix match, threshold, and multi-unit type promotions will not be included in the calculation of future retail price.

Delete an allocation

⇒ Navigate: From the Home window, search for and retrieve an allocation. The Allocation Summary window opens.

1. Click Delete Allocation.
2. You are prompted to confirm the deletion.
3. Click Yes. You are returned to the Home window.
Chapter 5 – Maintain an allocation

View MLD tier information

⇒ Navigate: From the Home window, search for and retrieve an allocation. The Allocation Summary window opens.

Allocation Summary window

1. Click MLD Tier. The MLD Tier window opens.

MLD Tier window

2. Select a level from the MLD Tier drop down to view details of the different tiers.

📖 Note: The quantities displayed are the total number of items per MLD path at the subclass level. They are not adjusted by edits to an allocation.

📖 Note: MLD Tier information is only available when your system uses MLD.
View location exception information

⇒ **Navigate:** From the Home window, search for and retrieve an allocation. The Allocation Summary window opens.

1. Click **Location Exception.** The Location Exception window opens.

2. Review the reason for the Location Exception:
   - **MLD Deletion:** The location was deleted from the MLD Tier window.
   - **Item Location Status:** The location has an invalid status or there is no item location relationship.
   - **Allocation Split:** The location was on an item location level split from the Allocation Details window.
   - **MLD Path:** Data defining the supply chain path is invalid.
   - **Stop Ship:** A location has a stop shipment associated with an item on the allocation.

Reinstate a location exception

-note: Only location exceptions with Allocation Split and MLD Deletion as the reason may be reinstated.

1. Select the check box next to the location exception you want to reinstate.
2. Click **Reinstate.**
Chapter 6 – Allocation details

View and update

The Allocation Details window allows you to see the allocation detail and modify the final item allocation as necessary. The modification can occur at the item level, at the item/location level, or the item/location group level.

Updating the final column in the item area updates the final column in the location area. Updating the final column in the location area updates the final column in the item area. Additionally, the View Assortment window is updated to show the total allocation.

You may customize the view of this window. Click the column button to open the flexible columns window.

This window uses underlined column headings to sort table data. To sort the list, click any underlined column heading. You can only sort one column at a time. An arrow indicates the column that is currently sorted, as well as the order, ascending or descending. To reverse the current sort order, click the same column heading again.

This window uses filters. A filter allows you to limit the records listed in the column to those that match your filter criteria. To select the criteria, choose from the values in the drop-down list associated with the field. You may filter multiple columns at the same time. The table displays only records that match the selected criteria. To display all records, select *All* from each drop-down list.

View the allocation by a different MLD tier

⇒ Navigate: From the Home page, search for and retrieve an allocation with a status of Calculated. The Allocation Summary window opens.
1. Click **Allocation Details**. The Allocation Details window opens.

![Allocation Details window](image)

2. Select one of the following options from the MLD tier drop down:
   - Stores
   - Next Destination

   **Note:** The logistic review options in the Review and edit at location aggregate drop down are only available at the Store level.

   **Note:** The MLD Tier drop down is only available when your system uses MLD.
View the allocation by other groups

⇒ Navigate: From the Home page, search for and retrieve an allocation with a status of Calculated. The Allocation Summary window opens.

Allocation Summary window

1. Click Allocation Details. The Allocation Details window opens.

Allocation Details window
2. Click **View By Other Groups**. The View by Other Groups window opens.

![View by Other Groups window](image)

3. Enter the ID of the store group you wish to add, or click the LOV button and select the store group you wish to add.

4. Click **Add**. The group appears in the table.

**Note:** To add all stores, click **Add All Stores**. To restore the original groups selected for the allocation, click **Original Groups**.

5. Click **OK** to save changes and return to the View Details window, or click **Cancel** to return to the View Details window without saving changes.
Update allocated quantity - View Assortment window

⇒ **Navigate:** From the Home window, search for and retrieve an allocation with a status of Calculated. The Allocation Summary window opens.

**Allocation Summary window**

1. Click **Allocation Details.** The Allocation Details window opens.

**Allocation Details window**
2. In the Review and edit at location aggregate drop down, select an option:
   - **Store - Units**: Update final quantities and freeze.
   - **Store - Logistic Review**: Update final quantities, freeze, split, and set rush flags.
   - **Group - Units**: Update final quantities.
   - **Group - Logistic Review**: Update final quantities, split, and set rush flags.

   **Note**: The Logistic Review options are only available when your system uses MLD.

3. Click **View Assortment**. The View Assortment window opens.

   **View Assortment window**

4. In the item column, enter the new quantity in the field to the right of the store to which you wish to allocate the quantity.

   **Note**: Final quantities are only editable for fashion items.

5. Click **Save** to commit the changes to close the View Assortment window, or click **Cancel** to close the View Assortment window without saving your changes.
Update the final allocation

⇒ Navigate: From the Home window, search for and retrieve an allocation with a status of Calculated. The Allocation Summary window opens.

 Allocation Summary window

1. Click Allocation Details. The Allocation Details window opens.

 Allocation Details window
2. In the Review and edit at location aggregate drop down, select an option:
   - **Store - Units**: Update final quantities and freeze.
   - **Store - Logistic Review**: Update final quantities, freeze, split, and set rush flags.
   - **Group - Units**: Update final quantities.
   - **Group - Logistic Review**: Update final quantities, split, and set rush flags.

   Note: The Logistic Review options are only available when your system uses MLD.

### Update the final allocation at the item level

1. In the item area, enter the total number of the items you wish to have allocated in the Final field.

2. If you select one of the Group options from the Review and edit at location aggregate drop downs select one of the following options from the Group Editing Method drop down:
   - **Even**: Each location will receive the same quantity based on the quantity entered in the Final field divided by the number of stores.
   - **Per Store**: Each location will receive the quantity entered in the Final field.
   - **Proportional**: Each location will receive a quantity based on the previously calculated quantity.

3. Click **Spread Changes**. The Location area updates with the new item/location allocation, proportional to how the original allocation was created.

### Update the final allocation quantity at the item/location level:

1. Enter the quantity in the Final field of the location area. Click **Set All** to apply the quantity to all item/locations on the allocation.
   - To identify the quantity of individual item for a location, enter the quantity in the final field next to the item.

2. Click **Apply**. The item area updates with new item allocation totals.

3. Click **Recalculate** to save the changes.

   Note: Recalculation is available for fashion allocations only. Recalculation spreads the size profile across the edited style/color allocation quantities.

   Note: If the new total exceeds the available quantity, you will not be allowed to proceed. Reduce the final quantity to fit within the available quantity restraints.

### Update rush flags

1. Select the Rush Flag check box next to the item/locations you wish to assign rush status to.

2. Click **Apply**.

   Note: The Rush Flag check box is only available when your system uses MLD.
Split the allocation

1. Select either Store or Group Logistic Review from the Review and edit at location aggregate drop down.
2. Select the Split checkbox next to the item/location you wish to split.
3. Click Apply.
4. Click Split Allocation. The Allocation Summary window for the split allocation opens.
   
   Note: The Split Allocation button is only available when your system uses MLD.

Freeze the allocated quantity

- Select the Freeze check box next to the item/location you wish to freeze.

   Note: Changes may not be made to a frozen item/location.
Chapter 7 – Maintain what-if allocations

Optimum prepacks

A prepack is a package containing multiple items for distribution, used by retailers to save handling costs. Using Optimum Prepacks you can define how the supplier packs the item. Oracle Retail Allocation uses an optimization algorithm to define the best possible prepack combinations for a distribution plan.

Define an optimum prepack

⇒ Navigate: From the Home window, search for and retrieve a what-if allocation with a status of Calculated. The Allocation Summary window opens.

Allocation Summary window

1. Click Optimum Prepacks. The Optimum Prepack window opens.

Optimum Prepack window
2. Click **Configure Prepack**. The Assign Optimum Prepack window opens.

![Assign Optimum Prepack window]

3. To add an item to the prepack:
   - In the Item area, select the item you want to add to the prepack set. Click the move right button. The item moves to the Set area.
   - To move all items, select all items in the item area. Click the move all right button. The items move to the Set area.

4. To remove an item from the prepack:
   - In the Set area, select the item you want to remove from the prepack set. Click the move left button. The item moves to the Item area.
   - To remove all items, select all items in the set area. Click the move all left button. The items move to the Set area.

5. To create additional sets, click **Add Sets**.

6. When you are done creating sets, click **Next**. The Configure Optimum Prepack window opens.

7. Edit fields as necessary.

8. Select the Now radio button to calculate the allocation immediately, or select the Later radio button to calculate the allocation in an overnight batch.

9. Click **Calculate**. The allocation begins calculating if you selected Now, or is put in the queue to calculate in a batch. You are returned to the Allocation Summary window. Click **Back** to return to the Assign Optimum Prepack window, or click **Cancel** to return to the Allocation Summary window without saving changes.
View prepack results

⇒ **Navigate:** From the Home page, search for and retrieve a what-if allocation with a status of Calculated. The Allocation Summary window opens.

**Allocation Summary window**

1. Click **Optimum Prepacks**. The Optimum Prepack window opens.

**Optimum Prepack window**
2. Click **View Results**. The View Results window opens.

![View Results window](image)

3. In the Show Set field, select the set you would like to see.

4. Click **OK** to exit.
What-if summary

The What-if Summary window displays the results of a what-if allocation. From the What-if Summary window you can create a purchase order, making the hypothetical allocation a reality.

This window uses underlined column headings to sort table data. To sort the list, click any underlined column heading. You can only sort one column at a time. An arrow indicates the column that is currently sorted, as well as the order, ascending or descending. To reverse the current sort order, click the same column heading again.

This window uses filters. A filter allows you to limit the records listed in the column to those that match your filter criteria. To select the criteria, choose from the values in the drop-down list associated with the field. You may filter multiple columns at the same time. The table displays only records that match the selected criteria. To display all records, select *All* from each drop-down list.

Create a purchase order

⇒ Navigate: From the Home window, search for and retrieve a what-if allocation with a status of Calculated. The Allocation Summary window opens.
1. Click **What-if Summary**. The What if Summary window opens.

   ![What if Summary window](image)

2. Verify Create PO is selected.

3. Select the check box next to the items you wish to place on the purchase order, or click **Select All** to select all items to be placed on the purchase order.

4. In the PO type field, select the type of PO you want to create.
   - **Bulk**: One purchase order is created for the total quantity of the selected items and assigned to a virtual warehouse.
   - **Warehouse**: One purchase order per supplier is created and the items are shipped to the warehouses shown on the allocation.
   - **Cross Dock**: A purchase order is created that directs the goods from the supplier to a warehouse where it is immediately allocated to the proper store or warehouse.

   **Note**: The purchase order must be approved within the merchandising system before entering the allocation within Allocation.

   - **Direct to Store**: A purchase order is created that directs the supplier to ship the goods on the purchase order directly to the final location.

5. Select a to location in the PO Location drop down to override the default warehouse.

   ![Select PO Location drop down](image)

   **Note**: The PO Location drop down is only available when your system uses MLD.
6. Select the PO multiple from the PO Multiple drop down. Click Set All to apply the multiple to all items in the allocation. To identify the PO multiple of individual items, select the multiple from the PO Multiple drop down next to the item. Select from:

- Each
- Inner
- Case
- Pallet

Note: Allocation uses the multiple to round the PO quantities based on the total allocated for the PO to location selected.

7. Click Apply.

8. Click Preview Purchase Order. The Purchase Order Preview window opens.

Purchase Order Preview window

Note: The Preview Purchase Order window displays items exactly as they will be sent to the merchandising system, and reflects your choices for update type, PO location, and PO multiple. Quantities display per item/location. Locations are warehouses for bulk, warehouse, or cross dock PO types; stores for direct to store PO types.

9. Click Create PO. The item information is sent to the merchandising system, and the PO is created. The purchase order number for the allocation appears in the PO field. Click Cancel to return to the What-if Summary window.
Update a purchase order

⇒ **Navigate**: From the Home window, search for and retrieve a what-if allocation with a status of Calculated. The Allocation Summary window opens.

Allocation Summary window

1. Click **What-if Summary**. The What if Summary window opens.
2. Select Update PO. Additional fields appear.

What if Summary window

3. Select the check box next to the items you wish to update on the purchase order, or click **Select All** to select all items to be placed on the purchase order.
4. In the Update Type field, select the type of PO you want to create.
   - **Bulk**: One purchase order is created for the total quantity of the selected items and assigned to a virtual warehouse.
   - **Warehouse**: One purchase order per supplier is created and the items are shipped to the warehouses shown on the allocation.
   - **Direct to Store**: A purchase order is created that directs the supplier to ship the goods on the purchase order directly to the final location.
5. Select a to location in the PO Location drop down to override the default item source for the item.

### Select PO Location drop down

**Note:** The PO Location drop down is only available when your system uses MLD.

6. In the Add to Existing PO field, enter a PO number or click the LOV button and select the PO. Click **Set All** to add all the items on the allocation to the PO.
   - To identify the PO for individual items, enter the PO number in the Update PO field or click the LOV button and select the PO.

7. Select the PO multiple from the PO Multiple drop down. Click **Set All** to apply the multiple to all items in the allocation. To identify the PO multiple of individual items, select the multiple from the PO Multiple drop down next to the item. Select from:
   - Each
   - Inner
   - Case
   - Pallet

8. Click **Apply**.

9. Click **Preview Purchase Order**. The Purchase Order Preview window opens.

### Purchase Order Preview window

**Note:** The Preview Purchase Order window displays items exactly as they will be sent to the merchandising system, and reflects your choices for update type, PO location, and PO multiple. Quantities display per item/location. Locations are warehouses for bulk, warehouse, or cross dock PO types; stores for direct to store PO types.

10. Click **Update PO**. The item information is sent to the merchandising system, and the PO is updated. Click **Cancel** to return to the What-if Summary window.
Glossary

A

**Advanced Shipment Notice**: (ASN) An electronic data interface (EDI) transaction from vendor to retailer which identifies the vendor number, order number, carton contents and store destination for a particular delivery.

**Allocate to**: Indicates whether the algorithm allocates to gross need or net need.

**Approved**: A status that indicates the items on the allocation are reserved in the warehouse and committed to the stores. The allocation will be executed on the release date.

**Average Weeks of Supply**: The average weeks of supply available for the SKU and location.

B

**Bill of Lading**: A list of items, contained in cartons, that are part of a shipment.

**Bulk**: One purchase order is created for the total quantity of the selected items and assigned to a virtual warehouse.

C

**Class**: The fifth division in the merchandise hierarchy. The class breaks down the merchandise hierarchy. A class can belong to one department.

**Closed**: A status that indicates that the allocation has been executed and reconciled. It cannot be edited.

**Complex group**: A method of combining stores or groups of stores to indicate how stores are included or excluded from the allocation.

**Corporate rules**: A type of rule. Gross need is gathered directly from the selected column of the corporate table for the items and stores selected.

**Cross dock**: A purchase order that directs the goods from the supplier to a warehouse. At the warehouse, the inventory is not put into storage, it is immediately allocated to the proper store or warehouse.

D

**Date ranges**: The time period you will use to determine need for an allocation.

**Deconsolidation center**: An import receiving location that is owned by a third party and facilitates the receiving of import purchase orders. Inventory is never held at these locations as they are flow-through locations. A deconsolidation center may ship inventory to any active location.

**Department**: Belongs to a group in the merchandise hierarchy and provides a way to define the areas of a group. A department is the fourth division in the merchandise hierarchy.

**Direct to store**: A purchase order is created that directs the supplier to ship the items on the purchase order directly to the final location.
Oracle Retail Allocation

**E**

**Enforce store-warehouse relationship:** Stores selected are supplied by the warehouse in the merchandising system.

**Enforce supply chain:** The allocation will respect the established path of items to a location.

**Even Spread:** A group editing method whereby each location receives a portion of the items on allocation. The quantity received at a location is calculated by dividing the total number of items on the allocation by the number of locations on the allocation.

**Exclude intersection:** A method used for creating complex groups. An exclude intersection includes all locations that are not duplicated in the groups selected.

**Expected inventory:** The difference between what is currently available in the warehouse and inventory that is in transit or on-order quantities.

**Extracted:** A status that indicates that the allocation instructions have been sent to the warehouse. It is not editable, cannot be retracted, and the status cannot be changed.

**F**

**Forecast:** A type of rule. Uses the forecasted sales for items, stores, and time in the system, interfaced from the client forecasting system, to generate need for each location. The item is forecasted at the department, class, subclass, style, SKU, or item list level as you determine.

**Future fulfillment:** The amount of inventory expected to be available in the future for allocating. On the Allocation Details screen this is the amount at the item/store location. On the What If Summary screen it is the amount at all warehouses in the supply chain.

**H**

**History:** A type of rule. Uses the sales history for the items, stores, time and sales type selected for the allocation to determine the amount sent to each location. You can include regular, promotional, and/or clearance sales. You can collect the sales history at the department, class, subclass, style, SKU, or item list level.

**History and plan:** A type of rule. Values are gathered from sales history and plan tables for items, stores, and time. History values are gathered for past dates and pertain to sales types, and plan values for future dates. Gross need is the total of the two.

**Hold Back:** A quantity of the item that remains unallocated. The quantity can be entered as a fixed number or a percent.

**I**

**Ideal Weeks of Supply:** The ideal weeks of supply for the SKU and location.

**Intersection:** A method used to create complex groups. An intersection includes all locations that are duplicated in the groups selected.

**L**

**Lead time need:** The anticipated inventory needed to meet sales during the shipping days. Lead time need is based upon historical sales, forecast, or unit plan.
**M**

**Manual:** A type of rule. The user allocates quantities for each item/location combination. There is no criterion associated with a manual rule, apart from what the user specifies. Gross need and on-hand stock are not calculated.

**Maximum:** The greatest quantity assignable, admissible, or possible.

**Merchandise hierarchy:** The system used to classify merchandise. Each level is a sublevel of the previous level.

**Minimum:** The least quantity assignable, admissible, or possible.

**MLD path:** The from location, to location, and the number of shipping days included in an allocation.

**MLD tier:** A group of locations in a supply chain that compose a level. Inventory in the supply chain moves between levels, ultimately arriving to a store.

**Mode:** Indicates how the algorithm for the allocation works. Select Simple to allocate without looking for additional inputs about group targets and constraints. Select Cascade to allocate at the need level and then look for need at the item level.

**Multi-level distribution:** The flow of inventory through multiple layers of locations to ultimately arrive at a final destination.

**Multiple:** The item multiple an allocation uses during calculation. Pallet, case, inner, or each. The number of items that must be allocated together. For an allocation, valid multiples are pallet, case, inner, and each.

**N**

**Need is:** Indicates how store need is calculated. Select Exact to allocate as closely to store need as possible. Select Proportional to allocate all of the available quantity.

**P**

**Per Store:** A group editing method whereby each location receives an exact amount.

**Plan:** A type of rule. Uses the planned sales for the item, interfaced from the client planning system, to generate a quantity for each location.

**Plan o gram:** Refers to different display layouts suggested to retailers via retailer catalogs as well as shipped inside the cardboard shipping boxes with displays. A Plan-O-Gram consisted of various displays such as hangers and shelf talkers combined with a certain quantity of an item.

**Plan re-project:** A type of rule. Uses Bayesian forecasting to reprove the future dates of the plan. The rule takes sales history and compares it with the plan to create a forecast. Retailers would use this rule mid-season with their actual sales results.

**Presentation Stock:** The number of units of the item required for a full facing at a store or the minimum number of units required at a warehouse.

**Proportional:** A group editing method whereby each location receives a portion of the allocation in the same ratio (in relation to other locations on the allocation) as previous allocations.
Release date: The day on which the inventory is released from the warehouse.

Reserved: A status that indicates that the items on the allocation are reserved in the warehouse and committed to the stores. The allocation will not be executed until the status is changed to approved.

Rule: Used to calculate the need for an allocation.

Sales history type: Indicates the types of sales that are included in the algorithm for the allocation. You cannot select a sales history type for a corporate rule.

Set: A item grouping that will be used as a prepack.

Shipping days: The number of days between the inventory leaving the Tier 1 warehouse and when it reaches the store.

Source: The origin of the items on the allocation. Items can originate from one of many sources, a combination of sources, or you can create a hypothetical allocation, called a what-if allocation.

Status: The current condition of an allocation.

Stock On Hand: The total number of units on hand at a location, including inventory in RTV, unavailable inventory, stock in transit inventory, and reserved inventory. On the Allocation Details screen this is the number of units at the item/store location. On the What If Summary screen it is the number of units at all warehouses in the supply chain.

Stock order: A document that requests an inventory movement from one location to another through a transfer or allocation. Stock Orders may be initiated at the headquarters' request or a location level request.

Stop ship: An item/location combination that prevents an item from shipping to that location.

Store grade: A way of grouping stores with similar criteria. Grades are defined by each buyer.

Style: The seventh level of the merchandise hierarchy. A style can only belong to one subclass.

Subclass: The sixth level of the merchandise hierarchy. A subclass can only belong to one class.

Submitted: A status that indicates the allocation is editable and is in review for approval. It has not been sent to the warehouse and is not committed to the stores.

Supplier: The person or entity that provides items to a retailer.

Template: Contains pre-selected location or rule combinations that can be used for any allocation.

Threshold: The amount of item that must be reached before an allocation can be created. If the allocation quantity does not meet the threshold the allocation is not created.

Union: A method used for creating complex groups. A union includes all locations in the groups selected.

User Defined Attribute: An identifying quality that has been set up by the user.
W

**Warehouse**: A storage and/or distribution facility where inventory may be received, held and transferred to other locations.

**Warehouse PO Type**: One purchase order per supplier is created and the items are shipped to the warehouses shown on the allocation.

**Weeks of Supply**: The amount of items needed to supply the store for a given number of weeks.

**Worksheet**: A status that indicates that an allocation is editable and has not been sent to the warehouse and is not committed to the stores.