

# PeopleSoft®

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## PeopleSoft Promotions Management 8.8 PeopleBook

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**December 2003**

PeopleSoft Promotions Management 8.8 PeopleBook  
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# About These PeopleBooks

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

This preface discusses:

- PeopleSoft application prerequisites.
- PeopleSoft application fundamentals.
- Related documentation.
- Typographical elements and visual cues.
- Comments and suggestions.
- Common elements in PeopleBooks.

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**Note.** PeopleBooks document only page elements that require additional explanation. If a page element is not documented with the process or task in which it is used, then either it requires no additional explanation or it is documented with common elements for the section, chapter, PeopleBook, or product line. Elements that are common to all PeopleSoft applications are defined in this preface.

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## PeopleSoft Application Prerequisites

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

See *Using PeopleSoft Applications*.

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

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

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

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## PeopleSoft Application Fundamentals

Each application PeopleBook provides implementation and processing information for your PeopleSoft database. However, additional, essential information describing the setup and design of your system appears in a companion volume of documentation called the application fundamentals PeopleBook. Each PeopleSoft product line has its own version of this documentation.

The application fundamentals PeopleBook consists of important topics that apply to many or all PeopleSoft applications across a product line. Whether you are implementing a single application, some combination of applications within the product line, or the entire product line, you should be familiar with the contents of this central PeopleBook. It is the starting point for fundamentals, such as setting up control tables and administering security.

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## Related Documentation

This section discusses how to:

- Obtain documentation updates.
- Order printed documentation.

## Obtaining Documentation Updates

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

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

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### See Also

PeopleSoft Customer Connection web site, <http://www.peoplesoft.com/corp/en/login.asp>

## Ordering Printed Documentation

You can order printed, bound volumes of the complete PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM. PeopleSoft makes printed documentation available for each major release shortly after the software is shipped. Customers and partners can order printed PeopleSoft documentation by using any of these methods:

- Web
- Telephone
- Email

### Web

From the Documentation section of the PeopleSoft Customer Connection web site, access the PeopleSoft Press web site under the Ordering PeopleBooks topic. The PeopleSoft Press web site is a joint venture between PeopleSoft and Consolidated Publications Incorporated (CPI), the book print vendor. Use a credit card, money order, cashier's check, or purchase order to place your order.

## Telephone

Contact CPI at 800 888 3559.

## Email

Send email to CPI at [psoftpress@cc.larwood.com](mailto:psoftpress@cc.larwood.com).

## See Also

PeopleSoft Customer Connection web site, <http://www.peoplesoft.com/corp/en/login.asp>

# Typographical Conventions and Visual Cues

This section discusses:

- Typographical conventions.
- Visual cues.

## Typographical Conventions

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

Typographical Convention or Visual Cue	Description
<b>Bold</b>	Indicates PeopleCode function names, method names, language constructs, and PeopleCode reserved words that must be included literally in the function call.
<i>Italics</i>	Indicates field values, emphasis, and PeopleSoft or other book-length publication titles. In PeopleCode syntax, italic items are placeholders for arguments that your program must supply.  We also use italics when we refer to words as words or letters as letters, as in the following: Enter the number <i>0</i> , not the letter <i>O</i> .
<b>KEY+KEY</b>	Indicates a key combination action. For example, a plus sign (+) between keys means that you must hold down the first key while you press the second key. For <b>ALT+W</b> , hold down the <b>ALT</b> key while you press <b>W</b> .
Monospace font	Indicates a PeopleCode program or other code example.
“ ” (quotation marks)	Indicate chapter titles in cross-references and words that are used differently from their intended meanings.

Typographical Convention or Visual Cue	Description
... (ellipses)	Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax.
{ } (curly braces)	Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe (   ).
[ ] (square brackets)	Indicate optional items in PeopleCode syntax.
& (ampersand)	<p>When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object.</p> <p>Ampersands also precede all PeopleCode variables.</p>
(ISO)	<p>Information that applies to a specific country, to the U.S. federal government, or to the education and government market, is preceded by a three-letter code in parentheses.</p> <p>The code for the U.S. federal government is USF; the code for education and government is E&amp;G, and the country codes from the International Standards Organization are used for specific countries. Here is an example:</p> <p>(GER) If you're administering German employees, German law requires you to indicate special nationality and citizenship information for German workers using nationality codes established by the German DEUEV Directive.</p>
Cross-references	PeopleBooks provide cross-references either below the heading "See Also" or on a separate line preceded by the word <i>See</i> . Cross-references lead to other documentation that is pertinent to the immediately preceding documentation.

## Visual Cues

PeopleBooks contain the following visual cues.

### Notes

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

---

**Note.** Example of a note.

---

A note that is preceded by *Important!* is crucial and includes information that concerns what you must do for the system to function properly.

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**Important!** Example of an important note.

---

## Warnings

Warnings indicate crucial configuration considerations. Pay close attention to warning messages.

---

**Warning!** Example of a warning.

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## Comments and Suggestions

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

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

Or send email comments to [doc@peoplesoft.com](mailto:doc@peoplesoft.com).

While we cannot guarantee to answer every email message, we will pay careful attention to your comments and suggestions.

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## Common Elements in These PeopleBooks

<b>As of Date</b>	The last date for which a report or process includes data.
<b>Business Unit</b>	An ID that represents a high-level organization of business information. You can use a business unit to define regional or departmental units within a larger organization.
<b>Description</b>	Enter up to 30 characters of text.
<b>Effective Date</b>	The date on which a table row becomes effective; the date that an action begins. For example, to close out a ledger on June 30, the effective date for the ledger closing would be July 1. This date also determines when you can view and change the information. Pages or panels and batch processes that use the information use the current row.
<b>Once, Always, and Don't Run</b>	Select Once to run the request the next time the batch process runs. After the batch process runs, the process frequency is automatically set to Don't Run.  Select Always to run the request every time the batch process runs.  Select Don't Run to ignore the request when the batch process runs.
<b>Report Manager</b>	Click to access the Report List page, where you can view report content, check the status of a report, and see content detail messages (which show you a description of the report and the distribution list).

<b>Process Monitor</b>	Click to access the Process List page, where you can view the status of submitted process requests.
<b>Run</b>	Click to access the Process Scheduler request page, where you can specify the location where a process or job runs and the process output format.
<b>Request ID</b>	An ID that represents a set of selection criteria for a report or process.
<b>User ID</b>	An ID that represents the person who generates a transaction.
<b>SetID</b>	An ID that represents a set of control table information, or TableSets. TableSets enable you to share control table information and processing options among business units. The goal is to minimize redundant data and system maintenance tasks. When you assign a setID to a record group in a business unit, you indicate that all of the tables in the record group are shared between that business unit and any other business unit that also assigns that setID to that record group. For example, you can define a group of common job codes that are shared between several business units. Each business unit that shares the job codes is assigned the same setID for that record group.
<b>Short Description</b>	Enter up to 15 characters of text.

## See Also

*Using PeopleSoft Applications*

*PeopleSoft Process Scheduler*

# Preface

This preface discusses:

- PeopleSoft application fundamentals.
- Common elements used in this PeopleBook.

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**Note.** This PeopleBook documents only page elements that require additional explanation. If a page element is not documented with the process or task in which it is used, then it either requires no additional explanation or is documented with the common elements for the section, chapter, or PeopleBook.

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## PeopleSoft Application Fundamentals

The *PeopleSoft Promotions Management PeopleBook* provides you with implementation and processing information for your PeopleSoft Promotions Management system. However, additional, essential information describing the setup and design of your system resides in companion documentation. The companion documentation consists of important topics that apply to many or all PeopleSoft applications across the Financials, Enterprise Service Automation, and Supply Chain Management product lines. You should be familiar with the contents of these PeopleBooks.

The following companion PeopleBooks contain information that applies specifically to PeopleSoft Promotions Management.

- *PeopleSoft Application Fundamentals for FIN, ESA, and SCM PeopleBook*
- *PeopleSoft Setting Up Global Options and Reports PeopleBook*
- *PeopleSoft Working With Customers and Orders PeopleBook*
- *PeopleSoft Bank Setup and Processing PeopleBook*
- *PeopleSoft Managing Items PeopleBook*
- *PeopleSoft Setting Up Procurement Options PeopleBook*
- *PeopleSoft Enterprise Pricer PeopleBook*

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## Common Elements Used in This PeopleBook

**Business Unit**

An identification code that represents a high-level organization of business information. You can use a business unit to define regional or departmental units within a larger organization.

**Description**

Freeflow text up to 30 characters.

**Effective Date**

Date on which a table row becomes effective; the date that an action begins. For example, if you want to close out a ledger on June 30, the effective

	<p>date for the ledger closing would be July 1. This date also determines when you can view and change the information. Pages or panels and batch processes that use the information use the current row.</p>
<b>EmplID</b> (employee ID)	Unique identification code for an individual associated with your organization.
<b>Language or Language Code</b>	The language in which you want the field labels and report headings of your reports to print. The field values appear as you enter them. Language also refers to the language spoken by an employee, applicant, or non-employee.
<b>Process Frequency group box</b>	<p>Designates the appropriate frequency in the Process Frequency group box:</p> <p><i>Once</i> executes the request the next time the batch process runs. After the batch process runs, the process frequency is automatically set to <i>Don't Run</i>.</p> <p><i>Always</i> executes the request every time the batch process runs.</p> <p><i>Don't Run</i> ignores the request when the batch process runs.</p>
<b>Process Monitor</b>	This button takes you to the Process List page, where you can view the status of submitted process requests.
<b>Report ID</b>	The report identifier.
<b>Report Manager</b>	This button takes you to the Report List page, where you can view report content, check the status of a report, and see content detail messages (which show you a description of the report and the distribution list).
<b>Run</b>	This button takes you to the Process Scheduler request page, where you can specify the location where a process or job runs and the process output format.
<b>Run Control ID</b>	A request identification that represents a set of selection criteria for a report or process.
<b>SetID</b>	An identification code that represents a set of control table information or TableSets. A TableSet is a group of tables (records) necessary to define your organization's structure and processing options.
<b>Short Description</b>	Freeflow text up to 15 characters.
<b>User ID</b>	The system identifier for the individual who generates a transaction.

## See Also

*PeopleTools PeopleBook: PeopleSoft Process Scheduler*

*PeopleTools PeopleBook: Using PeopleSoft Applications*

# CHAPTER 1

## Getting Started With PeopleSoft Promotions Management

This chapter provides an overview of PeopleSoft Promotions Management business processes and discusses:

- PeopleSoft Promotions Management integrations.
- PeopleSoft Promotions Management implementation.

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### PeopleSoft Promotions Management Business Processes

PeopleSoft Promotions Management is a comprehensive promotions management application utilizing a relational database for unparalleled performance in managing your trade funds. PeopleSoft Promotions Management contains your full promotional structure and all of the promotional activity for your environment.

The PeopleSoft Promotions Management business processes are:

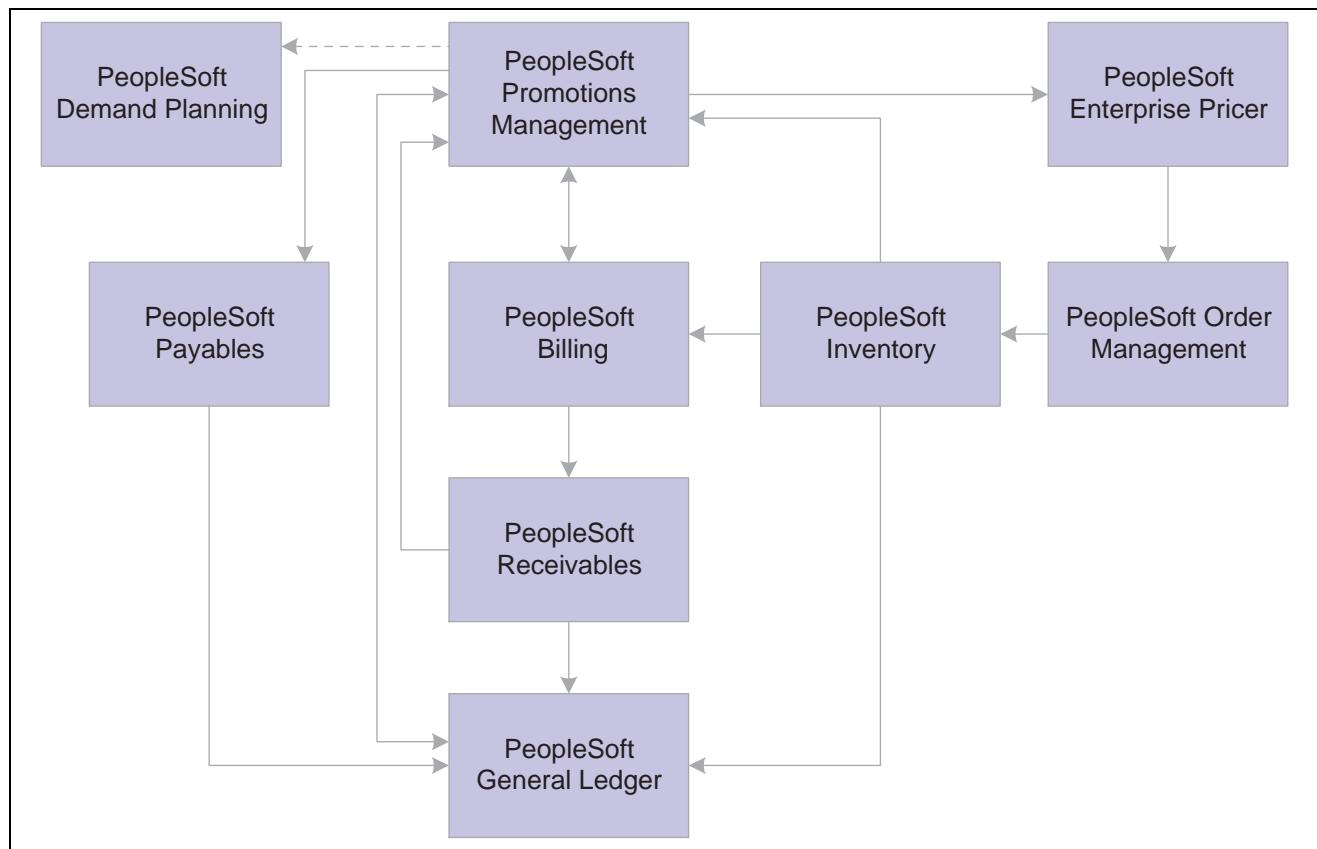
- Promotions management structure definition.
- Fund definition and allocation.
- Promotion planning.
- Promotion execution.
- Promotional payments authorization.
- Promotional effectiveness analysis.

We discuss these business processes in the business process chapters in this PeopleBook.

---

### PeopleSoft Promotions Management Integrations

PeopleSoft Promotions Management integrates with the following PeopleSoft applications:



How PeopleSoft Promotions Management works with other PeopleSoft applications

PeopleSoft Promotions Management can be used in conjunction with any or all of the following PeopleSoft applications:

- PeopleSoft Order Management
- PeopleSoft Enterprise Pricer
- PeopleSoft Inventory
- PeopleSoft Billing
- PeopleSoft Receivables
- PeopleSoft Payables
- PeopleSoft General Ledger
- PeopleSoft Demand Planning

If these PeopleSoft applications are not being used in your environment, you'll need to integrate PeopleSoft Promotions Management with your existing systems to receive maximum benefit from your PeopleSoft Promotions Management system.

We discuss integration considerations in the implementation chapters in this PeopleBook.

Supplemental information about third-party application integrations is located on the PeopleSoft Customer Connection website.

## See Also

[Chapter 3, “Understanding PeopleSoft Promotions Management ,” Integrating With Other PeopleSoft Applications, page 9](#)

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# PeopleSoft Promotions Management Implementation

PeopleSoft Setup Manager enables you to review a list of setup tasks for your organization for the products that you are implementing. The setup tasks include the components that you must set up, listed in the order in which you must enter data into the component tables, and links to the corresponding PeopleBook documentation.

## Other Sources of Information

In the planning phase of your implementation, take advantage of all PeopleSoft sources of information, including the installation guides, table-loading sequences, data models, and business process maps. A complete list of these resources appears in the preface in the PeopleSoft Application Fundamentals for Financials, Enterprise Service Automation, and Supply Chain Management PeopleBook, with information about where to find the most current version of each.

## See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “PeopleSoft Application Fundamentals PeopleBook Preface”*

*PeopleSoft Setup Manager for Financials, Enterprise Service Automation, and Supply Chain Management 8.8 PeopleBook*



## CHAPTER 2

# Navigating in PeopleSoft Promotions Management

This chapter discusses how to navigate in PeopleSoft Promotions Management.

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## Navigating in PeopleSoft Promotions Management

PeopleSoft Promotions Management provides custom navigation pages that contain groupings of folders that support a specific business process, task, or user role.

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**Note.** In addition to the PeopleSoft Promotions Management custom navigation pages, PeopleSoft provides menu navigation and standard navigation pages.

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### See Also

*PeopleTools PeopleBook: Using PeopleSoft Applications*

## Pages Used to Navigate in PeopleSoft Promotions Management

This table lists the custom navigation pages that are used to navigate in PeopleSoft Promotions Management:

Page Name	Navigation	Usage
Promotions Management Center	Promotions, Promotions Management Center	Contains a grouping of folders to set up, manage, and analyze trade promotions. All promotions management business processes can be managed from this page.
Analyze Promotional Spending	Click the Analyze Promotional Spending link from the Promotions Management Center page.	Track a promotion throughout its entire life cycle. Track fund spending and actual promotion performance.
Define Promotion Data	Click the Define Promotion Data link from the Promotions Management Center page.	Promotions Management provides a set of business rules that enable you to setup and configure the system to match the way you do business.
Execute Promotions	Click the Execute Promotions link from the Promotions Management Center page.	For promotions based on sales orders, orders are placed. For promotions based on retailer activity, proof of performance is recorded.

Page Name	Navigation	Usage
Manage Funds	Click the Manage Funds link from the Promotions Management Center page.	Create, allocate, and analyze the performance of trade spending. Create budgets, secure, allocate, and re-allocate funds.
Manage Payments and Deductions	Click the Manage Payments and Deductions link from the Promotions Management Center page.	Authorize payments, create claims, and integrate with PeopleSoft Financials (PeopleSoft Payables, PeopleSoft Billing, and PeopleSoft Receivables).
Plan and Approve Promotions	Click the Plan and Approve Promotions link from the Promotions Management Center page.	Plan promotions (customer-specific or national allowances) by targeting accounts and products to be promoted, determining merchandising activities and discount methods, and allocating funding.
Create and Maintain Promotions	Click the Create and Maintain Promotions link from the Plan and Approve Promotions page.	Create and maintain national allowances and customer-specific promotions.
Reports	Click the Reports link from the Plan and Approve Promotions Page.	Request reports for promotion planning.
Review Promotion Information	Click the Review Promotion Information link from the Plan and Approve Promotions page.	Review promotion details and activity summary.

## CHAPTER 3

# Understanding PeopleSoft Promotions Management

In this chapter, we provide an overview of PeopleSoft Promotions Management and why you would use the application and we discuss integration with other PeopleSoft applications.

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## Understanding PeopleSoft Promotions Management

Today's companies are faced with competitive pressures to reduce and manage costs, analyze and manage promotions effectively, and satisfy the customer. As competition intensifies the successful management and profitability of promotions is essential.

One of the ways an organization can improve its competitive position is in the successful analysis, creation, execution, and tracking of promotions in their environment. Promotion information is an extremely valuable asset if you can obtain and use it properly. Without the means to capture and share that information, costly mistakes and loss of money can occur. You need an application that provides the right information at the right time to the right individuals.

Now, with PeopleSoft Promotions Management, you can effectively manage your promotions and strengthen your competitive edge. PeopleSoft Promotions Management integrates with several other PeopleSoft applications to give you a complete and overall solution to assist you with a closed loop promotion management environment. Through the implementation of PeopleSoft Promotions Management, you can move one step closer to achieving world class success in managing your trade spending and tracking the effectiveness of your promotions.

## Creating Overall Sales and Promotion Strategy

The first step in the successful management of promotions is to identify who your customers are and the products you want to promote. Once this is established, you can present and execute promotions (incentive programs) for those customers and products.

In PeopleSoft Promotions Management you define your current sales organization and the manner in which your customers fit into this structure by defining customer trees. Customer trees are easily created and are flexible enough to accommodate all of your needs. Customer trees give you the ability to:

- Define your current sales organization using a tree structure.
- Assign security access for funding, processing, and promotion tracking for each node in the tree.

In PeopleSoft Promotions Management identifying the products and groups of products you want to promote is accomplished by defining product trees. Product trees are flexible enough to accommodate all of your needs in defining your promotional product structure. Product trees give you the ability to:

- Define your products and promotion groups you want to promote using a tree structure.
- Assign security access for utilizing these products or promotion groups in your promotional activities.

In addition, PeopleSoft Promotions Management gives you the capability to easily copy customer or product trees to new customer or product trees.

## Developing and Allocating Funds

The next step in the successful management of promotions is to determine the budget for the funds that will be used to support the promotional activity. PeopleSoft Promotions Management gives you the ability to:

- Define discretionary and non-discretionary funds associated with a top down or accrual (fixed, zero-based, rolling) funding method.
- Allocate the budget amounts to all levels of your sales organization for a top down fund.
- Determine the budgets for an accrual method type fund using an accrual rate and time period you define.

## Defining Customer Promotions and National Allowances

The most important step in managing a successful promotion program is determining the products or promotion groups (grouping of products) you want to promote, which customers you are going to promote the products to, and then establishing how you want to promote those products to your customers.

Using PeopleSoft Promotions Management you can promote products or promotion groups to your customers by creating either national allowance or customer specific promotions. In addition, PeopleSoft Promotions Management has made it easy to create one promotion associated with multiple customers with its multiple customer promotion functionality.

National allowance promotions are used to promote your products to all of your customers, or a subset of your customers. All customers defined for the national allowance receive the same promotional discount, and the discount is not negotiated with a customer. This type of promotion doesn't require your customer to perform any merchandising activities to receive the promotional discount; they only need to purchase the promoted products to receive the discount.

Customer specific promotions are used to promote your products and create a deal with individual customers. This type of promotion is negotiated with your customer and requires them to perform a merchandising activity to receive the promotional discount.

In addition, for all of your promotions or merchandising activities associated with a promotion you can associate one or more funds to cover the expense of the promotion. These fund amounts will be used to cover the cost of your promotional activity.

## Authorizing Payments for Promotional Activity

One of the last steps in managing a successful promotion program is authorizing and paying your customers for executing the agreed-upon promotional activities. PeopleSoft Promotions Management provides complete functionality regarding authorizing payments, making payment claims for your customers, and accruing your incurred liability. PeopleSoft Promotions Management gives you the ability to:

- Review your customer's promotion performance.
- Authorize payment to your customer if the customer has performed the required promotional activities.

- Submit claims for payment to your customer for performing their promotional activities.
- Accrue the liability incurred as a result of your promotional activities.

PeopleSoft Promotions Management integrates with PeopleSoft Payables, Billing, Receivables, and General Ledger to complete the payment cycle.

### See Also

[Chapter 9, “Processing Payments for Promotional Activity,” page 107](#)

## Evaluating Promotion and Sales Effectiveness

The final step in managing a successful promotion program is evaluating the profitability of the promotions you have defined and offered to your customers. After your promotion has been completed you'll want to review promotional spending associated with your funds and review the profitability and return on investment of the promotions.

Reviewing this type of information from time to time gives you the ability to make adjustments to your current promotional structure and gives you the necessary information so you can plan and execute profitable promotions in the future.

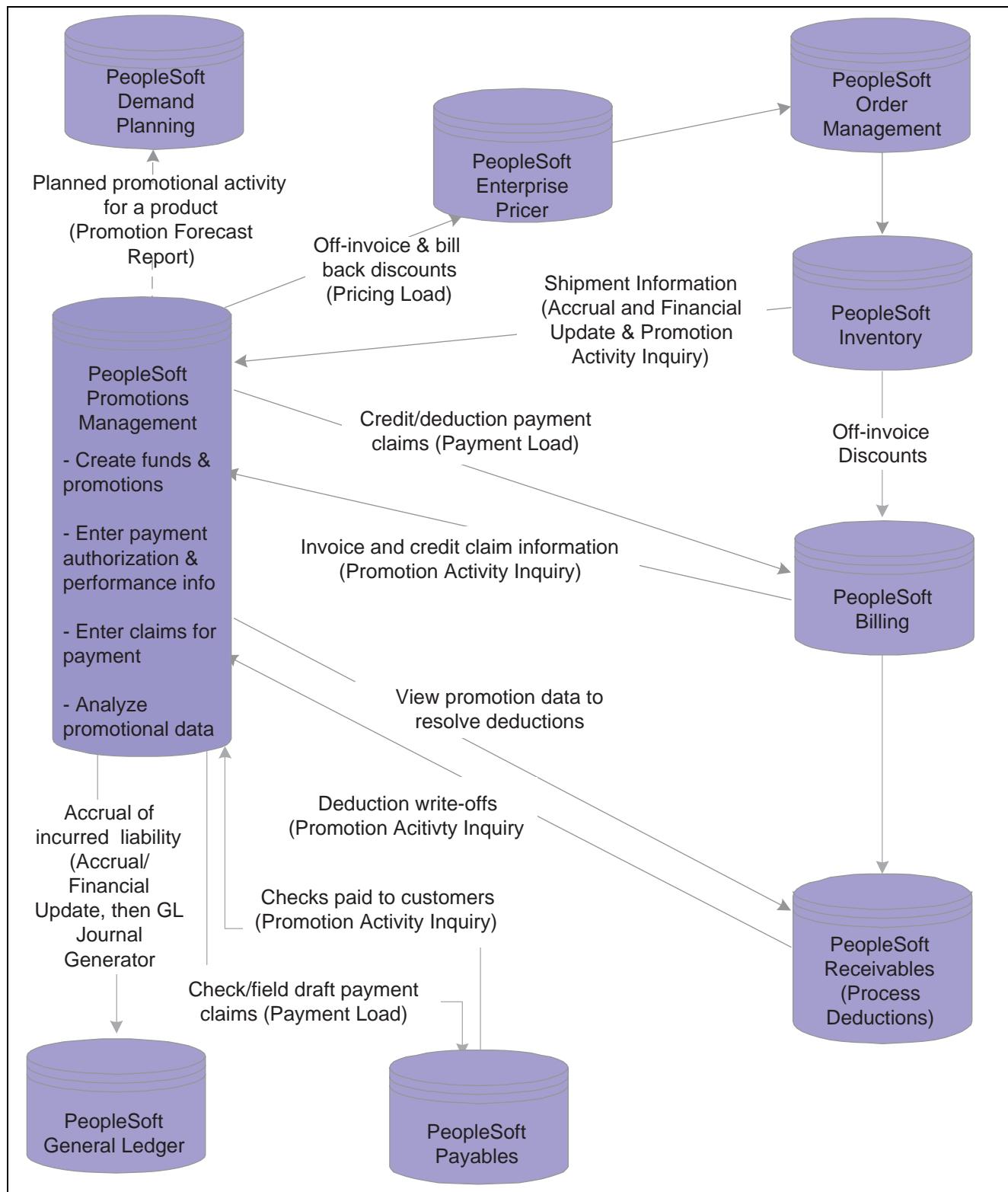
PeopleSoft Promotions Management provides a Promotional Activity inquiry page and the Create Customer-Specific Promo - Metrics page to assist you with evaluating and determining the effectiveness and profitability of a promotion.

In addition, to see the results of your promotional activity against fund amounts, PeopleSoft Promotions Management provides you with the ability to define an online report (checkbook). The Review Checkbook -Checkbook inquiry page displays user-defined information pertaining to promotional activities such as, planned amounts, incurred amounts or actual amounts.

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## Integrating With Other PeopleSoft Applications

PeopleSoft Promotions Management integrates with several other PeopleSoft Applications: Inventory, Order Management, Billing, Receivables, Enterprise Pricer, Payables, General Ledger, and Demand Planning.



PeopleSoft Promotions Management Integration with Other PeopleSoft Applications

## PeopleSoft Enterprise Pricer

After you create your promotions in PeopleSoft Promotions Management, you run the Pricing Load process to move your promotional discounts (off-invoice and bill back) into the PeopleSoft Enterprise Pricer by creating price rules. Price rules define the parameters for the price adjustments that are applied to an order line during sales order entry.

### See Also

*PeopleSoft Enterprise Pricer 8.8 PeopleBook*

## PeopleSoft Order Management

PeopleSoft Order Management uses the off-invoice or bill back promotional discounts that exist in the PeopleSoft Enterprise Pricer to automatically apply price adjustments to a particular product when defining a sales order. The user can also manually apply promotional discounts, or price rules, to a sales order line if the order dates fall within the grace days defined for the customer specific promotion or national allowance.

In addition, off-invoice discounts are then passed from PeopleSoft Order Management to PeopleSoft Billing for processing. Bill back discounts are passed to PeopleSoft Order Management for informational purposes only.

### See Also

*PeopleSoft Order Management 8.8 PeopleBook*, “Creating and Maintaining Sales Orders”

## PeopleSoft Inventory

After you create promotions, place sales orders using those promotions, and ship those sales orders, PeopleSoft Promotions Management uses the shipment information to determine what promotional liabilities you have to your customers and then creates General Ledger accrual transactions for that incurred liability.

PeopleSoft Promotions Management uses product shipment information from PeopleSoft Inventory to determine fund budget amounts for funds associated with one of the accrual (rolling, zero-based, and fixed) funding methods. These funds are then associated with customer promotions or national allowances.

In addition, the shipment information created by PeopleSoft Inventory can be viewed on the Promotional Activity inquiry page in PeopleSoft Promotions Management.

### See Also

[Chapter 6, “Defining Funds,” page 41](#)

[Chapter 11, “Viewing Promotional Activity,” page 139](#)

[Chapter 9, “Processing Payments for Promotional Activity,” Generating Accrual Transactions for Incurred Liability, page 116](#)

## PeopleSoft Billing and Receivables

When bill back or lump sum payments are created against promotions using a credit memo or deduction payment method, this information is passed from PeopleSoft Promotions Management to PeopleSoft Billing using the Payment Load process. PeopleSoft Billing then processes these types of payments by creating customer credit invoices, and moves these credits into PeopleSoft Receivables, reducing your customer's liability. Plus, through PeopleSoft Receivables, credit invoices can be matched against invoices and you can write off any of your customer's outstanding liability.

The invoice and credit invoice information created by PeopleSoft Billing and the deduction write-offs created by PeopleSoft Receivables can be viewed on the Promotional Activity inquiry page in PeopleSoft Promotions Management.

### See Also

[Chapter 11, “Viewing Promotional Activity,” page 139](#)

[Chapter 9, “Processing Payments for Promotional Activity,” page 107](#)

## PeopleSoft Payables

When bill back or lump sum payments are created against promotions using a check or field draft payment method, voucher information is passed from PeopleSoft Promotions Management to PeopleSoft Payables using the Payment Load process. PeopleSoft Payables then processes the vouchers as either a scheduled payment (check payment method) or a recorded payment (field draft payment method).

The voucher and check information created by PeopleSoft Payables can be viewed on the Promotional Activity inquiry page in PeopleSoft Promotions Management.

### See Also

[Chapter 11, “Viewing Promotional Activity,” page 139](#)

[Chapter 9, “Processing Payments for Promotional Activity,” page 107](#)

## PeopleSoft General Ledger

Accrual transactions that are generated from PeopleSoft Promotions Management for incurred liability are passed to PeopleSoft General Ledger to be posted to the general ledger. The posted accrual transactions can be viewed in PeopleSoft Promotions Management using the GL Accruals inquiry page or in PeopleSoft General Ledger.

### See Also

[Chapter 9, “Processing Payments for Promotional Activity,” Generating Accrual Transactions for Incurred Liability, page 116](#)

## PeopleSoft Demand Planning

Using PeopleSoft Promotions Management you can generate the Promotion Forecast report. This report provides a tool to enable you to sync PeopleSoft Demand Planning events with planned promotional activities that you create in PeopleSoft Promotions Management.

PeopleSoft Demand Planning operators can use this report to make the appropriate PeopleSoft Demand Planning event entries to assist them in their planning.

### **See Also**

[Chapter 7, “Defining Promotions,” Generating the Promotion Forecast Report, page 98](#)



## CHAPTER 4

# Defining Your Operational Structure in PeopleSoft Promotions Management

This chapter provides an overview of PeopleSoft Promotions Management business units and discusses how to:

- Establish PeopleSoft Promotions Management business units.
- Define promotions management options.

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## Understanding PeopleSoft Promotions Management Business Units

Before you implement PeopleSoft Promotions Management for your organization, examine how you currently manage your promotional activities. To make the most of our flexible design, decide how to map your operational business structures into PeopleSoft Promotions Management.

PeopleSoft defines a business unit as an operational subset of an organization; defining your own business units enables you to plan your operations around the way that you work.

In PeopleSoft Promotions Management, establish business units to:

- Define the relationship of the PeopleSoft Promotions Management business unit to the PeopleSoft Billing and PeopleSoft Payables business units.
- Establish the PeopleSoft General Ledger business unit where your promotional activity will be posted.

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## Establishing PeopleSoft Promotions Management Business Units

To define PeopleSoft Promotions Management Business Units, use the Promotions Definition component (BUS\_UNIT\_TBL\_TD). This section discusses how to establish PeopleSoft Promotions Management business units.

## Page Used to Establish PeopleSoft Promotions Management Business Units

Page Name	Object Name	Navigation	Usage
Promotions Definition	BUS_UNIT_TBL_TD1	Set Up Financials/Supply Chain, Business Unit Related, Promotions Management, Promotions Definition	Establish PeopleSoft Promotions Management business units and their relationships to the PeopleSoft Billing and PeopleSoft Payables business units.

## Establishing PeopleSoft Promotions Management Business Units

Access the Promotions Definition page.

### Business Unit

Select the PeopleSoft Promotions Management business unit. The Default SetID field and the Create BU (create business unit) button appear when the PeopleSoft Promotions Management business unit doesn't already exist for another PeopleSoft application.

**Note.** The PeopleSoft Promotions Management application was designed to have a one to one relationship between a PeopleSoft Promotions Management business unit and a PeopleSoft General Ledger business unit. You can't have multiple promotions management business units point to the same general ledger unit.

The relationship between the PeopleSoft Promotions Management business unit with the PeopleSoft General Ledger business unit is an integral part of the closed loop trade promotions environment. Accrual transactions that are generated from PeopleSoft Promotions Management for incurred liability are passed to PeopleSoft General Ledger to be posted to the general ledger. The posted accrual transactions can then be viewed in PeopleSoft Promotions Management using the GL Accruals inquiry page or in PeopleSoft General Ledger.

### Description

Enter a description for the PeopleSoft Promotions Management business unit.

### Default SetID

Select the default setID from the available options to create your business unit and associate it with an existing setID, or enter the default setID that is equal to the PeopleSoft Promotions Management business unit name that you entered.

The default setID that you select determines the preliminary TableSet sharing setup by determining the setIDs that are assigned to each record group for the new business unit. The setID that is assigned to a record group determines which TableSet is used as valid values for that specific business unit.

### Create BU (create business unit)

Click this button to establish the setID controls for the PeopleSoft Promotions Management business unit.

The Billing Unit and Payables Unit fields become available.

**Billing Unit**

Select the PeopleSoft Billing business unit to associate with the PeopleSoft Promotions Management business unit.

The PeopleSoft Billing business unit determines where the system sends for payment all promotion claims that have a payment method of credit or deduction.

After you select the PeopleSoft Billing business unit, the system displays the PeopleSoft General Ledger business unit that is associated with the PeopleSoft Billing business unit that you selected.

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**Note.** If PeopleSoft Billing isn't installed, you can't enter a PeopleSoft Billing business unit.

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**Note.** The PeopleSoft Billing business unit and PeopleSoft Payables business unit must be associated with the same PeopleSoft General Ledger unit. You receive an error message if the PeopleSoft General Ledger business unit isn't the same for both of these business units.

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**Payables Unit**

Select the PeopleSoft Payables business unit to associate with the PeopleSoft Promotions Management business unit.

The PeopleSoft Payables business unit determines where the system sends for payment all promotion claims that have a payment method of check or field draft.

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**Note.** If PeopleSoft Payables isn't installed, you can't enter a PeopleSoft Payables business unit.

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**See Also**

[Chapter 9, "Processing Payments for Promotional Activity," page 107](#)

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## Defining Promotions Management Options

To define promotions management options, use the Promotions Options component (TD\_SETID\_PREF). This section provides an overview of promotion options, lists prerequisites and common elements, and discusses how to:

- Define general options.
- Define payment options.
- Define pricing options.

## Understanding Promotion Options

The system uses the options that you define in this component as default values when creating or processing a promotion or promotion payment. You can change some of the defaults when creating a new promotion or promotion payment.

### Prerequisites

To ensure that your promotional discounts are applied to sales orders correctly, you must set up some specific pricing key combinations on your arbitration plan. The combinations include:

- Sold to customer.
- Sold to customer and product.
- Sold to customer and product group.
- Customer group and product.
- Customer group and product group.

Include each price type (extended price or quantity) that you use in your environment on your arbitration plan. In addition, the Price Date that you define on the arbitration plan must be the same as the first price date that you define on the Promotions Management Options - Pricing Options page.

See *PeopleSoft Enterprise Pricer 8.8 PeopleBook*, “Using the Arbitration Plan”.

### Common Element Used in This Section

**Promotion** Refers to both national allowances and customer promotions, unless indicated otherwise.

## Pages Used to Define Promotions Management Options

Page Name	Object Name	Navigation	Usage
General Options	TD_SETID_PREF	Set Up Financials/Supply Chain, Business Unit Related, Promotions Management, Promotions Options, General Options	Define basic setup and default options for PeopleSoft Promotions Management.
Payment Options	TD_SETID_PREF1	Set Up Financials/Supply Chain, Business Unit Related, Promotions Management, Promotions Options, Payment Options	Define payment-related options for PeopleSoft Promotions Management.
Pricing Options	TD_SETID_PREF2	Set Up Financials/Supply Chain, Business Unit Related, Promotions Management, Promotions Options, Pricing Options	Define pricing options for PeopleSoft Promotions Management.

## Defining General Options

Access the General Options page.

### Allow Overlapping Promotions

Select to have customer promotions and national allowances that overlap in your environment. Overlapping promotions enable you to have multiple promotions that are related to the same customer, and the same product, at the same time. If you don't allow overlapping promotions, the system prevents you from entering multiple promotions that are related to the same customer and product at the same time and you receive a warning message.

### Span Sales Periods

Select to have a promotion span multiple sales periods. If you don't select this check box, the promotion must begin and end within a specific sales period as defined in the sales calendar.

### Location

Select the location for the manufacturer. The location is used to determine what address to print on the Promotion Contract report.

### Display Promo Trees by Default (display promotion trees by default)

Select this option if you want the product tree to appear automatically when creating a promotion using the Create National Allowance, Create Customer-Specific Promo, and Create Multiple Customer Promo components. If you choose not to automatically display the product tree in these components, you will be able to manually display the tree after entering the component.

### Default GL Unit (default general ledger unit)

Select the PeopleSoft General Ledger business unit to associate with funds and promotions. The PeopleSoft General Ledger business units that appear for selection are the ones that you define by using the Promotions Definition page.

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**Note.** If PeopleSoft General Ledger is installed, then the Default GL Unit is a required field.

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### Default Sales Calendar

(Optional) Select the sales calendar to use when defining promotions. This sales calendar appears by default when defining promotions.

### Equivalent UOM (equivalent unit of measure)

Select the unit of measure (required). The promotions that you create in PeopleSoft Promotions Management can have a different unit of measure than this equivalent unit of measure. All promotion quantities are converted to this unit of measure, and that information is displayed on the customer promotion to enable you to compare multiple promotions.

### Per unit UOM (per unit unit of measure)

Select the unit of measure (required). The system converts and displays the quantities of all products on a promotion to a single item-level unit of measure. This enables you to compare quantities and amounts between promotions.

### Base Currency

Select the currency (required). When defining promotions, you can use any currency. PeopleSoft Promotions Management converts the promotion's currency to this base currency, and that information is stored in the database.

### Rate Type

Select the type (required) to use for this setID. The system uses this rate type when performing currency conversion.

<b>Active Customer Tree</b>	Select the active customer tree (required) to use when defining promotions. This customer tree appears when you define promotions and funds. You can override the default value when you create a new fund.
<b>Active Product Tree</b>	Select the active product tree (required) to use when defining promotions. This product tree appears when you define promotions and funds. You can override the default value when you create a new fund.
<b>Level to Fund Promotions and Level to Promote Products</b>	Select where the funds or products are assigned to the promotion. Options are: <ul style="list-style-type: none"><li><i>Both</i>: Assign funds or products at both the merchandising level and at the promotion level. The funds or products that you enter at the promotion level will appear by default at the merchandising level, and can be maintained at the merchandising level.</li><li><i>Merch</i>: Assign funds or products at the merchandising level only.</li><li><i>Promo</i>: Assign funds or products at the promotion level only.</li></ul>
<b>Giveaway Product</b>	Select where you want your giveaway product selection to come from. Options are: <ul style="list-style-type: none"><li><i>Any</i>: Selection of giveaway products can come from any product that is defined in the system. The product does not need to exist on a product tree that is defined in PeopleSoft Promotions Management.</li><li><i>On Tree</i>: Selection of giveaway products can only come from the active promotions product tree.</li></ul>

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**Note.** Once you have started defining promotions, you can't change the values that are associated with the Equivalent UOM, Per unit UOM, Base Currency, or Rate Type fields.

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## See Also

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Establishing PeopleSoft Promotions Management Business Units, page 15](#)

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Establishing Customer Trees, page 28](#)

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Establishing Product Trees, page 32](#)

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Defining Sales Calendars, page 37](#)

*PeopleSoft Global Options and Reports 8.8 PeopleBook*, “Processing Multiple Currencies,” Defining Market Rates

# Defining Payment Options

Access the Payment Options page.

## Payment Authorization Required

<b>Customer Promotions and National Allowances</b>	Select if you require manual authorization before a claim is made for activity against a customer promotion or a national allowance. Otherwise, the Accrual
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and Financial Update process (TD\_FINUP) automatically authorizes for payment what has been incurred to date against the promotional activity.

## Billing Options

<b>Credit Bill Type</b>	Select the credit bill type to send to PeopleSoft Billing when you create a claim against a promotion by using a credit payment method.
<b>Credit Invoice Form</b>	(Optional) Select the form to send to PeopleSoft Billing when you create a claim against a promotion by using a credit payment method.
<b>Bill Source</b>	Select the bill source to send to PeopleSoft Billing during the Payments Load process (TD_PAYMENTS) when you create a claim against a promotion by using either a credit or deduction payment method.
<b>Deduction Bill Type</b>	Select the deduction bill type to send to PeopleSoft Billing when you create a claim against a promotion by using a deduction payment method.
<b>Deduction Invoice Form</b>	(Optional) Select the form to send to PeopleSoft Billing when you create a claim against a promotion by using a deduction payment method.

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**Note.** If PeopleSoft Billing is installed in your environment, then Credit Bill Type, Deduction Bill Type, and Bill Source are required fields.

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## Payables Options

<b>Voucher Prefix</b>	Select the prefix that the system uses in the PeopleSoft Promotions Management integration process to PeopleSoft Payables. The Payments Load process (TD_PAYMENTS) uses this voucher prefix when it creates vouchers for payments against promotions using either a check or field draft payment method. Defining a unique prefix for use by PeopleSoft Promotions Management gives you a way to determine which vouchers were created from PeopleSoft Promotions Management.
<b>Origin</b>	Select the origin that the system uses in the PeopleSoft Promotions Management integration process to PeopleSoft Payables. The Payments Load process (TD_PAYMENTS) uses this origin when it creates vouchers for payments against promotions using either a check or field draft payment method.

---

**Note.** If PeopleSoft Payables is installed in your environment, then Voucher Prefix and Origin are required fields.

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## General Ledger Options

<b>Journal Template</b>	Select the journal template that the Journal Generator process (FSPGJGEN) uses to post the PeopleSoft Promotions Management general ledger accrual transactions to PeopleSoft General Ledger.
	TD_ACCRUE journal template is defined to use for posting PeopleSoft Promotions Management general ledger accrual transactions to PeopleSoft General Ledger.

## Accrual Account

**GL Unit** (general ledger unit) Select the general ledger unit to which the accrual entries post. The value for this field appears by default from the default general ledger unit that is defined on the Promotions Options - General Options page.

**ChartFields** Select the Account, Operating Unit, Fund Code, Department, Program Code, Class Field, Budget Reference, Product, Project ID, ChartField 1, ChartField 2, ChartField 3, Affiliate, Fund Affiliate, and Operating Unit Affiliate ChartField values to use when creating accrual accounting entries for PeopleSoft Promotions Management.

If the PeopleSoft General Ledger business unit is using balanced ChartFields, PeopleSoft Promotions Management supports the *Always Inherit* ChartField inheritance option when generating accounting transactions. It uses these ChartFields to generate the transactions.

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**Note.** If PeopleSoft General Ledger is installed in your environment, then the Journal Template and accrual account fields are required.

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## See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Setting Up Automatic Numbering

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Journal Generator”

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining and Using ChartFields”

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Interunit and Intraunit Accounting and ChartField Inheritance”

*PeopleSoft Billing 8.8 PeopleBook*, “Structuring Bills”

*PeopleSoft Setting Up Procurement Options 8.8 PeopleBook*, “Defining Procurement Options,” Specifying Voucher Build Criteria

## Defining Pricing Options

Access the Pricing Options page.

**Product Group Prefix** Select the prefix. The Pricing Load process (TD\_LOADPRC) uses the value in this field to automatically create a product group if a customer promotion or national allowance has more than 15 products defined for a promotion group.

**Customer Group Prefix** Select the prefix. The Pricing Load process (TD\_LOADPRC) uses the value in this field to automatically create a customer group if a national allowance has more than 15 customers defined for it.

**Price Rule Prefix**

Select the prefix. The Pricing Load process (TD\_LOADPRC) uses the value in this field to automatically create price rules for each merchandising activity that is defined on a customer promotion or for each adjustment type that is defined on a national allowance.

**Price List Prefix**

Select the prefix. The Pricing Load process (TD\_LOADPRC) uses the value in this field to automatically create price lists for each customer promotion that uses the Send Prices option.

**First Price Date**

(Required) Select the date that matches the price date on the arbitration plan that you use to apply price adjustments in PeopleSoft Order Management. Values are:

- *Order Date*: Date that the order header is created.
- *Requested Arrival Date*: Date that the customer wants the order to arrive at his or her site.
- *Schedule Ship Date*: Date that the order line is scheduled to ship.

**Second Price Date**

(Optional) Select a second date. The date options are the same as the options for the first price date. If you select a second price date, this date is passed to all price rules that are created through the Pricing Load process (TD\_LOADPRC), and the first price date and second price date are checked before applying the promotional discount to the sales order.

**Third Price Date**

(Optional) Select the third date. The date options are the same as the options for the first price date. If you select a third price date, this date is passed to all price rules that are created through the Pricing Load process (TD\_LOADPRC), and the first price date, second price date, and third price date are checked before applying the promotional discount to the sales order.

**Price Type**

Select a type. Values are: Extended Price or Quantity. The price type determines how the price rules are created when you execute the Pricing Load process (TD\_LOADPRC). The system uses the price type that you select on this page as the default value when creating promotions, but you can override it.

**Price Action Type**

Select an action type. Values are: Giveaway or Discount. The price action type determines the type of discount that you offer for the promotion. The system uses the price action type that you select on this page as the default value when creating promotions, but you can override it.

**Cascading/Summed**

Select a value. Values are: Cascading or Summed. The cascading/summed value determines how discounts are applied if multiple discounts are applied to a sales order. The system uses the value that you select on this page as the default value when creating promotions. You can override this value when creating promotions.

For example, suppose that you have two discounts that are eligible for the promotion, a 10 and 20 percent discount. If the Cascading/Summed field is defined as *Summed*, and the original line amount was 100.00 USD, the system applies discounts in this manner: the 10 percent and

20 percent discounts are combined, for 30 percent of 100.00 USD. The unit price for the order line is 70.00 USD.

If the Cascading/Summed field is defined as cascading, the system applies the discounts in this manner: 10 percent off of 100.00 USD and 20 percent off of 90.00 USD. The unit price for the order line is 72.00 USD.

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**Note.** Enter at least a first price date. If you enter a second price date, it must be different from the first price date. If you enter a third price date, it must be different from the first price date and second price dates. You can't enter a third price date if a second price date isn't entered. If all three dates are entered here, they are passed to PeopleSoft Enterprise Pricer and a promotional discount is applied only if the corresponding dates on the sales order fall within the dates specified on the promotion.

---

## See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Setting Up Automatic Numbering

*PeopleSoft Enterprise Pricer 8.8 PeopleBook*, “Creating Price Lists”

*PeopleSoft Enterprise Pricer 8.8 PeopleBook*, “Creating Price Rules”

## CHAPTER 5

# Setting Up PeopleSoft Promotions Management

This chapter provides an overview of the setup for PeopleSoft Promotions Management and discusses how to:

- Define customer classes.
- Define customer product lists.
- Establish customer trees.
- Establish product trees.
- Copy trees.
- Delete trees.
- Define fund usage.
- Define sales calendars.
- Define promotion periods.
- Define merchandising types.
- Define merchandising subtypes.

---

## Understanding the Setup for PeopleSoft Promotions Management

Before you can use PeopleSoft Promotions Management for the first time, do the following:

- Define application security in your environment.
- Install PeopleSoft Promotions Management in your environment.
- Define PeopleSoft general options (user preferences and automatic numbering) in your environment.

Use the Auto Numbering page to define the prefixes for promotion funds, claim numbers, voucher IDs, customer groups, product groups, price rules, price lists, and promotion codes if you plan to use automatic numbering when you create these entities in PeopleSoft Promotions Management.

---

**Note.** The automatic numbering feature for voucher ID, customer group, and product group is for use with PeopleSoft Promotions Management only and is not to be used for manual entry into the pages. For example, NEXT functionality is not available when adding new customer groups.

---

---

**Note.** The automatic numbering feature is optional for promotion funds, claim numbers, and promotion codes. You can always manually enter the entity. The automatic numbering feature is required for voucher ID if PeopleSoft Payables is installed, and it's required for customer group, product group, price list, and price rule if PeopleSoft Enterprise Pricer is installed.

---

- Define the inventory environment (items, locations, and inventory business units) if you use PeopleSoft Inventory.
- Define the order management environment (products, customers, and Order Management business units) if you use PeopleSoft Order Management.
- Define the enterprise pricer environment (arbitration plans) if you use PeopleSoft Enterprise Pricer.
- Define the billing environment (Billing business units, bill types, bill source IDs, invoice formats, and invoice numbering IDs) if you use PeopleSoft Billing.
- Define the accounts receivable and deduction environment if you use PeopleSoft Receivables.
- Define the accounts payable environment (vendors, voucher origin and accounts payable business units) if you use PeopleSoft Payables.
- Define the general ledger environment (accounting entry definitions, and journal templates) if you use PeopleSoft General Ledger.
- Define PeopleSoft Promotions Management business units and options.
- Define PeopleSoft Promotions Management setup information.

## See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions”

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining User Preferences”

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Setting Up Automatic Numbering

*PeopleTools PeopleBook: Security Administration*

---

## Defining Customer Classes

To define customer classes, use the Customer Classes component (TD\_CUST\_TYPE). Before you can use PeopleSoft Promotions Management, define customer classes.

Typically, a promotion environment comprises several different classes of customers, each with different handling requirements. Configure PeopleSoft Promotions Management to emulate the different classes of customers by creating customer classes. These classes are also used to determine which customers appear when you define PeopleSoft Promotions Management customer trees.

PeopleSoft Promotions Management delivers the following predefined customer classes:

Customer Type	Description	Image Name	Edit Table
DIRECT	Direct Customer	TD_DIRECT	TD_CUSTSOLDTOVW
INDIRE	Indirect Customer	TD_INDIRECT	TD_CUSTSOLDTOVW
WHOLE	Wholesale Customer	TD_WHOLESALER	TD_CUSTSOLDTOVW

## Page Used to Define Customer Classes

Page Name	Object Name	Navigation	Usage
Customer Class	TD_CUST_TYPE	Set Up Financials/Supply Chain, Product Related, Promotions Management, Customer Classes, Customer Class	Define the class of customers (direct, indirect, or wholesale) that you use for promotions.

## Defining Customer Classes

Access the Customer Class page.

### Image Name

Select the object for the customer class. The image object is a Graphic Interchange Format (GIF) file that is used to graphically depict the customer class. This icon appears next to the customer when you add this type of customer to a customer tree.

### Edit Table

Select the PeopleSoft table to associate with the customer class. It determines which customers appear for the selected customer class when you add customers to a customer tree.

### Allow Child Nodes

Select if you want this class of customer to have children underneath them on the customer tree.

For example, you might have a wholesale customer class with multiple indirect customers.

---

## Defining Customer Product Lists

To define customer product lists, use the Customer Product List component (TD\_ACCT\_ITEM). Defining a customer product list is optional in PeopleSoft Promotions Management.

## Page Used to Define Customer Product Lists

Page Name	Object Name	Navigation	Usage
Customer Product List	TD_ACCT_ITEM	Set Up Financials/Supply Chain, Product Related, Promotions Management, Customer Product List	Maintain a list of products that customers typically buy.

## Defining Customer Product Lists

Access the Customer Product List page.

**Currency Code** Select the currency in which the customer normally does business.

### Product Details

**Shelf Price** Enter the customer's price for the product by using the currency in which the customer normally does business. The value that you define here becomes the default shelf price on the Products and Product Details pages in the Customer Promotions or Promotion Mass Maintenance component for any promotions that are defined for the same customer ID and product ID.

**External Stock Code** Enter the external stock code for the product. The default is the customer product ID that is defined on the General Information - Sold To Options - Product Aliases page.

**User Defined 1 and User Defined 2** Enter any user-defined value to associate additional product information for a customer.

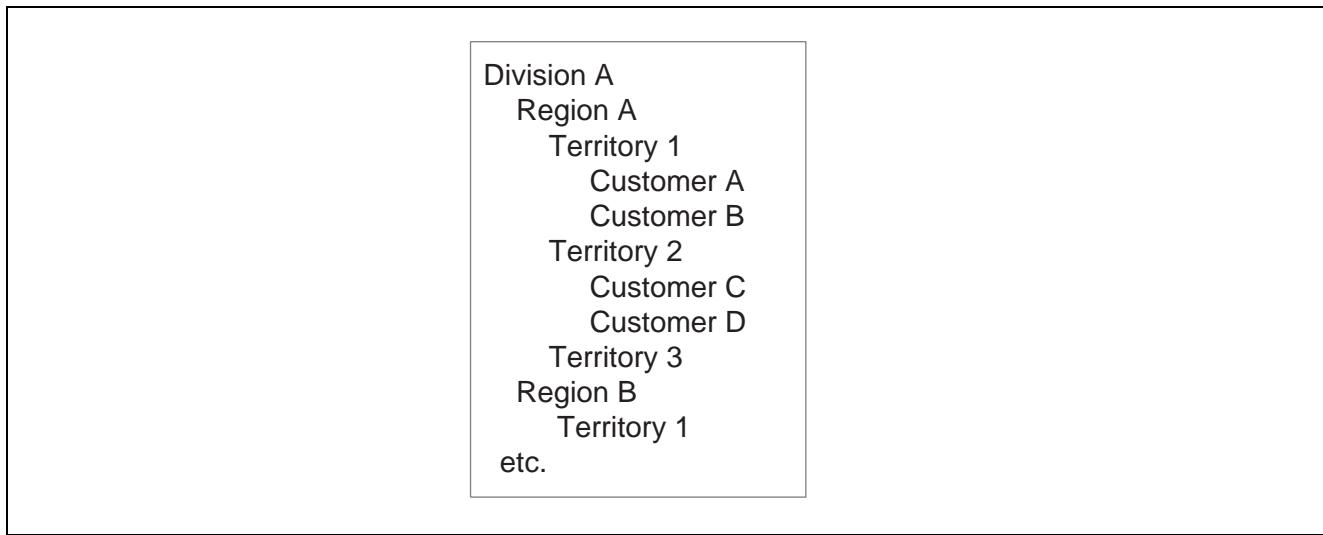
### See Also

*PeopleSoft Working with Customers and Orders 8.8 PeopleBook*, “Maintaining General Customer Information,” Adding General Customer Information

---

## Establishing Customer Trees

To define customer trees, use the Customer Tree component (TD\_CUST\_TREE\_MAN). In PeopleSoft Promotions Management, customer trees are used to represent your current sales organization. For example:



Customer tree

To define a customer tree:

1. Define general customer tree information.
2. Define the customer tree structure.

## Pages Used to Establish Customer Trees

Page Name	Object Name	Navigation	Usage
Customer Tree - General Info	TD_TREE_HDR	Set Up Financials/Supply Chain, Product Related, Promotions Management, Customer Tree, General Info	Define general information about the customer tree.
Customer Tree - Customer Tree	TD_CUST_TREE	Set Up Financials/Supply Chain, Product Related, Promotions Management, Customer Tree, Customer Tree	Define the structure of the sales organization.
Authorized Users & Roles	TD_TREE_USERS_WRK	From the Customer Tree - Customer Tree page, click the View All Access link.	View which users or roles have access to a particular level of the customer tree.

## Defining General Customer Tree Information

Defining a customer tree begins with entering general information about the tree:

1. Access the Customer Tree - General Info page.
2. Enter general information (effective date, description, and comments) about the customer tree.

## Defining the Customer Tree Structure

Access the Customer Tree - Customer Tree page.

The screenshot shows the 'Customer Tree' page with the following details:

- General Info:** SetID: SHARE, Tree ID: CUST, Effective Date: 01/01/1900.
- Customer Tree:** A hierarchical tree structure under 'All Customers' showing regions like Midwest, Illinois, Indiana, and Western, with sub-nodes like Alliance Group and Easy Solutions.
- Node Details:** Node ID: 0, Node Type: Node, Description: All Customers.
- Security:** User ID: SAMPLE, Security roles: Theresa Monroe, Promotions, National Allow., Payments, Claims, Funds.
- Can Approve:** Promotions, National Allow., Payments, Claims, Funds.
- Can Change:** Promotion Customer Status.
- Buttons:** View All Access.

Customer Tree - Customer Tree page

This section discusses how to:

- Define a customer tree.
- Maintain a customer tree.

## Defining Customer Trees

To define a customer tree:

1. Access the Customer Tree page and click the All link.

When you open this page for the first time, the system displays All as the only node. The Node Details and Security regions of the page are available only after you click the All node link.

The screenshot shows the initial view of the customer tree with the following details:

- Top navigation: Top, Back, Forward, 1 of 1, Next, Last.
- Node list: ....All
- Buttons: Expand All | Collapse All.

Initial view of tree

2. Change the high-level node information (node type and description).
3. Define other nodes for the customer tree.

- a. Click the Add Child link to add a child to your tree.
- b. Click the Add Sibling link to add a sibling.

After you click either of these links, the system displays (*Blank*) in the customer tree in the appropriate position for either the sibling or child that you are adding.

4. Enter the node details for the child or sibling.

**Node ID** The system displays and maintains the node ID (an internally generated number that is used to identify a node within the tree).

**Node Type** Select a type. Values are: *Node* and *Customer*.  
If you select *Node*, enter a description for the node.  
If you select *Customer*, select the class of customer and the customer ID.

To assist in the creation of customer trees, PeopleSoft Promotions Management provides several useful functions. You can cut and paste entire sections of trees from one level to another, and you can easily delete nodes.

To cut and paste an entire section from one level of the tree to another, select the node that you want to cut, then click the Cut link. Place the cursor on the node where you want the information to be placed, and click either the Paste Child, Paste Sibling, or Cancel Cut links.

To delete a node, select the node, and then click the Delete link. The system displays a message giving you the details of the node that you selected for deletion. You can then proceed to delete the node or cancel the deletion.

5. Define the security level for the node.

- a. Select how to maintain the level of security for this node (whether it is a node or a customer node). Values are: *Role* or *User ID*.
- b. Select the activities that this user ID or role can approve throughout the rest of the PeopleSoft Promotions Management application.  
Options are: Promotions, National Allow. (national allowances), Payments, Claims, and Funds.
- c. Indicate whether this user ID or role can change the promotion status to customer approved.

Select Promotion Customer Status if this user ID or role can change the promotion status for all promotions that are created for customers at or below this node in the customer tree.

---

**Note.** If you assign a user or role to a high-level node, then that user or role has access to everything below that node in the customer tree. You don't need to attach the user or role to every node on the tree. Also, for security purposes, if no user or role exists on a lower-level node, the system examines each higher-level node of the customer tree until it finds a level that has a role or user specified.

- d. View the users or roles that have access to a particular level of the tree.

Select a node, and then click the View All Access link. The Authorized Users & Roles page appears. Use the Authorized Users & Roles page to view every user and role that has access to that level of the tree.

## Maintaining Customer Trees

To maintain a customer tree:

1. Display the customer tree.

If you place the cursor over the customer image, the system displays the customer ID.

2. Modify the customer tree.

If the customer tree status is inactive, you can:

- Change the node details or security for the existing levels of the tree.
- Add new levels to the tree.
- Delete levels of the tree.

If the customer tree status is active, you can:

- Change the node details or security for the existing levels of the tree.
- Add new levels to the tree.
- Delete any new levels of the tree that you are currently adding.

You can't delete any of the existing levels of the tree if the customer tree status is active.

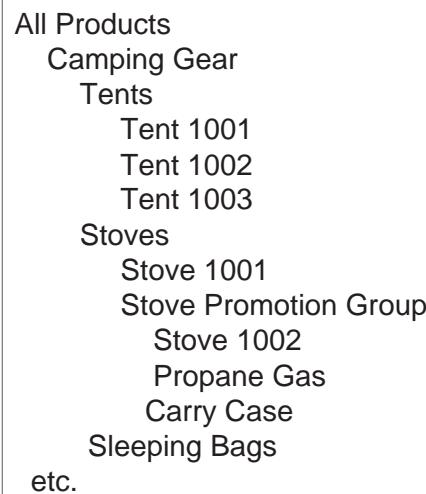
## See Also

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Defining Customer Classes, page 26](#)

---

# Establishing Product Trees

To define product trees, use the Product Tree component (TD\_PROD\_TREE\_MAN). Use the Product Tree component to establish PeopleSoft Promotions Management product trees, which represent products and how you want to promote them. You can also define a promotional group when defining a product tree. Products and promotional groups can be at the same level on the tree. See the following example:



```
graph TD; A[All Products] --> B[Camping Gear]; B --> C[Tents]; C --> D[Tent 1001]; C --> E[Tent 1002]; C --> F[Tent 1003]; B --> G[Stoves]; G --> H[Stove 1001]; G --> I[Stove Promotion Group]; G --> J[Stove 1002]; G --> K[Propane Gas]; G --> L[Carry Case]; G --> M[Sleeping Bags]; G --> N[etc.]
```

The diagram shows a hierarchical product tree structure. At the top level is 'All Products'. Below it is 'Camping Gear', which branches into 'Tents'. Under 'Tents' are three nodes: 'Tent 1001', 'Tent 1002', and 'Tent 1003'. Below 'Camping Gear' is 'Stoves', which branches into 'Stove 1001', 'Stove Promotion Group', 'Stove 1002', 'Propane Gas', 'Carry Case', 'Sleeping Bags', and 'etc.'

Product tree

Here's how you define a product tree:

1. Define general product tree information.
2. Define the product structure.

## Pages Used to Establish Product Trees

Page Name	Object Name	Navigation	Usage
Product Tree - General Info	TD_TREE_HDR	Set Up Financials/Supply Chain, Product Related, Promotions Management, Product Tree, General Info	Define general product tree information.
Product Tree - Product Tree	TD_PROD_TREE	Set Up Financials/Supply Chain, Product Related, Promotions Management, Product Tree, Product Tree	Define product trees.
Authorized Users & Roles	TD_TREE_USERS_WRK	From the Product Tree - Product Tree page, click the View All Access link	View which users or roles have access to a particular level of the product tree.

## Defining General Product Tree Information

Defining a product tree begins with entering general information about the tree:

1. Access the Product Tree - General Info page.
2. Enter general information (effective date, description, and comments) about the product tree.

## Defining the Product Structure

Access the Product Tree - Product Tree page.

Product Tree - Product Tree page

This section discusses how to:

- Define a product tree.
- Maintain a product tree.

To define a product tree:

1. Click the All link.

When you open this page for the first time, the system displays All as the only node. The node details and security regions of the page are available only after you click the All node link.



Initial view of tree

2. Change the high-level node information (node type and description).
3. Define other nodes for the product tree.

After you click either of these links, the system displays (*Blank*) in the product tree in the appropriate position for either the sibling or child that you are adding.

- a. Click the Add Child link to add a child to your tree.
- b. Click the Add Sibling link to add a sibling.

4. Enter the node details for the child or sibling.

**Node ID**

The system displays and maintains the node ID (an internally generated number that is used to identify a node within the tree).

**Node Type**

Select a type. Values are: *Node*, *Product*, and *Promotion Group*.

If you select a node type of *Product*, select the product ID.

If you select a node type of *Promotion Group*, enter a group ID and description for the promotion group. Then select the product ID to associate with the group. You can select more than one product ID.

Enter the weighting for each product in the promotion group in the Weighting field. Use this field to define how much you sell of one particular product in the promotion group in relationship to the other products in the group. For example, a weighting of 2.00 for Product A and of 1.00 for Product B means you sell twice the amount of Product A as Product B.

---

**Note.** PeopleSoft Promotions Management uses the Weighting field in its profitability calculations for customer promotions that are defined for a promotion group.

---

PeopleSoft Promotions Management provides several functions to assist in the creation of product trees. You can cut and paste entire sections of a tree from one level to another, and you can easily delete a node.

To cut and paste an entire section from one level of the tree to another, select the node that you want to cut, then click the Cut link. Then place the cursor on the node where you want the information to be placed and click either the Paste Child, Paste Sibling, or Cancel Cut links.

To delete a node, select the node and click the Delete link. The system displays a message giving you the details of the node that you selected for deletion. You can then proceed to delete the node or cancel the deletion.

5. Define the security level for this node.

- a. Select how you want to maintain the level of security for this node, whether it is a node, a product node, or a promotional group node. Options include: *Role* or *User ID*.

---

**Note.** If you assign a user or role to a high-level node, then that user or role has access to everything below that node in the product tree. You don't need to attach the user or role to every node on the tree. Also, for security purposes, if no user or role exists on a lower-level node, the system examines each higher-level node of the product tree until it finds a level that has a role or user specified.

---

- b. View the users or roles that have access to that particular level of the tree.

Select a node and click the View All Access link. The Authorized Users & Roles page appears. Use the Authorized Users & Roles page to view every user and role that has access to that level of the tree.

To maintain a product tree

1. Display the product tree.

If you place the cursor over the product image, the system displays the product ID.

2. Modify the product tree.

If the product tree status is inactive, you can:

- Change the node details or security for existing levels of the tree.
- Add new levels to the tree.
- Delete levels of the tree.

If the product tree status is active, you can:

- Change the node details or security for existing levels of the tree.
- Add new levels to the tree.
- Delete any new levels of the tree that you are currently adding.

You can't delete existing levels from an active tree.

---

**Note.** To maintain the products under a promotion group, you must select the promotion group from the product tree and not the individual products that exist under the promotion group.

---

## Copying Trees

The Copy Promotions Mgmt Tree (copy promotions management tree) application engine process (TD\_COPY\_TREE) copies a customer or product tree to another customer or product tree.

---

**Note.** The default status of the new tree is inactive. You must change the tree to an active status before you can use it in the system.

---

### See Also

*PeopleTools PeopleBook: PeopleSoft Process Scheduler*

## Page Used to Copy Trees

Page Name	Object Name	Navigation	Usage
Copy Tree	TD_COPYTREE_RQST	Set Up Financials/Supply Chain, Product Related, Promotions Management, Copy Trees, Copy Tree	Initiates the Copy Promotions Mgmt Tree process.

---

## Deleting Trees

The Delete Promotions Mgmt Tree (delete promotions management tree) application engine process (TD\_DEL\_TREE) deletes a customer or product tree with a status of *inactive* or *active*.

---

**Note.** Be sure that the tree that you are deleting is not being used in the system. The system prevents you from deleting a tree that is defined as an active customer or product tree on the Promotions Mgmt Options (promotions management options) page. However, there is no validation to prevent you from deleting another customer or product tree that may be used in the system.

---

### See Also

*PeopleTools PeopleBook: PeopleSoft Process Scheduler*

## Page Used to Delete Trees

Page Name	Object Name	Navigation	Usage
Delete Tree	TD_DELTREE_RQST	Set Up Financials/Supply Chain, Product Related, Promotions Management, Delete Trees, Delete Tree	Initiate the Delete Promotions Mgmt Tree process.

---

## Defining Fund Usage

To define fund usage, use the Fund Usage component (TD\_FUND\_USAGE). This section discusses how to define fund usage.

## Page Used to Define Fund Usage

Page Name	Object Name	Navigation	Usage
Fund Usage	TD_FUND_USAGE	Set Up Financials/Supply Chain, Product Related, Promotions Management, Fund Usage	Define usage to categorize funds.

## Defining Sales Calendars

To define sales calendars, use the Sales Calendar component (CALENDAR\_BLDR\_TD). This section discusses how to define sales calendars.

**Note.** Before you can use PeopleSoft Promotions Management, you must define a sales calendar.

## Page Used to Define Sales Calendars

Page Name	Object Name	Navigation	Usage
Sales Calendar	CALENDAR_BLDR_TD	Set Up Financials/Supply Chain, Product Related, Promotions Management, Sales Calendar	Define the calendar on which to base promotional activity.

## Defining Sales Calendars

Access the Sales Calendar page.

Sales Calendar page

To define a sales calendar:

1. Select a begin date and end date for the sales calendar.
2. Select a type of calendar period.

**Calendar Period**

Select the type of period. Options are: *Monthly*, *Bi-Monthly*, *Quarterly*, *Semi-Annual*, or *Yearly*.

**Monthly Allocation Type**

If you use a monthly calendar period, select a monthly allocation type:

*12 period Calendar*: monthly.

*13 period Calendar*: 13 periods of 4 weeks each.

12 nonmonthly periods, divided into four sets of three periods each, with the three periods in each set made up, respectively, of either four, four, and five weeks (*445 Calendar*); or four, five, and four weeks (*454 Calendar*); or five, four, and four weeks (*544 Calendar*).

**Periods in a Year**

This field is directly related to the type of period selection. For example, if you select *Monthly* as the period type, the system displays *12* in the Periods in a Year field.

3. Click the Generate button to generate the periods in your sales calendar.
4. Verify the sales periods and make changes to period names as required.

The system displays a row for each period in the range that you indicated, with the information automatically inserted in the Sales Period, Begin Date, End Date, and Period Name fields. You can then change the period name for each period.

---

## Defining Promotion Periods

To define promotion periods, use the Promotion Periods component (TD\_PROMO\_PERIOD). When you enter a promotion period during the creation of a customer promotion or national allowance, the system displays by default the dates (first order date, last order date, first scheduled ship date, last scheduled ship date, first requested arrival date, last requested arrival date, first performance date, and last performance date) for this period. You can then override the dates if you choose.

### Page Used to Define Promotion Periods

Page Name	Object Name	Navigation	Usage
Promotion Periods	TD_PROMO_PERIOD	Set Up Financials/Supply Chain, Product Related, Promotions Management, Promotion Periods	Define the promotion periods.

---

## Defining Merchandising Types

To define merchandising activities, use the Merchandising Types component (TD\_MERCH\_TYPE). When you create a customer promotion, you specify the discounts by merchandising type.

### Page Used to Define Merchandising Types

Page Name	Object Name	Navigation	Usage
Merchandising Types	TD_MERCH_TYPE	Set Up Financials/Supply Chain, Product Related, Promotions Management, Merchandising Types	Define the different merchandising activities for your environment.

## Defining Merchandising Types

To define a merchandising type:

1. Access the Merchandising Types page.
2. Enter the required information.

**Merch Activity**  
(merchandising activity)

Select an activity. Values are:

*Consumption:* This type of activity typically benefits the end consumer, although your customer may also receive some benefits or cost savings from this merchandising activity (for example, a frequent shopper card or coupon).

*Purchasing:* This type of activity typically benefits your customer, although your customer may pass on some of the cost savings to the end consumer (for example, an end-aisle display of a product).

**Syndicated Merch Type**  
(syndicated merchandising type)

If you are using consumption data, this is the merchandising type that outside sources know, such as A.C. Nielsen and I.R.I. Options are: *Display, Feature, Feature & Display, Frequent Shopper, and Temporary Price Reduction*.

---

## Defining Merchandising Subtypes

To define merchandising subtypes, use the Merchandising Subtypes component (TD\_MERCH\_SUBTYPE). Use the Merchandising Subtypes page to define subtypes for the merchandising activities.

## Page Used to Define Merchandising Subtypes

Page Name	Object Name	Navigation	Usage
Merchandising Subtypes	TD_MERCH_SUBTYPE	Set Up Financials/Supply Chain, Product Related, Promotions Management, Merchandising Subtypes	Define subtypes for the merchandising types.

# CHAPTER 6

## Defining Funds

This chapter provides an overview of PeopleSoft Promotions Management funding methods and discusses how to:

- Maintain funds.
- Update accrual fund amounts.

---

## Understanding PeopleSoft Promotions Management Funding Methods

PeopleSoft Promotions Management provides a flexible environment for managing promotional funds. Funds are budgets that account managers use to run promotional events for specified brands to increase sales volume. PeopleSoft Promotions Management supports four funding methods that you can associate with funds:

- Top down.
  - Manufacturer establishes a budget at the headquarter level.
  - Typically distributed in lump sums throughout the sales force to plan promotional events.
- Fixed accrual.
  - Fund's budget is calculated based on past shipments of a particular product to a customer, using a specified accrual rate.
  - Past shipments are a basis for discretionary or nondiscretionary funding in another period.  
For example: (shipped amount for a past accrual period) \* (unit of measure conversion) \* (accrual rate as currency).
- Zero-based accrual.
  - Funds with an initial budget of zero dollars and a fund amount that accrues as shipments are made.
  - Funds accrue and are spent in the same period and can't accrue across periods.
  - Current shipments are the basis for funding in the first period, and future shipments accrue additional funding for subsequent periods.  
For example: (shipped amount for the current accrual period) \* (unit of measure conversion) \* (accrual rate as currency).
- Rolling accrual.
  - Combination of fixed and zero-based accrual funds.

- The initial budget is calculated based on a past shipment period and as shipments are made, the fund accrues additional budget amounts.

For example: [(shipped amount for a past accrual period) \* (unit of measure conversion) \* (accrual rate as currency)] + [(shipped amount for the current accrual period) \* (unit of measure conversion) \* (accrual rate as currency)]

Use these funding methods for funding a customer promotion (discretionary spending) or national allowance (nondiscretionary spending).

---

## Common Element Used in This Chapter

**Approval Status**

Values are: *Approved*, *Initial*, *Pending*, and *Rejected*.

To authorize a user to change a fund's approval status, you must select the Can Approve Funds check box for that user in the customer tree. Users who are not authorized to change a fund's approval status can submit their changes for approval. The default value is *Initial*.

---

## Maintaining Funds

This section discusses how to:

- Define overall fund details.
- Select customers to associate with funds.
- Select products to associate with funds.
- Define accrual periods and rates.
- Maintain budget amounts for funds.

## Pages Used to Maintain Funds

Page Name	Object Name	Navigation	Usage
Maintain Funds - Fund Detail	TD_FUND_MASTER	Promotions, Funds, Maintain Funds, Fund Detail	Define the general detail information that is related to a fund, such as the fund type and funding method.
Maintain Funds - Customers	TD_FUND_CUST	Promotions, Funds, Maintain Funds, Customers	Select the customers for whom you can use this fund.
Maintain Funds - Products	TD_FUND_PROD	Promotions, Funds, Maintain Funds, Products	Select the products for which you can use this fund.
Maintain Funds - Accruals	TD_FUND_ACCRUAL	Promotions, Funds, Maintain Funds, Accruals	Define one or more accrual periods and rates for a fund that has an accrual funding method. In addition, you can override the accrual rate by customer and override the product selection by accrual period.
Maintain Funds - Budget	TD_FUND_DIST	Promotions, Funds, Maintain Funds, Budget	Enter the budget for top-down funds or view the budget amounts that are currently associated with a fund with an accrual funding method.

## Defining Overall Fund Details

Access the Maintain Funds - Fund Detail page.

Fund Detail		Customers	Products	Accruals	Budget
SetID:	SHARE	Fund Code:	FUN0000001	Approval Status:	Pending
Status:	Inactive	*GL Business Unit: US001 <input type="button" value="Search"/> US001			
*Description:	Fund 00001		Short Description: Fund 00001		
Fund Usage:	MDF	Market Development Funds			
*Fund Type:	Discretionary		*Funding Method: Fixed Accrual		
*Start Date:	06/01/2001 <input type="button" value="Search"/>		*End Date: 12/01/2001 <input type="button" value="Search"/>		
<b>Budget</b>					
Amount:	1,060.00 <input type="button" value="USD"/> <input type="button" value="Search"/>		Units:	192.0000 <input type="button" value="EA"/> <input type="button" value="Search"/>	
Base Amount:	1,060.00 USD				
<b>Comments:</b>					
<div style="border: 1px solid black; height: 40px; width: 100%;"></div>					

Maintain Funds - Fund Detail page

**Approval Status**

Select the appropriate approval status for the fund.

If the user can approve funds, select the approval status.

If the user can't approve funds, select the Submit for Approval check box. This changes the approval status to pending. The user with the appropriate access approves or rejects the fund.

**Status**

Select the status for the fund. Statuses are: *Active* and *Inactive*.

Once the fund has an approved status, anyone with access can change the status to active.

---

**Note.** The fund status must be approved and active before you can associate it with a national allowance or customer promotion.

---

**GL Business Unit** (general ledger business unit)

The general ledger unit that you defined on the Promotions Options component appears. You can select another general ledger unit if you choose.

**Fund Usage**

Select a fund usage to categorize this fund.

**Fund Type**

Select the fund type. Types are:

- *Discretionary*: For customer promotions.
- *Non-Discretionary*: For national allowances.

**Funding Method**

Select the funding method. Funding methods are: *Fixed Accrual*, *Rolling Accrual*, *Top Down*, and *Zero-Based Accrual*.

---

**Note.** If you select a top-down funding method, the system displays the Maintain Funds - Budget page, and you won't view the Maintain Funds - Accruals page. If you select an accrual funding method, the system displays the Maintain Funds - Accruals and Maintain Funds - Budget pages.

---

**Start Date and End Date**

Select the fund start date and end date. This is the time frame that the fund can be used for planning and executing promotions. When you create customer promotions or national allowances, all the dates must be within the start date and end date that you enter for the fund.

**Currency and Unit of Measure**

The currency and unit of measure fields appear with the values that you defined on the Promotions Options component. You can select a different currency and unit of measure if you choose.

For funds with a *top-down* funding method, this is the currency in which you enter budget amounts and the unit of measure in which you enter units for this fund. The system displays these values on the Maintain Funds - Budget page.

For funds with *Fixed Accrual*, *Rolling Accrual*, or *Zero-Based Accrual* funding methods, this is the currency and unit of measure that the accrual process uses. The system displays the currency that you select on the Maintain Funds - Accruals page and the currency and unit of measure that you select on the Maintain Funds - Budget page.

**See Also**

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Defining Fund Usage, page 36](#)

[Chapter 6, “Defining Funds,” Understanding PeopleSoft Promotions Management Funding Methods, page 41](#)

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17](#)

[Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145](#)

## Selecting Customers to Associate With Funds

Access the Maintain Funds - Customers page.

The system displays the active customer tree that you define in the Promotions Options component and uses this tree to distribute the funds. If you wish to use a different customer tree for this fund, select a valid customer tree ID and effective date.

Select the customers to include or exclude for this fund:

- To select all customers, click the top node of the customer tree.
- To select specific customers or subsets of customers, click the individual customer nodes or a higher node.
- To exclude customers, clear the customer selection.

When you select a customer on this page, the fund is valid for that customer when you create national allowances or customer promotions.

**See Also**

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Establishing Customer Trees, page 28](#)

## Selecting Products to Associate With Funds

Access the Maintain Funds - Products page.

The system displays the product tree that you define on the Promotions Options component and uses this tree to determine the products for which the fund is valid. If you wish to use a different product tree for this fund, select a valid product tree ID and effective date.

Select the products and promotion groups to include or exclude for this fund:

- To select all products and promotion groups, click the top node of the product tree.
- To select specific products and promotion groups, or subsets of products and promotion groups, click the individual product tree nodes or a higher node.
- To exclude products or promotion groups, clear the product selection.

When you select a product or promotion group on this page, the fund is valid for that product or promotion group when you create national allowances or customer promotions.

## Defining Accrual Periods and Rates

Access the Maintain Funds - Accruals page.

The screenshot shows the 'Accrual Period' tab selected on the top navigation bar. The left panel contains fields for defining an accrual period, including Name (PERIOD 1), Description (Accrual Period 1), Short Desc (Period 1), Start Date (01/01/2000), End Date (05/31/2001), Accrual rate (5.00 USD), and UOM (EA). It also includes checkboxes for 'Override Accrual Rate' and 'Override Accrual Products'. The right panel, titled 'Rate Override', displays a hierarchical tree structure of customers with their respective accrual rates and currencies. The tree includes All Customers, Midwest Region, Illinois, Alliance Group, Easy Solutions, Indiana, Schererville, St. John, Western Region, California, Oregon, and Washington, all set to a rate of 5.00 USD.

Region/Customer	Accrual Rate	Currency
All Customers	5.00	USD
Midwest Region	5.00	USD
Illinois	5.00	USD
Alliance Group	5.00	USD
Easy Solutions	5.00	USD
Indiana	5.00	USD
Schererville	5.00	USD
St. John	5.00	USD
Western Region	5.00	USD
California	5.00	USD
Oregon	5.00	USD
Washington	5.00	USD

Maintain Funds - Accruals page: Rate Override tab

**Note.** The Accruals page is available only if you have a fund associated with one of the following accrual funding methods: fixed, rolling, or zero based.

When this page initially appears, the Override Accrual Rate and Override Accrual Products check boxes are not selected. In addition, the right region of the page is blank and the customer and product tree information is not available.

In this section, we discuss how to:

- Define an accrual rate and period.
- Define an accrual rate and period with accrual rate overrides.
- Define an accrual rate and period with product overrides.

## Defining an Accrual Rate and Period

To define an accrual rate and period:

1. Enter a name for this fund accrual period.
2. Select a start date and end date for the accrual period.

The system uses this time period to calculate the shipment values for accruals against this fund. The system validates these dates against the fund accrual method:

- Fixed accrual dates must be prior to the valid fund dates.
- Zero-based accrual dates must be within the valid fund dates.
- Rolling accrual dates are not validated.

3. Enter the accrual rate for the accrual period.

In the Currency field, the currency that you define on the Maintain Funds - Fund Detail page appears. The system uses this rate when calculating the accrual for shipments that are made during this specified period.

The accrual rate is directly tied to the discounts that you plan to give for specific products during the fund's start and end dates. Before you enter this rate, determine the amount that you plan to spend on promotional activities per unit of measure of this product.

To calculate the amounts, the system multiplies the accrual rate by all shipments within the period for each unit of measure. For example, if you have a 5.00 USD accrual rate, unit of measure of each, and shipments are in cases, the system determines how many eaches are in the case and then performs the calculation.

4. Select the unit of measure for the accrual period.

---

**Note.** If you don't select the override options, the Accrual and Financial Update Application Engine process (TD\_FINUP) performs the accrual process for all the products that you select on the Maintain Funds - Products page and for all customers that you select on the Maintain Funds - Customers page.

---

## Defining an Accrual Rate and Period With Accrual Rate Overrides

To define an accrual rate and period with accrual rate overrides:

1. Perform the procedure to define an accrual rate and period.
2. Select the Override Accrual Rate check box.

The Rate Override tab in the right region of the page appears, along with the Customer Tree ID and Effective Date fields.

3. (Optional) Select a different customer tree and effective date.
4. Select the Rate Override tab in the right region of the page.

The customer tree that is associated with the customer tree ID and effective date that you select on this page appears. Next to each node on the customer tree is the accrual rate that you previously entered.

5. Enter the rate overrides for the different customers.

Change the accrual rate for any customer by entering a new accrual rate. If you don't want to accrue a fund amount for a specific customer, change the accrual rate to *zero* for that customer. Otherwise, the customer is assigned a fund amount during the Accrual and Financial Update process (TD\_FINUP).

---

**Note.** In this case, the Accrual and Financial Update process performs the accrual process for all customers using the accrual rates that you entered on the Rate Override tab.

---

## Defining an Accrual Rate and Period With Product Overrides

To define an accrual rate and period with product overrides:

1. Perform the procedure to define an accrual rate and period.
2. Select the Override Accrual Products check box.

The Product Override tab appears, along with the Product Tree ID and Effective Date fields.

3. (Optional) Select a different product tree and effective date.
4. Select the Product Override tab.

The product tree associated with the Product Tree ID and Effective Date appears.

5. Select the product to associate with this accrual fund period.

The products that you define on this page determine which data the system uses to accrue the fund amounts during the Accrual and Financial Update process (TD\_FINUP). When you first select to override products, the system displays the selections that you define on the Maintain Funds - Products page.

---

**Note.** When the Accrual and Financial Update process runs, it accrues the fund amounts using the products that you selected on this page. The fund amounts that are generated are then valid for the products that you select on the Maintain Funds - Products page.

---

## See Also

[Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145](#)

## Maintaining Budget Amounts for Funds

Access the Maintain Funds - Budget page.

Fund Detail							Customers	Products	Budget
SetID:	SHARE	Fund Code:	FND0000001						
Checkbook ID:	FUND_DFLT	🔍	Funding Default Checkbook					<input type="button" value="Save As Default"/>	<input type="button" value="Refresh"/>
<a href="#">View All 27</a> <span style="float: right;">Top </span>			Budgeted Dollar	Distributed Amount	Total Planned Amount	Total Incurred Amount	Total Actual Amount		
<span style="float: left;">All Customers</span> <span style="float: right;">170000.00</span>			170000.00	170000.00	0.00	0.00	0.00		
<span style="float: left;">Midwest Region</span> <span style="float: right;">70000.00</span>			70000.00	50000.00	0.00	0.00	0.00		
<span style="float: left;">  Illinois</span> <span style="float: right;">25000.00</span>			25000.00	25000.00	0.00	0.00	0.00		
<span style="float: left;">    Alliance Group</span> <span style="float: right;">10000.00</span>			10000.00	0.00	0.00	0.00	0.00		
<span style="float: left;">    Easy Solutions</span> <span style="float: right;">15000.00</span>			15000.00	10000.00	0.00	0.00	0.00		
<span style="float: left;">  Indiana</span> <span style="float: right;">25000.00</span>			25000.00	25000.00	0.00	0.00	0.00		
<span style="float: left;">    Schererville</span> <span style="float: right;">15000.00</span>			15000.00	15000.00	0.00	0.00	0.00		
<span style="float: left;">    St. John</span> <span style="float: right;">10000.00</span>			10000.00	10000.00	0.00	0.00	0.00		
<span style="float: left;">  Western Region</span> <span style="float: right;">100000.00</span>			100000.00	100000.00	0.00	0.00	0.00		
<span style="float: left;">    California</span> <span style="float: right;">40000.00</span>			40000.00	30000.00	0.00	0.00	0.00		
<span style="float: left;">    Oregon</span> <span style="float: right;">20000.00</span>			20000.00	20000.00	0.00	0.00	0.00		
<span style="float: left;">    Washington</span> <span style="float: right;">40000.00</span>			40000.00	40000.00	0.00	0.00	0.00		
<a href="#">Expand All</a>   <a href="#">Collapse All</a>							<input type="button" value="Last Checkbook Refresh: 11/04/2003 3:03PM"/> <span style="margin-left: 20px;">Display Budget: <input type="button" value="Amounts"/></span>		

Maintain Funds - Budget page

This section discusses how to:

- Display fund amounts for a fund.
- Enter budget data for a fund with a top down funding method.

## Displaying Fund Amounts

To display fund amounts for a fund:

1. Display a fund by entering the selection criteria.

- a. If you select a setID and fund code, the budgeted, distributed, and available columns appear with their data for the setID and fund code.

The system automatically displays the budgeted fund amount, distributed fund amount, and available fund amount columns using the default checkbook definition that it creates.

To view additional fund amounts, create a checkbook definition, and then select that checkbook ID on this page.

- b. If you select a setID, fund code, and checkbook ID and click the Refresh button, the associated columns and amounts appear next to the budgeted column.

Select a predefined checkbook ID to see additional columns with fund amounts that you define, such as planned amounts, actual amounts, and incurred amounts.

---

**Note.** You can select only discretionary fund budget or nondiscretionary fund budget type checkbook definitions on this page. If you are working with a discretionary fund, select only discretionary fund budget type checkbook definitions. If you are working with a nondiscretionary fund, select only nondiscretionary fund budget type checkbook definitions.

---

2. (Optional) Select a different display budget option:

**Amounts** Only the budget amounts with no units.

**Amounts & Units** Both budget amounts and units.

**Units** Only the budget units with no amounts.

---

**Note.** The display budget values affect only the budgeted columns on this page. All other column values appear as amounts.

---

3. View the budget fund amounts that are associated with the fund.

For accrual type funds, the system calculates and displays the budget amounts and units for you. The system always displays the budgeted and distributed columns and populates them with fund information.

---

**Note.** Before information appears on this page for accrual type funds, you must perform the Accrual and Financial Update process (TD\_FINUP).

---

4. (Optional) Save the selected checkbook ID as a default value for your user ID.

If you want to save the selected checkbook ID as a default value for your user ID, Click the Save As Default button. The next time you view this page for the same fund, the checkbook ID will be populated for you and you will see all of the columns defined for the checkbook.

## Amount and Unit Calculations for Budgeted, Distributed, and Available Fund Amounts

Column Heading	Calculation	Means of Entry
Budgeted	Equals the amount and units that are allocated to this level of the customer tree.	Top down: User enters amount and units.  Accrual methods: The Accrual and Financial Update process populates amount and units. Amount and units change each time that the Accrual and Financial Update process runs for rolling and zero-based accrual funds.
Distributed	Equals the amount and units that are distributed to lower (child) nodes of the customer tree.	System calculates this information for all fund types.
Available	Budgeted amount minus distributed amount.	System calculates this information for all fund types.

### Entering Budget Data

To enter budget data for a fund with a top-down funding method:

1. Display a top-down fund by entering the selection criteria.  
Perform the procedure to display fund amounts for a fund as described above.
2. Distribute the budget amount to all levels of your organization.

For top-down funds, manually distribute the budget amount to all the levels of your organization using the customer tree that appears on this page.

Depending on which value you choose in the Display field, you can enter budgeted amounts or budgeted units or both the budgeted amount and units at the same time. As you enter the amounts or units, the system calculates and displays the distributed and available column amounts.

In addition, you can view the high-level budget information that you entered on this page on the Fund Detail page.

---

**Note.** You can enter budget amounts starting at the lower levels of the tree and work your way up. The system changes the available amounts on all nodes as you go. In this case, your budgeted amounts at the upper levels could go negative. If you have negative amounts, you can go to that level of the tree and make adjustments to correct the negative value.

---

### See Also

[Chapter 10, “Maintaining Checkbooks,” Defining Checkbooks, page 124](#)

[Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145](#)

## Updating Accrual Fund Amounts

When you define accrual type funds, you must determine the starting budget for those funds and distribute the fund amounts to the sales organization in your promotional environment. In addition, because the fund is used for promotional activity, you must determine how that affects the budgeted amounts and where the fund money is allocated at any point in time.

This section discusses how to perform the Accrual and Financial Update process (TD\_FINUP).

### Page Used to Update Accrual Fund Amounts

Page Name	Object Name	Navigation	Usage
Accrual and Financial Update	TD_FINUP_RQST	Promotions, Analysis, Run Accrual/Financial Updates, Accrual and Financial Update	Perform the Accrual and Financial Update process (TD_FINUP), which accrues budgeted amounts for an accrual fund and updates the fund amounts.  If you selected a checkbook definition on the Maintain Funds - Budget page, this process updates the amounts associated with the checkbook definition.

### Performing the Accrual and Financial Update Application Engine Process

Access the Accrual and Financial Update page.

#### Updating Fund Amounts

To update fund amounts:

1. Select the run options to update fund amounts:

**Run Fund Accrual Processing** Select this check box to accrue the budgeted amounts for an accrual fund.

**Skip Previously Run Fixed Acc.** (skip previously run fixed accrual) Select this check box to exclude fixed accrual funds that were processed in a previous run of the Accrual and Financial Update process.

**Update Checkbook Entries** Select this check box to update the entries for the checkbook definition.

2. Click the Run button to perform the Accrual and Financial Update process (TD\_FINUP).
3. View the current fund amounts using the Maintain Funds - Budget page.

#### See Also

[Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145](#)

# CHAPTER 7

## Defining Promotions

This chapter provides an overview of the different types of promotions supported by PeopleSoft Promotions Management, an overview of the customer promotion structure, and discusses how to:

- Maintain consumption data.
- Maintain national allowances.
- Maintain customer promotions.
- Copy customer promotions.
- Perform mass maintenance on promotions.
- View the promotion calendar.
- Maintain consumption actuals.
- Generate the Promotion Forecast report.

---

## Understanding the Different Types of Promotions Supported by PeopleSoft Promotions Management

PeopleSoft Promotions Management supports:

- National allowance promotions.
- Customer-specific promotions.

### National Allowance Promotions

These promotions are usually funded by the manufacturer's national marketing organization, where the parameters of the associated deals, in terms of discounts, dates, and funding, are the same for all customers or a group of customers. This type of discount usually requires that the customer order products during a specified time frame; no future performance is required. These allowances aren't related to a specific merchandising activity and are usually charged against non-discretionary funds. Discount types are:

- Off-invoice
- Bill back

These discount types are rate-based (by unit) deals.

## Customer-Specific Promotions

These are promotions that the field sales organization funds and the local sales representatives (account managers), who understand the local requirements, give to the customer. This type of promotional activity is specific to a customer and funded from discretionary funds provided by the manufacturer to encourage customers to buy certain products within a specified time frame. A customer-specific promotion requires that the customer perform some type of merchandising activity for example, features or end-aisle displays, to qualify for payment of funds. Discount types are:

- Off-invoice
- Bill back
- Lump sum

Off-invoice and bill back discount types are rate-based (by unit) deals, while lump sum is a flat-amount deal.

---

## Understanding the Customer Promotion Structure

Using the Create Customer-Specific Promo (create customer-specific promotions) component, you can define promotions targeted for a specific customer. If you want to define a promotion for multiple customers, perform the initial definition of the promotion using the Create Multiple Customer Promo (create multiple customer promotions) component, and then return to the Create Customer-Specific Promo component to make the individual changes that are necessary for each customer.

How you define a customer-specific or multiple-customer promotion in PeopleSoft Promotions Management depends on the setting for the Level to Fund Promotions and the Level to Promote Products fields on the Promotions Options - General Options page. These field settings determine which pages appear and how pages are rendered when defining a customer-specific or multiple-customer promotion.

### Level to Fund Promotions

In this section, the structure of the Create Customer-Specific Promo component is discussed with the different settings for the Level to Fund Promotions field. The same page structure occurs for the Create Multiple Customer Promo component as that of the Create Customer-Specific Promo component.

If you select *Merch* (merchandising activity) as the level to fund promotions, then you define the funding for the promotion at the merchandising activity level only. The Fund Code, Description, and Amount fields are available on the Create Customer-Specific Promo - Merchandising Activities page. Enter the funds and fund amounts for the promotion using the Create Customer-Specific Promo - Merchandising Activities page. If you select *Merch* as the level to fund promotions, then each merchandising activity defined for a promotion can be funded from a different fund code.

If you select *Promo* (promotion) as the level to fund promotions, then you define the funding for the promotion at the promotion level only. The Create Customer-Specific Promo - Funds page appears, but the fund fields do not appear on the Create Customer-Specific Promo - Merchandising Activities page. Enter the funds and fund amounts for the promotion using the Create Customer-Specific Promo - Funds page. If you select *Promo* as the level to fund promotions, all merchandising activities defined for a promotion will be funded from the same fund code.

If you select *Both* (merchandising activity and promotion) as the level to fund promotions, then you can define funds at both the promotion level and the merchandising activity level. The Create Customer-Specific Promo - Funds page appears and the fund fields appear on the Create Customer-Specific Promo - Merchandising Activities page. The fund information that you enter at the promotion level automatically defaults to the merchandising activity level. You can change the fund information or add additional fund information at the merchandising activity level. The fund information that you enter at the promotion level is only used for defaulting the information to the merchandising activity level. The system always retrieves the fund information from the merchandising activity level.

## Level to Promote Products

In this section, the structure of the Create Customer-Specific Promo component is discussed with the different settings for the Level to Promote Products field. The same page structure occurs for the Create Multiple Customer Promo component as that of the Create Customer-Specific Promo component.

If you select *Merch* (merchandising activity) as the level to promote products, then you define the products for the promotion at the merchandising activity level only. The Promotion Type and Promotion Group/Product fields are available on the Create Customer-Specific Promo - Merchandising Activities page. Enter the product or promotion group for the promotion using the Create Customer-Specific Promo - Merchandising Activities page. If you select *Merch* as the level to promote products, then you can define a different product for each merchandising activity defined for a promotion.

If you select *Promo* (promotion) as the level to promote products, then you define the products for the promotion at the promotion level only. The Create Customer-Specific Promo - Products page appears, but the product fields do not appear on the Create Customer-Specific Promo - Merchandising Activities page. Enter the product or promotion group for the promotion using the Create Customer-Specific Promo - Products page. If you select *Promo* as the level to promote products, then you can only define one product for all merchandising activities defined for a promotion.

If you select *Both* (merchandising activity and promotion) as the level to promote products, then you can define products at both the promotion level and the merchandising activity level. The Create Customer-Specific Promo - Products page appears and the products fields appear on the Create Customer-Specific Promo - Merchandising Activities page. The product or promotion group that you enter at the promotion level will automatically default to the merchandising activity level. You can change the product or promotion group at the merchandising activity level. The product information that you enter at the promotion level is only used for defaulting the information to the merchandising activity level. The system always retrieves the product information from the merchandising activity level.

Even though you can define a different product or promotion group for each merchandising activity on a customer promotion, when you specify the product information, for example, base quantity, planned ship quantity, and price, you are actually defining the data for the entire promotion. For instance, the planned ship quantity that you define for the product is the quantity that you plan to ship for the entire promotion, not just for the merchandising activity that you are maintaining.

---

## Common Elements Used in This Chapter

### Reference

Enter reference information. Reference information is free-form text and can be up to 30 alphanumeric characters.

<b>Currency</b>	Select the currency code for the operator ID that appears as the default on the promotion pages. If you do not select an operator currency, then the base currency that you defined in the Promotions Options component appears.
<b>Distribution Code</b>	Select the distribution code for the national allowance or customer promotion. The distribution code determines the expense account and chartfields that will be passed to PeopleSoft Billing or PeopleSoft Payables when making promotional payments.
<b>Calendar</b>	The default sales calendar ID that you defined in the Promotions Options component appears.
<b>Calendar</b>	Click this link to access the Promotion Calendar inquiry page and view a list of customer promotions and national allowances that are available for a specific customer in a graphical calendar format.
<b>GL Unit</b> (general ledger unit)	The default GL unit that you defined in the Promotions Options component appears. This is where PeopleSoft Promotions Management posts its accrual transactions and expenses.
<b>Contact ID</b>	Select the contact ID that is associated with the operator ID (for the individual creating the national allowance or customer promotion). The contact ID is the broker or sales person responsible for the promotion. The contact name is printed on the Promotion Contract report.
<b>Grace Days</b>	Enter the number of days to extend the validity of the national allowance or customer promotion. The number of days that you enter here determines valid promotions when manual price overrides are performed during sales order entry in PeopleSoft Order Management.  For example, suppose that your promotion runs January 15 through January 31, you allow three grace days, and the current date is February 2. Through normal pricing, the customer does not receive a promotional discount because it's only effective through January 31. However, because you have the option of manually applying price changes to the order line for a specific promotion, you can select the promotion where the current date is within the promotion dates, plus or minus the grace days.
<b>Promotion Period</b>	Select the promotion period for the national allowance or customer promotion. The system populates all the shipment dates and performance dates with the dates that you specified for the promotion period.
<b>Payment Method</b>	Select the payment method for the promotional discount. The payment method defaults to the promotional claim for payment, but can be overridden when creating the claim. Methods are: <ul style="list-style-type: none"><li><i>Check:</i> Select if you plan to create an accounts payable check for payment to your customer. This method of payment goes through PeopleSoft Payables as a scheduled payment.</li><li><i>Credit Memo:</i> Select if you plan to create a credit invoice for payment to your customer. This method of payment goes through PeopleSoft Billing; use it when you do not expect your customer to take a deduction against the invoiced amounts for this promotion.</li></ul>

- *Deduction*: Select if you plan to create a credit invoice for payment to your customer. This method of payment goes through PeopleSoft Billing; use it when you expect your customer to take a deduction against the invoiced amounts for this promotion.
- *Field Draft*: Select if you plan to write a manual check for payment to your customer. This method of payment goes through PeopleSoft Payables as a recorded payment.
- *Off-Invoice*: Select if you plan to take the amount off of the customer invoice for payment to your customer. This payment method is only valid for an adjustment type of off-invoice and is not paid through the promotional payment process.

## See Also

[Chapter 7, “Defining Promotions,” Setting Up and Running the Promotion Contract Report, page 88](#)

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17](#)

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Defining Promotion Periods, page 38](#)

*PeopleSoft Billing 8.8 PeopleBook*, “Structuring Bills,” Setting Up Distribution Codes

*PeopleSoft Order Management 8.8 PeopleBook*, “Maintaining Order Header and Line Information,” Modifying Pricing Information

*PeopleSoft Order Management 8.8 PeopleBook*, “Maintaining Order Schedule Information,” Entering Pricing Information for the Order Schedule

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# Maintaining Consumption Data

To maintain consumption data, use the Maintain Consumption Data component (TD\_CNSMPTN\_DATA). This section discusses how to maintain consumption data.

## Page Used to Maintain Consumption Data

Page Name	Object Name	Navigation	Usage
Consumption Data	TD_CNSMPTN_DATA	Promotions, Manage Promotions, Maintain Consumption Data, Consumption Data	(Optional) Maintain consumption data or syndicated data that you receive from different sources, such as A. C. Nielsen and Information Resources, Inc. (IRI).

## Maintaining Consumption Data

Access the Consumption Data page.

<b>Base Units</b>	Enter the number of units of this product sold to this customer during the specified time period without the promotion.
<b>Base Lift</b>	Enter the actual lift in units above the base units that the customer actually consumed during the specified time period.
<b>Converted Units</b>	Enter the base units value, converted to the equivalent unit of measure (UOM) that you entered on the Promotions Options component
<b>Converted Lift</b>	Enter the base lift value, converted to the equivalent UOM that you entered on the Promotions Options component.
<b>Price</b>	Enter the shelf price that the end consumer would normally see on your customer's shelf for this product.
<b>Promo Price (promotion price)</b>	Enter the discounted price for the product received from the promotion.
<b>Display % (display percent)</b>	Enter the percentage of sales generated in the presence of a display type of merchandising activity only.
<b>Feature % (feature percent)</b>	Enter the percentage of sales generated in the presence of a feature type of merchandising activity only.
<b>TPR % (total price reduction percent)</b>	Enter the percentage of sales generated in the presence of a total price reduction merchandising activity only.
<b>Feature &amp; Display % (feature and display percent)</b>	Enter the percentage of sales generated in the presence of both a feature and a display merchandising activity.
<b>Freq Shopper % (frequent shopper percent)</b>	Enter the percentage of sales generated in the presence of a frequent shopper incentive price.
<b>Increased Lift % (increased lift percentage)</b>	Enter the percentage increase in sales from the promotion during the specified time period.

### See Also

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,”](#)  
[Defining Promotions Management Options, page 17](#)

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## Maintaining National Allowances

This section discusses how to:

- Define general overall information for the national allowance.
- Define customers for the national allowance.
- Define products and product discounts for the national allowance.
- View promotion group details.

## Pages Used to Maintain National Allowances

Page Name	Object Name	Navigation	Usage
Create National Allowance - Details	TD_PROMO_MAIN	Promotions, Manage Promotions, Create National Allowance, Details	Define the general overall information to associate with the national allowance.
Create National Allowance - Customers	TD_NATIONAL_CUST	Promotions, Manage Promotions, Create National Allowance, Customers	Select the customers to associate with the national allowance.
Create National Allowance - Product Discounts	TD_NATIONAL_PROD	Promotions, Manage Promotions, Create National Allowance, Product Discounts	Define the products and the product discounts to associate with the national allowance.
Promotion Group Details	TD_PROMO_PROD_HIDE	Click the Details link next to the promotion group on the Create National Allowance - Product Discounts page.	View the products in the promotion group.
National Allowances - Details (inquiry)	TD_PROMO_MAIN	Promotions, Manage Promotions, Review Promotion Information, National Allowances, Details	View the general overall information associated with a specific national allowance.
National Allowances - Customers (inquiry)	TD_NATIONAL_CUST	Promotions, Manage Promotions, Review Promotion Information, National Allowances, Customers	View the customers associated with a specific national allowance.
National Allowances - Product Discounts (inquiry)	TD_NATIONAL_PROD	Promotions, Manage Promotions, Review Promotion Information, National Allowances, Product Discounts	View the product information and product discounts associated with a specific national allowance.
Promotions Group Details (inquiry)	TD_PROMO_PROD_HIDE	Click the Details link next to the promotion group on the National Allowances - Product Discounts inquiry page.	View the products in the promotion group associated with a specific national allowance.

## Defining General Overall Information for the National Allowance

Access the Create National Allowance - Details page.

Details	Customers	Product Discounts
<b>SetID:</b> SHARE <b>Promotion Code:</b> ALW0000001 <a href="#">Calendar</a>		
<b>General Information</b>		
<b>*Description:</b> <input type="text" value="End of Season Promotion"/>	<b>Short Description:</b> <input type="text" value="End Season"/>	
<b>Reference:</b> <input type="text"/>	<b>*Allowance Status:</b> <input style="width: 100px;" type="text" value="Approved"/>	
<b>Currency:</b> <input type="text" value="USD"/> US Dollar	<b>Distribution Code:</b> <input type="text" value="DISCOUNT"/>	
<b>Calendar:</b> <input type="text" value="S3"/> Year 2003 Sales Calendar	<b>Grace Days:</b> <input type="text"/>	
<b>GL Unit:</b> <input type="text" value="US001"/> US001 NEW YORK OPERATIONS	<input type="checkbox"/> <b>Stop Applying Discounts</b>	
<b>Contact ID:</b> <input type="text" value="BROKER"/> Bob Johnson		
<b>Promotion Dates</b>		
<b>Promotion Period:</b> <input type="text" value="Q42003"/> 4th Quarter Promo Period-2003		
<b>Shipment Dates</b>		
<b>First Order Date:</b> <input type="text" value="10/01/2003"/>	<b>Last Order Date:</b> <input type="text" value="12/15/2003"/>	
<b>First Scheduled Ship Date:</b> <input type="text" value="10/02/2003"/>	<b>Last Scheduled Ship Date:</b> <input type="text" value="12/29/2003"/>	
<b>First Requested Arrival Date:</b> <input type="text" value="10/03/2003"/>	<b>Last Requested Arrival Date:</b> <input type="text" value="12/30/2003"/>	

Create National Allowance - Details page (1 of 2)

Performance Dates	
<b>First Performance Date:</b> <input type="text" value="10/20/2003"/>	<b>Last Performance Date:</b> <input type="text" value="11/03/2003"/>
<b>Perform Weeks:</b> <input type="text" value="2"/>	<input type="checkbox"/> <b>Payment Authorization Required</b>
<b>Comments:</b> <div style="border: 1px solid #ccc; height: 40px; width: 100%;"></div>	

Create National Allowance - Details page (2 of 2)

**Allowance Status**

Change the allowance status of the national allowance as it progresses through your environment. Only the users who have the option set on the customer tree to approve national allowances can change the status to *Approved*. Before you can apply a national allowance discount to a sales order, the status must be *Approved*.

**Stop Applying Discounts**

Select this check box to have the Pricing Load process set the Stop Processing Here flag on the price rule that it creates. This flag is an indicator to stop applying discounts for the customer and product.

When you use PeopleSoft Order Management to take a sales order it stops applying further price adjustments as soon as the system finds a match

with this price rule. This gives you the ability to prevent multiple price adjustments (related to multiple promotions) on a sales order.

For example, you may run two types of promotions for a particular time frame. The Stop Applying Discounts option gives you the ability to ensure that only one of the promotional discounts is applied to the sales order.

### **Promotion Dates, Shipment Dates, and Performance Dates**

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**Note.** If you do not select the option to span sales periods using the Promotions Options component, then all the dates that you enter in the Shipment Dates group box must fall within one sales calendar period.

---

#### **See Also**

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Establishing Customer Trees, page 28](#)

## **Defining Customers for the National Allowance**

Access the Create National Allowance - Customers page.

#### **Selecting Customers**

The customer tree that you defined as the active customer tree in the Promotions Options component appears on the page.

To select customers to associate with the national allowance, click the customers or nodes in the customer tree. If you select a node, the system automatically selects everything under that node.

#### **See Also**

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17](#)

## **Defining Products and Product Discounts for the National Allowance**

Access the Create National Allowance - Product Discounts page.

Details   Customers   **Product Discounts**

**SetID:** SHARE   **Promotion Code:** ALW0000001   [Calendar](#)

  **Description:** End of Season Promotion

[Expand All](#) | [Collapse All](#)   [View All 24](#)   Top   3 of 24

All Products  
 Clothing  
 Sport Equipment

**Products**

**Promotion Type:**   

**\*Promotion Group/Product:**

4 Season Convertible Tent

**Planned Ship Qty:**  **\*UOM:** EA

**Comments:**

Create National Allowance - Product Discounts page (1 of 2)

**Discounts**

**Adjustment Type:**    **Payment Method:**    **Distribution Code:**

Allowance Limitations		Price Type		Price Action Type		Cascading/Summed	
<input type="checkbox"/> Period To Date Totals Only		<input checked="" type="radio"/> Quantity	<input type="radio"/> Extended Price	<input checked="" type="radio"/> Discount	<input type="radio"/> Giveaway	<input type="radio"/> Cascading	<input checked="" type="radio"/> Summed

**Price Formulas**

Seq	*Low Quantity	*Upper Quantity	UOM	Pct/Amnt	Discount	
					Customize	Find
1	1	1.0000	100.0000 EA	Amt <input type="button" value="▼"/>	10.0000	USD <input type="button" value="+"/> <input type="button" value="-"/>
2	2	101.0000	9999999999.0000 EA	Amt <input type="button" value="▼"/>	20.0000	USD <input type="button" value="+"/> <input type="button" value="-"/>

**Funds**

Fund Code	Description	Amount	Percentage
1 FND0000002 <input type="button" value="Search"/>	2003 - Non-Disc Fund - All	20000.00	100.00 <input type="button" value="+"/> <input type="button" value="-"/>

Create National Allowance - Product Discounts page (2 of 2)

## Product Tree

The product tree that you defined as the active product tree in the Promotions Options component appears in the upper portion of the page if you selected Display Promo Trees by Default on that component. Click the Hide Tree or Display Tree buttons to manage the display of the product tree.

See [Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,”](#) [Defining Promotions Management Options, page 17.](#)

## Selecting a Product or Promotion Group

There are two ways to select a product or promotion group to associate with a national allowance:

- Click the product or promotion group in the actual product tree that appears in the upper region of the page.

When you click the product or promotion group in the product tree, the system populates the Promotion Type and Promotion Group/Product fields in the Products group box.

- Select the promotion type and enter the promotion group or product in the Products group box.

## Products

### Promotion Type

Select the type. Values are *Group* and *Product*.

### Promotion Group/Product

If you select a promotion type of *Product*, then select the product in this field. The equivalent UOM that you defined in the Promotions Options component appears in the UOM field.

If you select a promotion type of *Group*, then select the promotion group in this field. The equivalent UOM that you defined in the Promotions Options component appears in the UOM field. In addition, the Details link also appears next to the Promotion Group/Product field.

### Details

Click this link to access the Promotion Group Details page where you can view the products in the promotion group.

### Planned Ship Qty (planned ship quantity)

The total quantity of the product or promotion group you plan to ship to all customers defined for the national allowance. This field is for informational purposes only.

## Discounts

### Adjustment Type

Select an adjustment type for the promotional discount. Values are

*Bill Back*: This value doesn't directly affect the invoice amount. This discount is paid to the customer by entering a claim through PeopleSoft Promotions Management. The system passes a discount with a bill back adjustment type to PeopleSoft Order Management and stores it on a price rule for informational purposes only.

*Off-Invoice*: This value directly affects the invoice amount. The discount is taken off the sales price and you can view the discount taken off the invoice amount.

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**Note.** You can associate both adjustment types with a national allowance at the same time, but you can only define one bill back and one off-invoice adjustment type for a given national allowance.

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### Payment Method

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**Note.** You can only select a payment method of *Off-Invoice* for an adjustment type of *Off-Invoice*.

---

**Allowance Limitations**

Select the Period to Date Totals Only check box if you want your customers to receive promotional discounts based on their period-to-date totals from their sales orders.

For example, suppose that you are offering a promotional discount of 10.00 USD, if a customer orders a quantity of 1 through 500 of product A. The first order customer 1000 places is for a quantity of 200. This order gets the promotional discount. If the next order customer 1000 places is for a quantity of 200, that order also gets the promotional discount. If the next order customer 1000 orders is for a quantity of 300, then that order does not get the promotional discount if the Period to Date Totals Only check box was selected, because the accumulative quantity ordered for product A for this customer is over 500. This last order would apply the promotional discount if the Period to Date Totals Only check box is was not selected.

**Price Type**

When this page initially appears, the option that you defined on the Promotions Options component appears by default in this group box. The option that you select in this group box affects which fields appear in the Price Formulas group box.

If you select Quantity, the fields in the Price Formulas group box appear as quantities. If you select Extended Price, the fields in the Price Formulas group box appear as amounts.

**Price Action Type**

Select the type of price action that you want for the product. Your selection for this field affects which fields appear in the Price Formulas group box. Select Discount to offer a discount for the product. Select Giveaway to offer a product as a giveaway.

If you select Discount, enter the discount amount or percentage in the Price Formulas group box. If you select Giveaway, enter the giveaway product and the quantity to give away in the Price Formulas group box.

**Cascading/Summed**

These options only appear if you selected Discount as the price action type. The system uses this field in conjunction with the price action type to determine the correct method for applying the discount for this product on this promotion.

**Price Formulas****Low Quantity and Upper Quantity**

These fields appear if you select Quantity as the price type. Select the lower and upper quantity that must be met on a sales order to receive the discount.

**Low Amount and Upper Amount**

These fields appear if you select Extended Price as the price type. Select the lower amount and upper amount that must be met on a sales order to receive the discount.

**Pct/Amt (percent or amount)**

This field appears if you select Discount as the price action type. Select how you want to enter the discount for the product on the promotion—by *Amt* (amount) or by *%* (percentage).

**Discount**

This field appears if you select *Discount* as the price action type. Enter the amount per unit or the percentage discount.

**Giveaway Product and Giveaway Quantity**

These fields appear if you select Giveaway as the price action type. Select the giveaway product and quantity that you plan to give away for the promotion.

**Funds****Amount**

Enter the amount, in the transaction currency, to apply to each fund. This amount is an estimate of the promotional cost for the discount that appears or the estimated price of the giveaway product. This amount is consumed by the fund when you run the promotion.

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**Note.** Defining funds is optional for national allowances.

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**Percentage**

Percentage of the total funded amount. If there is only one fund, the percentage is *100*. If there are two or more funds, the system divides the amount by the total funded amount, multiplies the total by 100, and then displays the result. Checkbook processing uses this percentage to distribute the discount expenses by fund, for multiple funds.

**See Also**

[Chapter 6, “Defining Funds,” page 41](#)

## Viewing Promotion Group Details

Access the Promotion Group Details page.

Use this page to view the products in the promotion group or to delete a product from the promotion group.

You cannot add a product to the promotion group using this page. To add a product to the promotion group, access the Product Tree component, where you define the product tree and change the promotion group.

**See Also**

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Establishing Product Trees, page 32](#)

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## Maintaining Customer Promotions

This section discusses how to:

- Define promotion details for the customer promotion.
- Define the products for the customer promotion.
- Define product prices for the customer promotion.
- Define merchandising activities for the customer promotion.
- Define product details at the merchandising activity level for the customer promotion.
- Define the funds for the customer promotion.
- View metrics associated with the customer promotion.

- Set up and run the Promotion Contract report.

## Pages Used to Maintain Customer Promotions

Page Name	Object Name	Navigation	Usage
Create Customer-Specific Promo - Promotion Details	TD_PROMO_CUST_DTL	Promotions, Manage Promotions, Create Customer-Specific Promo, Promotion Details	Define the general overall information to associate with the customer promotion.
Promotion Copy	TD_PRM_CPY2	Click the Copy link on the Create Customer-Specific Promo - Promotion Details page.	Copy customer-specific promotion information from an existing customer promotion to a new customer promotion. This option is available only in Add mode.  See <a href="#">Chapter 7, “Defining Promotions,” Copying Customer-Specific Promotion Information in Real-Time Mode, page 90</a> .
Create Customer-Specific Promo - Products	TD_PROMO_PROD_CUST	Promotions, Manage Promotions, Create Customer-Specific Promo, Products	Define the product or promotion group to associate with the customer promotion.  <b>Note.</b> This page is available if <i>Promo</i> or <i>Both</i> are the values in the Level to Promote Products field.  See <a href="#">Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17</a> .
Create Customer-Specific Promo - Product Prices	TD_PROMO_PROD_PRIC	Click the Price Details link next to the Promotion Group/Product field on the Create Customer-Specific Promo - Products page.	Maintain the product prices for the products on the customer promotion.  <b>Note.</b> This page is available if <i>Promo</i> is the value of the Level to Promote Products field.  See <a href="#">Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17</a> .

Page Name	Object Name	Navigation	Usage
Create Customer-Specific Promo - Merchandising Activities	TD_PROMO_MERCH_CUS	Promotions, Manage Promotions, Create Customer-Specific Promo, Merchandising Activities	<p>Define purchasing and consumption merchandising activities.</p> <p>Purchasing merchandising activities are those in which the manufacturer's customer typically benefits from the discount or promotional activity. The end consumer may or may not benefit from the discount for purchasing merchandising activities (for example, an end-aisle display).</p> <p>Consumption merchandising activities are those in which the end consumer typically benefits from the promotional activity (for example, a coupon).</p>
Create Customer-Specific Promo - Product Tree	TD_PROMO_TREE	Click the Product Tree link on the Create Customer-Specific Promo - Merchandising Activities page.	<p>Select a product or promotion group to associate with a customer-specific promotion.</p> <p><b>Note.</b> This link is available if <i>Promo</i> or <i>Both</i> are the values of the Level to Promote Products field.</p> <p>See <a href="#">Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17.</a></p>
Create Customer-Specific Promo - Product Details	TD_PROMO_PROD_DETL	Click the Product Details link on the Create Customer-Specific Promo - Merchandising Activities page.	Define the product details for each product defined for the customer promotion.
Simulator	EOEP_TEST	<ul style="list-style-type: none"> <li>• Promotions, Manage Promotions, Simulate Pricing, Simulator</li> <li>• Click the Simulate Pricing link on the Create Customer-Specific Promo - Product Details page.</li> <li>• Click the Simulate Pricing link on the Create Customer-Specific Promo - Product Prices page.</li> </ul>	<p>Calculate or review the price of a product and use as input to the product price that you define for the customer promotion.</p> <p>See <i>PeopleSoft Enterprise Pricer 8.8 PeopleBook</i>, “Working With the Pricing Simulator”.</p>

Page Name	Object Name	Navigation	Usage
Customer Product Price Inquiry	TD_CUS_PROD_PRCINQ	<ul style="list-style-type: none"> <li>Click the Price by IBU link next to a product on the Create Customer-Specific Promo - Product Details page in the Promotion Group Details group box.</li> <li>Click the Price by IBU link below the price field on the Create Customer-Specific Promo - Product Details page in the Product Details group box.</li> <li>Click the Price by IBU link next to a product on the Create Customer-Specific Promo - Product Prices page.</li> </ul>	View the price of a product according to PeopleSoft Inventory business units and use as input to the product price that you define for the customer promotion.
Create Customer-Specific Promo - Funds	TD_PROMO_FUND_CUS	Promotions, Manage Promotions, Create Customer-Specific Promo, Funds	<p>Define the funds to use for the promotion costs associated with a customer promotion.</p> <p><b>Note.</b> This page is available if <i>Promo</i> or <i>Both</i> are the values for the Level to Fund Promotions field.</p> <p>See <a href="#">Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17.</a></p>
Create Customer-Specific Promo - Metrics	TD_PROMO_MFG_PERF	Promotions, Manage Promotions, Create Customer-Specific Promo, Metrics	Analyze the profitability and cost of a customer promotion.
Promotion Contract	RUN_TD_FORM	Promotions, Manage Promotions, Reports, Promotion Contract	Set up control parameters and run the Promotion Contract Crystal report (TDC1000) for customer promotions to obtain signed acknowledgement and acceptance of the promotional offer from your customer.
Customer Promotions - Promotion Details (inquiry)	TD_PROMO_CUST_DTL	Promotions, Manage Promotions, Review Promotion Information, Customer Promotions, Promotion Details	View the general overall information associated with a specific customer promotion.

Page Name	Object Name	Navigation	Usage
Customer Promotions - Products (inquiry)	TD_PROMO_PROD_CUST	Promotions, Manage Promotions, Review Promotion Information, Customer Promotions, Products	<p>View the product information associated with a specific customer promotion.</p> <p><b>Note.</b> This page is available if <i>Promo</i> or <i>Both</i> are the field values for the Level to Promote Products field.</p> <p>See <a href="#">Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17.</a></p>
Customer Promotions - Product Prices (inquiry)	TD_PROMO_PROD_PRC	Click the Price Details link next to the Promotion Group/Product field on the Customer Promotions - Products inquiry page.	<p>View the product prices for the products on the customer promotion.</p> <p><b>Note.</b> This page is available if <i>Promo</i> is the value for the Level to Promote Products field.</p> <p>See <a href="#">Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17.</a></p>
Customer Promotions - Merchandising Activities (inquiry)	TD_PROMO_MERCH_CUS	Promotions, Manage Promotions, Review Promotion Information, Customer Promotions, Merchandising Activities	View the merchandising activity information associated with a specific customer promotion.
Customer Promotions - Product Details (inquiry)	TD_PROMO_PROD_DETL	Click the Product Details link on the Customer Promotions - Merchandising Activities inquiry page.	View the product detail information associated with a specific customer promotion.
Customer Promotions - Funds (inquiry)	TD_PROMO_FUND_CUS	Promotions, Manage Promotions, Review Promotion Information, Customer Promotions, Funds	<p>View the fund information associated with a specific customer promotion.</p> <p><b>Note.</b> This page is available if <i>Promo</i> or <i>Both</i> are the field values for the Level to Fund Promotions field.</p> <p>See <a href="#">Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17.</a></p>

Page Name	Object Name	Navigation	Usage
Customer Promotions - Metrics (inquiry)	TD_PROMO_MFG_PERF	Promotions, Manage Promotions, Review Promotion Information, Customer Promotions, Metrics	View the profitability and cost information associated with a specific customer promotion.

## Defining Promotion Details for the Customer Promotion

Access the Create Customer-Specific Promo - Promotion Details page.

**Promotion Details**   **Products**   **Merchandising Activities**   **Funds**   **Metrics**

**SetID:** SHARE   **Promotion Code:** PRO0000007   [Calendar](#)

**Description:** Mid Year Promotion

**Customers**

<b>Customer ID:</b> 1000	Alliance Group	<a href="#">Copy</a>
<b>Reference:</b> <input type="text"/>	<b>Promotion Status:</b> <input type="button" value="Planned"/>	
<b>Currency:</b> <input type="button" value="USD"/> <input type="button"/>	<b>Protect Promotion</b> <input type="checkbox"/>	<b>Distribution Code:</b> <input type="button" value="DISCOUNT"/> <input type="button"/>
<b>Calendar ID:</b> <input type="button" value="S3"/> <input type="button"/> Year 2003 Sales Calendar	<b>Grace Days:</b> <input type="button"/>	
<b>*GL Unit:</b> <input type="button" value="US001"/> <input type="button"/> US001 NEW YORK OPERATIONS	<b>Stop Applying Discounts</b> <input type="checkbox"/>	
<b>Contact ID:</b> <input type="button" value="BROKER"/> <input type="button"/> Bob Johnson		

**Promotion Dates**

<b>Promotion Period:</b> <input type="button" value="Q22004"/> <input type="button"/> 2nd Quarter Promo Period-2004	
<b>Shipment Dates</b>	
<b>First Order Date:</b> <input type="button" value="04/01/2004"/> <input type="button"/>	<b>Last Order Date:</b> <input type="button" value="06/15/2004"/> <input type="button"/>
<b>First Scheduled Ship Date:</b> <input type="button" value="04/02/2004"/> <input type="button"/>	<b>Last Scheduled Ship Date:</b> <input type="button" value="06/29/2004"/> <input type="button"/>
<b>First Requested Arrival Date:</b> <input type="button" value="04/05/2004"/> <input type="button"/>	<b>Last Requested Arrival Date:</b> <input type="button" value="06/30/2004"/> <input type="button"/>

Create Customer-Specific Promo - Promotion Details page (1 of 2)

**Performance Dates**

<b>First Performance Date:</b> <input type="button" value="04/19/2004"/> <input type="button"/>	<b>Last Performance Date:</b> <input type="button" value="05/03/2004"/> <input type="button"/>
<b>Perform Weeks:</b> <input type="button" value="2"/>	<b>Payment Authorization Required</b> <input type="checkbox"/>

**Comments:**

Create Customer-Specific Promo - Promotion Details page (2 of 2)

### Promotion Status

Change the status of the customer promotion as it progresses through your environment. Only the users who have the option set on the

customer tree to approve customer promotions can change the status to *Management Approved*. Users who have the option set on the customer tree to change promotion customer status, can then change the status from *Management Approved* to *Customer Approved*.

Before you can apply a customer promotion discount to a sales order, the status must be *Customer Approved*.

#### Protect Promotion

Select this check box if you do not want changes that are made through the Create Multiple Customer Promo component to affect this promotion. When you set the promotion status to *Management Approved* or *Customer Approved*, the system selects this check box and you cannot change the field.

#### Copy

Click this link to access the Promotion Copy page. Use the Promotion Copy page to copy a specific customer's customer promotion information to the current customer promotion. This link is available only in Add mode.

#### Stop Applying Discounts

Select this check box if you want the Pricing Load process to set the Stop Processing Here flag on the price rule that it creates indicating that discounts for the customer and product should no longer apply.

Then when a sales order is being taken in PeopleSoft Order Management, as soon as the system finds a match with this price rule, it stops applying further price adjustments. This gives you the ability to prevent multiple price adjustments (related to multiple promotions) to a sales order all at one time.

For example, suppose that you run two types of promotions for a particular time frame. The Stop Applying Discounts check box gives you the ability to ensure that only one of the promotional discounts is applied to the sales order.

#### Promotion Dates, Shipment Dates, and Performance Dates

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**Note.** If you don't select the option to span sales periods using the Promotions Options component, then all the dates that you enter on this page must fall within one sales calendar period.

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#### See Also

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Establishing Customer Trees, page 28](#)

[Chapter 7, “Defining Promotions,” Copying Customer Promotions, page 88](#)

## Defining the Products for the Customer Promotion

Access the Create Customer-Specific Promo - Products page.

---

**Note.** This page is only available if you have the Level to Promote Products field set to *Both* or *Promo*.

---

**Promotion Details** **Products** **Merchandising Activities** **Funds** **Metrics**

**SetID:** SHARE **Promotion Code:** PRO00000007 [Calendar](#)

**Description:** Mid Year Promotion

**Hide Tree** **Expand All** **Collapse All** **View All 24** **Top** **3 of 24**

All Products  
 Clothing  
 Sport Equipment

**Product Promotion Information**

<b>Customer ID:</b> 1000	Alliance Group
<b>Promotion Type:</b> Group	
<b>Promotion Group/Product:</b> SLEEP	<input type="button" value="Search"/>
Sleeping Bags	
<b>Retailer Information</b>	
<b>Shelf Price:</b> 350.00	USD
<b>Promo Price:</b> 250.00	
<b>Discount%:</b> 28.57	
<b>Ship Quantity Calculations</b>	
<b>Base Units:</b> 500.0000	<b>UOM:</b> EA
<b>Incr Lift Pct:</b> 100.0	
<b>Participation %:</b> 100.0	
<b>Calc. Ship Qty:</b> 1000.0000	
<b>Plan Ship Qty:</b> 1000.0000	

[Return to Manage Promotions](#)

Create Customer-Specific Promo - Products page

## Product Tree

The product tree that you defined as the active product tree in the Promotions Options component appears in the upper portion of the page if you have selected the Display Promo Trees by Default option on that component. Click the Hide Tree or Display Tree buttons to manage the display of the product tree.

See [Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,”](#) [Defining Promotions Management Options, page 17.](#)

## Selecting a Product or Promotion Group

There are two ways to select a product or promotional group to associate with this customer promotion:

- Click the product or promotion group in the product tree that appears in the upper region of the page. When you click the product or promotion group in the product tree, the system populates the Promotion Type and Promotion Group/Product fields in the Product Promotion Information group box.
- Select the promotion type and enter the promotion group or product in the Product Promotion Information group box.

## Product Promotion Information

<b>Promotion Type</b>	Select the type. Values are <i>Group</i> or <i>Product</i> .
<b>Promotion Group/Product</b>	If you select a promotion type of <i>Product</i> , then select the product in this field. If you select a promotion type of <i>Group</i> , then select the promotion group in this field.
<b>Price Details</b>	Click this link to display the Create Customer-Specific Promo - Product Prices page, where you can view the product and its price or the products that are in the promotion group, along with their prices.

---

**Note.** The Price Details link only appears if you have the level to promote products set to *Promo*. Otherwise, you define the product prices using the Create Customer-Specific Promo - Product Details page.

See [Chapter 7, “Defining Promotions,” Defining Product Details at the Merchandising Activity Level for the Customer Promotion, page 81.](#)

## Retailer Information

<b>Shelf Price</b>	Enter the price that a consumer would normally pay to purchase the product from the retailer. The system displays the currency that you defined in the Create Customer-Specific Promo - Promotion Details page.
	<b>Note.</b> If you previously defined a shelf price for a customer using the Customer Product List component, the system displays that shelf price on this page. The shelf price that appears for a promotion group is the weighted average of the shelf prices defined on the Customer Product List page for each individual product and the specified customer. The weights are defined for each product when you create the promotion group using the Product Tree component.
	See <a href="#">Chapter 5, “Setting Up PeopleSoft Promotions Management,” Defining Customer Product Lists, page 27.</a>
<b>Promo Price</b> (promotion price)	Enter the price a consumer normally pays to purchase the product from the retailer with the promotional discount applied.
<b>Discount %</b> (discount percent)	Enter the consumer’s discount percent for the product or promotion group.
<b>Base Units</b>	Enter the number of units of this product or the promotion group that this customer would typically order—in the specified time period—without the customer promotion. The system displays the equivalent UOM that you defined on the Promotions Options component. You can change this to the UOM in which you sell the product to the customer. This UOM is referred to as the promotion UOM.
<b>Incr Lift Pct</b> (incremental lift percent)	Enter the percentage increase over the base units that you expect to sell during the customer promotion.

<b>Participation %</b> (participation percent)	Enter the percentage of the customer's stores or locations that are to participate in this customer promotion.
<b>Calc. Ship Qty</b> (calculated ship quantity)	Displays the calculated ship quantity using the base units, incremental lift percent, and participation percent.
<b>Plan Ship Qty</b> (plan ship quantity)	Enter the quantity that you plan to ship for this promotion. If you do not enter a value, the system populates the field with the calculated ship quantity value.

---

**Note.** The Shelf Price, Promo Price, and Discount % fields work together. For example, when you enter a shelf price and a promotion price, the system calculates and displays the discount percent. When you enter a shelf price and discount percent, the system calculates and displays the promotion price.

---

## Calculating the Calculated Ship Quantity

The system uses base units, incremental lift percent, and participation percent to calculate the calculated ship quantity.

Consider the following example:

- Base units = 100
- Incremental lift percent = 10 percent
- Participation percent = 100 percent

The calculated ship quantity is 110.

Also, for example:

- Base units = 100
- Incremental lift percent = 10 percent
- Participation percent = 50 percent

The calculated ship quantity is 105.

In these examples, the participation percent affects only incremental lift quantity.

In the second example, a 10 percent incremental lift on 100 base units equals 10 units. A 50 percent participation percent on 10 units equals 5 incremental units. So, 100 base units plus 5 incremental units equals a calculated ship quantity of 105.

### See Also

[Chapter 7, “Defining Promotions,” Defining Product Prices for the Customer Promotion, page 74](#)

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Establishing Product Trees, page 32](#)

## Defining Product Prices for the Customer Promotion

Access the Create Customer-Specific Promo - Product Prices page.

---

**Note.** This page is only available if you have the Level to Promote Products field set to *Promo*. Otherwise, define product prices using the Create Customer-Specific Promo - Product Details page.

---

**Customer Product Prices**

**Customer ID:** 1000 **Alliance Group** [Simulate Pricing](#)

**Promotion Group/Product:** Group SLEEP Sleeping Bags

**Products**

Product ID	Price by IBU	Description	Send Price	Price	UOM
1 10036	Price by IBU	3 Season Mummy Bag, Regular	<input type="checkbox"/>	100.00	USD EA
2 10037	Price by IBU	3 Season Mummy Bag, Long	<input type="checkbox"/>	75.00	USD EA
3 10038	Price by IBU	Zone 2 Sleeping Bag, Regular	<input type="checkbox"/>	50.00	USD EA
4 10039	Price by IBU	Zone 2 Sleeping Bag, Long	<input type="checkbox"/>	50.00	USD EA

[Select All](#)  [Clear All](#)

#### Create Customer-Specific Promo - Product Prices page

If you access this page for a promotion group, *Group* appears in the Promotion Group/Product field. If you access this page for a product, *Product* appears in this field.

On this page, you can:

- Delete a product from the promotion group.
- Change the price of a product.

---

**Note.** If one or more price lists are set up for the product ID and customer being maintained, the minimum price appears by default in the Price field on this page.

- Perform price simulation for a product.

#### Simulate Pricing

Click this link to access the Simulator page. Use the Simulator page to calculate and review the price of a product. You can then use the calculated price to populate the Price field on the Product Price page.

**Price by IBU** (price by PeopleSoft Inventory business unit)

Click this link to access the Customer Product Price Inquiry page. Use this page to view the price of a product by PeopleSoft Inventory business unit. You can then select one of the prices that appear and populate the Price field on the Product Price page.

#### Send Price

Select this check box if you want the Pricing Load process to create a price list with these products and prices and then associate that price list with the price rule that it creates. When you use PeopleSoft Order Management to take a sales order for that product and customer, this is one of the product prices that could be used to determine the base price for the sales order.

If you do not select this check box, then no price list is created and PeopleSoft Order Management prices the product using an existing price list or other standard pricing logic.



Click the Select All button to mark the Send Price field for all products in the Products group box.



Click the Clear All button to clear the Send Price field for all products that were previously selected.

**Note.** You cannot add a product to the promotion group using this page. To add a product to the promotion group, access the Product Tree component, where you define the product tree, and make your changes to the promotion group there.

## See Also

[Chapter 8, “Pricing Promotions,” page 101](#)

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Establishing Product Trees, page 32](#)

*PeopleSoft Enterprise Pricer 8.8 PeopleBook, “Working With the Pricing Simulator”*

## Defining Merchandising Activities for the Customer Promotion

Access the Create Customer-Specific Promo - Merchandising Activities page.

Create Customer-Specific Promo - Merchandising Activities page (purchasing merchandising activity) (1 of 2)

Price Formulas							
Use For Metrics	Seq	*Low Quantity	Upper Quantity	Pct/Amnt	Discount		
1 <input checked="" type="checkbox"/>	1	1.0000	500.0000 EA	Amt <input type="button" value="▼"/>	1.0000	USD <input type="button" value="+"/> <input type="button" value="-"/>	
2 <input type="checkbox"/>	2	501.0000	9999999999.0000 EA	Amt <input type="button" value="▼"/>	1.5000	USD <input type="button" value="+"/> <input type="button" value="-"/>	

Funds							
Fund Code	Description	Amount	Percentage				
1 FND0000008	2004 - Discretionary	1000.00	USD	100.00	<input type="button" value="+"/> <input type="button" value="-"/>		

Comments:

[Return to Manage Promotions](#)

Create Customer-Specific Promo - Merchandising Activities page (purchasing merchandising activity) (2 of 2)

This section discusses how to:

- Define a purchasing merchandising activity.
- Define a consumption merchandising activity.

## Defining a Purchasing Merchandising Activity

To define a purchasing merchandising activity:

1. Select a merchandising type related to a purchasing merchandising activity.

When you select a merchandising type related to a purchasing merchandising activity, the fields in the Retailer Discounts group box become available.

2. (Optional) Select a merchandising subtype.

3. Select the product or product group that you want to associate with the merchandising activity.

If *Both* is the value for the Level to Promote Products field in the Promotions Options component, and you defined a product or promotion group at the promotion level, then that product or promotion group appears by default for the merchandising activity.

If *Both* or *Merch* are the values for the Level to Promote Products field in the Promotions Options component, select the promotion type and select the promotion group or product that you want to assign to the merchandising activity for the promotion by either using these fields individually or by navigating the product tree using the Product Tree link.

4. Enter the product details for the product or promotion group by clicking the Product Details link.

When you click this link the Product Details page appears. Enter the product detail information or review the product detail information for the product or promotion group that was previously defined at the promotion level or for another merchandising activity.

5. Review the planned ship quantity on the Create Customer-Specific Promo - Merchandising Activities page.

The system displays the planned ship quantity in the UOM that you defined on the Create Customer-Specific Promo - Product Details page.

6. Select the Payment Method for the promotion. The payment method that you enter here appears by default on all claims that you create for this merchandising activity.
7. (Optional) Select Alt Pay To Customer (alternate pay to customer) for the merchandising activity, if you selected *Check* or *Field Draft* as the payment method.

The alternate pay to customer functionality gives you the ability to pay different customers (vendors) for each of the different costs incurred for the promotion. For example, you might set up a promotion with your customer who is a distributor to have an end aisle display put up at their customer site—Jack and Jill’s store. When Jack and Jill’s store puts up the end aisle display with your product, you need to pay Jack and Jill’s store instead of the distributor.

8. Enter the overhead cost for this merchandising activity, if required.

Overhead costs are used to track a cost element against the customer promotion but are not paid to the customer on a promotional payment.

9. Select the adjustment type for this merchandising activity.

---

**Note.** If you select a lump sum adjustment type, you plan to pay your customer a set amount for performing the specified merchandising activity. In this case, there is no condition to purchase anything to qualify for the promotion discount. Enter the lump sum cost.

---

10. Review the options in the Promotion Limitations, Price Type, Price Action Type, and Cascading/Summed group boxes and make necessary changes.

The system displays the settings for the Price Type, Price Action Type, and Cascading/Summed group boxes that you defined in the Promotions Options component.

See [Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,”](#) [Defining Promotions Management Options, page 17.](#)

11. Enter the discount or the giveaway product information for this merchandising activity using the fields in the Price Formulas group box, if you select an *off-invoice* or *bill back* adjustment type.

**Use For Metrics**

Select this check box next to the discount information that you want the system to use when calculating the metrics information that appears on the Create Customer-Specific Promo - Metrics page.

**Low Quantity and Upper Quantity**

These fields appear if you select *Quantity* as the price type. Select the lower and upper quantity that must be met on a sales order to receive the discount.

**Low Amount and Upper Amount**

These fields appear if you select *Extended Price* as the price type. Select the lower amount and upper amount that must be met on a sales order to receive the discount.

**Pct/Amt (percent or amount)**

This field appears if you select *Discount* as the price action type. Select how you want to enter the discount for the product on the promotion by amount or by percentage.

**Discount**

This field appears if you select *Discount* as the price action type. Enter the amount or the percentage discount per unit.

**Giveaway Product, Giveaway Quantity, and Giveaway Product Price**

These fields appear if you select *Giveaway* as the price action type. Select the giveaway product, quantity, and the price for the product that you plan to give away for the promotion.

12. Select the fund information for this merchandising activity.

If *Both* is the value in the Level to Fund Promotions field in the Promotions Options component, and you defined fund information at the promotion level, then that fund information appears by default for the merchandising activity.

If *Both* or *Merch* are values in the Level to Fund Promotion field in the Promotions Options component, select the fund Code and the amount that you want to assign to the merchandising activity for the promotion.

---

**Note.** The total of all fund amounts for a merchandising activity must equal the merchandising cost that appears on the Create Customer-Specific Promo - Merchandising Activities page.

---

13. Review the merchandising cost for this purchasing merchandising activity.

**Merchandising Cost**

Off-invoice or bill back promotion:

$$\text{Merchandising Cost} = \text{Planned Ship Qty} * (\text{Discount amount or Giveaway Product Price}) + \text{Overhead Cost}$$

---

**Note.** The Discount amount or Giveaway Product Price is taken from the Price Formula where the Use for Metrics check box is selected.

---

Lump sum promotion:

$$\text{Merchandising Cost} = \text{Lump Sum Cost} + \text{Overhead Cost}$$

## Defining a Consumption Merchandising Activity

To define a consumption merchandising activity:

---

**Note.** Values that appear by default in fields discussed in this procedure are values that you entered on the Promotion Details page, unless otherwise noted.

---

1. Select a merchandising type related to a consumption merchandising activity.

When you select a merchandising type related to a consumption merchandising activity, the fields in the Forecasted Consumption Costs group box become available.

2. (Optional) Select a merchandising subtype.

3. Select the product or product group that you want to associate with the merchandising activity.

If *Both* is the value in the Level to Promote Products field in the Promotions Options component, and you defined a product or promotion group at the promotion level, then that product or promotion group appears by default for the merchandising activity.

If *Both* or *Merch* are values in the Level to Promote Products field in the Promotions Options component, select the promotion type and enter the promotion group or product that you want to assign to the merchandising activity for the promotion by either using these fields individually or by using the Product Tree link.

4. Enter the product details for the product or promotion group by clicking the Product Details link.

When you click this link the Product Details page appears. Enter the product detail information or review the product detail information for the product or promotion group that was previously defined at the promotion level or for another merchandising activity.

5. Review the planned ship quantity on the Create Customer-Specific Promo - Merchandising Activities page.

The system displays the planned ship quantity in the UOM that you defined on the Create Customer-Specific Promo - Product Details page.

6. Select the payment method for the promotion. The payment method that you enter here appears by default on all claims that you create for this merchandising activity.

7. (Optional) Select Alt Pay To Customer (alternate pay to customer) for the merchandising activity, if you have selected *Check* or *Field Draft* as the payment method.

The alternate pay to customer functionality gives you the ability to pay different customers (vendors) for each of the different costs incurred for the promotion. For example, you might create a consumption merchandising activity for a coupon that includes a unit handling and unit value amount. You must pay your customer for the unit value amounts that accumulate for this promotion and merchandising activity, but you may need to pay a coupon clearinghouse, instead of the customer, for the unit handling charges that are accumulated for this same promotion.

8. Enter the overhead cost for this merchandising activity, if required.

Overhead costs are used to track a cost element against the customer promotion, but are not paid to the customer on a promotional payment.

9. Enter the value of the offer in Unit Value.

For example, the unit value would be the value of the coupon discount, if you selected a coupon merchandising activity.

10. Enter either the redemption percent or the number of units redeemed.

The system displays a redemption percentage of *100* and units redeemed are equal to the plan ship quantity, until you enter a value in one of the fields. Then the system calculates and displays the field that you do not enter.

The redemption fields should reflect the anticipated number of coupons redeemed during the promotion. The system displays the per unit UOM that you defined on the Promotions Options component.

11. Enter the per unit cost of running this merchandising activity in the Unit Handling Cost field.

For example, the manufacturer might pay a per unit charge to a coupon clearinghouse for running a particular coupon.

12. Enter the coupon code, if applicable.

13. Enter the start date for this consumption merchandising activity.

14. Enter the number of weeks in Perform Weeks field that the activity is to run.

15. Review the variable costs.

The system calculates and displays the variable costs for the merchandising activity, as follows:

Variable Cost = (Unit Value \* Units Redeemed) + (Unit Handling Cost \* Units Redeemed)

16. Enter any additional charges for the merchandising activity in the Insertion Costs field.

For example, this might be the manufacturer's cost for installing a coupon holder in the retailer's store.

17. Select the fund information for this merchandising activity.

If *Both* is the value in the Level to Fund Promotions field in the Promotions Options component, and you defined fund information at the promotion level, then that fund information appears by default for the merchandising activity.

If *Both* or *Merch* are values in the Level to Fund Promotion field in the Promotions Options component, select the fund Code and amount that you want to assign to the merchandising activity for the promotion.

---

**Note.** The total of all fund amounts for a merchandising activity must equal the merchandising cost that appears on the Create Customer-Specific Promo - Merchandising Activities page.

---

18. Review the merchandising cost for this consumption merchandising activity:

Merchandising Cost = Variable Costs + Insertion Costs + Overhead Cost

## See Also

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17](#)

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Defining Merchandising Types, page 39](#)

[Chapter 5, “Setting Up PeopleSoft Promotions Management,” Defining Merchandising Subtypes, page 39](#)

## Defining Product Details at the Merchandising Activity Level for the Customer Promotion

Access the Create Customer-Specific Promo - Product Details page.

Create Customer-Specific Promo - Product Details (1 of 2)

**Promotion Group Details**

Promotional Group: SLEEP	Sleeping Bags	<input checked="" type="checkbox"/> Protect Product Details																																
<b>Retailer Information</b>		<b>Ship Quantity Calculations</b>																																
Shelf Price: 350.00000	USD	Base Units: 500.00000 UOM: EA																																
Promo Price: 250.00000		Incr Lift Pct: 100.0																																
Discount%: 28.57		Participation %: 100.0																																
		Calc. Ship Qty: 1000.00000																																
		Plan Ship Qty: 1000.00000																																
<a href="#">Customize</a> <a href="#">Find</a> <a href="#">View All</a> <a href="#">First</a> <a href="#">1 of 1</a> <a href="#">Last</a>																																		
<b>Promotion Group Products</b> <table border="1"> <thead> <tr> <th>Product ID</th> <th>Price by IBU</th> <th>Description</th> <th>Send Price</th> <th>Price</th> <th>UOM</th> <th>Protect Details</th> <th>Weighting</th> </tr> </thead> <tbody> <tr> <td>1 10036</td> <td>Price by IBU</td> <td>3 Season Mummy Bag, Regular</td> <td><input type="checkbox"/></td> <td>100.0000</td> <td>USD EA</td> <td><input type="checkbox"/></td> <td>1.00</td> </tr> <tr> <td>2 10037</td> <td>Price by IBU</td> <td>3 Season Mummy Bag, Long</td> <td><input type="checkbox"/></td> <td>75.0000</td> <td>USD EA</td> <td><input type="checkbox"/></td> <td>1.00</td> </tr> <tr> <td>3 10038</td> <td>Price by IBU</td> <td>Zone 2 Sleeping Bag, Regular</td> <td><input type="checkbox"/></td> <td>50.0000</td> <td>USD EA</td> <td><input type="checkbox"/></td> <td>1.00</td> </tr> </tbody> </table>			Product ID	Price by IBU	Description	Send Price	Price	UOM	Protect Details	Weighting	1 10036	Price by IBU	3 Season Mummy Bag, Regular	<input type="checkbox"/>	100.0000	USD EA	<input type="checkbox"/>	1.00	2 10037	Price by IBU	3 Season Mummy Bag, Long	<input type="checkbox"/>	75.0000	USD EA	<input type="checkbox"/>	1.00	3 10038	Price by IBU	Zone 2 Sleeping Bag, Regular	<input type="checkbox"/>	50.0000	USD EA	<input type="checkbox"/>	1.00
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<a href="#">Select All</a> <a href="#">Clear All</a>																																		

#### Create Customer-Specific Promo - Product Details (2 of 2)

This page functions basically the same as the Create Customer-Specific - Products and Create Customer-Specific Product Prices page.

When this page initially appears, either the Product Details or Promotion Group Details group box expands, depending on whether there is a product or promotion group associated with the merchandising activity from which you transferred. For example, if you define a merchandising activity associated with a promotion group, when you transfer to this page the Promotion Group Details group box expands (showing you all the products in the promotion group) and the Product Details group box is collapsed. Expand both the Product Details and Promotion Group Details group boxes to view all the product detail information for the promotion.

To make it easier to define retailer information and ship quantity calculations for a promotion group, you can define these values in the Promotion Group Details group box. The system distributes the promotion group values among each of the individual products that make up the promotion group based on the product's weighting value. The details for each of the individual products are updated in the Product Details group box. Any maintenance of the products that belong to a promotion group can be performed in either the Product Details or Promotion Group Details group box.

**Note.** If a product is defined on a promotion and the same product is defined as part of a promotion group for the same promotion, you must evaluate the overall impact of defining multiple merchandising activities on the retailer information and ship quantity calculations for that specific product. The system always uses the calculations defined in the Product Details group box to analyze the promotion; make sure that the information is defined correctly for the product in that group box. The information that you define in the Promotion Group Details group box is only used as a basis to calculate the information for the individual products that make up the promotion group and is used to update the information in the Product Details group box.

#### Protect Product Details

Select this check box if you do not want the product detail information to change on this page if you modify the product information on the Create Customer-Specific Promo - Products or Product Prices pages or if you do not want modifications made to the promotion group on this page to affect the individual product details on this page.

## Weighting

The weighting information for a product appears by default from the product tree, but you can change this information. The Weighting field defines how much you sell of one particular product in the promotion group in relation to the other products in the group.

## See Also

[Chapter 7, “Defining Promotions,” Defining the Products for the Customer Promotion, page 71](#)

[Chapter 7, “Defining Promotions,” Defining Product Prices for the Customer Promotion, page 74](#)

## Defining the Funds for the Customer Promotion

Access the Create Customer-Specific Promo - Funds page.

**Note.** This page is only available if you have the Level to Fund Promotion field set to *Both* or *Promo*.

Promotion Details | Products | Merchandising Activities | **Funds** | Metrics

**SetID:** SHARE    **Promotion Code:** PRO0000007    [Calendar](#)

**Description:** Mid Year Promotion

**Customers**

<b>Customer ID:</b>	1000	Alliance Group
<b>Total Promotion Costs:</b>	1,000.00	USD

**Funds**

<b>Fund Code:</b>	FND00000008	<input type="button" value="Find"/>	2004 - Discretionary	<input type="button" value="+"/> <input type="button" value="-"/>
<b>Amount:</b>	1000.00	USD	<b>Percentage:</b>	100.00

[Return to Manage Promotions](#)

Create Customer-Specific Promo - Funds page

You must select a fund code and amount to determine which funds cover the promotional costs for all your merchandising activities.

If *Both* is the value in the Level to Fund Promotions field in the Promotions Options component, and you defined fund information on this page, then the fund information appears by default for each merchandising activity that you define for the promotion.

The system displays the base currency that you defined in the Promotions Options component and calculates the percentage of the merchandising costs allocated to the selected fund code. If you select one fund, the percentage is *100*. If you select two or more funds, the system divides the amount by the total funded amount, multiplies the total by 100, and then displays the result. Checkbook processing uses this percentage to distribute the discount expenses to each fund that you select.

---

**Note.** The total fund amounts and the total promotion costs must be equal.

---

## See Also

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,”](#)  
[Defining Promotions Management Options, page 17](#)

## Viewing Metrics Associated With the Customer Promotion

Access the Create Customer-Specific Promo - Metrics page.

Promotion Details	Products	Merchandising Activities	Funds	Metrics																																																			
SetID: SHARE	Promotion Code: PR00000007	<a href="#">Calendar</a>																																																					
Description: Mid Year Promotion																																																							
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Create Customer-Specific Promo - Metrics page (1 of 2)

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[Return to Manage Promotions](#)

Create Customer-Specific Promo - Metrics page (2 of 2)

## Customer Metrics

The system calculates and displays all the fields on this page from other information that is associated with the customer promotion:

- The system uses the values that you defined in the Create Customer-Specific Promo - Merchandising Activities and Product Details pages to calculate the values that appear in the Variable Costs and Fixed Costs group boxes.
- The system displays the quantities associated with the customer promotion that you defined on the Create Customer-Specific Promo - Product Details page in the Forecasted Consumption group box.

The promotion quantities are converted to the equivalent UOM and then to the per unit UOM. The customer promotion defines the promotion UOM, and the Promotions Options component defines the equivalent UOM and per unit UOM.

**Currency Code** Displays the promotion currency for the values that appear on this page.

### Variable Costs - Consumption Costs

<b>Redemption Costs</b>	Displays the total redemption cost for all the consumption merchandising activities for the customer promotion.  Unit Value * Units Redeemed
<b>Handling Costs</b>	Displays the total handling cost for all the consumption merchandising activities for the customer promotion.  Unit Handling Cost * Units Redeemed
<b>Total Cost</b>	Displays the total of all the consumption costs for the customer promotion.  Redemption Costs + Handling Costs

### Variable Costs - Pricing Discounts

<b>List Price (Unit Price)</b>	Displays the weighted average unit price of all product prices associated with the customer promotion defined in the promotion unit of measure.
<b>List Price (Extended Price)</b>	Displays the extended list price for the customer promotion.  List Price (Unit Price) * Planned Ship Qty (total for all products)
<b>Off-Invoice (Unit Price)</b>	Displays the sum of all off-invoice discounts for the customer promotion.
<b>Off-Invoice (Extended Price)</b>	Displays the extended off-invoice price for the customer promotion.  Off Invoice (Unit Price) * Planned Ship Qty
<b>Bill Back (Unit Price)</b>	Displays the sum of all bill back discounts associated with the customer promotion.
<b>Bill Back (Extended Price)</b>	Displays the extended bill back price for the customer promotion.  Bill Back (Unit Price) * Planned Ship Qty
<b>Total Discount (Unit Price)</b>	Displays the sum of all the discounts for the customer promotion.  Off-Invoice (Unit Price) + Bill Back (Unit Price)
<b>Total Discount (Extended Price)</b>	Displays the extended total discount for the customer promotion.  Off-Invoice (Extended Price) + Bill Back (Extended Price)

<b>Net Price (Unit Price)</b>	Displays the net price for all products associated with the customer promotion. List Price (Unit Price) – Total Discount (Unit Price)
<b>Net Price (Extended Price)</b>	Displays the extended net price for the customer promotion. List Price (Extended Price) – Total Discount (Extended Price)

## Giveaway Costs

<b>Giveaway Price (Unit Price)</b>	Displays the weighted average giveaway unit price for all giveaway products associated with the customer promotion.
<b>Giveaway Price (Extended Price)</b>	Displays the extended giveaway price for the customer promotion. Giveaway Price (Unit Price) * Planned Ship Qty

## Variable Costs

<b>Total Variable Cost</b>	Displays the total of all variable costs for the customer promotion. Total Discount (Extended Price) + Total (consumption) Cost
----------------------------	--

## Forecasted Consumption

<b>Base Qty (Promotion)</b> (base quantity [promotion])	Displays the total base units for the customer promotion in the customer promotion UOM. This is the number of units that you typically ship to the customer without a promotion.
<b>Base Qty (Equivalent)</b> (base quantity [equivalent])	Displays the total base units for the customer promotion in the equivalent UOM that you defined in the Promotions Options component.
<b>Base Qty (Per Unit)</b> (base quantity [per unit])	Displays the total base units for the customer promotion in the per unit UOM that you defined in the Promotions Options component.
<b>Incremental Qty (Promotion)</b> (incremental quantity [promotion])	Displays the total incremental quantity for the customer promotion in the customer promotion UOM. This is the additional quantity that you expect to ship to the customer during the promotion.
<b>Incremental Qty (Equivalent)</b> (incremental quantity [equivalent])	Displays the total incremental quantity for the customer promotion in the equivalent UOM that you defined in the Promotions Options component.
<b>Incremental Qty (Per Unit)</b> (incremental quantity [per unit])	Displays the total incremental quantity for the customer promotion in the per unit UOM that you defined in the Promotions Options component.
<b>Consumption Qty (Promotion)</b> (consumption quantity [promotion])	Displays the consumption quantity (Calc. Ship Qty field on the Product Details page) for the customer promotion in the customer promotion UOM. This is the total quantity that you expect to ship to the customer during the promotion.
<b>Consumption Qty (Equivalent)</b> (consumption quantity [equivalent])	Displays the consumption quantity for the customer promotion in the equivalent UOM that you defined in the Promotions Options component.

**Consumption Qty (Per Unit)** (consumption quantity [per unit])

Displays the consumption quantity for the customer promotion in the per unit UOM that you defined in the Promotions Options component.

**Shipped Qty (Promotion)** (shipped quantity [promotion])

Displays the shipped quantity (Plan Ship Qty field on the Product Details page) for the customer promotion in the customer promotion UOM.

**Shipped Qty (Equivalent)** (shipped quantity [equivalent])

Displays the shipped quantity for the customer promotion in the equivalent UOM that you defined in the Promotions Options component.

**Shipped Qty (Per Unit)** (shipped quantity [per unit])

Displays the shipped quantity for the customer promotion in the per unit UOM that you defined in the Promotions Options component.

## Fixed Costs

**Insertion Costs**

Displays the sum of all insertion costs associated with consumption merchandising activities for the customer promotion.

**Lump Sum Costs**

Displays the sum of all lump sum costs associated with purchasing merchandising activities for the customer promotion.

**Overhead Costs**

Displays the sum of all overhead costs associated with the merchandising activities for the customer promotion.

**Total Fixed Costs**

Displays the total fixed costs associated with the merchandising activities for the customer promotion.

Insertion Costs + Lump Sum Costs + Overhead Costs

## Promotion Totals

**Sales**

Displays the total gross sales for the customer promotion. This value equals the value for list price (extended price).

List Price (Unit Price) \* Shipped Qty (Promotion)

**Incremental Sales**

Displays the total of incremental gross sales for the customer promotion.

List Price (Unit Price) \* Incremental Qty (Promotion)

**Promotion Costs**

Displays the total promotion costs for the customer promotion.

Total Variable Cost + Total Fixed Costs

**Cost Per Shipped Qty** (cost per shipped quantity)

Displays the unit cost for the shipped quantity.

Promotion Costs / Shipped Qty (promotion)

**Cost Per Incr. Ship Qty** (cost per incremental shipped quantity)

Displays the unit cost for the shipped incremental quantity.

Promotion Costs / Incremental Qty (promotion)

**Contribution**

Displays the planned net sales for running the customer promotion.

Sales – Promotion Costs

<b>Inc. Contribution</b> (incremental contribution)	Displays the additional planned net sales that results from running the promotion, based on incremental sales.  Incremental Sales – Promotion Costs
<b>Margin</b>	Displays the profit margin that the manufacturer makes from the customer promotion, based on promotional costs only.  $(\text{Contribution} / \text{Sales}) * 100$
<b>Incremental Margin</b>	Displays the profit margin that the manufacturer makes on the additional sales as a result of the promotion, based on promotional costs only.  $(\text{Incr. Contribution} / \text{Incremental Sales}) * 100$

## Setting Up and Running the Promotion Contract Report

Access the Promotion Contract report page.

See [Appendix A, “PeopleSoft Promotions Management Reports.” TDC1000 - Promotion Contract Report, page 152.](#)

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## Copying Customer Promotions

This section discusses how to:

- Copy a customer promotion in batch mode.
- Copy customer-specific promotion information in real-time mode.

## Pages Used to Copy Customer Promotions

Page Name	Object Name	Navigation	Usage
Copy Promotions	TD_PRM_COPY	Promotions, Manage Promotions, Copy Customer Promotions, Copy Promotions	Copy one or more existing customer promotions to create your new customer promotion. Use this page to run the Copy Customer Promotions Application Engine process (TD_CPY_PROMO).
Copy From	TD_COPYFROM_POP	Click the Copy From Promotion link on the Copy Promotions page.	Specify an existing customer promotion and the type of promotion information that you want to copy.
Promotion Copy	TD_PRM_COPY2	Click the Copy link on the Create Customer-Specific Promo - Promotion Details page.	Copy customer-specific promotion information from an existing customer promotion to a new customer promotion in a real-time mode. This option is available only in Add mode.

## Copying a Customer Promotion in Batch Mode

Access the Copy Promotions page.

Copy Promotions

Run Control ID: COPY Report Manager Process Monitor Run

**New Promotion**

\*SetID:

\*Promotion Code:

\*Description:

Create Multiple Customer Promo

Copy From Promotion

**Copy Request**

Customize   Find   View All   <input type="button" value="First"/> 1 of 1 <input type="button" value="Last"/>							
*From Promotion	*From Cust ID	*To Cust ID	Details	Merch Activities	Products	Funds	Use For Multiple Defaults
PR00000007 <input type="button" value=""/>	1000 <input type="button" value=""/>	1000 <input type="button" value=""/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Copy Promotions page

To copy one or more existing customer promotions to a new customer promotion in batch mode:

1. Select the setID, and enter the promotion code and promotion description in the New Promotion group box for the new promotion that you are creating.
2. Identify whether you are creating a single customer or multiple customer promotion.

Select the Create Multiple Customer Promo check box if you are going to associate multiple customers with one promotion. This check box appears selected by default. In addition, the Use For Multiple Defaults column appears in the Copy Request group box when you select this option.

Clear the Create Multiple Customer Promo check box if you are going to associate a single customer with this new promotion.

3. Select the existing single or multiple customer promotion that you want to copy.

There are two methods for selecting the existing promotion:

- Click the Copy From Promotion link in the New Promotion group box. When you click this link, the Copy From page appears. Select the existing customer promotion and the type of data (details, funds, merchandising activities, and products) that you want to copy, and then click the OK button. After you click the OK button, the system automatically populates the fields in the Copy Request group box on the Copy Promotions page.
- Select the existing customer promotion and associated information directly in the Copy Request group box on the Copy Promotions page.

4. Select the type of promotion information that you would like to copy.

You can copy promotion details, fund information, merchandising activities, and products from the existing promotion information or just a subset of that information.

When you select these check boxes using the Copy From page, the system automatically selects those check boxes next to each customer in the Copy Request group box on the Copy Promotions page. You can clear or select these check boxes for each set of copy information that you request.

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**Note.** The system does not copy product prices from one customer promotion to another because they need to be relevant to the customer and the current effective date. The Copy Customer Promotions process determines a price for each product defined on the new customer promotion if a valid price list exists for the customer and product being defined, but it does not copy the price from an existing customer promotion.

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5. Select the Use for Multiple Defaults check box in the Copy Request group box to determine what set of data is to be defined for all customers on the new multiple customer promotion.  
Select only one set of copy information for the multiple customer default information.
6. Verify that the copy information is correct, and then click the Run button to run the Copy Customer Promotions Application Engine process ( TD\_CPY\_PROMO ).
7. Define the rest of the customer promotion information or modify the copied information using the Create Customer-Specific Promo component or the Create Multiple Customer Promo component.

## See Also

[Chapter 7, “Defining Promotions,” Maintaining Customer Promotions, page 65](#)

## Copying Customer-Specific Promotion Information in Real-Time Mode

Access the Promotion Copy page.

**Copy From**

**From SetId:** SHARE

**Promotion Code:**

**From Customer ID:**

**Promotion Details**  **Products**  **Merch Activities**  **Funds**

**Copy To**

**To Setid:** SHARE

**To Promotion Code:** NEXT

**To Customer ID:** 1000 Alliance Group

OK Cancel

Promotion Copy page

To copy an existing promotion:

1. Access the Create Customer-Specific Promo - Promotion Details page in Add mode.
2. Click the Copy link next to the customer on the Create Customer-Specific Promo - Promotion Details page.

The Promotion Copy page appears. The new customer promotion information appears by default in the Copy To group box.

3. In the Promotion Code field in the Copy From group box, select the existing customer promotion from which you want to copy the information.
4. In the From Customer ID field, select the customer from which you want to copy the information.
5. Select the promotion information that you want to copy from the customer that you specified.

You can copy promotion details, products, merchandising activities, and fund information from the existing customer.

---

**Note.** The system doesn't copy product prices from an existing customer promotion, because they must be relevant to the customer and the current effective date. However, it will default a price to each product defined on the new customer promotion if a valid price list exists for the customer and product being added.

6. Verify the copy information, and then click the OK button to perform the copy.

The Create Customer-Specific Promo - Promotion Details page appears with the copied information.

7. Define the rest of the customer promotion information or modify the copied information using the Create Customer- Specific Promo component.

## See Also

[Chapter 7, “Defining Promotions,” Maintaining Customer Promotions, page 65](#)

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## Performing Mass Maintenance on Promotions

This section provides an overview of mass maintenance and discusses how to:

- Define the details for the customer promotion.
- Define the products for the customer promotion.
- Define the customers offered the promotion.
- Define the merchandising activities for the customer promotion.
- Define the product details for the customer promotion.
- Define the funds for the customer promotion.
- View promotion group details.

### See Also

[Chapter 7, “Defining Promotions,” Maintaining Customer Promotions, page 65](#)

## Understanding Mass Maintenance

Use the Create Multiple Customer Promo (create multiple customer promotions) component to define a promotion that you want to associate with multiple customers at once. Using the Create Multiple Customer Promo component, you define the same overall information associated with a customer promotion to multiple customers. Then, change certain details for the promotion associated with a particular customer by using the Create Customer-Specific Promo component.

In addition, information that you view on the Create Customer-Specific Promo pages reflects changes that you make using the Create Multiple Customer Promo pages. There is an option to set (protect promotion) on the Create Customer-Specific Promo - Promotion Details page that prevents changes that you make using the Create Multiple Customer Promo pages to affect a specific customer’s promotion information.

## Pages Used to Perform Mass Maintenance on Promotions

Page Name	Object Name	Navigation	Usage
Create Multiple Customer Promo - Details	TD_PROMO_MAIN	Promotions, Manage Promotions, Create Multiple Customer Promo, Details	Define the general overall information to associate with the customer promotion.
Create Multiple Customer Promo - Products	TD_PROMO_PROD	Promotions, Manage Promotions, Create Multiple Customer Promo, Products	Define the product or promotion group to associate with the customer promotion.  <b>Note.</b> This page is available if the value of the Level to Promote Products field is <i>Promo</i> or <i>Both</i> .
Create Multiple Customer Promo - Customers	TD_PROMO_CUST	Promotions, Manage Promotions, Create Multiple Customer Promo, Customers	Select the customers to associate with this customer promotion.
Create Multiple Customer Promo - Merchandising Activities	TD_PROMO_MERCH	Promotions, Manage Promotions, Create Multiple Customer Promo, Merchandising Activities	Define purchasing and consumption merchandising activities to associate with the customer promotion.
Create Multiple Customer Promo - Product Details	TD_PROMO_PROD_MDTL	Click the Product Details link on the Create Multiple Customer Promo - Merchandising Activities page.	Define the product details for each product defined for the customer promotion.
Create Multiple Customer Promo - Funds	TD_PROMO_FUND	Promotions, Manage Promotions, Create Multiple Customer Promo, Funds	Define the funds to use for the promotion costs associated with the customer promotion.  <b>Note.</b> This page is available if the value of the Level to Fund Promotions field is <i>Promo</i> or <i>Both</i> .
Create Multiple Customer Promo - Promotion Group Details	TD_PROMO_GP_OVRIDE	Click the Details link next to the promotion group on the Create Multiple Customer Promo - Products page.	View the products that are in the promotion group.  <b>Note.</b> This page is available if the value of the Level to Promote Products field is <i>Promo</i> or <i>Both</i> and the promotion type is <i>Group</i> .

## Defining the Details for the Customer Promotion

Access the Create Multiple Customer Promo - Details page.

This page functions in the same way as the Create Customer-Specific Promo - Promotion Details page. The only difference is that the customer ID and the customer description fields are not on this page.

**See Also**

[Chapter 7, “Defining Promotions,” Defining Promotion Details for the Customer Promotion, page 70](#)

## Defining the Products for the Customer Promotion

Access the Create Multiple Customer Promo - Products page.

This page functions the same way as the Create Customer-Specific Promo - Products page. The only difference is that the customer ID and the customer description fields are not on this page.

**See Also**

[Chapter 7, “Defining Promotions,” Defining the Products for the Customer Promotion, page 71](#)

## Defining the Customers Offered the Promotion

Access the Create Multiple Customer Promo - Customers page.

### Selecting Customers

To select a customer to associate with your customer promotion, you can:

- Click the customer or node in the customer tree.

When you click a node, the system automatically selects everything under that node, and the customers that you select appear in the Customers group box.

- Select the customers that you want to associate with the customer promotion by selecting the customer using the Customer ID field.

### Customers

**Action**

Select an action for the customer. When you select an action, the system takes you to the Create Customer-Specific Promo component where you can maintain the data specific to the customer next to the action field. The value that you select determines the page that appears next. Values are:

- Funds:* Displays the Create Customer-Specific Promo - Funds page.
- Merchandising Activities:* Displays the Create Customer-Specific Promo - Merchandising Activities page.
- Metrics:* Displays the Create Customer-Specific Promo - Metrics page.
- Products:* Displays the Create Customer-Specific Promo - Products page.
- Promotion Details:* Displays the Create Customer-Specific Promo - Promotion Details page.

**See Also**

[Chapter 7, “Defining Promotions,” Maintaining Customer Promotions, page 65](#)

## Defining Merchandising Activities for the Customer Promotion

Access the Create Multiple Customer Promo - Merchandising Activities page.

This page functions the same way as the Create Customer-Specific Promo - Merchandising Activities page. The only difference is that the customer ID and description fields are not on this page.

### See Also

[Chapter 7, “Defining Promotions,” Defining Merchandising Activities for the Customer Promotion, page 76](#)

## Defining the Product Details for the Customer Promotion

Access the Create Multiple Customer Promo - Product Details page.

This page functions the same way as the Create Customer-Specific Promo - Product Details page. The only difference is that the customer ID and description fields are not on this page.

### See Also

[Chapter 7, “Defining Promotions,” Defining Product Details at the Merchandising Activity Level for the Customer Promotion, page 81](#)

## Defining the Funds for the Customer Promotion

Access the Create Multiple Customer Promo - Funds page.

This page functions the same way as the Create Customer-Specific Promo - Funds page. The only difference is that the customer ID and description fields are not on this page.

### See Also

[Chapter 7, “Defining Promotions,” Defining the Funds for the Customer Promotion, page 83](#)

## Viewing Promotion Group Details

Access the Create Multiple Customer Promo - Promotion Group Details page.

This page functions the same way as the Create Customer-Specific Promo - Product Prices page. The differences are the customer ID and description fields are not on this page and you cannot enter product prices.

### See Also

[Chapter 7, “Defining Promotions,” Defining Product Prices for the Customer Promotion, page 74](#)

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## Viewing the Promotion Calendar

This section discusses how to view the promotion calendar.

## Page Used to View the Promotion Calendar

Page Name	Object Name	Navigation	Usage
Promotion Calendar (inquiry)	TD_PROMO_CALENDAR	<ul style="list-style-type: none"> <li>Promotions, Manage Promotions, Review Promotion Information, Promotion Calendar</li> <li>Click the Calendar link on the Create Customer-Specific Promo component, Create Multiple Customer Promo component, or Create National Allowance component.</li> </ul>	View all customer promotions and national allowances for a specific customer and time frame.

## Viewing the Promotion Calendar

Access the Promotion Calendar inquiry page.

Promotion Calendar

Search Criteria

\*SetID:  SHARE

\*Customer ID:

\*Start Date:

\*End Date:

**Promotions**

	Description	Status	First Order Date	Last Order Date	First Scheduled Ship Date	Last Scheduled Ship Date	First Delivery Date	Last Delivery Date	First Performance Date	Last Performance Date
1	National Rebate	Approved	01/27/2003	02/12/2003	01/28/2003	02/13/2003	01/29/2003	02/14/2003	02/12/2003	02/17/2003
2	President's Day Special	Customer Approved	01/27/2003	02/12/2003	01/28/2003	02/13/2003	01/29/2003	02/14/2003	02/12/2003	02/17/2003

Customize | Find | View All | First 1-2 of 2

**January 2003**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----

**February 2003**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----

Promotion Calendar inquiry page

### Search Criteria

#### Search

Click this link to view the national allowances and customer promotions associated with the selection criteria that you entered.

### Promotions

The system lists all the promotions that meet your selection criteria and assigns a color bar to each customer promotion and two vertical bars for each national allowance.

#### Description

When you click the Promotion Description link either the National Allowances inquiry component or the Customer Promotions inquiry component appears depending on the type of promotion.

Using either of these components, you can view the details for the specific promotion.

### Calendar

This section displays information about customer promotions and national allowances using a calendar format. The system marks the timeframe for the promotion with either the colored bars or colored vertical bars it assigned. The bars start with the first order date for the promotion and end with the last performance date for the promotion.

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## Maintaining Consumption Actuals

This section discusses how to define consumption actuals.

### Page Used to Maintain Consumption Actuals

Page Name	Object Name	Navigation	Usage
Actual Unit Consumption	TD_ACTUAL_CONSUMPT	Promotions, Payments, Specify Consumption Actuals, Actual Unit Consumption	Enter incurred and actual units redeemed for a consumption merchandising activity. By entering this information you can monitor and track consumption merchandising activity associated with a customer promotion.

## Defining Consumption Actuals

Access the Actual Unit Consumption page.

### Incurred Units Redeemed

Enter the number of incurred units redeemed for the consumption merchandising activity. The incurred units redeemed is used to generate general ledger accrual transactions for incurred liability during the Accrual and Financial Update process. The incurred units redeemed is not used to authorize promotional payments during the Accrual and Financial Update process.

### Actual Units Redeemed

Enter the number of actual units redeemed for the consumption merchandising activity. The system populates the value that you enter for actual units redeemed into the incurred units redeemed field.

The actual units redeemed is used to determine the authorization amount for promotional payments during the Accrual and Financial Update process. In addition, the actual units redeemed is used to calculate the Unit Value and Unit Handling amounts that are displayed on the Payment Authorization page.

## See Also

[Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145](#)

[Chapter 10, “Maintaining Checkbooks,” page 121](#)

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# Generating the Promotion Forecast Report

This section provides an overview of the PeopleSoft Demand Planning integration and discusses how to generate the Promotion Forecast report.

## Understanding PeopleSoft Demand Planning Integration

It's imperative that you plan your product demand for promotional activities. The Promotion Forecast report provides the tool necessary to sync PeopleSoft Demand Planning events with promotional activities that you create in PeopleSoft Promotions Management.

Using the Promotion Forecast report, you can view a product's *planned* promotional activity for customer promotions in a status of planned, approved, or planned and approved for a particular time frame and forecaster.

PeopleSoft Demand Planning operators can use this report to make the appropriate PeopleSoft Demand Planning event entries to assist them in their planning.

## Page Used to Generate the Promotion Forecast Report

Page Name	Object Name	Navigation	Usage
Promo Forecast	RUN_TDS1000	Promotions, Manage Promotions, Reports, Promotion Forecast, Promo Forecast	Set up control parameters and generate the Promotion Forecast SQR report (TDS1000).

## Generating the Promotion Forecast Report

Access the Promo Forecast page.

### Forecaster

If you enter a value in this field, the Promotion Forecast report only reports items that are forecasted by the selected forecaster in any PeopleSoft Inventory business unit.

### Date Option

Select the date option that you want to use to generate data for the report. Values are:

- Order: The report only selects promotions with order dates that are valid at any time during the selected from date and to date.
- Scheduled Ship: The report only selects promotions with scheduled ship dates that are valid at any time during the selected from date and to date.
- Requested Arrival: The report only selects promotions with requested arrival dates that are valid at any time during the selected from date and to date.

**Promotion Status**

Select the status that you want to use to generate data for the report. Values are:

- *Approved Promotions Only*: The report only selects promotions with a status of Customer Approved (CA).
- *Planned & Approved Promotions*: The report selects promotions with a status of Planned (PL), Released (RL), Pending Approval (PA), Manager Approved (MA), and Customer Approved (CA).
- *Planned Promotions Only*: The report only selects promotions with a status of Planned (PL), Released (RL), Pending Approval (PA), and Manager Approved (MA).

**Report Quantity**

Select the type of quantity that you want to appear on the report. Values are:

- *Plan Qty*: Plan ship quantity is the planned ship quantity that you entered on the promotion. The system calculates the lift quantity and percent by subtracting the base units that you entered on the promotion from the planned ship quantity. You can override the planned ship quantity on the promotion, and this option captures the override. If the promotion is for a promotion group instead of an individual product, all quantities are weighted according to the weights defined on the Create Customer-Specific Promo - Product Details page.
- *Target Qty*: Plan ship quantity is the calculated ship quantity calculated on the promotion. The system calculates the calculated ship quantity by multiplying the base units that you entered on the promotion by the incremental lift percentage and by the participation percentage, which you defined on the promotion. The system does not look at the planned shipped quantity that was entered for the promotion. If the promotion is for a promotion group instead of an individual product, all quantities are weighted according to the weights defined on the Create Customer-Specific Promo - Product Prices page.

**Sort Option**

Select the sort option for the report. Values are:

- *Cust Group*: (customer group) The report is sorted by customer group.
- *Customer*: The report is sorted by customer.
- *Item ID*: The report is sorted by item ID. With this option the system prints a total lift quantity for each item before printing the next item.
- *Product Group*: The report is sorted by product group.
- *Product ID*: The report is sorted by product ID. With this option the system prints a total lift quantity for each product before printing the next product.

**See Also**

[Appendix A, “PeopleSoft Promotions Management Reports,” TDS1000 - Promotion Forecast Report, page 154](#)

*PeopleSoft Demand Planning PeopleBook*



# CHAPTER 8

## Pricing Promotions

This chapter provides an overview of pricing promotions and discusses how to:

- Create price rules.
- View price rules for a promotion.
- Apply promotional discounts during order entry.

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### Understanding Pricing Promotions

After creating promotions in PeopleSoft Promotions Management, run the Promotions Management Pricing Load process (TD\_LOADPRC) to move promotional discounts into the PeopleSoft Enterprise Pricer by creating price rules. Price rules define the parameters for the price adjustments that are applied to an order line during order entry.

PeopleSoft Promotions Management only passes the promotion discount information to the PeopleSoft Enterprise Pricer if the status of the national allowance is approved or the status of the customer promotion is customer approved.

In addition, you can have the Promotions Management Pricing Load process create a price list for the products that are on a customer promotion and associate that price list with the price rule that it creates by selecting the Send Prices check boxes on the Create Customer-Specific Promo - Product Details page.

You can place an indicator (Stop Processing Here) on the last price rule that is created for the promotion to stop applying discounts during sales order entry if the system finds a match with this particular price rule that is created from PeopleSoft Promotions Management. Do this by selecting the Stop Applying Discounts check box on the Create National Allowance - Details, Create Customer-Specific Promo - Promotion Details, or the Create Multiple Customer Promo - Details pages. This indicator prevents you from giving customers double discounts for the same products if they are associated with multiple promotions or price rules.

The Promotions Management Pricing Load process interfaces all promotions with off-invoice and bill-back adjustment types to the PeopleSoft Enterprise Pricer pricing routines and translates the allowances into discounts that are received during order entry. Off-invoice discounts are automatically applied during order entry using price rules that are created through the Pricing Load process. Bill back discounts are also automatically applied during order entry, but no changes are made to the base price. Both types of discounts create price adjustments that appear on the Price Detail page when applied to a sales order line. PeopleSoft Order Management contains a link from the Price Detail page so that you can view the promotion details for those price adjustments that originated from PeopleSoft Promotions Management.

The Pricing Load process associates the Period to Date Totals indicator with the price rule that it creates for a particular promotion and merchandising activity. The Period to Date Totals indicator is set using the Create Customer-Specific Promo - Merchandising Activities, Create Multiple Customer Promo - Merchandising Activities, or Create National Allowance - Product Discounts pages. PeopleSoft Order Management uses the discount quantities that are associated with the price rule and this indicator for its period-to-date pricing of a product on multiple sales orders.

You can use order dates, shipment dates, and requested arrival dates on price rules that are created in PeopleSoft Promotions Management to determine whether the system applies a price rule to a sales order. You can select one or all of these dates on the Promotions Options - Pricing Options page. When the Pricing Load process creates a Price Formula record, it places the set of dates that correspond to the first price date that is entered on the Promotions Options - Pricing Options page in the DATE\_BEGIN, DATE\_END fields on the EOEP\_FORMULA record. If a second or third price date is entered on the Promotions Options - Pricing Options page, the system populates the corresponding fields on the EOEP\_FORMULA record and those additional dates are used to determine whether an order line is eligible for the promotional discount.

If a price formula is selected while pricing an order line and it belongs to a price rule that is created from PeopleSoft Promotions Management, the system checks whether dates other than DATE\_BEGIN and DATE\_END have values in them. If any of the other dates have values, the formula is validated and the price adjustment is only applied to the sales order when the corresponding sales order dates fall within the additional date ranges that are on the price formula.

The system selects price rules to apply to the sales order line as defined by the arbitration plan. The following key combinations may result in the selection of a price rule originating from PeopleSoft Promotions Management:

- Sold To Customer.
- Sold To Customer and Product.
- Sold To Customer and Product Group.
- Customer Group and Product.
- Customer Group and Product Group.

If a price rule is created for PeopleSoft Promotions Management, you can view it on the Create Pricing Information - Price Rules component, the Review Pricing Information - Price Rules component, or the Pricing Simulator component, but you can't make any changes to the price rule. You can also view the associated promotion code and merchandising type on these pages.

Bill back adjustments for promotions that are created in PeopleSoft Promotions Management are not passed to the PeopleSoft Billing Interface tables. These discounts are given to the customer using the PeopleSoft Promotions Management payment process. If the Order Price Adjustment record (ORD\_PRICE\_ADJST) is for a bill-back adjustment type, and the price rule is created by PeopleSoft Promotions Management (EOEP\_SOURCE = 2), the system doesn't pass the adjustment to the PeopleSoft Billing interface tables.

During sales order entry, you can manually enter a PeopleSoft Promotions Management promotion code on a sales order when you perform a manual price override on the Line Pricing Data page or Schedule Pricing Data page. You can only enter a manual price override for a promotion when the current date is either before or after the promotion dates, but still within the number of grace days defined on the promotion. The system finds all of the price rules that are associated with the promotion code that you enter, and it applies the associated price adjustments to the base price.

## See Also

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,”](#)  
[Defining Promotions Management Options, page 17](#)

[Chapter 9, “Processing Payments for Promotional Activity,” page 107](#)

*PeopleSoft Enterprise Pricer 8.8 PeopleBook*, “Creating Price Lists”

*PeopleSoft Enterprise Pricer 8.8 PeopleBook*, “Creating Price Rules”

*PeopleSoft Enterprise Pricer 8.8 PeopleBook*, “Using the Arbitration Plan”

*PeopleSoft Order Management 8.8 PeopleBook*, “Maintaining Order Header and Line Information,” Modifying Pricing Information

*PeopleSoft Order Management 8.8 PeopleBook*, “Maintaining Order Schedule Information,” Entering Pricing Information for the Order Schedule

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## Prerequisites

Before you begin creating price adjustments for your promotions, you should:

- Set up pricing prefixes, dates, price type options, price action options, and cascading or summed options on the Promotions Options - Pricing Options page.
- Create customer promotions or national allowances in PeopleSoft Promotions Management.
- Set up pricing key combinations on the arbitration plan.

---

## Creating Price Rules

Use the Pricing Load page to request the PeopleSoft Promotions Management Pricing Load Application Engine process (TD\_LOADPRC). This process moves the promotional discounts into the PeopleSoft Enterprise Pricer by creating price rules.

## See Also

[Chapter 7, “Defining Promotions,” page 53](#)

*PeopleTools PeopleBook: PeopleSoft Process Scheduler*

## Page Used to Create Price Rules

Page Name	Object Name	Navigation	Usage
Pricing Load	TD_RUN_LOADPRC	Promotions, Manage Promotions, Send Promo Prices to Pricing, Pricing Load	Move promotional discounts into the PeopleSoft Enterprise Pricer by creating price rules.

---

## Viewing Price Rules for a Promotion

Once you run the Pricing Load process, you can view the promotion price rules that are created on the Create Pricing Information - Price Rules component, the Review Pricing Information - Price Rules component, or the Pricing Simulator component in the PeopleSoft Enterprise Pricer.

Select the price rule prefix or the promotion code and merchandising activity in these components to view the price rules that are created by the Pricing Load process. You can also determine the price rules that are created through the Pricing Load process by selecting a source of promotions management.

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**Note.** You can't make any changes to the price rules that are created by the PeopleSoft Promotions Management Pricing Load process.

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### See Also

*PeopleSoft Enterprise Pricer 8.8 PeopleBook*, “Creating Price Rules”

*PeopleSoft Enterprise Pricer 8.8 PeopleBook*, “Working With the Pricing Simulator”

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## Applying Promotional Discounts During Order Entry

When you perform a manual price override on a sales order, you can enter a promotion code. If a promotion code is entered on the Order Line - Pricing page or Order Schedule - Price page, the system finds all price rules that are associated with the promotion code, and it applies those price adjustments to the base price.

Promotional pricing can be based on the order date, shipment date, and requested arrival date. In addition to these standard pricing dates, the manual price override process takes promotional grace days into account when validating the promotion code that you enter. The grace days extend the validity of the promotion by adding the grace days to the promotion end dates (order, shipment, and requested arrival) and subtracting them from the promotion begin dates. The manual price override process validates the dates, plus the grace days, and displays an error message if any of the dates that are entered on the sales order aren't valid for the promotion code that you select.

**See Also**

*PeopleSoft Order Management 8.8 PeopleBook*, “Maintaining Order Header and Line Information,” Modifying Pricing Information

*PeopleSoft Order Management 8.8 PeopleBook*, “Maintaining Order Schedule Information,” Entering Pricing Information for the Order Schedule



## CHAPTER 9

# Processing Payments for Promotional Activity

This chapter provides an overview of the payment process for promotional activity and discusses how to:

- Authorize payments for promotional activity.
- Define customer claims.
- Process claims for payment.
- Generate accrual transactions for incurred liability.
- View customer claims.

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**Note.** PeopleSoft Promotions Management doesn't support Sales/Use Tax, value-added tax (VAT), or Canadian VAT tax processing when creating promotional payments.

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## Understanding the Payment Process for Promotional Activity

After verifying that a customer has performed the merchandising activity as required, enter the verification information into the system and authorize billback and lump-sum payments. You can authorize the entire planned amount for payment or change the authorized amount by entering an exception.

To change the authorized amount, create a payment exception to increase or decrease the original authorized amount. If you authorize more than the planned amount, you must select a fund for this new amount and obtain approval before you can create claims against the new amount.

Creating payment authorizations can be optional, depending on how you configure the system. You can require payment authorization by selecting the Payment Authorization Required check box on the Create Customer-Specific Promo - Promotion Details, Create Multiple Customer Promo - Details, and the Create National Allowance - Detail pages. If you require payment authorization, you must manually authorize payments by using the Authorize Payments component.

If you don't require payment authorization, the Accrual and Financial Update process (TD\_FINUP) automatically creates payment authorizations for all incurred liability when you select the Authorize Promotional Payments check box on the Accrual and Financial Update request page. When the system creates payment authorizations automatically, or when you create payment authorizations manually, the system maintains a history of the authorization amounts in the TD\_PAYMENT\_HIST table. You can view this history data on the Authorize Payments - Payment Authorization History page.

### Promotional Activity Payment Process

To process payments for promotional activity:

1. Authorize the payment.

If you require payment authorization, enter the authorized amount, performance information, and proof of performance documentation by using the Authorize Payments component. Otherwise, the system automatically authorizes payments when the Accrual and Financial Update process is run with the Authorize Promotional Payments check box selected.

2. To change the authorized amount, enter a payment exception by using the Authorize Payments component, and obtain approval if the authorized amount is more than the planned amount for the merchandising activity.

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**Note.** Once a payment exception is created for a merchandising activity, the Accrual and Financial Update process will not authorize any additional amounts for the merchandising activity.

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3. Create and approve claims against authorized payments by using the Authorize Payments component or the Create Customer Claim component.
4. Run the Promotions Management Payment Load process (TD\_PAYMENTS) to send payments to PeopleSoft Billing and PeopleSoft Payables.

PeopleSoft Billing receives claims with deduction and credit memo payment methods and processes these claims through the Billing Interface process (BIIF0001). PeopleSoft Payables receives claims with check and field draft payment methods and processes these claims through the Voucher Build process (AP\_VCHRBLD).

5. Verify that claims are processed correctly by using the Customer Claims inquiry page.
6. View actual payment activity, such as credits and cash postings by customer, promotion, and merchandising or adjustment type by using the Promotional Activity component.
7. Run the Accrual and Financial Update process to generate accrual transactions for the general ledger.

This process generates the PeopleSoft Promotions Management accrual transactions for incurred liability and updates the checkbook amounts, including incurred and actuals, when requested.

8. View the financial status of your promotional activity by using the Review Checkbook component.
9. Run the Generate Journals process (FS\_JGEN) from the Generate Journals request page.

The Generate Journals process updates the PeopleSoft General Ledger with the PeopleSoft Promotions Management accrual transactions at period end and reverses the entries at the beginning of the next period.

10. View the PeopleSoft Promotions Management accrual transactions that are posted to the general ledger using the GL Accruals inquiry page.

## See Also

[Chapter 9, “Processing Payments for Promotional Activity,” Authorizing Payments for Promotional Activity, page 111](#)

[Chapter 9, “Processing Payments for Promotional Activity,” Defining Customer Claims, page 115](#)

[Chapter 9, “Processing Payments for Promotional Activity,” Processing Claims for Payment, page 116](#)

[Chapter 9, “Processing Payments for Promotional Activity,” Generating Accrual Transactions for Incurred Liability, page 116](#)

[Chapter 9, “Processing Payments for Promotional Activity,” Viewing Customer Claims, page 118](#)

[Chapter 7, “Defining Promotions,” page 53](#)

[Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145](#)

[Chapter 10, “Maintaining Checkbooks,” page 121](#)

[Chapter 11, “Viewing Promotional Activity,” page 139](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Using Journal Generator”*

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## Prerequisites

Before you begin processing payments for promotional activity, complete the following steps:

- Set up payment options on the Promotions Options - Payment Options page.
- Set up bank defaults on the User Preferences - Promotions Management page.

## See Also

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Defining User Preferences”*

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## Common Elements Used in This Chapter

### Status

Select a status for the payment, exception, or claim. Values are:

*Approved:* The payment exception is approved and the authorization amount is updated, or the claim is approved and ready to be sent to PeopleSoft Billing or PeopleSoft Payables.

Once a claim is approved, you can send it to PeopleSoft Billing or PeopleSoft Payables by running the Payments Load process.

*Authorized:* The payment is authorized, and you can create claims for the promotional activity.

*Closed:* The payment authorization is closed, and you can't create claims for the promotional activity.

*Initial:* The payment exception or claim is entered but not yet approved, and you can't create or process claims for the promotional activity.

*Not Authorized:* The payment is not yet authorized, and you can't create claims for the promotional activity.

*Pending:* The payment exception or claim is pending approval, and you can't create claims for the promotional activity.

*Pending Approval:* The payment authorization is pending approval, and you can't create claims for the promotional activity.

*Rejected:* The payment authorization, payment exception, or claim has been rejected, and you can't create claims for the promotional activity.

*Released:* The payment authorization is released for approval, and you can't create claims for the promotion.

**Business Unit**

Enter the PeopleSoft Promotions Management Business Unit to which to post the claim. The business unit determines the PeopleSoft Payables business unit to which to send check and field draft payments and the PeopleSoft Billing business unit to which to send credit memo and deduction payments.

**Amount**

Enter the amount of the claim; use the base currency that you entered on the Promotions Options - General Options page.

**Payment Method**

Select a payment method for the claim. Values are:

*Check:* Payments are made in the form of a scheduled payment in the PeopleSoft Payables system. Use this payment method to send accounts payable (AP) checks to your customers for payment of their promotional activities.

*Credit Memo:* Payments are made in the form of a credit invoice in the PeopleSoft Billing system. Use this payment method when you don't expect your customer to take a deduction for promotional activities.

*Deduction:* Payments are made in the form of a credit invoice in the PeopleSoft Billing system. Use this payment method when you expect your customer to take a deduction for promotional activities (remit less than the total amount that is due on the invoice).

*Field Draft:* Payments are made in the form of a recorded payment in the PeopleSoft Payables system. Use this payment method when a broker or sales representative issues a manual check to the customer for payment of promotional activities.

**Distribution Code**

Enter a code to determine the account to which the system posts the promotional expense. The system displays by default the distribution code for the claim that you enter when defining a customer promotion or national allowance, but you can override that code here.

<b>Merch Cost</b> (merchandising cost)	The total merchandising cost appears for this promotion and merchandising activity. The system uses the information you entered for the customer promotion to populate this field.
<b>Overhead Cost</b>	The overhead cost appears for this promotion and merchandising activity. The system uses the information you entered for the customer promotion to populate this field.
<b>Lump Sum Cost</b>	The lump sum cost appears for this promotion and merchandising activity. The system uses the information you entered for the customer promotion to populate this field.
<b>Insertion Cost</b>	The planned insertion cost appears for this promotion and merchandising activity. The system uses the information you entered for the customer promotion to populate this field.
<b>Unit Value Cost</b>	The actual unit value cost appears for this promotion and merchandising activity. The system uses the actual units redeemed you entered on the Actual Unit Consumption page for this merchandising activity and the unit value you entered for the customer promotion to populate this field.  $\text{Unit Value Cost} = \text{Unit Value} * \text{Actual Units Redeemed}$
<b>Unit Handling Cost</b>	The actual unit handling cost appears for this promotion and merchandising activity. The system uses the actual units redeemed you entered on the Actual Unit Consumption page for this merchandising activity and the unit handling you entered for the customer promotion to populate this field.  $\text{Unit Handling Cost} = \text{Unit Handling} * \text{Actual Units Redeemed.}$

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## Authorizing Payments for Promotional Activity

This section discusses how to:

- Search for promotional activity that requires payment authorization.
- Enter payment authorizations.
- Enter payment exceptions.
- Create customer claims for a specific customer, promotion code, and merchandising or adjustment type.

## Pages Used to Authorize Payments for Promotional Activity

Page Name	Object Name	Navigation	Usage
Payment Search	TD_PAYMENT_MAINT	Promotions, Payments, Authorize Payments, Payment Search	View a list of merchandising or adjustment types for which to create and maintain payment authorizations and claims.
Payment Authorization	TD_PAYMENT_INFO	Promotions, Payments, Authorize Payments, Payment Authorization	Document proof of performance, enter an authorized amount, and authorize payments for promotional activities.
Payment Exceptions	TD_PAYMENT_EXCEPT	Promotions, Payments, Authorize Payments, Payment Exceptions	Create exceptions to the payment amount that was originally authorized for the selected customer, promotion, and merchandising or adjustment type.
Claim Entry	TD CLAIMS	Promotions, Payments, Authorize Payments, Claim Entry	Create claims against the authorized amount for a specific customer, promotion code, and merchandising or adjustment type.
Payment Authorization History	TD_PAYMENT_HIST	Promotions, Payments, Authorize Payments, Payment Authorization History	View payment authorization history for changes that are made to payment authorizations either manually or automatically by the Accrual and Financial Update process (TD_FINUP).

## Searching for Promotional Activity That Requires Payment Authorization

Access the Payment Search page.

### Search Criteria

**Search** Click this button to display the promotional activities in the Promotions group box that match the search criteria.

### General Tab

**Action** Select a payment action. Values are:

*Authorize:* Marks the promotional activity as authorized when the authorized amount was previously entered on the Payment Authorization page.

*Claims:* Displays the Claim Entry page, where you can enter claims for promotional activity that has been authorized for payment.

*Exception:* Displays the Payment Exception page, where you can enter payment exceptions for the authorized amount.

*History:* Displays the Payment Authorization History page, where you can view payment history.

*Maintain:* Displays the Payment Authorization page, where you can document the proof of performance, enter an authorized amount, and authorize a payment.

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**Note.** A national allowance that has not yet been maintained in the Payment Authorization component or authorized by the Accrual and Financial Update process will not be displayed in the Promotions group box. If your environment isn't set up to automatically authorize payments for national allowances, the first time that you authorize a payment for a national allowance, select a payment action of *Maintain* on the blank record in the Promotions area of the page. Then, on the Payment Authorization page, indicate the customer ID, promotion code, and merchandising/adjustment type for the national allowance that you are maintaining and save the page. The next time you need to maintain this national allowance, it will be displayed in the Promotions group box if valid search criteria is selected.

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## Entering Payment Authorizations

Access the Payment Authorization page.

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**Note.** When authorizing the first payment for a national allowance, you must enter the customer ID, promotion code, and merchandising/adjustment type, if they don't appear. If you select a record with a promotion code, merchandising/adjustment type, and customer ID on the Payment Search page, the system enters those values on the Payment Authorization page for you.

---

### Performance



Click the Launch File button to view the attached performance documentation.

### Authorization

**Authorized Amt (authorized amount)** Enter the authorized amount; use the base currency that you entered on the Promotions Options - General Options page. You can't update the authorized amount once the status changes to *Authorized*. To update the authorized amount after the status changes to *Authorized*, create a payment exception by selecting a payment action of *Exception* on the Payment Search page.

### Incurred Liability

Indicates the incurred liability amount as of the last run of the Accrual and Financial Update process.

## See Also

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management.”](#)  
[Defining Promotions Management Options, page 17](#)

[Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Defining Additional Common Information

*PeopleSoft Setting Up Procurement Options 8.8 PeopleBook*, “Defining Procurement Options,” Defining File Locations

## Entering Payment Exceptions

Access the Payment Exceptions page.

You might need to create a payment exception for an authorized payment amount when:

- A customer performs the promotional activity above or below expectations
- You have unplanned payments for promotional activities.

If a payment exception is less than the planned amount for the promotional activity, no additional approval is required before you can enter any claims against the exception amount.

If a payment exception is greater than the amount that is planned for the promotional activity, enter a fund code and the authorized amount for the fund code. An authorized user must then approve the exception before you can enter any claims against the exception amount.

### Payment Exception

<b>Exception Amount</b>	Enter the amount of the exception; use the base currency that you entered on the Promotions Options - General Options page. The system adds the exception amount to the payment authorization amount if you enter a positive amount, and the system subtracts the exception amount from the payment authorization amount if you enter a negative amount.
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## See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Defining Additional Common Information

## Creating Customer Claims for a Specific Customer, Promotion Code, and Merchandising or Adjustment Type

Access the Claim Entry page.

Depending on the payment method, complete these fields as follows:

- If you select a payment method of *Check* or *Field Draft*, link the customer ID to a vendor ID using the Vendor Information - Identifying Information page under the Additional ID Numbers section.

Optionally select an alternate pay to customer. The alternate pay to customer value appears by default from the Create Customer-Specific Promo - Merchandising Activities page or the Create Multiple Customer Promo - Merchandising Activities page, but you can override the value here. If you enter an alternate pay to customer, the payment will be sent to this customer instead of the customer for which the promotion was created.

- If you select a payment method of *Deduction* or *Credit Memo*, select the Bill To Customer who receives the credit. The system displays the bill to customer associated with the promotion customer ID by default, but you can override the value here.
- If you select a payment method of *Field Draft*, enter a bank code, bank account, and check number.

The bank code and bank account values appear by default from the User Preferences - Promotions Management page, but you can override them here.

## See Also

*PeopleSoft Setting Up Procurement Options 8.8 PeopleBook*, “Maintaining Vendor Information,” Entering Vendor Identifying Information

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## Defining Customer Claims

This section discusses how to define a customer claim for a single customer and multiple merchandising activities at once.

### Page Used to Define a Customer Claim

Page Name	Object Name	Navigation	Usage
Customer Claims	TD CLAIMS_CUST	Promotions, Payments, Create Customer Claim, Customer Claims	Create claims against authorized amounts for all of a specified customer's promotional activities.

### Defining a Customer Claim

Access the Customer Claims page.

Depending on the payment method, complete these fields as follows:

- If you select a payment method of *Check* or *Field Draft*, link the customer ID to a vendor ID using the Vendor Information - Identifying Information page under the Additional ID Numbers section.

Optionally select an alternate pay to customer. If you enter an alternate pay to customer, the payment will be sent to this customer instead of the customer for which the promotion was created.

- If you select a payment method of *Deduction* or *Credit Memo*, select the bill to customer who receives the credit.
- If you select a payment method of *Field Draft*, enter a bank code, bank account, and check number. The bank code and bank account values appear by default from the User Preferences - Promotions Management page, but you can override them here.

**See Also**

*PeopleSoft Setting Up Procurement Options 8.8 PeopleBook*, “Maintaining Vendor Information,” Entering Vendor Identifying Information

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## Processing Claims for Payment

This section discusses how to run the Promotions Management Payment Load process (TD\_PAYMENTS).

### Page Used to Process Claims for Payment

Page Name	Object Name	Navigation	Usage
Payments Load	TD_RUN_PAYMENTS	Promotions, Payments, Send Claims to Billing and AP, Payments Load	Initiate the Promotions Management application engine process, which loads the credit memo and deduction payments into the PeopleSoft Billing system and the check and field draft payments into the PeopleSoft Payables system for your promotional activity.

## Running the Promotions Management Payment Load Application Engine Process

Access the Payments Load page.

**Run Option**

Select the run option for this process. Values are:

*By Claim Number*: Enter the claim number to process.

*By Customer ID*: Enter the customer ID to process.

*By SetID Only*: Enter the setID to process.

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**Note.** You don't need to run the Promotions Management Payment Load process if PeopleSoft Billing and PeopleSoft Payables aren't installed in your system.

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**See Also**

*PeopleTools PeopleBook: PeopleSoft Process Scheduler*

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## Generating Accrual Transactions for Incurred Liability

This section discusses how to:

- Generate accrual entries.
- Post accrual entries to PeopleSoft General Ledger.
- View general ledger accrual entries.

## Pages Used to Generate Accrual Transactions for Incurred Liability

Page Name	Object Name	Navigation	Usage
Accrual and Financial Update	TD_FINUP_RQST	Promotions, Payments, Update Accrual/Financial Info, Accrual and Financial Update	Accrue budgeted amounts for a fund, update checkbook information, automatically authorize promotional payments, or generate general ledger accrual transactions.
Generate Journals Request	JRNL_GEN_REQUEST	General Ledger, Journals, Subsystem Journals, Generate Journals, Generate Journals Request	Initiate journal generator processing to post accrual transactions to PeopleSoft General Ledger.
GL Accruals	TD_GL_DRILL	Promotions, Payments, Review Payment Information, GL Accruals, GL Accruals	View PeopleSoft Promotions Management accrual transactions that are posted to PeopleSoft General Ledger.

## Generating Accrual Entries

Access the Accrual and Financial Update page.

See [Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145.](#)

## Posting Accrual Entries to PeopleSoft General Ledger

Access the Generate Journals Request page.

See [Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145.](#)

## Viewing General Ledger Accrual Entries

Access the GL Accruals inquiry page.

**GL Journal** Click this link to access the Journal Lines page in the Review Journal Status component in PeopleSoft General Ledger.

The system displays the PeopleSoft General Ledger business unit, journal, date, ledger, ledger line, line description, ChartField values (account, alternate account, operating unit, fund code, department, program code, class field, budget reference, product, project, ChartField 1, ChartField 2, ChartField 3, affiliate, fund affiliate, and operating unit affiliate), base credit amount, base debit amount, transaction credit amount, transaction debit amount, and statistical amount for the selected GL journal ID.

For each accrual transaction, the system displays the setID, promotion code, promotion description, merch/adjust type, customer ID, customer name, accounting date, monetary amount, and foreign amount.

### See Also

*PeopleSoft General Ledger 8.8 PeopleBook*, “Processing Journals,” Determining the Status of Journals

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## Viewing Customer Claims

This section discusses how to view customer claims.

### Pages Used to View Customer Claims

Page Name	Object Name	Navigation	Usage
Customer Claims (inquiry)	TD_PAYMENT_CUST	Promotions, Payments, Review Payment Information, Customer Claims	View promotion claims by customer ID or customer ID and claim ID or customer ID and promotion code, or customer ID, promotion code and merch/adjust type.
Customer Claims - Voucher Build Error Detail	VCHR_BATCHERR_PG	Click a Voucher Build Error Detail link (red square) on the Export Information tab of the Customer Claims page.	<p>View errors from the Voucher Build process.</p> <p><b>Note.</b> Information appears on this page if you encounter errors during the Voucher Build process (AP_VCHRBLD) for claims passed to PeopleSoft Payables by the PeopleSoft Promotions Management Payments Load process.</p>
Customer Claims - Billing Interface Errors	TD_BILL_INTFC_ERR	Click a Billing Interface Error link (red square) on the Export Information tab of the Customer Claims page.	<p>View errors from the Billing Interface process.</p> <p><b>Note.</b> Information appears on this page if you encounter errors during the Billing Interface process for claims that are passed to PeopleSoft Billing by the PeopleSoft Promotions Management Payments Load process.</p>

## Viewing Customer Claims

Access the Customer Claims inquiry page.

**Customer Claims**

**Search Criteria**

*SetID:	SHARE	Payment Method:	<input type="button" value="Search"/>
Customer ID:	1000	Alliance Group	
Claim ID:	<input type="button" value="Search"/>	Status:	<input type="button" value=""/>
Promotion Code:	<input type="button" value="Search"/>	Merch/Adjust Type:	

Currency: **USD** US Dollar

**Promotional Claims**

General								Payables Information	Billing Information	Export Information		Customize	Find	View All		First  1-6 of 6
Unit	Claim ID	Promotion Code	Merchandising Type	Description		Amount	Status	Payment M								
1 US001	CLM0000003	PRO0000001	DISPLAY	President's Day Special		2300.00 USD	Approved	Check								
2 US001	CLM0000004	PRO0000002	COUPON	Coupon Offer		2600.00 USD	Approved	Check								
3 US001	CLM0000005	PRO0000002	COUPON	Coupon Offer		25.00 USD	Approved	Check								
4 US001	CLM0000006	PRO0000003	TPR-BB	Rebate Offer		200.00 USD	Approved	Credit Men								
5 US001	CLM0000007	PRO0000003	TPR-BB	Rebate Offer		3300.00 USD	Approved	Credit Men								
6 US001	CLM0000008	PRO0000003	TPR-BB	Rebate Offer		100.00 USD	Approved	Credit Men								

**Total Amount:** 8525.00 USD

Customer Claims inquiry page: General tab

## Search Criteria

### Currency

The base currency that is entered on the Promotions Options - General Options page appears by default in the Currency field. All of the amounts appear in that currency. You can select a different currency if you choose.

## Export Information Tab

The system displays the export status, voucher build error link, voucher ID, voucher line, billing interface error link, interface ID, and interface line for each promotional claim.

If there is a voucher build error or billing interface error, the system displays a red square; otherwise, nothing appears. Click the red square link to display the error details. When you click a red square link in the Batch Vchr Error (batch voucher error) column, the Voucher Build Error Detail page appears. When you click a red square link in the Bill Intf Error (billing interface error) column, the Billing Interface Errors page appears. Use these pages to review errors and make corrections as necessary.

### Export Status

Values include:

*Not Yet Processed:* The claim is waiting to be processed by the Payments Load process.

*Export Complete:* The Payments Load process has successfully processed the claim.

*Error:* An error was encountered in the Payments Load process for this claim.

**See Also**

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management.”](#)  
[Defining Promotions Management Options, page 17](#)

*PeopleSoft Billing 8.8 PeopleBook*, “Processing Billing Interface Activity”

*PeopleSoft Billing 8.8 PeopleBook*, “Correcting Billing Interface Process Errors”

*PeopleSoft Payables 8.8 PeopleBook*, “Processing Batch Vouchers”

# CHAPTER 10

## Maintaining Checkbooks

This chapter provides an overview of checkbook definitions and discusses how to:

- Define checkbooks.
- Define checkbook formulas.
- Update checkbooks.
- Display the checkbook definition.

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### Understanding Checkbook Definitions

After you define funds, you associate those funds with different promotions or specific merchandising activities associated with a promotion. Eventually the funds are consumed to support promotional activity. To keep an eye on trade spending, it is essential to know their financial status. The checkbook functionality is key to the successful reporting of financial status and the analysis of funds.

PeopleSoft Promotions Management gives you the ability to define two types of checkbook definitions (checkbook review or fund budget) to use for viewing promotional fund amounts during various stages of the promotion process. You define the columns (layout) of these checkbooks and you determine the value (any type of amounts associated with a fund or promotion, such as planned, incurred, and actual) that you want to associate with each column in the checkbook. The Accrual and Financial Update process (TD\_FINUP) then processes the promotional activity. You can then view the results of the checkbook definition in either the Review Checkbook component or the Maintain Funds component, depending on the type of checkbook that you defined.

When defining a checkbook review type checkbook definition, specify how you want to display the columns of financial data for the checkbook definition on the Review Checkbook - Checkbook page. Display formats are:

- Customer tree
- Product tree
- Custom

If you select the customer tree display format, when you display the checkbook definition, the customer tree appears on the left side of the page and the columns of financial data is organized by customer level in the customer tree.

If you select the product tree display format, when you display the checkbook definition, the product tree appears on the left side of the page and the columns of financial data is organized by product or promotion group in the product tree.

If you select the custom display format, then you must also define the different levels (customer, fund, merchandising type, product/promo group, or promotion) for the custom format. You can specify up to five levels for the custom format. Then when you display the checkbook definition, the custom format tree appears on the left side of the page and the columns of financial data is organized by the levels in the custom format tree.

For example, you may define a checkbook definition with a custom display format with one level associated to a promotion. When you display this checkbook definition, the left side of the page lists the individual promotions the user has access to and the financial data is summed by promotion code. You may define another checkbook definition with two levels: level 1 associated with fund and level 2 associated with customer. In this case, when you display this checkbook definition, a custom tree appears on the left side of the page. This tree has all the funds listed at the root level and all customers attached to each fund below the respective funds. Then the system displays all financial data by these two criteria.

When defining a fund budget type checkbook definition (discretionary or non-discretionary), you can only display the fund amounts associated with the checkbook definition using the customer tree format. The system uses the customer tree format when it displays the information on the Maintain Funds - Budget page.

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## Common Elements Used in This Chapter

**Value**

Select the value to associate with the checkbook definition column or when defining a checkbook formula. Select any of these values when defining a checkbook definition associated with a fund budget type. Select any of these values except *Fund Available*, *Fund Budgeted* and *Fund Distributed* when defining a checkbook definition associated with a checkbook review type. Values are:

*Actual Credit Amount*: Credit invoice amounts associated with credit and deduction payment methods created in PeopleSoft Promotions Management and interfaced to PeopleSoft Billing as bill interface IDs.

*Actual Deduction WO Amount* (actual deduction write-off amount): Write-off deduction amounts from PeopleSoft Receivables associated with a merchandising activity.

*Actual Off Invoice Amount*: Invoice amounts from PeopleSoft Billing with off-invoice discounts associated with a merchandising activity.

*Actual Overhead Cost*: The overhead cost after the first performance date associated with a merchandising activity.

*Actual Payment Amount*: Payment amounts associated with check and field draft payment methods created in PeopleSoft Promotions Management and interfaced to PeopleSoft Payables as vouchers.

*All Actual Amounts*: All actual amounts (Actual Credit Amount, Actual Deduction WO Amount, Actual Off Invoice Amount, Actual Overhead Cost, and Actual Payment Amount) summarized into one value. Formula not required.

*All Actual Units*: All actual units (Actual Shipped Quantity for off invoice and bill back promotions and national allowances and Actual Units Redeemed for

consumption-based promotions) summarized into one value. All *actual* activity can be converted to any unit of measure when the checkbook is displayed.

*All Incurred Amounts:* All incurred amounts (Incurred Bill Back Amount, Incurred Insertion Amount, Incurred Lump Sum Amount, Incurred Off Invoice Amount, Incurred Overhead Amount, Incurred Unit Handling, and Incurred Unit Value) summarized into one value. Formula not required.

*All Incurred Units:* All incurred units (Actual Shipped Quantity for Bill Back and Off Invoice promotions and national allowances, and Incurred Units Redeemed for consumption-based promotions) summarized into one value. All incurred activity can be converted to any unit of measure when the checkbook is displayed.

*All Planned Amounts:* All planned amounts (Planned Bill Back Amount, Planned Insertion Amount, Planned Lump Sum Amount, Planned Off Invoice Amount, Planned Overhead Amount, Planned Unit Handling Amount, and Planned Unit Value Amount) summarized into one value. Formula not required.

*All Planned Units:* All planned units (Planned Ship Quantity for Off Invoice, Bill Back and Lump Sum promotions and Planned Units Redeemed for consumption-based promotions) summarized into one value. All planned activity can be converted to any unit of measure when the checkbook is displayed. The Planned Units for each merchandising activity is based on the percentage of the total merchandising cost for the promotion and product. For example, if the merchandising cost for Merchandising Activity OI is 80% of the total merchandising cost for Promotion 1 and Product A, then 80% of the Planned Ship Quantity for Product A on Promotion 1 will be allocated to the Planned Units for Merchandising Activity OI.

*Constant Value:* User-defined numeric value. This value is most often used when defining a formula.

*Formula:* The result of a formula as defined in the Define Checkbook Formulas component.

*Fund Available:* The Fund Budgeted amount minus the Fund Distributed amount. Formula not required.

*Fund Budgeted:* The budgeted amount entered for top down fund types or accrued for fixed, rolling, and zero-based accrual fund types.

*Fund Distributed:* The budgeted amount that is distributed to child nodes in a fund, either through the accrual process or manual entry.

*Incurred Bill Back Amount:* Bill back amount based on actual shipments for a merchandising activity.

*Incurred Insertion Amount:* Insertion amount after the first performance date defined for a merchandising activity.

*Incurred Lump Sum Amount:* Lump sum amount after the first performance date defined for a merchandising activity.

*Incurred Off Invoice Amount:* Off-invoice amount based on actual shipments for a merchandising activity.

*Incurred Overhead Amount:* Overhead amount after the first performance date defined for a merchandising activity.

*Incurred Unit Handling:* Incurred unit handling amount (Unit Handling Cost defined for the merchandising activity \* Incurred Units Redeemed from the Actual Unit Consumption page) for a merchandising activity.

*Incurred Unit Value:* Incurred unit value (Unit Value defined for the merchandising activity \* Incurred Units Redeemed from the Actual Unit Consumption page) for a merchandising activity.

*Planned Bill Back Amount:* Planned bill back amount based on merchandising activities defined in PeopleSoft Promotions Management.

*Planned Insertion Amount:* Planned insertion amount based on merchandising activities defined in PeopleSoft Promotions Management.

*Planned Lump Sum Amount:* Planned lump sum amount based on merchandising activities defined in PeopleSoft Promotions Management.

*Planned Off Invoice Amount:* Planned off-invoice amount based on merchandising activities defined in PeopleSoft Promotions Management.

*Planned Overhead Amount:* Planned overhead amount based on merchandising activities defined in PeopleSoft Promotions Management.

*Planned Unit Handling Amount:* Planned unit handling amount (the unit handling cost defined for the merchandising activity multiplied by the planned units redeemed) based on merchandising activities defined in PeopleSoft Promotions Management.

*Planned Unit Value Amount:* Planned unit value amount (the unit value defined for the merchandising activity multiplied by the planned units redeemed) based on merchandising activities defined in PeopleSoft Promotions Management.

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## Defining Checkbooks

To define checkbooks, use the Define Checkbook component (TD\_CHECKBOOK\_DEFN).

In this section, we discuss how to:

- Define the overall checkbook definition information.
- Define the checkbook columns.
- Assign users to the checkbook definition.

## Pages Used to Define Checkbooks

Page Name	Object Name	Navigation	Usage
Define Checkbook - Definition	TD_CHECKBOOK_DEFN	Promotions, Analysis, Define Checkbook, Definition	Define where this checkbook definition is available for use in PeopleSoft Promotions Management, which customer and product tree you want to associate with the checkbook, and options and filters you want to use to display the checkbook data.
Define Checkbook - Levels	TD_CHECK_LEVEL	Promotions, Analysis, Define Checkbook, Levels	Define up to five levels for a custom display format checkbook definition. Data will be displayed for each level you define for the checkbook.
Define Checkbook - Columns	TD_CHECKBOOK_COL	Promotions, Analysis, Define Checkbook, Columns	Define the column layout for the checkbook. View this layout and its associated information using either the Review Checkbook - Checkbook page or the Maintain Funds - Budget page.
Define Checkbook - Authorized Users/Roles	TD_CHECK_USERS	Promotions, Analysis, Define Checkbook, Authorized Users/Roles	Assign individual users or roles that will have access to view the results of this checkbook definition.

## Defining the Overall Checkbook Definition Information

Access the Define Checkbook - Definition page.

#### Define Checkbook - Definition page

In this section, we'll discuss how to:

1. Define overall information for a checkbook review checkbook definition.
2. Define overall information for a discretionary or non-discretionary fund budget checkbook definition.

**Note.** Define a checkbook definition for use on the Review Checkbook - Checkbook page or for use with fund budgeting. You can't use one checkbook definition in both situations.

To define overall information for a checkbook review checkbook definition:

1. Enter a Description for the checkbook definition.
2. Select where this checkbook definition is available to be used in PeopleSoft Promotions Management.

#### Checkbook Review

Select to view the results from the checkbook definition on the Review Checkbook - Checkbook page.

3. Select the security and display trees for the checkbook definition.

#### Use SetID Default Tree

Select this check box if you want to associate the active customer and product tree you defined on the Promotions Options component with this checkbook definition. If you select this option, the system displays the customer and product tree and effective dates for the active trees and selects the Use Most Recent Effective Date check box. In this case, you can't change these fields.

#### Customer Tree and Eff. Date (effective date)

To associate a customer tree (other than the active customer tree) with your checkbook definition, don't select the Use SetID Default Tree check box. Do select the customer tree that the checkbook will use for security and display purposes. Then select an effective date for the customer tree or select the Use Most Recent Effective Date check box. If the Use Most Recent Effective Date check box is selected,

the system always retrieves and uses the most recent effective date for the customer tree in its checkbook processing.

**Product Tree and Eff. Date (effective date)**

To associate a product tree (other than the active product tree) with your checkbook definition, don't select the Use SetID Default Tree check box. Do select the product tree that the checkbook will use for security and display purposes. Then select an effective date for the product tree or select the Use Most Recent Effective Date check box. If the Use Most Recent Effective Date check box is selected, the system always retrieves and uses the most recent effective date for the product tree in its checkbook processing.

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**Note.** Selecting a customer or product tree other than the active customer or product tree gives you the flexibility to use the checkbook definition for different reporting options.

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4. Select the display options.

**Display Currency**

Select the currency that you want all the amounts to be converted to. Checkbook processing converts all the amounts to this currency and displays the amounts on the Review Checkbook - Checkbook page.

**Unit of Measure**

Select the unit of measure that you want all the units to be converted to. Checkbook processing converts all the units to this unit of measure and displays the units on the Review Checkbook - Checkbook page.

**Display Format**

Select the checkbook display format. Options are:

*Custom:* Base the checkbook display on a custom format that you define using this component. When you select this option, the Define Checkbook - Levels page appears.

*Customer Tree:* Base the checkbook display on the customer tree selected. All amount and unit details are broken down by nodes defined in the customer tree.

*Product Tree:* Base the checkbook display on the product tree selected. All amount and unit details are broken down by nodes defined in the product tree.

**Use Filters**

Select this check box to filter the data that appears for the checkbook. When you select this check box, the Filters group box and the Can Override Default Values and Can Override Blank Values check boxes appear.

**Can Override Default Values**

Select this check box to be able to change any data entered for the checkbook definition filters when displaying the checkbook on the Review Checkbook - Checkbook page.

**Can Override Blank Values**

Select this check box to be able to change filters left blank on the checkbook definition when displaying the checkbook on the Review Checkbook - Checkbook page.

5. (Optional) Select the filters for the checkbook definition if you have chosen to use filters.

The data you select using the filter values determines what data appears for the checkbook when viewing the checkbook on the Review Checkbook - Checkbook page.

---

**Note.** It is important to use filters whenever possible to refine the search results for the checkbook data. The use of filters will improve response time when displaying the checkbook.

---

6. (Optional) Define the levels for a custom display format checkbook definition using the Define Checkbook - Levels page.

**Content** Select the content level for the custom format checkbook definition. Options are: *Customer*, *Fund*, *Merchandising Type*, *Product/Promo Group* (product/promotion group), and *Promotion*.

---

**Note.** The maximum number of levels is currently the maximum number of options, which is five. Also, no level can be repeated in the tree. For example, you can't have *Promotion* at Level 1 and Level 3.

---

**Note.** The response time when displaying the checkbook can be degraded as more levels are added to the custom display format checkbook definition.

---

To define overall information for a discretionary or non-discretionary fund budget checkbook definition:

1. Enter a Description for the checkbook definition.
2. Select where this checkbook definition is available to be used in PeopleSoft Promotions Management.

**Discretionary Fund Budget** Select to view the results from the checkbook definition on the Maintain Funds - Budget page. Use only discretionary fund budget checkbook definitions for discretionary type funds. Discretionary funds are consumed by customer-specific promotions.

**Non-Discretionary Fund Budget** Select to view the results from the checkbook definition on the Maintain Funds - Budget page. Use only non-discretionary fund budget checkbook definitions for non-discretionary type funds. Non-discretionary funds are consumed by national allowances.

---

**Note.** If you are defining a discretionary or non-discretionary fund budget checkbook definition, the checkbook processing uses the customer tree associated with the fund to display the checkbook data. Also, the checkbook processing converts the checkbook amounts to the currency associated with the fund. View these amounts with the associated currency on the Maintain Funds - Budgets page.

---

## Defining the Checkbook Columns

Access the Define Checkbook - Columns page.

SetID: SHARE Checkbook ID: CB\_BYPROMO

Columns

Value: Planned Off Invoice Amount

Heading 1: Planned OI

Heading 2:

**Customer Promotion Status**

<input type="checkbox"/> Planned	<input checked="" type="checkbox"/> Customer Approved	<input type="checkbox"/> Released
<input type="checkbox"/> Pending Approval	<input type="checkbox"/> Customer Rejected	<input type="checkbox"/> Closed
<input type="checkbox"/> Management Approved	<input type="checkbox"/> Customer Cancelled	
<input type="checkbox"/> Management Rejected	<input type="checkbox"/> Recalled	

Value: Planned Bill Back Amount

Heading 1: Planned BB

Heading 2:

**Customer Promotion Status**

<input type="checkbox"/> Planned	<input checked="" type="checkbox"/> Customer Approved	<input type="checkbox"/> Released
<input type="checkbox"/> Pending Approval	<input type="checkbox"/> Customer Rejected	<input type="checkbox"/> Closed
<input type="checkbox"/> Management Approved	<input type="checkbox"/> Customer Cancelled	
<input type="checkbox"/> Management Rejected	<input type="checkbox"/> Recalled	

Define Checkbook - Columns page

To define checkbook columns:

1. In the Value field, enter the value to associate with the column in the checkbook.

If you are defining a checkbook definition to be used for either discretionary or non-discretionary funds, the system populates the first column with a value of *Fund Budgeted*, and you can't change the display order for this one column.

---

**Note.** The *Fund Budgeted* column is the only column that operates in this way. The *Fund Budgeted* column is required for checkbook processing to populate the amounts and units correctly for the fund.

---



---

**Note.** *Fund Available*, *Fund Budgeted* and *Fund Distributed* are available only if you are defining a checkbook definition for use with discretionary or non-discretionary funds.

---

2. Change the default values for the column Heading 1 and Heading 2, if necessary.

These headings appear on the Review Checkbook - Checkbook page or the Maintain Funds - Budget page.

3. Select the status of the promotional activity to include for the checkbook definition.

The system determines the statuses that appear on this page by your value selection because some values are not valid for national allowances.

<b>Customer Promotion Status</b>	Select the customer promotion statuses to include for the checkbook definition.
<b>National Allowance Status</b>	Select the national allowance statuses to include for the checkbook definition.

4. Select a Formula ID if you selected a formula value.  
The system displays a Formula ID field in place of the promotion status fields. Select a previously defined formula ID to include in this checkbook definition.

5. Enter an Amount if you selected a constant value.  
The system displays an Amount field in place of the promotion status fields. Enter a constant value in the Amount field. Defining a constant value may be useful in conjunction with a formula definition.

6. Define the order of the columns for the checkbook.  
The column number is on the right side of each row, between the up and down arrows. The columns appear in this order (left to right) when you view the information on the Review Checkbook - Checkbook page or the Maintain Funds - Budget page. The system generates the column number.



Click the Move Down button to move the column down in order of display.



Click the Move Up button to move the column up in order of display.

## See Also

[Chapter 10, “Maintaining Checkbooks,” Defining Checkbook Formulas, page 130](#)

## Assigning Users to the Checkbook Definition

Access the Define Checkbook - Authorized Users/Roles page.

Select the users or roles that you want to utilize the checkbook definition on the Review Checkbook - Checkbook page or the Maintain Funds - Budget page. This selection determines which users or roles can execute the checkbook and view the results.

---

## Defining Checkbook Formulas

To define checkbook formulas, use the Define Checkbook Formulas component (TD\_FORMULA). In this section, we discuss how to:

- Define the checkbook formula definition.
- Define the checkbook formula terms.

## Pages Used to Define Checkbook Formulas

Page Name	Object Name	Navigation	Usage
Define Checkbook Formulas - Definition	TD_FORMULA	Promotions, Analysis, Define Checkbook Formulas, Definition	Define general information associated with the checkbook formula.
Define Checkbook Formulas - Terms	TD_FORMULA_TERM	Promotions, Analysis, Define Checkbook Formulas, Terms	Define a mathematical formula using the checkbook values as part of the equation. These formulas can be associated with a checkbook definition and the results will appear as a column on the Review Checkbook - Checkbook page or Maintain Funds - Budget page.

## Defining the Checkbook Formula Definition

Access the Define Checkbook Formulas - Definition page.

Formula ID: %PLANCOSTS

\*Description: Percent of planned costs      Short Description: %PlanCost

\*Type: Checkbook Review Formula

Result Modifier

None    Absolute Value    Truncate    Round      Decimal Positions: 0

Display Options

Currency    Units    Number      Preface String:      Suffix String: %

Comment:

Define Checkbook Formulas - Definition page

### Type

Select the type of checkbook definition in which this formula can be used. Values are:

*Checkbook Review Formula:* Can only be associated with a checkbook review type of checkbook definition.

*Fund Budget Formula:* Can only be associated with a discretionary or non-discretionary fund budget type checkbook definition.

## Result Modifier

Selection of a result modifier determines whether the system modifies the result from the formula for display purposes.

<b>None</b>	Select this option if you don't want the system to modify the result.
<b>Absolute Value</b>	Select this option if you want to display the result as an absolute value.
<b>Truncate</b>	Select this option if you want to display a truncated result. Then enter the Decimal Positions for truncation.
<b>Round</b>	Select if you want to display a rounded result. Then enter the Decimal Positions for rounding.

---

**Note.** The maximum number of decimal positions you can have is five.

---

## Display Options

<b>Currency</b>	Select this option if you want the formula result to appear in the same currency in which the checkbook appears.
<b>Units</b>	Select this option if you want the formula result to appear in the same unit of measure in which the checkbook appears.
<b>Number</b>	Select this option if the formula result is a number and does not have a currency or unit of measure associated with it. If you select number, the system won't format the number in any way.
<b>Preface String</b>	Enter the characters you want to appear before the formula result.
<b>Suffix String</b>	Enter the characters you want to appear after the formula result.  For example, if the result of your formula is a percentage, you could enter a Suffix String of %, and the system displays the formula result with a percent sign after it. The system displays the preface or suffix string that you enter for each row in the column.

## See Also

[Chapter 10, “Maintaining Checkbooks,” Defining Checkbooks, page 124](#)

## Defining the Checkbook Formula Terms

Access the Define Checkbook Formulas - Terms page

Definition    Terms

**Formula ID:** %PLANCOSTS

**Formula Terms**

Find    First    1-3 of 3    Last

**Value:** All Actual Amounts

Customer Promotion Status		National Allowance Status	
<input type="checkbox"/> Planned	<input checked="" type="checkbox"/> Customer Approved	<input type="checkbox"/> Released	<input type="checkbox"/> Planned
<input type="checkbox"/> Pending Approval	<input type="checkbox"/> Customer Rejected	<input checked="" type="checkbox"/> Closed	<input type="checkbox"/> Rejected
<input type="checkbox"/> Management Approved	<input type="checkbox"/> Customer Cancelled	<input type="checkbox"/> Recalled	<input type="checkbox"/> Released
<input type="checkbox"/> Management Rejected	<input type="checkbox"/> Recalled		<input type="checkbox"/> Pending Approval
			<input type="checkbox"/> Approved

**Mathematical Operator:** Divided By

---

**Value:** All Planned Amounts

Customer Promotion Status		
<input type="checkbox"/> Planned	<input checked="" type="checkbox"/> Customer Approved	<input type="checkbox"/> Released
<input type="checkbox"/> Pending Approval	<input type="checkbox"/> Customer Rejected	<input checked="" type="checkbox"/> Closed
<input type="checkbox"/> Management Approved	<input type="checkbox"/> Customer Cancelled	<input type="checkbox"/> Recalled
<input type="checkbox"/> Management Rejected	<input type="checkbox"/> Recalled	

**Mathematical Operator:** Multiplied By

---

**Value:** Constant Value    **Amount:** 100.000

Define Checkbook Formulas - Terms page

To define a formula equation:

1. In the Value field, select a value to associate with one part of the equation or term.

**Note.** *Fund Available*, *Fund Budgeted* and *Fund Distributed* are available only if you are defining a formula for use on a discretionary fund budget or non-discretionary fund budget type checkbook definition.

If you select a value other than *Formula*, *Constant Value*, *Fund Available*, *Fund Budgeted*, or *Fund Distributed*, the system displays the promotion status fields. If you selected one of these values, select what promotion statuses to include for this formula definition.

**Note.** These combinations of fields work the same as they do on the Define Checkbook - Columns page.

2. If you selected *Formula* in the Value field, then in the Formula ID field, select an identifier that you want to include in this equation.

This enables you to include another formula as part of the equation.

3. If you selected *Constant Value* in the Value field, then in the Amount field, enter the amount for the constant term.

A formula can include a constant value as part of the formula. For example, a constant value would be useful if you want to display a percentage of a specific amount.

4. In the Mathematical Operator field, enter the operator (Divided By, Minus, Multiplied By, or Plus) that defines the equation.

---

**Note.** The system does not display the Mathematical Operator field for the last formula term.

---

5. Define the order of the terms for the formula.

The term number is on the right side of each row, between the up and down arrows. The term number is generated by the system. The formula is executed in the order of the term numbers. The mathematical operator is used between the current row and the row below it.



Click the Move Down button to move the term down in execution order for the formula.



Click the Move Up button to move the term up in execution order for the formula.

---

**Note.** The system calculates the formula result using the exact order of the terms that you define on this page. It doesn't use standard mathematical procedures. For example, in standard mathematical procedure, multiplication and divisions are performed first, before additions and subtractions. If a calculation must be performed in a particular order, you can define a term with a value of another *Formula* so that you can manipulate the order in which the system calculates the formula.

---

## See Also

[Chapter 10, “Maintaining Checkbooks,” Defining the Checkbook Columns, page 128](#)

---

## Updating Checkbook Data

In this section, we discuss how to update checkbook entries.

## Page Used to Update Checkbook Data

Page Name	Object Name	Navigation	Usage
Accrual and Financial Update	TD_FINUP_RQST	<ul style="list-style-type: none"><li>• Promotions, Payments, Update Accrual/Financial Info, Accrual and Financial Update</li><li>• Promotions, Analysis, Run Accrual/Financial Updates, Accrual and Financial Update</li></ul>	Use this page to initiate the Accrual and Financial Update process (TD_FINUP) that can accrue budgeted amounts for a fund, update checkbook information, automatically authorize promotional payments, or generate general ledger accrual transactions.

## Updating Checkbook Entries

Access the Accrual and Financial Update process page.

Before you can view the results of a checkbook definition, you must generate the checkbook data. Select the Update Checkbook Entries check box and run the Accrual and Financial Update process.

### See Also

[Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” page 145](#)

---

## Displaying the Checkbook Definition

In this section, we discuss how to:

- Configure a checkbook review checkbook definition before viewing.
- View a checkbook review type of checkbook definition.
- View a discretionary or non-discretionary fund budget checkbook definition.

## Pages Used to Display the Checkbook Definition

Page Name	Object Name	Navigation	Usage
Checkbook Configuration	TD_CHECKFILTER	Promotions, Analysis, Review Checkbook, Checkbook Configuration	Select the checkbook configuration before you display the checkbook review type of checkbook definition. This page is not displayed if the Auto Display Checkbook check box is selected. However, it can be accessed by clicking on the Checkbook Config. push button on the Review Checkbook - Checkbook page.
Checkbook	TD_CHECKBOOK	Promotions, Analysis, Review Checkbook, Checkbook	View a checkbook review type of checkbook definition populated with the amounts calculated by the Accrual and Financial Update process (TD_FINUP). The system uses all the promotional activity that has occurred to populate the data it displays for the checkbook definition.
Maintain Funds - Budget	TD_FUND_DIST	Promotions, Funds, Maintain Funds, Budget	View a discretionary or non-discretionary type of checkbook definition populated with the amounts calculated by the Accrual and Financial Update process (TD_FINUP).

## Configuring a Checkbook Review Checkbook Definition Before Viewing

Access the Checkbook Configuration page.

**Checkbook Configuration**

<b>Checkbook Display</b>					
SetID:	SHARE <input type="button" value="Search"/>	CORPORATE SETID	Currency Code:	USD <input type="button" value="Search"/>	US Dollar
Checkbook ID:	CB_BYPROM <input type="button" value="Search"/>	Checkbook by Promotion	UOM:	EA <input type="button" value="Search"/>	Each
<input checked="" type="checkbox"/> Use Filters <input type="checkbox"/> Auto Display Checkbook					
<b>Display Filters</b>					
*Display:	Amounts <input type="button" value="Search"/>				
Start Date:	<input type="text"/> <input type="button" value="Search"/>				
End Date:	<input type="text"/> <input type="button" value="Search"/>				
GL Unit:	<input type="text"/> <input type="button" value="Search"/>				
Fund Code:	<input type="text"/> <input type="button" value="Search"/>				
Promotion Code:	<input type="text"/> <input type="button" value="Search"/>				
Promotion Type:	<input type="button" value="Search"/>				
Customer ID:	<input type="text"/> <input type="button" value="Search"/>				
				<input type="button" value="View Checkbook"/> <input type="button" value="Load Defaults"/> <input type="button" value="Save As Defaults"/>	

Checkbook Configuration page

**Use Filters**

Select this check box if you want to configure your checkbook definition to have filters for this checkbook review. Then select the fields to filter by in the Display Filters group box.

**Auto Display Checkbook**

Select this check box if you want the system to automatically display this checkbook and its configuration without configuring the display each time. If you select this check box and save the display selections as your defaults, the next time you want to inquire against a checkbook, the Checkbook page automatically appears and this page is bypassed.

**Save As Defaults**

Click this button to have this selection criteria saved for the next time this user accesses this page. This becomes the default display selection for this user.

**Load Defaults**

Click this button to have the system load the default settings for this user.

**View Checkbook**

Click this button to have the system display the information associated with the checkbook ID and display filters that you selected. When you click this button, the Checkbook page appears.

## Viewing a Checkbook Review Checkbook Definition

Access the Checkbook page.

Checkbook		Checkbook by Promotion		Checkbook Config.		Refresh Checkbook		
Checkbook ID:	CB_BYPROMO			Planned OI	Planned BB	Planned LS	Incurred BB	
Top <span style="float: right;">9 of 16</span>							Incurred LS	
All				5400.00	4750.00	7000.00	4500.00	7000.00
+ Promotion: ALW0000001				0.00	0.00	0.00	0.00	0.00
+ Promotion: ALW0000002				0.00	0.00	0.00	0.00	0.00
+ Promotion: PRO0000001				5000.00	0.00	2000.00	0.00	2000.00
+ Promotion: PRO0000002				0.00	0.00	0.00	0.00	0.00
+ Promotion: PRO0000003				0.00	4750.00	0.00	4500.00	0.00
+ Promotion: PRO0000004				0.00	0.00	0.00	0.00	0.00
+ Promotion: PRO0000005				0.00	0.00	5000.00	0.00	5000.00
+ Promotion: PRO0000006				400.00	0.00	0.00	0.00	0.00
Expand All   Collapse All								
Last Checkbook Update: 10/07/2003 2:17PM PDT								

Checkbook page

## Left Region of Page

On the left side of the page, the system displays the customer tree, product tree, or custom configuration associated with the checkbook definition.

## Checkbook Columns

The columns of information that appear on this page are dependent on the checkbook definition. The checkbook entries that appear for the columns reflect the promotional activity that took place up to the last time the Accrual and Financial Update process ran.

**Last Checkbook Update** Displays the last date and time that the Accrual and Financial Update process updated the checkbook entries. A value of *None* means either the Accrual and Financial Update process has not yet run for the checkbook data or no customer promotions or national allowances are associated with this data.

**Checkbook Config.** (checkbook configuration) Click this button to display the Checkbook Configuration page and change the display selections.

**Refresh Checkbook** Click this button to refresh the checkbook entries with data that may have been generated by a more recent run of the Accrual and Financial Update process.

## See Also

[Chapter 10, “Maintaining Checkbooks,” Defining Checkbooks, page 124](#)

## Viewing a Discretionary or Non-Discretionary Fund Budget Checkbook Definition

Access the Maintain Funds - Budget page.

See [Chapter 6, “Defining Funds,” Maintaining Funds, page 42.](#)

# CHAPTER 11

## Viewing Promotional Activity

This chapter provides an overview of the Promotional Activity component and discusses how to view promotional activity.

---

### Understanding the Promotional Activity Component

Use the Promotional Activity component to view at any time what activity has occurred for a promotion that is associated with a specific customer. You can view shipments, invoices, credits, payments, and deduction write-offs that are associated with a promotion.

---

### Viewing Promotional Activity

This section provides an overview of the promotional activity search criteria and discusses how to:

- View promotion activity summary information.
- View shipment activity.
- View invoice activity.
- View credit activity.
- View payment activity.
- View deduction write-off activity.

### Understanding the Promotional Activity Search Criteria

To view promotional activity, you must select a setID and either a customer ID or promotion code to define the promotion information. In addition, you must select the Unit of Measure and Currency Code in which you want the different types of activity (amounts and units) to appear. All other criteria are optional.

To further restrict your search you can select:

- Customer ID and promotion code.
- Customer ID, promotion code, and merchandising type or adjustment type.
- Promotion code and merchandising type or adjustment type.
- A date from and a date to.

Select a particular transaction date (ship date, invoice date, payment entered date, or deduction posted date). The two dates must be used in conjunction with one another and you can't enter only a date from or only date to.

The Unit of Measure and Currency Code fields are used to convert all data into the selected values. Both values appear by default from the Promotions Options - General Options page. If a conversion factor doesn't exist between two currencies or units of measure, the system issues one warning message to let you know that data is left out of the totals.

Click the Search button to populate the Promotional Activity component with all the promotional activity that match the criteria.

---

**Note.** You can enter search criteria on any of the pages in the Promotional Activity component. Entering new search criteria on any page in the component refreshes all the pages with the new information for the new search criteria.

---

## Pages Used to View Promotional Activity

Page Name	Object Name	Navigation	Usage
Promotional Activity - Summary	TD_PAYMENT_SUMMARY	Promotions, Manage Promotions, Review Promotion Information, Promotional Activity, Summary	View the overall totals for all the promotional activity for the criteria that you select.
Promotional Activity - Shipments	TD_SHIPMENTS	Promotions, Manage Promotions, Review Promotion Information, Promotional Activity, Shipments	View all the shipment activity for the promotion criteria that you select.
Promotional Activity - Invoices	TD_INVOICES	Promotions, Manage Promotions, Review Promotion Information, Promotional Activity, Invoices	View all the invoice activity associated with the promotion criteria that you select.
Promotional Activity - Credits	TD_CREDITS	Promotions, Manage Promotions, Review Promotion Information, Promotional Activity, Credits	View all the credit activity for the promotion criteria that you select.
Promotional Activity - Payments	TD_PAYMENTS	Promotions, Manage Promotions, Review Promotion Information, Promotional Activity, Payments	View all the payment activity for the promotion criteria that you select.
Promotional Activity - Deduction Write-Offs	TD_DEDUCTION	Promotions, Manage Promotions, Review Promotion Information, Promotional Activity, Deduction Write-Offs	View all the write-off deduction activity for the promotion criteria that you select.

## Viewing Promotion Activity Summary Information

Access the Promotional Activity - Summary page.

The Summary page is a very dynamic page. Depending on the search criteria that you select, the data that displays in the lower region of the page is different. The system looks at the information on all the other pages in the component and sums up the information and displays the summed information for you on the Summary page.

---

**Note.** No information appears on this page until promotional activity is processed in your environment.

---

### **SetID and Promotion Code or SetID, Promotion Code and Merch/Adjust Type**

If you select a setID and promotion code, or setID, promotion code, and merchandising type or adjustment type as search criteria, with or without a date range, the system displays a Promotional Activity Summary group box and a Grand Totals group box if data exists for the search criteria that you select.

In the Promotional Activity Summary group box, the system displays every customer who is associated with the promotion code with all the promotional activity amounts or quantities (total quantity shipped, total invoiced, total discount, total credits, total paid, total deduction write-offs, and total net sales) for each customer and this specific promotion and merchandising or adjustment type summed and displayed.

The system displays the merchandising cost for each merchandising type and merchandising subtype on the Merchandising Details tab.

In the Grand Totals group box, the system displays the total of all quantities from the Promotional Activity Summary group box (total quantity shipped, total invoiced, total discount, total credits, total paid, total deduction write-offs, and total net sales).

### **SetID and Customer ID**

If you select a setID and customer ID as search criteria, with or without a date range, the system displays a Promotional Activity Summary group box and a Grand Totals group box if data exists for the search criteria that you select.

In the Promotional Activity Summary group box, the system displays every promotion code that is associated with that customer with all the promotional activity amounts or quantities (total quantity shipped, total invoiced, total discount, total credits, total paid, total deduction write-offs, and total net sales) for all promotions and merchandising or adjustment types for that specific customer summed and displayed.

The system displays the merchandising cost for each merchandising type and merchandising subtype on the Merchandising Details tab.

In the Grand Totals group box, the system displays the total of all quantities from the Promotional Activity Summary group box (total quantity shipped, total invoiced, total discount, total credits, total paid, total deduction write-offs, and total net sales).

### **SetID, Customer ID, and Promotion Code or SetID, Customer ID, Promotion Code, and Merch/Adjust Type**

If you select a setID, customer ID, and promotion Code, or setID, customer ID, promotion code, and merchandising or adjustment type as search criteria, with or without a date range, the system displays a Promotional Activity Summary group box and a Promotion Details group box.

In the Promotional Activity Summary group box, the system displays for this promotion, merchandising or adjustment type, and customer all the promotional activity amounts or quantities (total quantity shipped, total invoiced, total discount, total credits, total paid, total deduction write-offs, and total net sales) summed.

In addition, the system displays the merchandising cost for each merchandising type and merchandising subtype on the Merchandising Details tab.

In the Promotion Details group box, the system displays all the dates that are associated with the promotion (first order date, last order date, first scheduled ship date, last scheduled ship date, first delivery date, last delivery date, first performance date, and last performance date). If the promotion that you select is a national allowance, the allowance status will also appear in the Promotion Details box. If the promotion that you select is a customer promotion, the promotion status appears in the Promotion Details box.

## Viewing Shipment Activity

To view shipment activity:

1. Access the Promotional Activity - Shipments inquiry page.
2. Enter selection criteria.
3. View shipment activity.

---

**Note.** No information appears on this page until shipment activity is generated for the promotion criteria. You must ship sales orders for the promotion criteria through PeopleSoft Inventory.

---

The system displays all shipment transactions that are associated with the selection criteria that you select. The sold to customer, PeopleSoft Order Management business unit, ship to customer, order number, order line number, schedule line number, demand line number, item, quantity requested, quantity shipped, ship date, invoice, and bill of lading appear for every shipment that is associated with the promotion criteria.

## Viewing Invoice Activity

To view invoice activity:

1. Access the Promotional Activity - Invoices inquiry page.
2. Enter selection criteria.
3. View invoice activity.

---

**Note.** No information appears on this page until invoice activity is generated for the promotion criteria. You must generate invoices for the promotion criteria through PeopleSoft Billing.

---

The system displays all the invoices that are associated with the promotion criteria that you select. The sold to customer, PeopleSoft Billing business unit, invoice, invoice line number, bill to customer, discount amount, and original amount appear for every invoice that is associated with the promotion criteria.

## Viewing Credit Activity

To view credit activity:

1. Access the Promotional Activity - Credits inquiry page.

2. Enter selection criteria.
3. View credit activity.

---

**Note.** No information appears on this page until credit activity is generated for the promotion criteria. You must have processed credit invoices for the promotion criteria through PeopleSoft Billing.

---

The system displays all the credit invoices that are associated with the promotion criteria that you select. The sold to customer, PeopleSoft Billing business unit, bill to customer, invoice, invoice line number, credit amount, and bill type appear for every credit invoice that is associated with the promotion criteria.

## Viewing Payment Activity

To view payment activity:

1. Access the Promotional Activity - Payments inquiry page.
2. Enter selection criteria.
3. View payment activity.

---

**Note.** No information appears on this page until payment activity is created for the promotion criteria. You must process scheduled or recorded payments for the promotion criteria through PeopleSoft Payables. The payments must originate from a PeopleSoft Promotions Management claim for payment.

---

The system displays all the scheduled or recorded payments (check or field draft payment methods on a claim for payment) that are associated with the promotion criteria that you select. The customer (from PeopleSoft Promotions Management), alternate pay to customer ID, PeopleSoft Payables business unit, vendor ID (associated with the Customer field), claim number, amount, voucher ID, line, reference, and check number appear for every payment that is associated with the promotion criteria.

## Viewing Deduction Write-Off Activity

To view deduction write-off activity:

1. Access the Promotional Activity - Deduction Write-Offs inquiry page.
2. Enter selection criteria.
3. View deduction write-off activity.

---

**Note.** No information appears on this page until deductions are written off for the promotion criteria. You must write off deductions for the promotion criteria through PeopleSoft Receivables.

---

The system displays the deduction write-offs that are associated with the promotion criteria that you select. These are the deductions that are written off in PeopleSoft Receivables because they don't have a matching credit memo. The sold to customer, PeopleSoft Receivables business unit, customer ID (from PeopleSoft Receivables), item ID, item line, and entry amount appear for every deduction that is associated with the promotion criteria. The entry amount is the amount that is actually short-paid through the deduction process.



## CHAPTER 12

# Updating Financial Information in PeopleSoft Promotions Management

This chapter provides an overview of the Accrual and Financial Update Application Engine process and discusses how to perform the Accrual and Financial Update process.

---

## Understanding the Accrual and Financial Update Application Engine Process

The Accrual and Financial Update process (TD\_FINUP) performs several important functions pertaining to the management of promotions. These functions include:

- Accruing fund budget amounts and units for fixed, rolling, and zero-based accrual funds.
- Updating information pertaining to promotional activity, such as fund balance, amount incurred, and consumption actuals (which you can view on the Review Checkbook - Checkbook inquiry page or the Maintain Funds - Budget page).
- Authorizing customer payments for promotional activity if your PeopleSoft Promotions Management environment doesn't require payment authorizations to be entered manually.
- Generating PeopleSoft Promotions Management accrual transactions to be posted to PeopleSoft General Ledger.

You can perform one or all of these functions at the same time by selecting the run options to perform on the Accrual and Financial Update request page. In addition, you can have this process perform these functions by a particular PeopleSoft Promotions Management setID, PeopleSoft Promotions Management fund, or PeopleSoft General Ledger business unit.

### Accruing Budgeted Amounts for a Fund

This process option performs the fund accrual processing for funds that are associated with fixed, rolling, and zero-based accrual funding methods. The process reviews past shipments for fixed and rolling accrual types to determine the accrual amounts of the fund. The process also looks at current shipments to increase the fund amounts for rolling and zero-based accrual types.

The main purpose of this process is to regularly update the fund amount, so that account managers know the amount that is available to spend on promotional activities. You can view the results of this activity on the Maintain Funds - Budget page.

## Updating Checkbook Information

This process option updates all of the information that is related to promotional activity. Plus, the system calculates the incurred unit handling and incurred unit value amounts for a consumption type merchandising activity that is associated with a customer promotion if you enter incurred units redeemed for the activity. Then, using the defined checkbook IDs, you can view the different amounts that are associated with a checkbook definition on either the Review Checkbook - Checkbook inquiry page or the Maintain Funds - Budget page.

Using a checkbook enables you to view amount information that is associated with promotional activity, such as planned amounts, actual amounts, and incurred amounts.

## Authorizing Customer Payments

The Accrual and Financial Update process also authorizes customer payments for promotional activity. This process is necessary if your PeopleSoft Promotions Management environment doesn't require manual payment authorization for customer promotions and national allowances. This process option enables you to enter claims for payment to your customers without the additional step of authorizing the payment on the Payment Authorization page.

On the Create Customer-Specific Promo (create customer-specific promotion) and Create National Allowances component, there is a Payment Authorization Required option. If this option is selected, then the salesperson must manually authorize payments. If the option isn't selected, then the Accrual and Financial Update process automatically creates payment authorizations for all incurred liability when the Authorize Promotional Payments run option is selected for the run control ID. When payment authorizations are created automatically, the system maintains a history of the authorized amounts in the TD\_PAYMENT\_HIST table. You can view this history data on the Authorize Payments - Payment Authorization History page.

## Generating General Ledger Accrual Transactions

After you create and ship sales orders using the promotional discounts that you defined in PeopleSoft Promotions Management, you want to know what liabilities you have incurred to your customers. The process generates the actual accrual transactions and populates the Promotions Management GL Accrual transaction table (TD\_ACCTG\_ENTRY). The PeopleSoft Journal Generator process takes the transactions from this table and posts them to PeopleSoft General Ledger during period end processing.

PeopleSoft Promotions Management supports the *Always Inherit* ChartField inheritance option to create balanced accounting transactions if the PeopleSoft General Ledger unit is using balanced ChartFields.

The Accrual and Financial Update process generates general ledger accrual transactions for all expenses that are incurred and not paid.

## Understanding the General Ledger Accrual Business Process

The following procedure describes how the general ledger accrual transactions are created and processed to PeopleSoft General Ledger using the Journal Generator process.

To use the general ledger accruals business process:

1. Create and ship sales orders using the promotional discounts that you define in PeopleSoft Promotions Management.
2. Run the Accrual and Financial Update process with the generate GL transaction option selected on the Accrual and Financial Update page.

The Accrual and Financial Update process populates the TD\_ACCTG\_ENTRY table with the general ledger accrual entries that are created from shipped sales orders with promotional discounts.

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**Note.** The Accrual and Financial Update process, with the generate GL transactions option selected, can be run at any time.

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3. Run the PS/Fin Journal Generator process (FSPGJGEN) from the Journal Generator Request page.

The PS/Fin Journal Generator process uses the general ledger accrual transaction entries in the TD\_ACCTG\_ENTRY table as input to populate the PeopleSoft Journal Entry tables that PeopleSoft General Ledger uses. On the Journal Generator Request page, select TD\_ACCRUE in the Template field and TDDEFN in the Accounting Definition Name field. The template that you select controls the accounting line source, journal date, and reversing entry at the beginning of the next period. The accounting definition identifies the system source that distributes data to the general ledger and the record and field names for the accounting entry table.

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**Note.** The Reversal Code on the Journal Generator Template - Defaults page for the TD\_ACCRUE template should be set to beginning of next period to ensure that accounting transactions are posted correctly.

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**Note.** The PeopleSoft Journal Generator process is typically run during period end processing.

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4. Use the GL Accruals inquiry page to view the entries that are posted to PeopleSoft General Ledger.

## See Also

[Chapter 12, “Updating Financial Information in PeopleSoft Promotions Management,” Running the Accrual and Financial Update Application Engine Process, page 148](#)

[Chapter 6, “Defining Funds,” Maintaining Funds, page 42](#)

[Chapter 6, “Defining Funds,” Maintaining Budget Amounts for Funds, page 49](#)

[Chapter 4, “Defining Your Operational Structure in PeopleSoft Promotions Management,” Defining Promotions Management Options, page 17](#)

[Chapter 10, “Maintaining Checkbooks,” Defining Checkbooks, page 124](#)

[Chapter 10, “Maintaining Checkbooks,” Displaying the Checkbook Definition, page 135](#)

[Chapter 9, “Processing Payments for Promotional Activity,” Authorizing Payments for Promotional Activity, page 111](#)

[Chapter 9, “Processing Payments for Promotional Activity,” Generating Accrual Transactions for Incurred Liability, page 116](#)

[PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Using Journal Generator”](#)

# Running the Accrual and Financial Update Application Engine Process

This section discusses how to run the Accrual and Financial Update process.

## Page Used to Run the Accrual and Financial Update Process

Page Name	Object Name	Navigation	Usage
Accrual and Financial Update	TD_FINUP_RQST	<ul style="list-style-type: none"> <li>Promotions, Payments, Update Accrual/Financial Info, Accrual and Financial Update</li> <li>Promotions, Analysis, Run Accrual/Financial Updates, Accrual and Financial Update</li> </ul>	Accrue budgeted amounts for a fund, update checkbook information, automatically authorize customer payments, or generate general ledger accrual transactions by initiating the Accrual and Financial Update Application Engine process.

## Performing the Accrual and Financial Update Process

Access the Accrual and Financial Update process page.

Accrual and Financial Update process page

### Run By

Select the parameter for running this process. Values are:

- GL Business Unit* (general ledger business unit): Run this process by a PeopleSoft General Ledger business unit that you specify. If you select this value, in the lower region of the page select one or more general ledger business units to process.

- *Promotions Management Fund:* Run this process by a PeopleSoft Promotions Management fund that you specify. If you select this value, in the lower region of the page select one or more setIDs and fund codes to process.
- *Promotions Management SetID:* Run this process by a PeopleSoft Promotions Management setID that you specify. If you select this value, in the lower region of page select one or more PeopleSoft Promotions Management setIDs to process.

## Run Options

### Run Fund Accrual Processing

Select to perform fund accrual processing for funds that have either fixed, rolling, or zero-based accrual funding methods. If you select this check box, you can also select Skip Previously Run Fixed Acc (skip previously run fixed accrual).

### Skip Previously Run Fixed Acc (skip previously run fixed accrual)

This option only applies to fixed accrual funds. Select if you previously ran the accrual processing for all funds with this funding method. When you initially run the accrual processing for a fixed accrual fund, the system determines the budgeted amount by looking at past shipments. The accrual process doesn't need to reprocess this information. This option prevents the system from reprocessing previously processed information.

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**Note.** Depending on when you perform this process for a fixed accrual fund, the fixed accrual budgeted amount can vary between two completions of the same accrual process. For example, the accrual process might have run for a period before all shipments are posted. If a fixed fund accrual ran and refreshed every time, the values might have changed.

---

### Update Checkbook Entries

Select to have the system perform all the processing to reflect your promotional activity. This process calculates information such as fund balance and amount incurred against the fund. In addition, if you have entered incurred units redeemed for a consumption type merchandising activity, this option determines the incurred unit handling and incurred unit value amounts for that activity. You can see the results of this processing using the Review Checkbook - Checkbook inquiry page or the Maintain Funds - Budget page.

### Authorize Promotional Payments

Select to automatically authorize customer payments for promotional activity. After this process is complete, you can create customer claims without the additional step of authorizing the payment on the Payment Authorization page.

### Generate GL Transactions (generate general ledger transactions)

Select to create the general ledger accrual transactions that post to the general ledger. This process populates the transactions on the Promotions Management GL Accrual Transaction table, and the PeopleSoft General Ledger Journal Generator process reads the transactions from the table and posts them to PeopleSoft General Ledger.

## See Also

*PeopleTools PeopleBook: PeopleSoft Process Scheduler*



## APPENDIX A

# PeopleSoft Promotions Management Reports

PeopleSoft applications offer a wide range of query and reporting possibilities. PeopleSoft provides standard reports, as well as reporting tools that you can use to create new reports.

This appendix enables you to:

- View summary tables of all reports.
- View report details.

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**Note.** For samples of these reports, see the Portable Document Format (PDF) files published on CD-ROM with your documentation.

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### See Also

*PeopleTools PeopleBook: PeopleSoft Process Scheduler*

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## PeopleSoft Promotions Management Reports: A to Z

This table lists the PeopleSoft Promotions Management reports. The Promotion Contract report that is listed is a Crystal report and the Promotion Forecast Report is an SQR report. If you need more information about these reports, refer to the report details at the end of this appendix.

Report ID and Report Name	Description	Navigation	Run Control Page
TDC1000 Promotion Contract	Records the signed acknowledgement of a customer promotion from your customer.	Promotions, Manage Promotions, Reports, Promotion Contract	RUN_TD_FORM
TDS1000 Promotion Forecast	Provides you with the tool necessary to sync PeopleSoft Demand Planning events with planned promotional activities that you create in PeopleSoft Promotions Management.	Promotions, Manage Promotions, Reports, Promotion Forecast	RUN_TDS1000

### See Also

[Appendix A, “PeopleSoft Promotions Management Reports.” PeopleSoft Promotions Management Selected Reports, page 152](#)

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## PeopleSoft Promotions Management Selected Reports

This section provides detailed information about fields for the individual reports in PeopleSoft Promotions Management.

### TDC1000 - Promotion Contract Report

<b>Promotion Code and Description</b>	References the promotion code and description of the customer promotion offered. The system uses the Promotion Code and Description fields that you defined on the Create Customer-Specific Promo - Promotion Details page for this information.
<b>Customer Name</b>	References the customer name to which the promotion is offered. The system uses the Customer ID field that you defined on the customer promotion for this information.
<b>Broker Name, Broker Phone, and Broker Address</b>	References the name and address of the broker who is responsible for the customer promotion. The system uses the Contact ID field that you defined on the Create Customer-Specific Promo - Promotion Details page for the broker name. The system uses the location that you defined on the Promotions Options - General Options page for the broker phone and address information.
<b>Planned Ship Qty (planned ship quantity)</b>	References the quantity that you are planning on shipping for this customer promotion. The system uses the Plan Ship Qty (plan ship quantity) field on the Create Customer-Specific Promo - Product Details page for this information.
<b>From and To Order Dates</b>	References the valid order dates for this customer promotion. The system uses the First Order Date and Last Order Date fields on the Create Customer-Specific Promo - Promotion Details page for this information.
<b>From and To Ship Dates</b>	References the valid scheduled shipment dates for this promotion. The system uses the First Scheduled Ship Date and Last Scheduled Ship Date fields on the Create Customer-Specific Promo - Promotion Details page for this information.
<b>From and To Delivery Dates</b>	References the valid requested arrival dates for this customer promotion. The system uses the First Requested Arrival Date and Last Requested Arrival Date fields on the Create Customer-Specific Promo - Promotion Details page for this information.
<b>From and To Performance Dates</b>	References the valid performance dates for this customer promotion. The system uses the First Performance Date and Last Performance Date fields on the Create Customer-Specific Promo - Promotion Details page for this information.
<b>Merchandising Activity</b>	References the merchandising activities that are defined for the customer promotion. Each merchandising activity's information for the promotion is broken out on the report. The system uses the Merch Type field that you defined on the Create Customer-Specific Promo - Merchandising Activities page to retrieve the syndicated data type that you defined for the merch type on the Merchandising Types page for this information.

For purchasing merchandising activities the following fields appear:

<b>Lump Sum</b>	References the lump sum costs for any merchandising activities that are associated with the customer promotion. The system uses the Lump Sum Cost field on the Create Customer-Specific Promo - Merchandising Activities page for this information.
<b>Off-Invoice</b>	References the off-invoice discounts for any merchandising activities associated with the customer promotion. The system uses the off-invoice adjustment type Discount field for the price formula marked as use for metrics on the Create Customer-Specific Promo - Merchandising Activities page for this information.
<b>Bill Back</b>	References the bill back discounts for any merchandising activities associated with the customer promotion. The system uses the bill back adjustment type Discount field for the price formula marked as use for metrics on the Create Customer-Specific Promo - Merchandising Activities page for this information.
<b>Low Amount and Upper Amount</b>	References the low amount and upper amount that must be met on a sales order to receive the discount. The system uses the Low Amount and Upper Amount fields for the price formula marked as use for metrics on the Create Customer-Specific Promo - Merchandising Activities page for this information.
<b>Low Quantity and Upper Quantity</b>	References the lower and upper quantity that must be met on a sales order to receive the discount. The system uses the Low Quantity and Upper Quantity fields for the price formula marked as use for metrics on the Create Customer-Specific Promo - Merchandising Activities page for this information.
<b>Pct/Amt (percent or amount)</b>	<p>References how the system renders the discount for the merchandising activity on the promotion.</p> <ul style="list-style-type: none"> <li>• <i>P</i>: Percent</li> <li>• <i>A</i>: Amount</li> </ul> <p>The system uses the Pct/Amt field for the price formula marked as use for metrics on the Create Customer-Specific Promo - Merchandising Activities page for this information.</p>
<b>Discount</b>	References the discount amount or percent for the merchandising activity and promotion. The system uses the Discount field for the price formula marked as use for metrics on the Customer-Specific Promo - Merchandising Activities page for this information.
<b>Giveaway Product and Giveaway Qty (giveaway quantity)</b>	References the giveaway product and the quantity of the giveaway for this merchandising activity and promotion. The system uses the Giveaway Product and Giveaway Quantity fields for the price formula marked as use for metrics on the Customer-Specific Promo - Merchandising Activities page for this information.
<b>Product ID, Product Description, UPC Code, UOM (unit of measure), and Price</b>	References the products and their UPC codes that are offered on the customer promotion. The system uses the Product ID, Unit of Measure, and Price fields that you defined on the Create Customer-Specific Promo - Product Details page for this information.

For consumption merchandising activities the following fields appear:

<b>Insertion Costs</b>	References the insertion costs for the customer promotion and merchandising activity. The system uses the Insertion Costs field on the Create Customer-Specific Promo - Merchandising Activities page for this information.
<b>Unit Value</b>	References the value of the offer for the consumption merchandising activity and promotion. The system uses the Unit Value field on the Create Customer-Specific Promo - Merchandising Activities page for this information.
<b>Unit Handling</b>	References the per unit cost of running this merchandising activity and promotion. The system uses the Unit Handling Cost field on the Create Customer-Specific Promo - Merchandising Activities page for this information.
<b>Product ID, Product Description, UPC Code, UOM (unit of measure), and Price</b>	References the products and their UPC codes that are offered on the customer promotion. The system uses the Product ID, Unit of Measure, and Price fields defined on the Create Customer-Specific Promo - Product Details page for this information.

Information that appears at the bottom of the report:

<b>Signature Block</b> containing <b>Signed, Date, and Comments</b>	Represents the individual who has agreed to this customer promotion. The system uses the Comments field on the Create Customer-Specific Promo - Promotion Details page for this information. The other fields are available so that a signature and date can be entered.
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## See Also

[Chapter 7, “Defining Promotions,” page 53](#)

## TDS1000 - Promotion Forecast Report

<b>Product ID and Item ID</b>	References the products and items that are forecasted in any PeopleSoft Inventory business unit. If a forecaster was entered on the request page, only the products and items that the forecaster is responsible for will print on the report.
<b>Cust Group</b> (customer group)	References the forecast customer group (group type = FCST) for the customer ID.
<b>Prod Group</b> (product group)	References the forecast product group (group type = FCST) for the product ID.
<b>Base Qty</b> (base quantity)	References the base units defined for the promotion. If the promotion is associated with a promotion group, then the weights that you defined for each product determine the base quantity for the individual product.
<b>Lift Qty</b> (lift quantity)	References either the target lift quantity or planned lift quantity for the product on the promotion.  target lift quantity = (weighted base quantity * incremental lift percent) * participation percent  planned lift quantity = weighted planned ship quantity – weighted base quantity
<b>Lift Pct</b> (lift percent)	References either the target lift percent or the planned lift percent.

	target lift percent = ((target plan ship quantity / weighted base quantity) – 1) * 100
	planned lift percent = ((planned plan ship quantity / weighted base quantity) – 1) * 100
<b>Plan Ship Qty</b> (plan ship quantity)	References either the target plan ship quantity or the planned plan ship quantity for the product on the promotion. If the promotion is associated with a promotion group then the weights that you defined for each product determine the planned ship quantity for the individual product.
	target plan ship quantity = weighted base quantity + target lift quantity
	planned plan ship quantity = weighted planned ship quantity that you defined on the promotion
<b>Promotion Price</b>	References the product price for a product after having taken into account all per unit discounts (off-invoice and bill back) for the promotion.
<b>Total Lift Qty</b> (total lift quantity)	If either item ID or product ID are selected as a sort option, the total lift quantity by product or item appears.
<b>Discount Amount</b>	References the discount amount or percent for the merchandising activity and promotion. The system uses the Discount field for the price formula marked as use for metrics on the Customer-Specific Promo - Merchandising Activities page for this information.
<b>Giveaway Item</b> and <b>Giveaway Qty</b> (giveaway quantity)	References the giveaway item and the quantity of the giveaway for this merchandising activity and promotion. The system uses the Giveaway Product and Giveaway Quantity fields for the price formula marked as use for metrics on the Customer-Specific Promo - Merchandising Activities page for this information.

## See Also

[Chapter 7, “Defining Promotions,” page 53](#)



# Glossary of PeopleSoft Terms

<b>absence entitlement</b>	This element defines rules for granting paid time off for valid absences, such as sick time, vacation, and maternity leave. An absence entitlement element defines the entitlement amount, frequency, and entitlement period.
<b>absence take</b>	This element defines the conditions that must be met before a payee is entitled to take paid time off.
<b>accounting class</b>	In PeopleSoft Enterprise Performance Management, the accounting class defines how a resource is treated for generally accepted accounting practices. The Inventory class indicates whether a resource becomes part of a balance sheet account, such as inventory or fixed assets, while the Non-inventory class indicates that the resource is treated as an expense of the period during which it occurs.
<b>accounting date</b>	The accounting date indicates when a transaction is recognized, as opposed to the date the transaction actually occurred. The accounting date and transaction date can be the same. The accounting date determines the period in the general ledger to which the transaction is to be posted. You can only select an accounting date that falls within an open period in the ledger to which you are posting. The accounting date for an item is normally the invoice date.
<b>accounting split</b>	The accounting split method indicates how expenses are allocated or divided among one or more sets of accounting ChartFields.
<b>accumulator</b>	You use an accumulator to store cumulative values of defined items as they are processed. You can accumulate a single value over time or multiple values over time. For example, an accumulator could consist of all voluntary deductions, or all company deductions, enabling you to accumulate amounts. It allows total flexibility for time periods and values accumulated.
<b>action reason</b>	The reason an employee's job or employment information is updated. The action reason is entered in two parts: a personnel action, such as a promotion, termination, or change from one pay group to another—and a reason for that action. Action reasons are used by PeopleSoft Human Resources, PeopleSoft Benefits Administration, PeopleSoft Stock Administration, and the COBRA Administration feature of the Base Benefits business process.
<b>action template</b>	In PeopleSoft Receivables, outlines a set of escalating actions that the system or user performs based on the period of time that a customer or item has been in an action plan for a specific condition.
<b>activity</b>	In PeopleSoft Enterprise Learning Management, an instance of a catalog item (sometimes called a class) that is available for enrollment. The activity defines such things as the costs that are associated with the offering, enrollment limits and deadlines, and waitlisting capacities.
	In PeopleSoft Enterprise Performance Management, the work of an organization and the aggregation of actions that are used for activity-based costing.
	In PeopleSoft Project Costing, the unit of work that provides a further breakdown of projects—usually into specific tasks.
	In PeopleSoft Workflow, a specific transaction that you might need to perform in a business process. Because it consists of the steps that are used to perform a transaction, it is also known as a step map.

<b>agreement</b>	In PeopleSoft eSettlements, provides a way to group and specify processing options, such as payment terms, pay from a bank, and notifications by a buyer and supplier location combination.
<b>allocation rule</b>	In PeopleSoft Enterprise Incentive Management, an expression within compensation plans that enables the system to assign transactions to nodes and participants. During transaction allocation, the allocation engine traverses the compensation structure from the current node to the root node, checking each node for plans that contain allocation rules.
<b>alternate account</b>	A feature in PeopleSoft General Ledger that enables you to create a statutory chart of accounts and enter statutory account transactions at the detail transaction level, as required for recording and reporting by some national governments.
<b>AR specialist</b>	Abbreviation for <i>receivables specialist</i> . In PeopleSoft Receivables, an individual in who tracks and resolves deductions and disputed items.
<b>arbitration plan</b>	In PeopleSoft Enterprise Pricer, defines how price rules are to be applied to the base price when the transaction is priced.
<b>assessment rule</b>	In PeopleSoft Receivables, a user-defined rule that the system uses to evaluate the condition of a customer's account or of individual items to determine whether to generate a follow-up action.
<b>asset class</b>	An asset group used for reporting purposes. It can be used in conjunction with the asset category to refine asset classification.
<b>attribute/value pair</b>	In PeopleSoft Directory Interface, relates the data that makes up an entry in the directory information tree.
<b>authentication server</b>	A server that is set up to verify users of the system.
<b>base time period</b>	In PeopleSoft Business Planning, the lowest level time period in a calendar.
<b>benchmark job</b>	In PeopleSoft Workforce Analytics, a benchmark job is a job code for which there is corresponding salary survey data from published, third-party sources.
<b>book</b>	In PeopleSoft Asset Management, used for storing financial and tax information, such as costs, depreciation attributes, and retirement information on assets.
<b>branch</b>	A tree node that rolls up to nodes above it in the hierarchy, as defined in PeopleSoft Tree Manager.
<b>budgetary account only</b>	An account used by the system only and not by users; this type of account does not accept transactions. You can only budget with this account. Formerly called "system-maintained account."
<b>budget check</b>	In commitment control, the processing of source transactions against control budget ledgers, to see if they pass, fail, or pass with a warning.
<b>budget control</b>	In commitment control, budget control ensures that commitments and expenditures don't exceed budgets. It enables you to track transactions against corresponding budgets and terminate a document's cycle if the defined budget conditions are not met. For example, you can prevent a purchase order from being dispatched to a vendor if there are insufficient funds in the related budget to support it.
<b>budget period</b>	The interval of time (such as 12 months or 4 quarters) into which a period is divided for budgetary and reporting purposes. The ChartField allows maximum flexibility to define operational accounting time periods without restriction to only one calendar.
<b>business event</b>	In PeopleSoft Receivables, defines the processing characteristics for the Receivable Update process for a draft activity.

<b>business unit</b>	In PeopleSoft Sales Incentive Management, an original business transaction or activity that may justify the creation of a PeopleSoft Enterprise Incentive Management event (a sale, for example).
<b>buyer</b>	A corporation or a subset of a corporation that is independent with regard to one or more operational or accounting functions.
<b>catalog item</b>	In PeopleSoft Enterprise Learning Management, a specific topic that a learner can study and have tracked. For example, “Introduction to Microsoft Word.” A catalog item contains general information about the topic and includes a course code, description, categorization, keywords, and delivery methods. A catalog item can have one or more learning activities.
<b>catalog map</b>	In PeopleSoft Catalog Management, translates values from the catalog source data to the format of the company’s catalog.
<b>catalog partner</b>	In PeopleSoft Catalog Management, shares responsibility with the enterprise catalog manager for maintaining catalog content.
<b>categorization</b>	Associates partner offerings with catalog offerings and groups them into enterprise catalog categories.
<b>channel</b>	In PeopleSoft MultiChannel Framework, email, chat, voice (computer telephone integration [CTI]), or a generic event.
<b>ChartField</b>	A field that stores a chart of accounts, resources, and so on, depending on the PeopleSoft application. ChartField values represent individual account numbers, department codes, and so forth.
<b>ChartField balancing</b>	You can require specific ChartFields to match up (balance) on the debit and the credit side of a transaction.
<b>ChartField combination edit</b>	The process of editing journal lines for valid ChartField combinations based on user-defined rules.
<b>ChartKey</b>	One or more fields that uniquely identify each row in a table. Some tables contain only one field as the key, while others require a combination.
<b>checkbook</b>	In PeopleSoft Promotions Management, enables you to view financial data (such as planned, incurred, and actual amounts) that is related to funds and trade promotions.
<b>Class ChartField</b>	A ChartField value that identifies a unique appropriation budget key when you combine it with a fund, department ID, and program code, as well as a budget period. Formerly called <i>sub-classification</i> .
<b>clone</b>	In PeopleCode, to make a unique copy. In contrast, to <i>copy</i> may mean making a new reference to an object, so if the underlying object is changed, both the copy and the original change.
<b>collection</b>	To make a set of documents available for searching in Verity, you must first create at least one collection. A collection is set of directories and files that allow search application users to use the Verity search engine to quickly find and display source documents that match search criteria. A collection is a set of statistics and pointers to the source documents, stored in a proprietary format on a file server. Because a collection can only store information for a single location, PeopleSoft maintains a set of collections (one per language code) for each search index object.

<b>collection rule</b>	In PeopleSoft Receivables, a user-defined rule that defines actions to take for a customer based on both the amount and the number of days past due for outstanding balances.
<b>compensation object</b>	In PeopleSoft Enterprise Incentive Management, a node within a compensation structure. Compensation objects are the building blocks that make up a compensation structure's hierarchical representation.
<b>compensation structure</b>	In PeopleSoft Enterprise Incentive Management, a hierarchical relationship of compensation objects that represents the compensation-related relationship between the objects.
<b>condition</b>	In PeopleSoft Receivables, occurs when there is a change of status for a customer's account, such as reaching a credit limit or exceeding a user-defined balance due.
<b>configuration parameter catalog</b>	Used to configure an external system with PeopleSoft. For example, a configuration parameter catalog might set up configuration and communication parameters for an external server.
<b>configuration plan</b>	In PeopleSoft Enterprise Incentive Management, configuration plans hold allocation information for common variables (not incentive rules) and are attached to a node without a participant. Configuration plans are not processed by transactions.
<b>content reference</b>	Content references are pointers to content registered in the portal registry. These are typically either URLs or iScripts. Content references fall into three categories: target content, templates, and template pagelets.
<b>context</b>	In PeopleCode, determines which buffer fields can be contextually referenced and which is the current row of data on each scroll level when a PeopleCode program is running.
<b>control table</b>	In PeopleSoft Enterprise Incentive Management, a mechanism that is used to determine the scope of a processing run. PeopleSoft Enterprise Incentive Management uses three types of context: plan, period, and run-level.
<b>cost profile</b>	Stores information that controls the processing of an application. This type of processing might be consistent throughout an organization, or it might be used only by portions of the organization for more limited sharing of data.
<b>cost row</b>	A cost transaction and amount for a set of ChartFields.
<b>current learning</b>	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's in-progress learning activities and programs.
<b>data acquisition</b>	In PeopleSoft Enterprise Incentive Management, the process during which raw business transactions are acquired from external source systems and fed into the operational data store (ODS).
<b>data elements</b>	Data elements, at their simplest level, define a subset of data and the rules by which to group them.
<b>dataset</b>	For Workforce Analytics, data elements are rules that tell the system what measures to retrieve about your workforce groups.
<b>dataset</b>	A data grouping that enables role-based filtering and distribution of data. You can limit the range and quantity of data that is displayed for a user by associating dataset rules with user roles. The result of dataset rules is a set of data that is appropriate for the user's roles.

<b>delivery method</b>	In PeopleSoft Enterprise Learning Management, identifies the primary type of delivery method in which a particular learning activity is offered. Also provides default values for the learning activity, such as cost and language. This is primarily used to help learners search the catalog for the type of delivery from which they learn best. Because PeopleSoft Enterprise Learning Management is a blended learning system, it does not enforce the delivery method.
<b>delivery method type</b>	In PeopleSoft Supply Chain Management, identifies the method by which goods are shipped to their destinations (such as truck, air, rail, and so on). The delivery method is specified when creating shipment schedules.
<b>directory information tree</b>	In PeopleSoft Enterprise Learning Management, identifies how learning activities can be delivered—for example, through online learning, classroom instruction, seminars, books, and so forth—in an organization. The type determines whether the delivery method includes scheduled components.
<b>document sequencing</b>	
<b>dynamic detail tree</b>	A tree that takes its detail values—dynamic details—directly from a table in the database, rather than from a range of values that are entered by the user.
<b>edit table</b>	A table in the database that has its own record definition, such as the Department table. As fields are entered into a PeopleSoft application, they can be validated against an edit table to ensure data integrity throughout the system.
<b>effective date</b>	A method of dating information in PeopleSoft applications. You can predate information to add historical data to your system, or postdate information in order to enter it before it actually goes into effect. By using effective dates, you don't delete values; you enter a new value with a current effective date.
<b>EIM ledger</b>	Abbreviation for <i>Enterprise Incentive Management ledger</i> . In PeopleSoft Enterprise Incentive Management, an object to handle incremental result gathering within the scope of a participant. The ledger captures a result set with all of the appropriate traces to the data origin and to the processing steps of which it is a result.
<b>elimination set</b>	In PeopleSoft General Ledger, a related group of intercompany accounts that is processed during consolidations.
<b>entry event</b>	In PeopleSoft General Ledger, Receivables, Payables, Purchasing, and Billing, a business process that generates multiple debits and credits resulting from single transactions to produce standard, supplemental accounting entries.
<b>equitization</b>	In PeopleSoft General Ledger, a business process that enables parent companies to calculate the net income of subsidiaries on a monthly basis and adjust that amount to increase the investment amount and equity income amount before performing consolidations.
<b>event</b>	A predefined point either in the Component Processor flow or in the program flow. As each point is encountered, the event activates each component, triggering any PeopleCode program that is associated with that component and that event. Examples of events are FieldChange, SavePreChange, and RowDelete.
<b>event propagation process</b>	In PeopleSoft Human Resources, also refers to an incident that affects benefits eligibility.
<b>event propagation process</b>	In PeopleSoft Sales Incentive Management, a process that determines, through logic, the propagation of an original PeopleSoft Enterprise Incentive Management event and creates a derivative (duplicate) of the original event to be processed by other objects.

	Sales Incentive Management uses this mechanism to implement splits, roll-ups, and so on. Event propagation determines who receives the credit.
<b>exception</b>	In PeopleSoft Receivables, an item that either is a deduction or is in dispute.
<b>exclusive pricing</b>	In PeopleSoft Order Management, a type of arbitration plan that is associated with a price rule. Exclusive pricing is used to price sales order transactions.
<b>fact</b>	In PeopleSoft applications, facts are numeric data values from fields from a source database as well as an analytic application. A fact can be anything you want to measure your business by, for example, revenue, actual, budget data, or sales numbers. A fact is stored on a fact table.
<b>forecast item</b>	A logical entity with a unique set of descriptive demand and forecast data that is used as the basis to forecast demand. You create forecast items for a wide range of uses, but they ultimately represent things that you buy, sell, or use in your organization and for which you require a predictable usage.
<b>fund</b>	In PeopleSoft Promotions Management, a budget that can be used to fund promotional activity. There are four funding methods: top down, fixed accrual, rolling accrual, and zero-based accrual.
<b>generic process type</b>	In PeopleSoft Process Scheduler, process types are identified by a generic process type. For example, the generic process type SQR includes all SQR process types, such as SQR process and SQR report.
<b>group</b>	In PeopleSoft Billing and Receivables, a posting entity that comprises one or more transactions (items, deposits, payments, transfers, matches, or write-offs).
	In PeopleSoft Human Resources Management and Supply Chain Management, any set of records that are associated under a single name or variable to run calculations in PeopleSoft business processes. In PeopleSoft Time and Labor, for example, employees are placed in groups for time reporting purposes.
<b>incentive object</b>	In PeopleSoft Enterprise Incentive Management, the incentive-related objects that define and support the PeopleSoft Enterprise Incentive Management calculation process and results, such as plan templates, plans, results data, user interaction objects, and so on.
<b>incentive rule</b>	In PeopleSoft Sales Incentive Management, the commands that act on transactions and turn them into compensation. A rule is one part in the process of turning a transaction into compensation.
<b>incur</b>	In PeopleSoft Promotions Management, to become liable for a promotional payment. In other words, you owe that amount to a customer for promotional activities.
<b>item</b>	In PeopleSoft Inventory, a tangible commodity that is stored in a business unit (shipped from a warehouse).
	In PeopleSoft Demand Planning, Inventory Policy Planning, and Supply Planning, a noninventory item that is designated as being used for planning purposes only. It can represent a family or group of inventory items. It can have a planning bill of material (BOM) or planning routing, and it can exist as a component on a planning BOM. A planning item cannot be specified on a production or engineering BOM or routing, and it cannot be used as a component in a production. The quantity on hand will never be maintained.
	In PeopleSoft Receivables, an individual receivable. An item can be an invoice, a credit memo, a debit memo, a write-off, or an adjustment.
<b>KPI</b>	An abbreviation for <i>key performance indicator</i> . A high-level measurement of how well an organization is doing in achieving critical success factors. This defines the data value or calculation upon which an assessment is determined.

<b>LDIF file</b>	Abbreviation for <i>Lightweight Directory Access Protocol (LDAP) Data Interchange Format file</i> . Contains discrepancies between PeopleSoft data and directory data.
<b>learner group</b>	In PeopleSoft Enterprise Learning Management, a group of learners who are linked to the same learning environment. Members of the learner group can share the same attributes, such as the same department or job code. Learner groups are used to control access to and enrollment in learning activities and programs. They are also used to perform group enrollments and mass enrollments in the back office.
<b>learning components</b>	In PeopleSoft Enterprise Learning Management, the foundational building blocks of learning activities. PeopleSoft Enterprise Learning Management supports six basic types of learning components: web-based, session, webcast, test, survey, and assignment. One or more of these learning component types compose a single learning activity.
<b>learning environment</b>	In PeopleSoft Enterprise Learning Management, identifies a set of categories and catalog items that can be made available to learner groups. Also defines the default values that are assigned to the learning activities and programs that are created within a particular learning environment. Learning environments provide a way to partition the catalog so that learners see only those items that are relevant to them.
<b>learning history</b>	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's completed learning activities and programs.
<b>ledger mapping</b>	You use ledger mapping to relate expense data from general ledger accounts to resource objects. Multiple ledger line items can be mapped to one or more resource IDs. You can also use ledger mapping to map dollar amounts (referred to as <i>rates</i> ) to business units. You can map the amounts in two different ways: an actual amount that represents actual costs of the accounting period, or a budgeted amount that can be used to calculate the capacity rates as well as budgeted model results. In PeopleSoft Enterprise Warehouse, you can map general ledger accounts to the EW Ledger table.
<b>library section</b>	In PeopleSoft Enterprise Incentive Management, a section that is defined in a plan (or template) and that is available for other plans to share. Changes to a library section are reflected in all plans that use it.
<b>linked section</b>	In PeopleSoft Enterprise Incentive Management, a section that is defined in a plan template but appears in a plan. Changes to linked sections propagate to plans using that section.
<b>linked variable</b>	In PeopleSoft Enterprise Incentive Management, a variable that is defined and maintained in a plan template and that also appears in a plan. Changes to linked variables propagate to plans using that variable.
<b>load</b>	In PeopleSoft Inventory, identifies a group of goods that are shipped together. Load management is a feature of PeopleSoft Inventory that is used to track the weight, the volume, and the destination of a shipment.
<b>local functionality</b>	In PeopleSoft HRMS, the set of information that is available for a specific country. You can access this information when you click the appropriate country flag in the global window, or when you access it by a local country menu.
<b>location</b>	Locations enable you to indicate the different types of addresses—for a company, for example, one address to receive bills, another for shipping, a third for postal deliveries, and a separate street address. Each address has a different location number. The primary location—indicated by a <i>1</i> —is the address you use most often and may be different from the main address.
<b>logistical task</b>	In PeopleSoft Services Procurement, an administrative task that is related to hiring a service provider. Logistical tasks are linked to the service type on the work order so that different types of services can have different logistical tasks. Logistical tasks include both preapproval tasks (such as assigning a new badge or ordering a new

laptop) and postapproval tasks (such as scheduling orientation or setting up the service provider email). The logistical tasks can be mandatory or optional. Mandatory preapproval tasks must be completed before the work order is approved. Mandatory postapproval tasks, on the other hand, must be completed before a work order is released to a service provider.

**market template**

In PeopleSoft Enterprise Incentive Management, additional functionality that is specific to a given market or industry and is built on top of a product category.

**match group**

In PeopleSoft Receivables, a group of receivables items and matching offset items. The system creates match groups by using user-defined matching criteria for selected field values.

**MCF server**

Abbreviation for *PeopleSoft MultiChannel Framework server*. Comprises the universal queue server and the MCF log server. Both processes are started when *MCF Servers* is selected in an application server domain configuration.

**merchandising activity**

In PeopleSoft Promotions Management, a specific discount type that is associated with a trade promotion (such as off-invoice, billback or rebate, or lump-sum payment) that defines the performance that is required to receive the discount. In the industry, you may know this as an offer, a discount, a merchandising event, an event, or a tactic.

**meta-SQL**

Meta-SQL constructs expand into platform-specific Structured Query Language (SQL) substrings. They are used in functions that pass SQL strings, such as in SQL objects, the SQLExec function, and PeopleSoft Application Engine programs.

**metastring**

Metastrings are special expressions included in SQL string literals. The metastrings, prefixed with a percent (%) symbol, are included directly in the string literals. They expand at run time into an appropriate substring for the current database platform.

**multibook**

In PeopleSoft General Ledger, multiple ledgers having multiple-base currencies that are defined for a business unit, with the option to post a single transaction to all base currencies (all ledgers) or to only one of those base currencies (ledgers).

**multicurrency**

The ability to process transactions in a currency other than the business unit's base currency.

**national allowance**

In PeopleSoft Promotions Management, a promotion at the corporate level that is funded by nondiscretionary dollars. In the industry, you may know this as a national promotion, a corporate promotion, or a corporate discount.

**node-oriented tree**

A tree that is based on a detail structure, but the detail values are not used.

**pagelet**

Each block of content on the home page is called a pagelet. These pagelets display summary information within a small rectangular area on the page. The pagelet provide users with a snapshot of their most relevant PeopleSoft and non-PeopleSoft content.

**participant**

In PeopleSoft Enterprise Incentive Management, participants are recipients of the incentive compensation calculation process.

**participant object**

Each participant object may be related to one or more compensation objects.

See also *compensation object*.

**partner**

A company that supplies products or services that are resold or purchased by the enterprise.

**pay cycle**

In PeopleSoft Payables, a set of rules that define the criteria by which it should select scheduled payments for payment creation.

**pending item**

In PeopleSoft Receivables, an individual receivable (such as an invoice, a credit memo, or a write-off) that has been entered in or created by the system, but hasn't been posted.

<b>PeopleCode</b>	PeopleCode is a proprietary language, executed by the PeopleSoft application processor. PeopleCode generates results based upon existing data or user actions. By using business interlink objects, external services are available to all PeopleSoft applications wherever PeopleCode can be executed.
<b>PeopleCode event</b>	An action that a user takes upon an object, usually a record field, that is referenced within a PeopleSoft page.
<b>PeopleSoft Internet Architecture</b>	The fundamental architecture on which PeopleSoft 8 applications are constructed, consisting of a relational database management system (RDBMS), an application server, a web server, and a browser.
<b>performance measurement</b>	In PeopleSoft Enterprise Incentive Management, a variable used to store data (similar to an aggregator, but without a predefined formula) within the scope of an incentive plan. Performance measures are associated with a plan calendar, territory, and participant. Performance measurements are used for quota calculation and reporting.
<b>period context</b>	In PeopleSoft Enterprise Incentive Management, because a participant typically uses the same compensation plan for multiple periods, the period context associates a plan context with a specific calendar period and fiscal year. The period context references the associated plan context, thus forming a chain. Each plan context has a corresponding set of period contexts.
<b>plan</b>	In PeopleSoft Sales Incentive Management, a collection of allocation rules, variables, steps, sections, and incentive rules that instruct the PeopleSoft Enterprise Incentive Management engine in how to process transactions.
<b>plan context</b>	In PeopleSoft Enterprise Incentive Management, correlates a participant with the compensation plan and node to which the participant is assigned, enabling the PeopleSoft Enterprise Incentive Management system to find anything that is associated with the node and that is required to perform compensation processing. Each participant, node, and plan combination represents a unique plan context—if three participants are on a compensation structure, each has a different plan context. Configuration plans are identified by plan contexts and are associated with the participants that refer to them.
<b>plan template</b>	In PeopleSoft Enterprise Incentive Management, the base from which a plan is created. A plan template contains common sections and variables that are inherited by all plans that are created from the template. A template may contain steps and sections that are not visible in the plan definition.
<b>planned learning</b>	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's planned learning activities and programs.
<b>planning instance</b>	In PeopleSoft Supply Planning, a set of data (business units, items, supplies, and demands) constituting the inputs and outputs of a supply plan.
<b>portal registry</b>	In PeopleSoft applications, the portal registry is a tree-like structure in which content references are organized, classified, and registered. It is a central repository that defines both the structure and content of a portal through a hierarchical, tree-like structure of folders useful for organizing and securing content references.
<b>price list</b>	In PeopleSoft Enterprise Pricer, enables you to select products and conditions for which the price list applies to a transaction. During a transaction, the system either determines the product price based on the predefined search hierarchy for the transaction or uses the product's lowest price on any associated, active price lists. This price is used as the basis for any further discounts and surcharges.
<b>price rule</b>	In PeopleSoft Enterprise Pricer, defines the conditions that must be met for adjustments to be applied to the base price. Multiple rules can apply when conditions of each rule are met.

<b>price rule condition</b>	In PeopleSoft Enterprise Pricer, selects the price-by fields, the values for the price-by fields, and the operator that determines how the price-by fields are related to the transaction.
<b>price rule key</b>	In PeopleSoft Enterprise Pricer, defines the fields that are available to define price rule conditions (which are used to match a transaction) on the price rule.
<b>process category</b>	In PeopleSoft Process Scheduler, processes that are grouped for server load balancing and prioritization.
<b>process group</b>	In PeopleSoft Financials, a group of application processes (performed in a defined order) that users can initiate in real time, directly from a transaction entry page.
<b>process definition</b>	Process definitions define each run request.
<b>process instance</b>	A unique number that identifies each process request. This value is automatically incremented and assigned to each requested process when the process is submitted to run.
<b>process job</b>	You can link process definitions into a job request and process each request serially or in parallel. You can also initiate subsequent processes based on the return code from each prior request.
<b>process request</b>	A single run request, such as a Structured Query Report (SQR), a COBOL or Application Engine program, or a Crystal report that you run through PeopleSoft Process Scheduler.
<b>process run control</b>	A PeopleTools variable used to retain PeopleSoft Process Scheduler values needed at runtime for all requests that reference a run control ID. Do not confuse these with application run controls, which may be defined with the same run control ID, but only contain information specific to a given application process request.
<b>product category</b>	In PeopleSoft Enterprise Incentive Management, indicates an application in the Enterprise Incentive Management suite of products. Each transaction in the PeopleSoft Enterprise Incentive Management system is associated with a product category.
<b>programs</b>	In PeopleSoft Enterprise Learning Management, a high-level grouping that guides the learner along a specific learning path through sections of catalog items. PeopleSoft Enterprise Learning Systems provides two types of programs—curricula and certifications.
<b>progress log</b>	In PeopleSoft Services Procurement, tracks deliverable-based projects. This is similar to the time sheet in function and process. The service provider contact uses the progress log to record and submit progress on deliverables. The progress can be logged by the activity that is performed, by the percentage of work that is completed, or by the completion of milestone activities that are defined for the project.
<b>project transaction</b>	In PeopleSoft Project Costing, an individual transaction line that represents a cost, time, budget, or other transaction row.
<b>promotion</b>	In PeopleSoft Promotions Management, a trade promotion, which is typically funded from trade dollars and used by consumer products manufacturers to increase sales volume.
<b>publishing</b>	In PeopleSoft Enterprise Incentive Management, a stage in processing that makes incentive-related results available to participants.
<b>record group</b>	A set of logically and functionally related control tables and views. Record groups help enable TableSet sharing, which eliminates redundant data entry. Record groups ensure that TableSet sharing is applied consistently across all related tables and views.
<b>record input VAT flag</b>	Abbreviation for <i>record input value-added tax flag</i> . Within PeopleSoft Purchasing, Payables, and General Ledger, this flag indicates that you are recording input VAT

<b>record output VAT flag</b>	on the transaction. This flag, in conjunction with the record output VAT flag, is used to determine the accounting entries created for a transaction and to determine how a transaction is reported on the VAT return. For all cases within Purchasing and Payables where VAT information is tracked on a transaction, this flag is set to Yes. This flag is not used in PeopleSoft Order Management, Billing, or Receivables, where it is assumed that you are always recording only output VAT, or in PeopleSoft Expenses, where it is assumed that you are always recording only input VAT.
<b>reference data</b>	Abbreviation for <i>record output value-added tax flag</i> .
<b>reference object</b>	See <i>record input VAT flag</i> .
<b>reference transaction</b>	In PeopleSoft Sales Incentive Management, system objects that represent the sales organization, such as territories, participants, products, customers, channels, and so on.
<b>relationship object</b>	In PeopleSoft Enterprise Incentive Management, this dimension-type object further defines the business. Reference objects can have their own hierarchy (for example, product tree, customer tree, industry tree, and geography tree).
<b>regional sourcing</b>	In commitment control, a reference transaction is a source transaction that is referenced by a higher-level (and usually later) source transaction, in order to automatically reverse all or part of the referenced transaction's budget-checked amount. This avoids duplicate postings during the sequential entry of the transaction at different commitment levels. For example, the amount of an encumbrance transaction (such as a purchase order) will, when checked and recorded against a budget, cause the system to concurrently reference and relieve all or part of the amount of a corresponding pre-encumbrance transaction, such as a purchase requisition.
<b>remote data source data</b>	In PeopleSoft Purchasing, provides the infrastructure to maintain, display, and select an appropriate vendor and vendor pricing structure that is based on a regional sourcing model where the multiple ship to locations are grouped. Sourcing may occur at a level higher than the ship to location.
<b>REN server</b>	In PeopleSoft Enterprise Incentive Management, these objects further define a compensation structure to resolve transactions by establishing associations between compensation objects and business objects.
<b>requester</b>	Data that is extracted from a separate database and migrated into the local database.
<b>role</b>	Abbreviation for <i>real-time event notification server</i> in PeopleSoft MultiChannel Framework.
<b>role user</b>	In PeopleSoft eSettlements, an individual who requests goods or services and whose ID appears on the various procurement pages that reference purchase orders.
<b>roll up</b>	Describes how people fit into PeopleSoft Workflow. A role is a class of users who perform the same type of work, such as clerks or managers. Your business rules typically specify what user role needs to do an activity.
<b>run control</b>	A PeopleSoft Workflow user. A person's role user ID serves much the same purpose as a user ID does in other parts of the system. PeopleSoft Workflow uses role user IDs to determine how to route worklist items to users (through an email address, for example) and to track the roles that users play in the workflow. Role users do not need PeopleSoft user IDs.
<b>run control ID</b>	In a tree, to roll up is to total sums based on the information hierarchy.
	A run control is a type of online page that is used to begin a process, such as the batch processing of a payroll run. Run control pages generally start a program that manipulates data.
	A unique ID to associate each user with his or her own run control table entries.

<b>run-level context</b>	In PeopleSoft Enterprise Incentive Management, associates a particular run (and batch ID) with a period context and plan context. Every plan context that participates in a run has a separate run-level context. Because a run cannot span periods, only one run-level context is associated with each plan context.
<b>search query</b>	You use this set of objects to pass a query string and operators to the search engine. The search index returns a set of matching results with keys to the source documents.
<b>section</b>	In PeopleSoft Enterprise Incentive Management, a collection of incentive rules that operate on transactions of a specific type. Sections enable plans to be segmented to process logical events in different sections.
<b>security event</b>	In commitment control, security events trigger security authorization checking, such as budget entries, transfers, and adjustments; exception overrides and notifications; and inquiries.
<b>serial genealogy</b>	In PeopleSoft Manufacturing, the ability to track the composition of a specific, serial-controlled item.
<b>serial in production</b>	In PeopleSoft Manufacturing, enables the tracing of serial information for manufactured items. This is maintained in the Item Master record.
<b>session</b>	In PeopleSoft Enterprise Learning Management, a single meeting day of an activity (that is, the period of time between start and finish times within a day). The session stores the specific date, location, meeting time, and instructor. Sessions are used for scheduled training.
<b>session template</b>	In PeopleSoft Enterprise Learning Management, enables you to set up common activity characteristics that may be reused while scheduling a PeopleSoft Enterprise Learning Management activity—characteristics such as days of the week, start and end times, facility and room assignments, instructors, and equipment. A session pattern template can be attached to an activity that is being scheduled. Attaching a template to an activity causes all of the default template information to populate the activity session pattern.
<b>setup relationship</b>	In PeopleSoft Enterprise Incentive Management, a relationship object type that associates a configuration plan with any structure node.
<b>share driver expression</b>	In PeopleSoft Business Planning, a named planning method similar to a driver expression, but which you can set up globally for shared use within a single planning application or to be shared between multiple planning applications through PeopleSoft Enterprise Warehouse.
<b>single signon</b>	With single signon, users can, after being authenticated by a PeopleSoft application server, access a second PeopleSoft application server without entering a user ID or password.
<b>source transaction</b>	In commitment control, any transaction generated in a PeopleSoft or third-party application that is integrated with commitment control and which can be checked against commitment control budgets. For example, a pre-encumbrance, encumbrance, expenditure, recognized revenue, or collected revenue transaction.
<b>SpeedChart</b>	A user-defined shorthand key that designates several ChartKeys to be used for voucher entry. Percentages can optionally be related to each ChartKey in a SpeedChart definition.
<b>SpeedType</b>	A code representing a combination of ChartField values. SpeedTypes simplify the entry of ChartFields commonly used together.
<b>staging</b>	A method of consolidating selected partner offerings with the offerings from the enterprise's other partners.

<b>statutory account</b>	Account required by a regulatory authority for recording and reporting financial results. In PeopleSoft, this is equivalent to the Alternate Account (ALTACCT) ChartField.
<b>step</b>	In PeopleSoft Sales Incentive Management, a collection of sections in a plan. Each step corresponds to a step in the job run.
<b>storage level</b>	In PeopleSoft Inventory, identifies the level of a material storage location. Material storage locations are made up of a business unit, a storage area, and a storage level. You can set up to four storage levels.
<b>subcustomer qualifier</b>	A value that groups customers into a division for which you can generate detailed history, aging, events, and profiles.
<b>Summary ChartField</b>	You use summary ChartFields to create summary ledgers that roll up detail amounts based on specific detail values or on selected tree nodes. When detail values are summarized using tree nodes, summary ChartFields must be used in the summary ledger data record to accommodate the maximum length of a node name (20 characters).
<b>summary ledger</b>	An accounting feature used primarily in allocations, inquiries, and PS/nVision reporting to store combined account balances from detail ledgers. Summary ledgers increase speed and efficiency of reporting by eliminating the need to summarize detail ledger balances each time a report is requested. Instead, detail balances are summarized in a background process according to user-specified criteria and stored on summary ledgers. The summary ledgers are then accessed directly for reporting.
<b>summary time period</b>	In PeopleSoft Business Planning, any time period (other than a base time period) that is an aggregate of other time periods, including other summary time periods and base time periods, such as quarter and year total.
<b>summary tree</b>	A tree used to roll up accounts for each type of report in summary ledgers. Summary trees enable you to define trees on trees. In a summary tree, the detail values are really nodes on a detail tree or another summary tree (known as the <i>basis</i> tree). A summary tree structure specifies the details on which the summary trees are to be built.
<b>syndicate</b>	To distribute a production version of the enterprise catalog to partners.
<b>system function</b>	In PeopleSoft Receivables, an activity that defines how the system generates accounting entries for the general ledger.
<b>TableSet</b>	A means of sharing similar sets of values in control tables, where the actual data values are different but the structure of the tables is the same.
<b>TableSet sharing</b>	Shared data that is stored in many tables that are based on the same TableSets. Tables that use TableSet sharing contain the SETID field as an additional key or unique identifier.
<b>target currency</b>	The value of the entry currency or currencies converted to a single currency for budget viewing and inquiry purposes.
<b>template</b>	A template is HTML code associated with a web page. It defines the layout of the page and also where to get HTML for each part of the page. In PeopleSoft, you use templates to build a page by combining HTML from a number of sources. For a PeopleSoft portal, all templates must be registered in the portal registry, and each content reference must be assigned a template.
<b>territory</b>	In PeopleSoft Sales Incentive Management, hierarchical relationships of business objects, including regions, products, customers, industries, and participants.
<b>TimeSpan</b>	A relative period, such as year-to-date or current period, that can be used in various PeopleSoft General Ledger functions and reports when a rolling time frame, rather

	than a specific date, is required. TimeSpans can also be used with flexible formulas in PeopleSoft Projects.
<b>trace usage</b>	In PeopleSoft Manufacturing, enables the control of which components will be traced during the manufacturing process. Serial- and lot-controlled components can be traced. This is maintained in the Item Master record.
<b>transaction allocation</b>	In PeopleSoft Enterprise Incentive Management, the process of identifying the owner of a transaction. When a raw transaction from a batch is allocated to a plan context, the transaction is duplicated in the PeopleSoft Enterprise Incentive Management transaction tables.
<b>transaction state</b>	In PeopleSoft Enterprise Incentive Management, a value assigned by an incentive rule to a transaction. Transaction states enable sections to process only transactions that are at a specific stage in system processing. After being successfully processed, transactions may be promoted to the next transaction state and “picked up” by a different section for further processing.
<b>Translate table</b>	A system edit table that stores codes and translate values for the miscellaneous fields in the database that do not warrant individual edit tables of their own.
<b>tree</b>	The graphical hierarchy in PeopleSoft systems that displays the relationship between all accounting units (for example, corporate divisions, projects, reporting groups, account numbers) and determines roll-up hierarchies.
<b>unclaimed transaction</b>	In PeopleSoft Enterprise Incentive Management, a transaction that is not claimed by a node or participant after the allocation process has completed, usually due to missing or incomplete data. Unclaimed transactions may be manually assigned to the appropriate node or participant by a compensation administrator.
<b>universal navigation header</b>	Every PeopleSoft portal includes the universal navigation header, intended to appear at the top of every page as long as the user is signed on to the portal. In addition to providing access to the standard navigation buttons (like Home, Favorites, and signoff) the universal navigation header can also display a welcome message for each user.
<b>user interaction object</b>	In PeopleSoft Sales Incentive Management, used to define the reporting components and reports that a participant can access in his or her context. All Sales Incentive Management user interface objects and reports are registered as user interaction objects. User interaction objects can be linked to a compensation structure node through a compensation relationship object (individually or as groups).
<b>variable</b>	In PeopleSoft Sales Incentive Management, the intermediate results of calculations. Variables hold the calculation results and are then inputs to other calculations. Variables can be plan variables that persist beyond the run of an engine or local variables that exist only during the processing of a section.
<b>VAT exception</b>	Abbreviation for <i>value-added tax exception</i> . A temporary or permanent exemption from paying VAT that is granted to an organization. This terms refers to both VAT exoneration and VAT suspension.
<b>VAT exempt</b>	Abbreviation for <i>value-added tax exempt</i> . Describes goods and services that are not subject to VAT. Organizations that supply exempt goods or services are unable to recover the related input VAT. This is also referred to as exempt without recovery.
<b>VAT exoneration</b>	Abbreviation for <i>value-added tax exoneration</i> . An organization that has been granted a permanent exemption from paying VAT due to the nature of that organization.
<b>VAT suspension</b>	Abbreviation for <i>value-added tax suspension</i> . An organization that has been granted a temporary exemption from paying VAT.
<b>warehouse</b>	A PeopleSoft data warehouse that consists of predefined ETL maps, data warehouse tools, and DataMart definitions.

<b>work order</b>	In PeopleSoft Services Procurement, enables an enterprise to create resource-based and deliverable-based transactions that specify the basic terms and conditions for hiring a specific service provider. When a service provider is hired, the service provider logs time or progress against the work order.
<b>worksheet</b>	A way of presenting data through a PeopleSoft Business Analysis Modeler interface that enables users to do in-depth analysis using pivoting tables, charts, notes, and history information.
<b>worklist</b>	The automated to-do list that PeopleSoft Workflow creates. From the worklist, you can directly access the pages you need to perform the next action, and then return to the worklist for another item.
<b>XML schema</b>	An XML definition that standardizes the representation of application messages, component interfaces, or business interlinks.
<b>yield by operation</b>	In PeopleSoft Manufacturing, the ability to plan the loss of a manufactured item on an operation-by-operation basis.
<b>zero-rated VAT</b>	Abbreviation for <i>zero-rated value-added tax</i> . A VAT transaction with a VAT code that has a tax percent of zero. Used to track taxable VAT activity where no actual VAT amount is charged. Organizations that supply zero-rated goods and services can still recover the related input VAT. This is also referred to as exempt with recovery.



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# PeopleSoft®

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## PeopleSoft Promotions Management 8.8 Reports

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**December 2003**

## PeopleSoft Promotions Management 8.8 Reports

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# About This PeopleBook

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

This preface discusses:

- Related documentation.
- Comments and suggestions.

---

## Related Documentation

This section discusses how to:

- Obtain documentation updates.
- Order printed documentation.

## Obtaining Documentation Updates

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

---

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

---

### See Also

PeopleSoft Customer Connection web site, <http://www.peoplesoft.com/corp/en/login.asp>

## Ordering Printed Documentation

You can order printed, bound volumes of the complete PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM. PeopleSoft makes printed documentation available for each major release shortly after the software is shipped. Customers and partners can order printed PeopleSoft documentation by using any of these methods:

- Web
- Telephone
- Email

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## **Comments and Suggestions**

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Or send email comments to [doc@peoplesoft.com](mailto:doc@peoplesoft.com).

While we cannot guarantee to answer every email message, we will pay careful attention to your comments and suggestions.

# CHAPTER 1

## PeopleSoft Promotions Management Reports

PeopleSoft applications offer a wide range of query and reporting possibilities. PeopleSoft provides standard reports, as well as reporting tools that you can use to create new reports.

This appendix enables you to:

- View summary tables of all reports.
- View report details.

---

**Note.** For samples of these reports, see the Portable Document Format (PDF) files published on CD-ROM with your documentation.

---

### PeopleSoft Promotions Management Reports: A to Z

This table lists the PeopleSoft Promotions Management reports. The Promotion Contract report that is listed is a Crystal report and the Promotion Forecast Report is an SQR report. If you need more information about these reports, refer to the report details at the end of this appendix.

Report ID and Report Name	Description	Navigation	Run Control Page
TDC1000 Promotion Contract	Records the signed acknowledgement of a customer promotion from your customer.	Promotions, Manage Promotions, Reports, Promotion Contract	RUN_TD_FORM
TDS1000 Promotion Forecast	Provides you with the tool necessary to sync PeopleSoft Demand Planning events with planned promotional activities that you create in PeopleSoft Promotions Management.	Promotions, Manage Promotions, Reports, Promotion Forecast	RUN_TDS1000



## CHAPTER 2

# Report Samples

This chapter provides report samples.

For the online samples of these reports, see the PDF files that are published on CD-ROM with your online documentation.

# Promotion Contract

Promotion Code: PRO0000013  
2004 First Quarter Promotion

Run Date: 11/27/2003  
Run Time: 10:22:17 AM

## Alliance Group

Vendor Name:

Broker Name: Bob Johnson

Broker Phone: ()

Broker Address: 9908 St Christopher Drive  
Chicago, IL 88562

	<u>FROM</u>	<u>TO</u>
Order Dates:	01/01/2004	03/15/2004
Ship Dates:	01/02/2004	03/30/2004
Delivery Dates:	01/05/2004	03/31/2004
Performance Dates:	01/12/2004	01/26/2004

### Merch Activity DISPLAY

		<b>Lump Sum</b>		0.00			
<u>Off-Invoice</u>	<u>Bill Back</u>	<u>Low Amount</u>	<u>Upper Amount</u>	<u>Pct/Amt</u>	<u>Discount</u>	<u>Giveaway Product</u>	<u>Giveaway Qty</u>
<u>0.00</u>	<u>5.00</u>	<u>1.00</u>	<u>500.00</u>	<u>A</u>	<u>5.00</u>		<u>0.00</u>
<u>0.00</u>	<u>6.00</u>	<u>501.00</u>	<u>9,999,999,999.00</u>	<u>A</u>	<u>6.00</u>		<u>0.00</u>

Product ID  
10002

Product Description  
Long Sleeve T-Shirt, Men's

UPC Code  
UPC\_CODE\_002

UOM  
EA

Price  
25.00

Plan Ship Qty  
1,100.00

## Alliance Group

# Promotion Contract

Promotion Code: PRO0000013  
2004 First Quarter Promotion

Run Date: 11/27/2003  
Run Time: 10:22:17 AM

Vendor Name:  
Broker Name: Bob Johnson  
Broker Phone: ()  
Broker Address: 9908 St Christopher Drive  
Chicago, IL 88562

	<u>FROM</u>	<u>TO</u>
Order Dates:	01/01/2004	03/15/2004
Ship Dates:	01/02/2004	03/30/2004
Delivery Dates:	01/05/2004	03/31/2004
Performance Dates:	01/12/2004	01/26/2004

All above information is accurate and complete; all promotional advertising and other allowances and benefits herein contained are acutally being offered.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Comments:

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORTPage No: 1  
Run Date: 07/10/2003  
Run Time: 10:53:59

Setid: SHARE

Promotion Status: Planned &amp; Approved Promotions

Order Dates 01/01/2003 through 12/31/2003  
Sorted by Product Group

Report Quantity: Planned Quantity

Currency Code: USD

Product Group: 001

Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Product ID/Descr	Item ID	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000003	Planned	1000		10000	10000	07/01/2003	09/15/2003	EA	500.00	225.00	725.00
Multiple A		Alliance Group		Men's Long Sleeve Bike Jersey							
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Product	UOM		Giveaway Qty	Cnsmptn Unit	Value
DISPLAY	AISLE		Lump Sum	0.00	1,550.00				0.00		0.00
TPR-BB			Bill Back	3.00	0.00				0.00		0.00
TPR-OI	OI		Off-Invc	4.50	0.00				0.00		0.00
Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Product ID/Descr	Item ID	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000004	Planned	1000		10000	10000	07/01/2003	09/15/2003	EA	200.00	88.00	288.00
Giveaway		Alliance Group		Men's Long Sleeve Bike Jersey							
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Product	UOM		Giveaway Qty	Cnsmptn Unit	Value
TPR-OI			Off-Invc	0.00	0.00	10002	EA		2.00		0.00
Long Sleeve T-Shirt, Men's											
Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Product ID/Descr	Item ID	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000005	Planned	1000		10000	10000	07/01/2003	09/15/2003	EA	435.00	65.25	500.25
Consumptio		Alliance Group		Men's Long Sleeve Bike Jersey							
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Product	UOM		Giveaway Qty	Cnsmptn Unit	Value
COUPON			Consumption	0.00	0.00				0.00		0.75

Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Product ID/Descr	Item ID	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000008	Planned	1006		10000	10000	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
Combo Prom		Sara Outdoor		Men's Long Sleeve Bike Jersey							
Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Product ID/Descr	Item ID	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000008	Planned	1006		10009	10009	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
Combo Prom		Sara Outdoor		Mountain Bike Gloves, Men's							

Product Group: 002

Plan Qty/

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORT

Page No: 2  
Run Date: 07/10/2003  
Run Time: 10:54:00

Setid: SHARE

Promotion Status: Planned & Approved Promotions

Report Quantity: Planned Quantity

Currency Code: USD

Order Dates 01/01/2003 through 12/31/2003  
Sorted by Product Group

<u>Promotion Code/Descr</u>	<u>Status</u>	<u>Cust ID/Name</u>	<u>Cust Group</u>	<u>Product ID/Descr</u>	<u>Item ID</u>	<u>First Date</u>	<u>Last Date</u>	<u>UOM</u>	<u>Base Qty</u>	<u>Lift Qty/Pct</u>	<u>Promotion Price</u>
PRO00000008	Planned	1006		10011	10011	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
Combo Prom		Sara Outdoor		Biking Gloves, Unisex						20.0%	40.00
<u>Promotion Code/Descr</u>	<u>Status</u>	<u>Cust ID/Name</u>	<u>Cust Group</u>	<u>Product ID/Descr</u>	<u>Item ID</u>	<u>First Date</u>	<u>Last Date</u>	<u>UOM</u>	<u>Base Qty</u>	<u>Lift Qty/Pct</u>	<u>Plan Ship Qty/ Promotion Price</u>
PRO00000008	Planned	1006		10012	10012	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
Combo Prom		Sara Outdoor		Pro5500 Road Helmet						20.0%	32.00

End of Report

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORT

Page No: 1  
Run Date: 07/10/2003  
Run Time: 11:26:36

Setid: SHARE  
Promotion Status: Planned & Approved Promotions  
Report Quantity: Planned Quantity  
Currency Code: USD

Order Dates 01/01/2003 through 12/31/2003  
Sorted by Customer Group

Customer Group:

Promotion Code/Descr	Status	Cust ID/Name	Prod Group	Product ID/Descr	Item ID	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Ship Qty/ Promotion Price
PRO0000003	Planned	1000	001	10000	10000	07/01/2003	09/15/2003	EA	500.00	225.00	725.00
Multiple A		Alliance Group		Men's Long Sleeve Bike Jersey						45.0%	25.50
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Product	UOM	Giveaway Qty	Cnsmptn Unit Value		
DISPLAY	AISLE		Lump Sum	0.00	1,550.00			0.00		0.00	0.00
TPR-BB			Bill Back	3.00	0.00			0.00		0.00	0.00
TPR-OI	OI		Off-Invc	4.50	0.00			0.00		0.00	0.00
PRO0000004	Planned	1000	001	10000	10000	07/01/2003	09/15/2003	EA	200.00	88.00	288.00
Giveaway		Alliance Group		Men's Long Sleeve Bike Jersey						44.0%	35.00
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Product	UOM	Giveaway Qty	Cnsmptn Unit Value		
TPR-OI			Off-Invc	0.00	0.00	10002	EA	2.00		0.00	0.00
						Long Sleeve T-Shirt, Men's					
PRO0000005	Planned	1000	001	10000	10000	07/01/2003	09/15/2003	EA	435.00	65.25	500.25
Consumptio		Alliance Group		Men's Long Sleeve Bike Jersey						15.0%	35.00
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Product	UOM	Giveaway Qty	Cnsmptn Unit Value		
COUPON			Consumption	0.00	0.00			0.00		0.00	0.75
PRO0000008	Planned	1006	001	10000	10000	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
Combo Prom		Sara Outdoor		Men's Long Sleeve Bike Jersey						20.0%	44.00
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Product	UOM	Giveaway Qty	Cnsmptn Unit Value		
TPR-OI		BIKING	Off-Invc	11.00	0.00			0.00		0.00	0.00
PRO0000008	Planned	1006	001	10009	10009	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
Combo Prom		Sara Outdoor		Mountain Bike Gloves, Men's						20.0%	36.00

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORTPage No: 2  
Run Date: 07/10/2003  
Run Time: 11:26:38

Setid: SHARE

Promotion Status: Planned &amp; Approved Promotions

Report Quantity: Planned Quantity

Currency Code: USD

Order Dates 01/01/2003 through 12/31/2003  
Sorted by Customer Group

<u>Merch Type</u>	<u>Merch Subtype</u>	<u>Promo Group</u>	<u>Adjust Type</u>	<u>Discount Amount</u>	<u>Lump Sum Cost</u>	<u>Giveaway Product</u>	<u>UOM</u>	<u>Giveaway Qty</u>	<u>Cnsmptn Unit</u>	<u>Value</u>
TPR-OI	BIKING		Off-Invc	9.00	0.00			0.00		0.00

<u>Promotion Code/Descr</u>	<u>Status</u>	<u>Cust ID/Name</u>	<u>Prod Group</u>	<u>Product ID/Descr</u>	<u>Item ID</u>	<u>First Date</u>	<u>Last Date</u>	<u>UOM</u>	<u>Base Qty</u>	<u>Lift Qty/Pct</u>	<u>Plan Ship Qty/Promotion Price</u>
PRO0000008 Combo Prom	Planned	1006 Sara Outdoor	002	10011 Biking Gloves, Unisex	10011	07/01/2003	09/15/2003	EA	100.00	20.00 20.0%	120.00 32.00

<u>Merch Type</u>	<u>Merch Subtype</u>	<u>Promo Group</u>	<u>Adjust Type</u>	<u>Discount Amount</u>	<u>Lump Sum Cost</u>	<u>Giveaway Product</u>	<u>UOM</u>	<u>Giveaway Qty</u>	<u>Cnsmptn Unit</u>	<u>Value</u>
TPR-OI	BIKING		Off-Invc	8.00	0.00			0.00		0.00

<u>Promotion Code/Descr</u>	<u>Status</u>	<u>Cust ID/Name</u>	<u>Prod Group</u>	<u>Product ID/Descr</u>	<u>Item ID</u>	<u>First Date</u>	<u>Last Date</u>	<u>UOM</u>	<u>Base Qty</u>	<u>Lift Qty/Pct</u>	<u>Plan Ship Qty/Promotion Price</u>
PRO0000008 Combo Prom	Planned	1006 Sara Outdoor	002	10012 Pro5500 Road Helmet	10012	07/01/2003	09/15/2003	EA	100.00	20.00 20.0%	120.00 25.60

<u>Merch Type</u>	<u>Merch Subtype</u>	<u>Promo Group</u>	<u>Adjust Type</u>	<u>Discount Amount</u>	<u>Lump Sum Cost</u>	<u>Giveaway Product</u>	<u>UOM</u>	<u>Giveaway Qty</u>	<u>Cnsmptn Unit</u>	<u>Value</u>
TPR-OI	BIKING		Off-Invc	6.40	0.00			0.00		0.00

End of Report

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORT

Page No: 1  
Run Date: 07/10/2003  
Run Time: 11:28:53

Setid: SHARE  
Promotion Status: Planned & Approved Promotions  
Report Quantity: Planned Quantity  
Currency Code: USD

Order Dates 01/01/2003 through 12/31/2003  
Sorted By Product ID

Product ID: 10000 Men's Long Sleeve Bike Jersey

Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Item ID/Descr	Prod Group	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Ship Qty/
											Promotion Price
PRO0000003	Planned	1000		10000	001	07/01/2003	09/15/2003	EA	500.00	225.00	725.00
Multiple A		Alliance Group		Long Sleeve Biking Jersey, Men						45.0%	25.50

<u>Merch Type</u>	<u>Merch Subtype</u>	<u>Promo Group</u>	<u>Adjust Type</u>	<u>Discount Amount</u>	<u>Lump Sum Cost</u>	<u>Giveaway Product</u>	<u>UOM</u>	<u>Giveaway Qty</u>	<u>Cnsmptn Unit</u>	<u>Value</u>
DISPLAY	AISLE		Lump Sum	0.00	1,550.00			0.00		0.00
TPR-BB			Bill Back	3.00	0.00			0.00		0.00
TPR-OI	OI		Off-Invc	4.50	0.00			0.00		0.00

Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Item ID/Descr	Prod Group	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Ship Qty/Promotion Price
PRO0000004	Planned	1000		10000	001	07/01/2003	09/15/2003	EA	200.00	88.00	288.00
Giveaway		Alliance Group		Long Sleeve Biking Jersey, Men						44.0%	35.00

<u>Merch Type</u>	<u>Merch Subtype</u>	<u>Promo Group</u>	<u>Adjust Type</u>	<u>Discount Amount</u>	<u>Lump Sum Cost</u>	<u>Giveaway Product</u>	<u>UOM</u>	<u>Giveaway Qty</u>	<u>Cnsmptn Unit</u>	<u>Unit Value</u>
TPR-OI			Off-Invc	0.00	0.00	10002	EA	2.00		0.00
Long Sleeve T-Shirt, Men's										

Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Item ID/Descr	Prod Group	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Ship Qty/	Promotion Price
PRO0000005	Planned	1000		10000	001	07/01/2003	09/15/2003	EA	435.00	65.25		500.25
Consumptio		Alliance Group		Long Sleeve Biking Jersey, Men						15.0%		35.00

<u>Merch Type</u>	<u>Merch Subtype</u>	<u>Promo Group</u>	<u>Adjust Type</u>	<u>Discount Amount</u>	<u>Lump Sum Cost</u>	<u>Giveaway Product</u>	<u>UOM</u>	<u>Giveaway Qty</u>	<u>Cnsmptn Unit Value</u>
COUPON			Consumption	0.00	0.00			0.00	0.75

Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Item ID/Descr	Prod Group	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Ship Qty/Promotion Price
PRO0000008	Planned	1006		10000	001	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
Combo Prom		Sara Outdoor		Long Sleeve Biking Jersey, Men						20.0%	44.00

Total Lift Qty for Product ID: 10000 398.25 EA

Product ID: 10009 Mountain Bike Gloves, Men's

Promotion Code/Poscar Status      Cust. ID/Name      Cust. Group      Item ID/Poscar      Prod. Group      First Date      Last Date      UOM      Page. Qty      Line. Qty/Pkt.      Plan. Ship. Qty/Poscar      Promotion Price

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORT

Page No: 2  
Run Date: 07/10/2003  
Run Time: 11:28:56

Setid: SHARE

Promotion Status: Planned &amp; Approved Promotions

Order Dates 01/01/2003 through 12/31/2003  
Sorted By Product ID

Report Quantity: Planned Quantity

Currency Code: USD

PRO00000008 Combo Prom	Planned	1006 Sara Outdoor	10009 Mountain Bike Gloves, Mens	001	07/01/2003	09/15/2003	EA	100.00	20.00	120.00	
								20.0%		36.00	
	<u>Merch Type</u>	<u>Merch Subtype</u>	<u>Promo Group</u>	<u>Adjust Type</u>	<u>Discount Amount</u>	<u>Lump Sum Cost</u>	<u>Giveaway Product</u>	<u>UOM</u>	<u>Giveaway Qty</u>	<u>Cnsmptn Unit</u>	<u>Value</u>
	TPR-OI		BIKING	Off-Invc	9.00	0.00			0.00		0.00

Total Lift Qty for Product ID: 10009

20.00 EA

Product ID: 10011 Biking Gloves, Unisex

Promotion Code/Descr	<u>Status</u>	<u>Cust ID/Name</u>	<u>Cust Group</u>	<u>Item ID/Descr</u>	<u>Prod Group</u>	<u>First Date</u>	<u>Last Date</u>	<u>UOM</u>	<u>Base Qty</u>	<u>Lift Qty/Pct</u>	<u>Plan Ship Qty/Promotion Price</u>
PRO00000008 Combo Prom	Planned	1006 Sara Outdoor		10011 Biking Gloves, Unisex	002	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
									20.0%		32.00
	<u>Merch Type</u>	<u>Merch Subtype</u>	<u>Promo Group</u>	<u>Adjust Type</u>	<u>Discount Amount</u>	<u>Lump Sum Cost</u>	<u>Giveaway Product</u>	<u>UOM</u>	<u>Giveaway Qty</u>	<u>Cnsmptn Unit</u>	<u>Value</u>
	TPR-OI		BIKING	Off-Invc	8.00	0.00			0.00		0.00

Total Lift Qty for Product ID: 10011

20.00 EA

Product ID: 10012 Pro5500 Road Helmet

Promotion Code/Descr	<u>Status</u>	<u>Cust ID/Name</u>	<u>Cust Group</u>	<u>Item ID/Descr</u>	<u>Prod Group</u>	<u>First Date</u>	<u>Last Date</u>	<u>UOM</u>	<u>Base Qty</u>	<u>Lift Qty/Pct</u>	<u>Plan Ship Qty/Promotion Price</u>
PRO00000008 Combo Prom	Planned	1006 Sara Outdoor		10012 Pro5500 Road Helmet	002	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
									20.0%		25.60
	<u>Merch Type</u>	<u>Merch Subtype</u>	<u>Promo Group</u>	<u>Adjust Type</u>	<u>Discount Amount</u>	<u>Lump Sum Cost</u>	<u>Giveaway Product</u>	<u>UOM</u>	<u>Giveaway Qty</u>	<u>Cnsmptn Unit</u>	<u>Value</u>
	TPR-OI		BIKING	Off-Invc	6.40	0.00			0.00		0.00

Total Lift Qty for Product ID: 10012

20.00 EA

End of Report

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORT

Page No: 1  
Run Date: 07/10/2003  
Run Time: 11:29:24

Setid: SHARE

Promotion Status: Planned &amp; Approved Promotions

Report Quantity: Planned Quantity

Currency Code: USD

Order Dates 01/01/2003 through 12/31/2003  
Sorted by Customer ID

Customer ID: 1000      Alliance Group

Promotion Code/Descr	Status	Product ID/Descr	Prod Group	Cust Group	Item ID/Descr	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000003	Planned	10000	001		10000	07/01/2003	09/15/2003	EA	500.00	225.00	725.00
Multiple A		Men's Long Sleeve Bike Jersey			Long Sleeve Biking Jersey, Men					45.0%	25.50
Merch Type      Merch Subtype      Promo Group      Adjust Type      Discount Amount      Lump Sum Cost      Giveaway Product      UOM      Giveaway Qty      Cnsmptn Unit Value											
DISPLAY	AISLE			Lump Sum	0.00	1,550.00				0.00	0.00
TPR-BB				Bill Back	3.00	0.00				0.00	0.00
TPR-OI	OI			Off-Invc	4.50	0.00				0.00	0.00
Promotion Code/Descr	Status	Product ID/Descr	Prod Group	Cust Group	Item ID/Descr	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000004	Planned	10000	001		10000	07/01/2003	09/15/2003	EA	200.00	88.00	288.00
Giveaway		Men's Long Sleeve Bike Jersey			Long Sleeve Biking Jersey, Men					44.0%	35.00
Merch Type      Merch Subtype      Promo Group      Adjust Type      Discount Amount      Lump Sum Cost      Giveaway Product      UOM      Giveaway Qty      Cnsmptn Unit Value											
TPR-OI				Off-Invc	0.00	0.00	10002	EA	2.00		0.00
								Long Sleeve T-Shirt, Men's			
Promotion Code/Descr	Status	Product ID/Descr	Prod Group	Cust Group	Item ID/Descr	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000005	Planned	10000	001		10000	07/01/2003	09/15/2003	EA	435.00	65.25	500.25
Consumptio		Men's Long Sleeve Bike Jersey			Long Sleeve Biking Jersey, Men					15.0%	35.00
Merch Type      Merch Subtype      Promo Group      Adjust Type      Discount Amount      Lump Sum Cost      Giveaway Product      UOM      Giveaway Qty      Cnsmptn Unit Value											
COUPON				Consumption	0.00	0.00				0.00	0.75

Customer ID: 1006      Sara Outdoor

Promotion Code/Descr	Status	Product ID/Descr	Prod Group	Cust Group	Item ID/Descr	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000008	Planned	10000	001		10000	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
Combo Prom		Men's Long Sleeve Bike Jersey			Long Sleeve Biking Jersey, Men					20.0%	44.00
Merch Type      Merch Subtype      Promo Group      Adjust Type      Discount Amount      Lump Sum Cost      Giveaway Product      UOM      Giveaway Qty      Cnsmptn Unit Value											
TPR-OI			BIKING	Off-Invc	11.00	0.00				0.00	0.00
Promotion Code/Descr	Status	Product ID/Descr	Prod Group	Cust Group	Item ID/Descr	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Qty/ Promotion Price
PRO00000008	Planned	10009	001		10009	07/01/2003	09/15/2003	EA	100.00	20.00	120.00

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORTPage No: 2  
Run Date: 07/10/2003  
Run Time: 11:29:26

Setid: SHARE

Promotion Status: Planned &amp; Approved Promotions

Order Dates 01/01/2003 through 12/31/2003  
Sorted by Customer ID

Report Quantity: Planned Quantity

Currency Code: USD

Combo Prom	Mountain Bike Gloves, Men's	Mountain Bike Gloves, Mens	20.0%	36.00
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount
TPR-OI	BIKING	Off-Invc		9.00
Lump	Sum	Cost	Giveaway Product	UOM
		0.00		
			Giveaway Qty	Cnsmptn Unit Value
			0.00	0.00
<b>Promotion Code/Descr</b>				
<b>Status</b>		<b>Product ID/Descr</b>	<b>Prod Group</b>	<b>Cust Group</b>
PRO0000008	Planned	10011	002	10011
Combo Prom		Biking Gloves, Unisex		Biking Gloves, Unisex
First Date	Last Date	UOM	Base Qty	Lift Qty/Pct
07/01/2003	09/15/2003	EA	100.00	20.00
<b>Promotion Code/Descr</b>				
<b>Status</b>		<b>Product ID/Descr</b>	<b>Prod Group</b>	<b>Cust Group</b>
PRO0000008	Planned	10012	002	10012
Combo Prom		Pro5500 Road Helmet		Pro5500 Road Helmet
First Date	Last Date	UOM	Base Qty	Lift Qty/Pct
07/01/2003	09/15/2003	EA	100.00	20.00
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount
TPR-OI	BIKING	Off-Invc		8.00
Lump	Sum	Cost	Giveaway Product	UOM
		0.00		
			Giveaway Qty	Cnsmptn Unit Value
			0.00	0.00
<b>Promotion Code/Descr</b>				
<b>Status</b>		<b>Product ID/Descr</b>	<b>Prod Group</b>	<b>Cust Group</b>
PRO0000008	Planned	10012	002	10012
Combo Prom		Pro5500 Road Helmet		Pro5500 Road Helmet
First Date	Last Date	UOM	Base Qty	Lift Qty/Pct
07/01/2003	09/15/2003	EA	100.00	20.00
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount
TPR-OI	BIKING	Off-Invc		6.40
Lump	Sum	Cost	Giveaway Product	UOM
		0.00		
			Giveaway Qty	Cnsmptn Unit Value
			0.00	0.00

End of Report

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORT

Page No: 1  
Run Date: 07/15/2003  
Run Time: 13:20:20

Setid: SHARE  
Promotion Status: Planned & Approved Promotions  
Report Quantity: Planned Quantity  
Currency Code: USD

Order Dates 07/05/2003 through 07/31/2003  
Sorted By Item ID

Item: 10000 Long Sleeve Biking Jersey, M

Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Product ID/Descr	Prod Group	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Ship Qty/ Promotion Price
PRO00000003	Planned	1000		10000	001	07/01/2003	09/15/2003	EA	500.00	225.00	725.00
Multiple A		Alliance Group		Men's Long Sleeve Bike Jersey						45.0%	25.50
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Item	UOM	Giveaway Qty	Cnsmptn Unit Value		
DISPLAY	AISLE		Lump Sum	0.00	1,550.00			0.00		0.00	0.00
TPR-BB			Bill Back	3.00	0.00			0.00		0.00	0.00
TPR-OI	OI		Off-Invc	4.50	0.00			0.00		0.00	0.00
Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Product ID/Descr	Prod Group	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Ship Qty/ Promotion Price
PRO00000004	Planned	1000		10000	001	07/01/2003	09/15/2003	EA	200.00	88.00	288.00
Giveaway		Alliance Group		Men's Long Sleeve Bike Jersey						44.0%	35.00
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Item	UOM	Giveaway Qty	Cnsmptn Unit Value		
TPR-OI			Off-Invc	0.00	0.00	10002	EA	2.00		0.00	0.00
						Long Sleeve T-Shirt, Mens					
Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Product ID/Descr	Prod Group	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Ship Qty/ Promotion Price
PRO00000005	Cust Appr.	1000		10000	001	07/01/2003	09/15/2003	EA	435.00	65.25	500.25
Consumptio		Alliance Group		Men's Long Sleeve Bike Jersey						15.0%	35.00
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Item	UOM	Giveaway Qty	Cnsmptn Unit Value		
COUPON			Consumption	0.00	0.00			0.00		0.00	0.75
Promotion Code/Descr	Status	Cust ID/Name	Cust Group	Product ID/Descr	Prod Group	First Date	Last Date	UOM	Base Qty	Lift Qty/Pct	Plan Ship Qty/ Promotion Price
PRO00000008	Planned	1006		10000	001	07/01/2003	09/15/2003	EA	100.00	20.00	120.00
Combo Prom		Sara Outdoor		Men's Long Sleeve Bike Jersey						20.0%	44.00
Merch Type	Merch Subtype	Promo Group	Adjust Type	Discount Amount	Lump Sum Cost	Giveaway Item	UOM	Giveaway Qty	Cnsmptn Unit Value		
TPR-OI		BIKING	Off-Invc	11.00	0.00			0.00		0.00	0.00

Item: 10009 Mountain Bike Gloves. Mens

Plan Ship Qty/  
Promotion Price

Report ID: TDS1000

PeopleSoft Promotions Management  
PROMOTION FORECAST REPORT

Page No: 2  
Run Date: 07/15/2003  
Run Time: 13:20:21

Setid: SHARE

Promotion Status: Planned &amp; Approved Promotions

Order Dates 07/05/2003 through 07/31/2003  
Sorted By Item ID

Report Quantity: Planned Quantity

Currency Code: USD

PRO00000008 Combo Prom	Planned Merch Type TPR-OI	1006 Sara Outdoor	10009 BIKING	001 Off-Invc	07/01/2003 09/15/2003	09/15/2003 EA	100.00 0.00	20.00 20.0%	120.00 36.00

Total Lift Qty for Item: 10009 20.00 EA

Item: 10011 Biking Gloves, Unisex

Promotion Code/Descr PRO00000008 Combo Prom	Status Planned	Cust ID/Name 1006 Sara Outdoor	Cust Group 10011 Biking Gloves, Unisex	Product ID/Descr 002 Biking Gloves, Unisex	Prod Group 002 Biking Gloves, Unisex	First Date 07/01/2003	Last Date 09/15/2003	UOM EA	Base Qty 100.00 0.00	Lift Qty/Pct 20.00 20.0%	Plan Ship Qty/ Promotion Price 120.00 32.00

Total Lift Qty for Item: 10011 20.00 EA

Item: 10012 Pro5500 Road Helmet

Promotion Code/Descr PRO00000008 Combo Prom	Status Planned	Cust ID/Name 1006 Sara Outdoor	Cust Group 10012 Pro5500 Road Helmet	Product ID/Descr 002 Pro5500 Road Helmet	Prod Group 002 Pro5500 Road Helmet	First Date 07/01/2003	Last Date 09/15/2003	UOM EA	Base Qty 100.00 0.00	Lift Qty/Pct 20.00 20.0%	Plan Ship Qty/ Promotion Price 120.00 25.60

Total Lift Qty for Item: 10012 20.00 EA

End of Report